



## UNITED INDEPENDENT SCHOOL DISTRICT AGENDA ACTION ITEM

**Topic:** Approval for the District's membership in the TIPS Purchasing Cooperative

**Submitted by:** Ms. Cordelia Flores-Jackson of: Purchasing Department

**Approved for transmittal to school board:** November 18, 2015

**Recommendations:**

Staff recommends that the United ISD Board of Trustees approve the District's membership in the TIPS Purchasing Cooperative. Attached is the cooperative's Board Resolution for your approval and signature.

**Rationale:**

Approving the District's participation in the TIPS Purchasing Cooperative would ensure that the District have an additional procurement source at its service. By using aforementioned cooperative with the ones we currently use, District's funds, time and effort will be maximized. This purchasing cooperative provides the District with products and services that have been competitively procured and abide by all bid laws in the State of Texas as stated on their Interlocal Agreement.

**Budgetary Information:**

No membership cost to the District

**Board Policy Reference and Compliance:**

CH Local – Purchasing and Acquisition  
Texas Education Code 44.031

**RESOLUTION**

(Please check)  
 Governing Board  
 Commissioners Court

STATE OF Texas COUNTY OF Webb

**THE REGION VIII EDUCATION SERVICE CENTER for THE INTERLOCAL PURCHASING SYSTEM**

And

**United Independent School District**

*(Name of Entity applying for Membership in TIPS)*

WHEREAS, the entity listed above, pursuant to the authority granted by the applicant's state purchasing Requirements, desires to participate in The Interlocal Purchasing System (TIPS). TIPS is a National Cooperative Purchasing Program offered by Region VIII Education Service Center, located in Pittsburg, Texas, (Camp County). Participation, through membership and utilization of competitively bid and awarded vendor contracts in a cooperative purchasing program specializing in the management of high quality cooperative procurement solutions will be beneficial to the taxpayers through the anticipated savings to be realized by such entity listed above.

Therefore, be it RESOLVED, that the entity listed above has identified a stated need for participation in The Interlocal Purchasing System (TIPS) whereby Javier Montemayor Jr. is  
*(Name of Authorized Person)*

authorized and directed to sign and deliver any and all necessary documents herewith for and on behalf of above named entity requesting membership in TIPS. I certify that the foregoing is a true and correct original Resolution duly adopted by the United Independent School District  
*(Name of Entity applying for Membership in TIPS)*

and is filed on record with TIPS.

In witness thereof, I have set my hand and signature this 18 day of November, 2015.

By: \_\_\_\_\_  
*(Authorized Signature for Entity)*

Javier Montemayor Jr.  
*(Printed Name)*

Board President  
*(Title or Position)*

jm.uisd@gmail.com  
*(email address)*

***This legal document will remain current on file until either party severs the agreement.***

**INTERLOCAL AGREEMENT**  
**Region VIII Education Service Center**  
**TEXAS PUBLIC ENTITY OR LOCAL GOVERNMENT**  
**(School, College, University, State, City, County, or Other Political Subdivision)**

United Independent School District

TEXAS PUBLIC ENTITY

240 - 903

Control Number (TIPS will Assign)  
Schools enter County-District Number

Region VIII Education Service Center  
Pittsburg, Texas

225 - 950  
County-District Number

Texas Education Code §8.002 permits regional education service centers, at the direction of the Commissioner of Education, to provide services to assist school districts, colleges and universities in improving student performance and increasing the efficiency and effectiveness of school, college and university operations. Authority for such services is granted under Texas Government Code §§ 791.001 *et seq* as amended. Cooperative Purchasing Services under this agreement are extended to all Texas State, City or County Government Agencies, or any other Local Government Entity as defined in the Texas Government Code § 791.003.

This Interlocal Agreement (hereinafter the "Agreement") is effective November 18, 2015 and shall be automatically renewed unless either party gives sixty (60) days prior written notice of non-renewal. This Agreement may be terminated without cause by either party upon (60) days prior written notice, or may also be determined for cause at anytime upon written notice stating the reason for and effective date of such terminations and after giving the affected party a thirty (30) day period to cure any breach.

**Statement of Services to be Performed:**

Region VIII Education Service Center, by this Agreement, agrees to provide cooperative purchasing services to the above-named public entity through a Program known as the The Interlocal Purchasing System (TIPS) Program.

The purpose of the TIPS Program shall be to obtain substantial savings for participating School District, University, College, Community College, City, County or Other Public Agencies through cooperative purchasing.

**Roles of the TIPS Purchasing Cooperative:**

1. Provide for the organizational structure of the program.
2. Provide staff for efficient operation of the program.
3. Promote marketing of the TIPS Program.
4. Coordinate the Competitively Bid Process for all Vendor Awarded Contracts.
5. Provide members with procedures for placing orders through TIPS PO System.
6. Maintain filing system for Due Diligence Documentation.

**INTERLOCAL AGREEMENT, continued**

**Role of the Public Entity:**

1. Commit to participate in the program by an authorized signature on membership forms.

2. Designate a Primary Contact and Secondary Contact for entity.
3. Commit to purchase products and services from TIPS Vendors when in the best interest of the entity.
4. Submit Purchase Orders and/or Vendor Contracts through the TIPS PO System by emailing the pdf document to [tipspo@tips-usa.com](mailto:tipspo@tips-usa.com).
5. Accept shipments of products ordered from Awarded Vendors.
6. Process Payments to Awarded Vendors in a timely manner.

**General Provisions:**

The Parties agree to comply fully with all applicable federal, state, and local statutes, ordinances, rules, and regulations in connection with the programs contemplated under this Agreement. This Agreement is subject to all applicable present and future valid laws governing such programs.

This Agreement shall be governed by the law of the State of Texas and venue shall be in the county in which the administrative offices of RESC VIII are located which is Camp County, Texas.

This Agreement contains the entire agreement of the Parties hereto with respect to the matters covered by its terms, and it may not be modified in any manner without the express written consent of the Parties.

If any term(s) or provision(s) of this Agreement are held by a court of competent jurisdiction to be invalid, void, or unenforceable, the remainder of the provisions of this Agreement shall remain in full force and effect

The Parties to this Agreement expressly acknowledge and agree that all monies paid pursuant to this Agreement shall be paid from budgeted available funds for the current fiscal year of each such entity.

Before any party may resort to litigation, any claims, disputes or other matters in question between the Parties to this Agreement shall be submitted to nonbinding mediation

No Party to this Agreement waives or relinquishes any immunity or defense on behalf of themselves, their directors, officers, employees, and agents as a result of its execution of this Agreement and performance of the functions and obligations described herein.

This Agreement may be negotiated and transmitted between the Parties by means of a facsimile machine and the terms and conditions agreed to are binding upon the Parties.

**Authorization:**

Region VIII Education Service Center and The Interlocal Purchasing System (TIPS) Program have entered into an Agreement to provide cooperative purchasing opportunities to public agencies.

**INTERLOCAL AGREEMENT, continued**

This Agreement was approved by the governing boards of the respective parties at meetings that were posted and held in accordance with the Texas Open Meetings Act, Texas Government Code ch. 551. (If required by the entity.)

The individuals signing below are authorized to do so by the respective parties to this Agreement.

**Public Member Entity:**

**Purchasing Cooperative Lead Agency:**

\_\_\_\_\_  
**Entity Or District Name**

**Region VIII Education Service Center**

By: Javier Montemayor Jr.  
Authorized Signature

By: \_\_\_\_\_  
Authorized Signature

Title: Board President

Title: Executive Director Region VIII ESC

November 18, 2015

Date

\_\_\_\_\_  
Date

**Public Entity Contact Information**

Cordelia Flores Jackson  
Primary Purchasing Person Name

3501 E. Saunders Ave.  
Street Address

Laredo, Texas                      78041  
City, State                              Zip

(956)473 - 7921  
Telephone Number

(956)473 - 7950  
Fax Number

cflores@uisd.net  
Primary Person Email Address

Karina Mendoza Guerra  
Secondary Person Name

kmendoza@uisd.net  
Secondary Person Email Address

If your entity does not require you to have an Interlocal Agreement, please go to the TIPS website under Membership and take advantage of online registration. The states of Texas and Arizona **do** require all entities to have an Interlocal Agreement. Email completed Interlocal Agreement to tips@tips-usa.com.