

Board of Trustees

Executive Summary of Board Agenda Item

Meeting Date: _____

Subject/Title for Agenda Posting:

Justification Statement:

Purpose of Agenda Item:

☐ Information ☒ Discussion

☒ Action

Item Type:

☐ Curriculum & Instruction

☐ HumanResources

☒ Business Services

Staff Responsible:

Signature of Requester(s)

Signature of Presenter(s)

Business Services Approval (Initials)

Date

Agenda Summary:

As stated in Board Policy CH (Local), Board approval is required for any single, budgeted purchase of goods or services that costs \$100,000 or more, if the purchase is not under a contract approved by the Texas Education Agency or the Education service centers; or the purchase is not on a contract approved by the State of Texas. Board approval is also required if a purchase is not pursuant to inter-local agreements previously approved by the board, including a purchase that is not being made through a cooperative purchasing program.

RECOMMENDATION:

PRIOR BOARD ACTION:

AWARDED:

AWARDED AMOUNT:

AMOUNT(S):

ACCOUNT NO(S):

PROCUREMENT METHOD TYPE: (3 Quotes, Cooperative Contract Quotes, Sole Source, Formal Bid)

REQUESTING DEPARTMENT:

CONSEQUENCES OF NON-APPROVAL:

IMPLEMENTATION TIMELINE:

ATTACHMENT(S):

