

COLLEGE STATION I.S.D.
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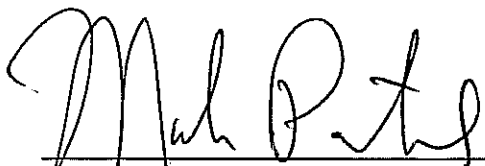
PURCHASING OFFICE

INTER-DEPARTMENTAL MEMO

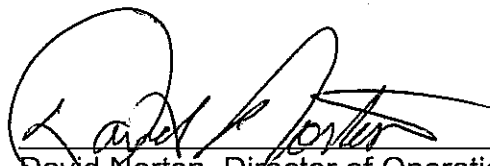
TO: Mike Ball
SUBJECT: Custodial Purchases for 2007-2008
DATE: August 9, 2007

The Custodial Department would like to purchase custodial supplies and equipment through three different purchasing cooperatives instead of a formal competitive annual bid. All items on the TASB Buyboard, The Cooperative Purchasing Network (TCPN) and the Harris County Department of Education (HCDE) Cooperative have been competitively bid and awarded by the Cooperative's Board of Trustees based on state statutes.

Attached is a memo from Robert Lee, Custodial Coordinator outlining the request. It is the recommendation of Mark Pantel, Director of Purchasing and David Norton, Director of Operations that we utilize these purchasing cooperatives for the procurement of custodial products and equipment for the 2007-2008 school year in the amount of approximately \$200,000.



Mark Pantel, Director of Purchasing



David Norton, Director of Operations