



Cooperative Purchasing Agreement for Texas

This PACE Cooperative Purchasing Membership Agreement will allow a Member Agency to purchase commodities and/or services, from any and all PACE vendors, under the same terms, conditions and price as stated in each awarded contract. It is hereby agreed to by PACE and the Member Agency that:

1. PACE has followed procurement procedures for products and/or services offered by this Agreement in accordance with PACE's governing procurement statutes and regulations.
2. PACE makes their cooperative purchasing contracts available to Member Agencies "as is," and is under no obligation to revise the terms, conditions, scope, price, and/or any other conditions of the contract for the benefit of the Member Agency.
3. The use of each contract by the Member Agency shall adhere to the terms and conditions of the PACE contract, including the order placement procedures provided by each vendor.
4. It is the sole responsibility of the Member Agency to accept delivery of products and/or services, and the Member Agency hereby agrees to make timely payments to each vendor for products and/or services received pursuant to this Agreement. Any dispute which may arise between the Member Agency and the Vendor are to be resolved between the Member Agency and the Vendor. PACE will make every effort to facilitate a favorable remedy for both parties.
5. This Agreement incorporates all Agreements, covenants and understandings between PACE and the Member Agency. No prior Agreement or understanding, verbal or otherwise, by the parties or their agents, shall be valid or enforceable unless embodied in this Agreement. This Agreement shall not be altered, changed or amended except by written revision or addendum executed by both parties.
6. This Agreement shall be governed by the laws of the State of Texas without regard to the choice of law rules of any jurisdiction. The Agreement shall become effective immediately and remain in effect unless terminated by either party with thirty (30) days written notice to the other party. Notice shall be sent to the address listed.

Interlocal Agreement

Please send a signed Interlocal Agreement to: Education Service Center, Region 20, Attention: PACE Coop/Jim Metzger, 1314 Hines Avenue, San Antonio, TX 78208 or e-mail to jim.metzger@esc20.net



Resolution

Please send a signed Resolution to: Education Service Center, Region 20, Attention: PACE Coop/Jim Metzger, 1314 Hines Avenue, San Antonio, TX 78208 or e-mail to jim.metzger@esc20.net



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

E-mail Address

E-mail Address

RESOLUTION

WHEREAS, it is the intent of **Hidalgo County** _____
(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 **Hidalgo County** _____
(Name of Entity)
Commissioners Court 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 **Hidalgo County** _____
(Name of Entity)
Commissioners Court hereby authorizes **Ramon Garcia, County Judge** (Name and/or Title) 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
Hidalgo County _____, of **Hidalgo**, Texas. In **Edinburg** _____
(Name of Entity) (City)
witness thereof, I/we have hereunto set my/our hand(s) this _____ day of
_____, 2015.

AUTHORIZED SIGNATURE: _____

NAME and TITLE: **Ramon Garcia, County Judge** _____

AUTHORIZED SIGNATURE: _____

NAME and TITLE: **Martha L. Salazar, Hidalgo County Purchasing Agent** _____

Zimbra

evangelina.garcia@co.hidalgo.tx.us

RE: Pace Cooperative-Interlocal/Resolution

From : Steve Crain <scrain@atlashall.com>

Fri, Jan 09, 2015 12:49 PM

Subject : RE: Pace Cooperative-Interlocal/Resolution**To** : 'Evangelina Garcia' <evangelina.garcia@co.hidalgo.tx.us>**If the blanks are filled in correctly it should be OK.**

From: Evangelina Garcia [mailto:evangelina.garcia@co.hidalgo.tx.us]**Sent**: Friday, January 09, 2015 10:44 AM**To**: scrain**Cc**: martha salazar**Subject**: Pace Cooperative-Interlocal/Resolution

Good Morning Mr. Crain;

Attached for your review for approval is an Interlocal/Resolution/Agreement documents from the Purchasing Association of Cooperative Entities (PACE) that I would like to place an agenda item for Commissioners Court of membership approval at no cost to Hidalgo County. This would be another cooperative that Hidalgo County would benefit use of existing services/contracts in place that the procurement process by the Cooperative has been initiated.

Please let me know if you have any questions.

Thank you;

Vangie Y. Garcia, Contract's Manager
Hidalgo County Purchasing Department
2812 S. Business Hwy. 281
Edinburg, Texas 78539
Email: evangelina.garcia@co.hidalgo.tx.us
Phone: 956-292-7000-Ext. 4856
