

# City Council Meeting

## Agenda Item

### Data Sheet

Meeting Date: March 18, 2024

**Topic:**

Authorize the City Manager to execute documents necessary to participate in the Texas SmartBuy cooperative purchasing program through the Texas Comptroller of Public Accounts Cooperative Purchasing Program.

**Background:**

The Texas SmartBuy Membership Program has been a trusted purchasing partner for local government and state funded assistance organization buyers for over 30 years. As a service from the Comptroller's office, the state purchasing cooperative promotes best value procurements through state contract usage at the local level.

In order to participate as a member in the Texas SmartBuy Program, the City must execute a resolution with the Texas Comptroller of Public Accounts. This membership and resolution allows the City to join Texas SmartBuy and benefit from the savings of the competitively procured contracts offered through the cooperative.

**Origination:** Finance Department

**Recommendation:**

Staff recommends authorizing the City Manager to execute the documents necessary to participate in the Texas SmartBuy cooperative purchasing program.

**Party(ies) responsible for placing this item on agenda:** Katherine Tapscott, Finance Director

**FUNDING (IF APPLICABLE)**

Are funds specifically designated in the current budget for the full amount required for this purpose?

Yes: X No: \_\_\_\_\_ If yes, specify Account Number: # 100-116-6333

If no, funds will be transferred from account # \_\_\_\_\_ To account # \_\_\_\_\_

Signed Katherine Tapscott 3/13/2024 Approved by \_\_\_\_\_  
Staff Member Date City Manager Date