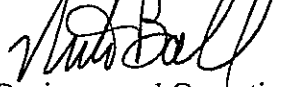




# College Station Independent School District

Success....each life....each day....each hour

## MEMORANDUM

To: Dr. Eddie Coulson, Superintendent 

From: Mike Ball, Deputy Superintendent for Business and Operations

Date: May 11, 2007

Subject: Authorization of Cancellation of State Contract Orders for Vehicles Through Texas Building and Procurement Commission

Agenda Item: L-5

Board Priority/  
District Goal: Priority 3, Goal 4

## BACKGROUND

At the beginning of the current fiscal year, a vehicle acquisition plan was developed based on the needs of several departments within the District. One class of vehicles, minivans, has presented some problems in the procurement process. Two passenger minivans and three cargo minivans were originally ordered as a part of the vehicle acquisition plan. The District has been unable to acquire these vehicles from two different manufacturers.

The passenger and cargo minivan vehicles that have been ordered through the State of Texas Vehicle Contract administered by the Texas Building and Procurement Commission are not scheduled for delivery in accordance with the terms of the purchase.

Mr. Mark Pantel, Director of Purchasing, has located a source for these vehicles that appears to be able to provide the vehicles during the current fiscal year.

## RECOMMENDATION

It is recommended that the Board of Trustees of College Station Independent School District consider authorization of the cancellation of orders for passenger and cargo minivan vehicles that have been ordered through the State of Texas Vehicle Contract administered by the Texas Building and Procurement Commission due to non-delivery in accordance with the terms of the purchase order.