

**PACE PURCHASING COOPERATIVE**

INTERLOCAL AGREEMENT

Member Name: Denton ISD County District Number: Denton County, Region 11

**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**

<b>BY:</b> _____ <b>Authorized Signature</b>	<b>BY:</b> _____ <b>Authorized Signature</b>
<u>Superintendent</u> <b>Title</b>	<u>Purchasing Coordinator</u> <b>Title</b>
<u>May 9, 2017</u> <b>Date</b>	<u>May 9, 2017</u> <b>Date</b>
<u>Cindy Willis</u> <b>Contact Person</b>	<u>Jim Metzger</u> <b>Contact Person</b>
<u>Director of Purchasing</u> <b>Title of Contact Person</b>	<u>Purchasing Coordinator</u> <b>Title of Contact Person</b>
<u>1307 N. Locust</u> <b>Street Address</b>	<u>210-370-5204</u> <b>Phone Number</b>
<u>Denton, TX 76201</u> <b>City, State, Zip</b>	<u>210-370-5776</u> <b>Fax Number</b>
<u>940-369-0121</u> <b>Phone/Fax Number</b>	<u>jim.metzger@esc20.net</u> <b>E-mail Address</b>
<u>cwillis2@dentonisd.org</u> <b>E-mail Address</b>	

# PACE PURCHASING COOPERATIVE

## INTERLOCAL AGREEMENT

Member Name: Denton ISD County District Number: Denton County, Region 11

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

This agreement is effective May 9, 2017 (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.