

## Region 18 Interlocal Agreement

# Memo

**To:** Dr. Jeff Turner  
**From:** Sid Grant  
**CC:** Ralph Seeley  
**Date:** 6/8/2005  
**Re:** Region 18 Purchasing Cooperative Interlocal Agreement

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**Recommendation:** That the Coppell ISD Board of Trustees pass the attached Region 18 Interlocal Agreement Resolution at the June 20, 2005 board meeting:

- a. This agreement allows our district to purchase school and office supplies, furniture, instructional aids, computers, software, computer supplies, athletic supplies and athletic equipment from numerous approved vendors that have satisfied the bid requirements of Region 18.
- b. This also enables our district to have greater flexibility in obtaining quotes and in securing the best prices possible for a wide variety of goods.
- c. We have been a member of this purchasing cooperative for several years.
- d. The annual fee for participation in this cooperative is \$850.

Region 18 Education Service Center  
Purchasing Cooperative

**Coppell Independent School District** currently participates in:

Region 18 ESC Purchasing Cooperative

The fee currently being paid by Coppell Independent School District for participation in the Purchasing Cooperative is: **\$850.00**

Please indicate your decision regarding participation in the Purchasing Cooperative and return this information sheet to Region 18 ESC to the attention of Gary Bond.

Coppell Independent School District's decision to participate in the Region 18 Purchasing Cooperative is:

YES  NO

If you checked "YES" above, please complete the following and return the following items with this information sheet.

- Your Interlocal Agreement
  - A copy of the board Resolution (if necessary)
  - This information page
  - Purchase Order # \_\_\_\_\_ (for invoice)
- Unless instructed otherwise invoices will be issued after 9/01/05.  
Please check the box below if you desire to be invoiced before 9/01/05.  
 Please invoice prior to 09/01/05.

If you desire additional information, please contact Gary Bond at (432) 567-3258 voice, (432) 567-3204 fax or email at [gbond@esc18.net](mailto:gbond@esc18.net).

School District Information

Purchasing Department Information

Purchasing Contact Name: SID GRANT  
Purchasing Contact Phone #: (214) 496-6024  
Purchasing Contact E-Mail Address: sggrant@coppellisd.com

Sid Grant - Asst Superintendent for Business & Support Services  
Signature of Authorized School District Official

**Region 18 Education Service Center  
Interlocal Agreement  
Cooperative Purchasing**

**PURPOSE**

The Purpose of the Region 18 Education Service Center Cooperative Purchasing Program is to reduce the cost of purchasing and bidding.

**TERM**

The term of this agreement will be from June 23, 2005, to June 22, 2006.

**RIGHT**

Region 18 Education Service Center is granted the right to issue cooperative "open catalog" bids on behalf of this school district for (select one or more categories)

- School and Office Supplies and Instructional Materials and Furniture
- Computer Hardware, Software, Supplies and Accessories
- P. E. and Athletic Equipment and Supplies

Participants are not limited to purchasing through this agreement, which is entirely optional.

**RESPONSIBILITIES**

The Region 18 Education Service Center Purchasing Cooperative Committee is responsible for the following:

- determining commodities for cooperative purchasing
- awarding bids in accordance with the competitive bidding procedures for Texas public schools
- approving vendors

Region 18 Education Service Center is responsible for the following:

- issuing invitations to bid
- posting legal notices
- tabulating bids for the Cooperative Purchasing Committee and school districts
- providing participating districts with procedures for purchasing from the cooperative

Participating school districts are responsible for the following:

- taking board action to approve membership in the cooperative
- paying the appropriate membership fee to Region 18 Education Service Center
- providing a signed Interlocal agreement to Region 18 Education Service Center
- following ordering procedures as established, submitting purchase orders directly to the vendors
- seeking resolution of all problems regarding billing, deliveries, quality / quantity with vendors

District Name Coppell I.S.D.

Superintendent or Designee's Printed Name SID GRANT - ASST SUPERINTENDENT

Superintendent or Designee's Signature [Signature] Date 6/20/05

**RESOLUTION**

**WHEREAS**, the Coppell Independent School District, pursuant to the authority granted by Title 7, Chapter 791 Interlocal Cooperation Contracts Act of the Texas Government code, as amended, desires to join and participate in one, two or all three areas of the described Cooperative Purchasing Program, coordinated and administered by Region 18 Education Service Center,

- School and Office Supplies, Instructional Aids and Furniture
- Computer Hardware, Software, Supplies and Accessories
- P. E. and Athletic Supplies and Equipment

**WHEREAS**, the Coppell Independent School District is of the opinion that participation in this program will be highly beneficial to the taxpayers of this district through the anticipated savings to be realized;

**WHEREAS**, the fees for the Cooperative as stated in the Interlocal Agreement shall be paid to Region 18 Education Service Center for the reimbursement of expenses incurred in the administration of the Cooperative;

**NOW THEREFORE, BE IT RESOLVED**, that Coppell Independent School District of Dallas County hereby joins and elects to participate in the Region 18 Education Service Center Cooperative Purchasing Program and that Sid Grant is authorized and directed to sign and deliver all necessary requests and other documents in connection therewith for and on behalf of the Coppell Independent School District. In addition, Coppell Independent School District reserves the right to purchase directly from independent vendors not on the Region 18 Education Service Center Cooperative Purchasing Program approved bid list during the period that bids are in effect.

**FURTHERMORE**, that the terms of this agreement be for one (1) year from June 23 of the resolute year and shall automatically be renewed for one (1) year on each anniversary if the Superintendent or his designee agrees to the Interlocal Agreement for that term.