

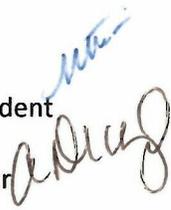


# College Station Independent School District

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

## MEMORANDUM

To: Mr. Mike Martindale, Superintendent

From: Amy Drozd, Chief Financial Officer 

Date: October 12, 2022

Subject: Consider the purchase of playground equipment for College Hills Elementary and River Bend Elementary

Agenda Item: J – 1.

## Background

As the governing body of the District's Head Start program, the CSISD Board of Trustees must approve policy and budget changes as well purchases of \$50,000 or more. CSISD's Head Start program was allocated one-time American Rescue Plan funds. Shelly Rice, Director of Head Start and district administration have worked together to determine the best use of these funds.

Originally these funds were planned for the addition of a portable building at Southwood Valley Elementary. The application was approved by Trustees in February of 2022 and submitted to the Head Start Regional Office. Based on recent conversations with the Regional Head Start Office, it has been determined that this project cannot be approved, purchased, and installed by the grant end date of March 30, 2023. As a result, Ms. Rice and district administration have determined the addition of playground equipment at College Hills Elementary and River Bend Elementary is much needed, will enhance the outdoor learning experience of the Head Start students and families, and can be delivered within the required timeframe.

Specifications were developed for equipment best suited for each campus and quotes were solicited from two vendors that are members of a purchasing cooperative. After review of the proposals, Lone Star Recreation of Texas was recommended as the best value and low proposer in the total amount of \$133,100 based on BuyBoard purchasing cooperative contract #592-19 using Head Start American Rescue Plan Funds. Head Start Policy Council has approved this purchase and with approval of a budget revision by the Head Start Regional Office still pending.

## Recommendation

It is recommended that the College Station Independent School District Board of Trustees approve the purchase and installation of playground equipment for College Hills Elementary and River Bend Elementary from Lone Star Recreation of Texas, LLC in the amount of \$133,100 based on BuyBoard purchasing cooperative contract #592-19 using 2021 Head Start American Rescue Plan Funds.

Amy Drozd  
Chief Financial Officer

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Mike Martindale  
Superintendent of Schools