Texas Comptroller of Public Accounts
Statewide Procurement Division
FY27 Agency Procurement Plan Template

Instructions:
Please complete the information below. Submit it with the requested attachments to procurement.plans@cpa.texas.gov by November 30, 2026.

General Information

Agency Name: Texas Bond Review Board
Agency Number: 352

Procurement Director Contact Information

Name: Michael Felan
Phone Number: 512-463-9890
E-mail Address: michael.felan@brb.texas.gov

Purchasing Capacity Assessment

Dollar value of agency delegated purchases for FY26: $41,872
Number of purchasing FTEs: 3
Automated purchasing tools used by the agency (if applicable): None

Please attach the following:

- Copy of agency's purchasing and contract management procedures which include protest procedures developed by the agency.
- Credit card procedures regarding the issuance and security of payment cards and the use of those cards by the agency's employees.
- Attach or provide links to any SAO audits of purchasing and contract management functions for FY26-FY27- None
- Attach or provide links to any Comptroller post payment or procurement audits for FY26-FY27- None

Please note that agencies are also required to post their contract management procedures on their agency website and submit a link to the web page that includes the procedures to spd.policy@cpa.texas.gov.

Certified Procurement Professionals

Number of certified purchasing FTEs: None
Number of certified contract management FTEs: None

Please attach the following:
- Name, title and certification number for each purchasing FTE: None
- Name, title and certification number for each contract management FTE: None

Training Projections for the Fiscal Year

Number of seats needed for CTCD certification courses for FY27: one
Number of seats needed for CTCM certification courses for FY27: one

Delegated Purchasing Assessment

Please list the names of personnel with delegated signature authority for proprietary justifications:
Rob Latsha, Executive Director
Michael Felan, CFO

Please complete the table below with the requested information on your agency's five Delegated purchases anticipated to have the highest expenditure for commodities or services (excluding professional services) not available on an existing contract through CPA or DIR for FY27:

Delegated Purchase	Anticipated Value for FY27	Previous FY Value for same/similar purchase:	Name of current vendor:	Has the agency looked for the item on CPA or DIR contract? (Y/N)
DBC Finance	23,000	32,744	SS&C Technologies	Y
Bond Buyer Subscription	3,865	3,865	Sourcemedia	Y
Bond Buyer Conference	1,224	1,224	Sourcemedia	Y
Proofreading Services	1,550	1,550	Cynthia Knable	Y
Proofreading Services	1,500	1,500	Annette Petrusso	Y