

**RIVER ROAD INDEPENDENT SCHOOL DISTRICT  
BOARD OF EDUCATION  
AMARILLO, TEXAS**

**Subject:** PACE Purchasing Co-op

**Date:** Monday, November 12, 2012

**Presented By:** Mike Hodgson  
Business Manager

**Related Page(s):** This page +4

**ACTION**

**BACKGROUND INFORMATION:**

PACE, another purchasing cooperative, operated by Region 20, has come to our attention as a possible additional cooperative that we want to become a member of. PACE appears to be focusing more on maintenance type contracts, and has at least two contracts with vendors that we deal with on a regular basis.

Attached is an Interlocal Agreement and a required Resolution that the Board must approve and sign. Also attached is a listing of the contracts that PACE currently has in place.

There is NO CHARGE to be a member of this cooperative.

**PRESENTATION/PURPOSE:**

This is a request to have the Board authorize the district to join the PACE Purchasing Cooperative.

**BOARD ACTION REQUESTED**

It is recommended that the Board approve and sign the attached Interlocal Agreement and the attached Resolution to allow the district to become a member of the PACE Purchasing Cooperative.

# PACE PURCHASING COOPERATIVE

## INTERLOCAL AGREEMENT

Member Name: River Road ISD County District Number: 188-902

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

This agreement is effective Nov. 12, 2012 (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: River Road ISD County District Number: 188-902

Please send a signed Interlocal Agreement to (or fax to 210-370-5776 or e-mail to [jim.metzger@esc20.net](mailto: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: _____	BY: _____
Authorized Signature	Authorized Signature
_____	Purchasing Coordinator
Title	Title
_____	_____
November 12, 2012	_____
Date	Date
_____	_____
Mike Hodgson	Jim Metzger
Contact Person	Contact Person
_____	_____
Business Manager	Purchasing Coordinator
Title of Contact Person	Title of Contact Person
_____	_____
9500 US Highway 287 North	210-370-5204
Street Address	Phone Number
_____	_____
Amarillo, TX 79108	210-370-5776
City, State, Zip	Fax Number
_____	_____
(806) 381-7801	<a href="mailto:jim.metzger@esc20.net">jim.metzger@esc20.net</a>
Phone/Fax Number	E-mail Address
_____	_____
mike.hodgson@rrisd.net	_____
E-mail Address	_____

RESOLUTION

WHEREAS, it is the intent of River Road ISD  
(Name of Entity)

to join and participate in the PACE Purchasing Cooperative, being organized and administered by the Education Service Center, Region 20.

WHEREAS, authority for this commitment is authorized by Article 791.011 Interlocal Cooperation Act as amended and would allow for substantial savings to be realized by volume purchasing of specific commodity items.

BE IT RESOLVED, that River Road ISD  
(Name of Entity)

Board of Trustees hereby joins in and elects to participate in the PACE Purchasing Cooperative being organized and administered by the Education Service Center, Region 20 and recognizes that there will be no fee for participation.

BE IT FURTHER RESOLVED, that River Road ISD  
(Name of Entity)

Board of Trustees hereby authorizes its Superintendent/CEO to execute such documents as are appropriate and necessary to implement the Entity's participation in said PACE Purchasing Cooperative.

We certify the foregoing is a true and correct copy of the resolution duly adopted by  
River Road ISD, of Amarillo, Texas. In  
(Name of Entity) (City)

witness thereof, I/we have hereunto set my/our hand(s) this 12th day of  
November, 2012.

AUTHORIZED SIGNATURE: \_\_\_\_\_

NAME and TITLE: \_\_\_\_\_

AUTHORIZED SIGNATURE: \_\_\_\_\_

NAME and TITLE: \_\_\_\_\_



**PURCHASING ASSOCIATION OF COOPERATIVE ENTITIES**
[ABOUT PACE](#)
[NEWS](#)
[MEMBERSHIP](#)
[CONTRACTS](#)
[CONTACT\(S\)](#)
[VENDORS](#)
[PACE HOME](#)

## PACE Vendors

Vendor	Commodity/Service	Contract	HUB
<a href="#">AHI Enterprises</a>	Office Supplies, Furniture	P00106	.
<a href="#">Alamo Iron Works</a>	Industrial Supplies	P00122	.
<a href="#">Amazon</a>	On-Line Retailer	P00107	.
<a href="#">AMS Pictures</a>	Media Communications Products & Services	P00121	.
<a href="#">Berry Plastics/JanPak</a>	Can Liners	P00126	.
<a href="#">CASO Document Management</a>	Enterprise Content Management	P00119	.
<a href="#">Clear Visions, Inc.</a>	Printing Services	P00111	.
<a href="#">Domtar/Western Paper Company</a>	Fine Paper Products	P00103	Yes
<a href="#">Drury Hotels LLC.</a>	Hotel Accommodations	P00104	.
<a href="#">ECOLAB</a>	Chemical	P00123	.
<a href="#">Edline</a>	Website Developer	P000110	.
<a href="#">FBS - Financial Benefit Services</a>	Employee Benefit Administration	P00112	.
<a href="#">McLemore Building Maintenance</a>	Building Cleaning Services	P00115	.
<a href="#">McLemore Building Maintenance</a>	Landscaping Services	P00121	.
<a href="#">MMS - A Medical Supply Company</a>	First Aid & Safety	P00105	.
<a href="#">Republic Services Inc.</a>	Waste Collections	P00118	.
<a href="#">SCA/Georgia Pacific/JanPak</a>	Towel & Tissue	P00125	.
<a href="#">SHI Government Solutions</a>	Electronic Computing Products	P00114	Yes
<a href="#">TDI Industries</a>	Building Repair & Maintenance	P00116	.
<a href="#">Visual Candy Resources</a>	Audio, Visual and Lightening	P00124	.

PACE Vendors