

COLLEGE STATION I.S.D.
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PURCHASING OFFICE

INTER-DEPARTMENTAL MEMO

TO: Mike Martindale

DATE: September 3, 2018

SUBJECT: Purchasing Cooperative Fees Report for 2017-2018 and
Approval of Renewal Memberships for 2018-2019

Per House Bill 273 passed during the 80th Legislative Session, school districts are required to submit annually a written report to their board of trustees the fees paid to purchasing cooperatives and the purpose of such fees.

College Station ISD was a member of the following purchasing cooperatives during the 2017-2018 school year. Membership in these purchasing cooperatives is authorized under TEC 44.031 (a) (4), was instituted through an inter-local agreement between the cooperative and College Station ISD. Each of these cooperatives follows the competitive bidding laws of the State of Texas, and College Station ISD accesses this discount pricing by following the guidelines of the cooperative.

1. Harris County Department of Education (HCDE) which includes Choice Facility Partners and the Choice Food Cooperative- no membership fee.
2. The Cooperative Purchasing Network (TCPN) (sponsored by Region 4 ESC) - no membership fee.
3. Texas Local Government and Statewide Purchasing Cooperative (TASB Buy Board) - no membership fee. The district received a rebate check for \$25,456.99 based on its participation in the cooperative for the 2016-2017 fiscal year.

The district purchased (1) 2018 Chevrolet Cargo Van for the Technology Department. An administrative handling fee of \$400 was paid to the vendor for this vehicle purchase.

The district purchased two (2) Dodge Chargers for the School Resource Deputies (SRD). An administrative handling fee of \$400 per purchase order or \$800 total was paid to the vendor for these two vehicle purchases.

The district purchased two (2) 2018 Chevrolet 1500 Silverado Crew Cab Trucks and two (2) 2018 Chevrolet 2500 Silverado Regular Cab Trucks for the Facilities Department. An administrative handling fee of \$400 per purchase order or \$1,600 total was paid to the vendor for these vehicle purchases.

4. State of Texas Cooperative Purchasing Program (administered by Texas Comptroller of Public Accounts) - annual membership fee is \$100.
5. Department of Information Resources (DIR) (State Agency) - no membership fee.
6. Choice Partners Cooperative (sponsored by Houston-Galveston Area Council of Governments) - no membership fee.

The district purchased one (1) 2018 Ford Transit cargo van for Purchasing. An administrative handling fee of \$600 was paid to the vendor for this vehicle purchase.

7. Purchasing Solutions Alliance (PSA) - no membership fee.
8. Region 6 ESC Purchasing Cooperative- no membership fee.
9. Region 19 ESC Purchasing Cooperative - no membership fee.
10. U.S. Communities Purchasing Cooperative- no membership fee.
11. PACE Purchasing Cooperative- no membership fee.
12. School Purchasing Alliance- no membership fee.
13. Region 20 ESC 2013 Purchasing Cooperative- The annual membership fee was \$875 for 2017-2018. This cooperative provides access to a unique group of vendors, materials and services that are compliant with federal procurement requirements.
14. National Cooperative Purchasing Alliance (NCPA) - no membership fee.
15. 1GPA 1 Government Procurement Alliance- no membership fee.
16. Purchasing Cooperative of America- no membership fee.

It is recommended that the Board of Trustees accept the Cooperative Fees Report for FY 2017-2018 and renew the current cooperative memberships for FY 2018- 2019.



Mark Pantel, Director of Purchasing