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: Fourteenth Court of Appeals
Agency Number: 234

Procurement Director Contact Information

Name: Eileen Gaffney
Phone Number: 713-274-2840
E-mail Address: Eileen.gaffney@txcourts.gov

Purchasing Capacity Assessment

Dollar value of agency delegated purchases for FY26: N/A
Number of purchasing FTEs: 3
Automated purchasing tools used by the agency (if applicable):

Please attach the following:

- Copy of agency's purchasing and contract management procedures which include protest procedures developed by the agency. – Agency users procurement plan
- Credit card procedures regarding the issuance and security of payment cards and the use of those cards by the agency's employees. – N/A
- Attach or provide links to any SAO audits of purchasing and contract management functions for FY26-FY27- N/A
- Attach or provide links to any Comptroller post payment or procurement audits for FY26-FY27- N/A

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: 0
Number of certified contract management FTEs: 0

Please attach the following:
- Name, title and certification number for each purchasing FTE
- Name, title and certification number for each contract management FTE

Training Projections for the Fiscal Year

Number of seats needed for CTCD certification courses for FY27: N/A
Number of seats needed for CTCM certification courses for FY27: N/A

1. Introduction to Travel/Travel Workshop
- Esthefania Bogany, Director
713-274-2886
Esthefania.rodriguez@txcourts.gov

- Eileen Gaffney, Clerk of Court
713-274-2840
Eileen.gaffney@txcourts.gov

2. Prompt Payment and Payment Scheduling
- Esthefania Bogany, Director
713-274-2886
Esthefania.rodriguez@txcourts.gov

- Eileen Gaffney, Clerk of Court
713-274-2840
Eileen.gaffney@txcourts.gov

3. Comptroller Expenditure Object Code Workshop
- Esthefania Bogany, Director
713-274-2886
Esthefania.rodriguez@txcourts.gov

- Eileen Gaffney, Clerk of Court
713-274-2840
Eileen.gaffney@txcourts.gov

4. Basic Expenditure Processing and Documentation

- Esthefania Bogany, Director
713-274-2886
Esthefania.rodriguez@txcourts.gov

- Eileen Gaffney, Clerk of Court
713-274-2840
Eileen.gaffney@txcourts.gov

Delegated Purchasing Assessment

Please list the names of personnel with delegated signature authority for proprietary justifications:
Chief Justice Tracy Christopher
Justice Kevin Jewell
Eileen Gaffney
Esthefania Bogany

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)
Thomson Reuters	$53,000	$49,736.28	Thomson Reuters	Y