



## ALEDO ISD BOARD MEETING TEMPLATE

**MEETING DATE:** June 20, 2016

**AGENDA ITEM:** Consider Approval of Resolution to Join PACE Purchasing Cooperative

**PRESENTER:** Earl Husfeld

**ALIGNS TO BOARD GOAL(S):** Financial/Facilities – The District shall exhibit excellence in financial and facility planning, management, and stewardship.

**BACKGROUND INFORMATION:**

- As referenced in Board Policy CH (LEGAL) and Government Code Chapter/Article 791.011 Interlocal Cooperation Act, school districts may participate in a cooperative purchasing program to satisfy any law requiring competitive bids.

**ADMINISTRATIVE CONSIDERATIONS:**

- The Purchasing Association of Cooperative Entities (PACE) was created by Education Service Center Region 13 in Austin and Education Service Center Region 20 in San Antonio. PACE is administered by Education Service Center Region 20.
- All PACE contracts are competitively bid and would provide another avenue for the District to realize purchasing efficiencies and cost reductions.
- There is no membership fee or cost to join PACE.
- For your review and consideration, following is a Resolution stating the District's desire to join and participate in the PACE Purchasing Cooperative and the completed PACE Purchasing Cooperative Interlocal Agreement.

**FISCAL NOTE:**

None

**ADMINISTRATIVE RECOMMENDATION:**

The Administration recommends the Board of Trustees approve the Resolution stating the District's desire to join and participate in the PACE Purchasing Cooperative as presented.



# PACE PURCHASING COOPERATIVE

## INTERLOCAL AGREEMENT

Member Name: \_\_\_\_\_ County District Number: \_\_\_\_\_

Education Service Center, Region 20 (Coop) and the above named agency (member) enter into the following cooperative service arrangement.

This agreement is effective \_\_\_\_\_ (date) and shall automatically renew unless either party gives ninety (90) days prior notice of non-renewal. This agreement may be terminated with or without cause by either party upon thirty (30) days written notice.

### The Coop will:

- Handle bidding procedures
- Abide by all bid laws in the State of Texas
- Enter proposals for tabulation and evaluation
- Arrange for an Award Committee to test, evaluate and award proposals
- Develop award information forms for member use
- Send award information to vendors
- Develop system for gathering evaluation information from members on vendor performance and product quality
- Provide comparison information with previous awards to evaluate effectiveness of proposals

### The Member will:

- Designate a member employee to serve as a liaison with Coop
- Provide release time for meetings, proposal openings, and testing assistance as needed
- Identify delivery location within Member on purchase orders
- Prepare purchase orders for items awarded on proposals
- Ensure timely payments to vendors who receive proposal awards
- Provide Coop with evaluation forms regarding vendor and product concerns
- Ensure a Resolution is properly executed if required

### Authorization:

Education Service Center, Region 20 and the PACE Purchasing Cooperative executed a contract to provide cooperative purchasing services to government entities.

**PACE PURCHASING COOPERATIVE**

INTERLOCAL AGREEMENT

Member Name: \_\_\_\_\_ County District Number: \_\_\_\_\_

**Please send a signed Interlocal Agreement to (or fax to 210-370-5776 or e-mail to jim.metzger@esc20.net):**

Education Service Center, Region 20  
Attn: PACE Coop  
1314 Hines Ave  
San Antonio, TX 78208.

**Public Entity**

**Education Service Center, Region 20**

**BY:** \_\_\_\_\_  
**Authorized Signature**

**BY:** \_\_\_\_\_  
**Authorized Signature**

\_\_\_\_\_  
**Title**

**Purchasing Coordinator**  
\_\_\_\_\_  
**Title**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Contact Person**

**Jim Metzger**  
\_\_\_\_\_  
**Contact Person**

\_\_\_\_\_  
**Title of Contact Person**

**Purchasing Coordinator**  
\_\_\_\_\_  
**Title of Contact Person**

\_\_\_\_\_  
**Street Address**

**210-370-5204**  
\_\_\_\_\_  
**Phone Number**

\_\_\_\_\_  
**City, State, Zip**

**210-370-5776**  
\_\_\_\_\_  
**Fax Number**

\_\_\_\_\_  
**Phone/Fax Number**

**[jim.metzger@esc20.net](mailto:jim.metzger@esc20.net)**  
\_\_\_\_\_  
**E-mail Address**

\_\_\_\_\_  
**E-mail Address**