



MEETING OF: February 11, 2014

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TITLE: P-Card Initiative Update

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ITEM #: 5

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Information: X

Study:

Action:

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PURPOSE:

To provide the Governing Board with an update on the Procurement (pCard) Program implementation and unprecedented year one achievements.

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DESCRIPTION AND JUSTIFICATION:

TUSD pCard Program implementation began in February 2013 and cards have been issued within Accounts Payable, Food Services, and Student Finance for the purpose of paying invoices, in addition to paying for pre-approved business travel and utility payments. This payment method replaces the labor, time intensive, and cumbersome process of printing checks, making copies, stuffing envelopes, paying postage/handling, which results in a significant increase in efficiency and effectiveness for the District. This process also has a positive results for District contract suppliers who are paid faster than under the traditional check mailing process. To date, 1,130 District vendors have been converted to pCard payment acceptance in place of check payment.

Aside from the efficiency and effectiveness associated with pCard payments, the cooperative contract for pCard services is rebate generating. The District's pCard Service provider will be presenting the first pCard rebate check for year one of unprecedented achievements in the pCard Program. The rebate will help offset District expenses.

Superintendent Goal - Not Applicable

Presenter - Yousef Awwad and key staff will be on hand to address questions.

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BOARD POLICY CONSIDERATIONS:

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LEGAL CONSIDERATIONS:

For all Intergovernmental Agreements (IGAs), Initiator of Agenda Item provides the name of the agency responsible for recording the Agreement after approval:

For amendments to current IGAs, Initiator provides original IGA recording number:

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Legal Advisor Signature (if applicable)

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BUDGET CONSIDERATIONS:

Budget Certification (for use by Office of

Financial Services only):

_____	District Budget
_____	State/Federal Funds
_____	Other _____
<u>Budget Cost</u>	<u>Budget Code</u>

Date  
I certify that funds for this expenditure in the amount of \$ are available and may be:  
Authorized from current year budget  
Authorized with School Board approval  
Code: Fund:

INITIATOR(S):

<u>Yousef Awwad, Deputy Superintendent of Operations</u>	<u>2-3-14</u>	
Name	Title	Date

DOCUMENTS ATTACHED/ ON FILE IN BOARD OFFICE:

<u>ATTACHMENTS:</u>
<a href="#">Click to download</a>
No Attachments Available

TUCSON UNIFIED SCHOOL DISTRICT	BOARD AGENDA ITEM CONTINUATION SHEET
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