CITY OF EL PASO, TEXAS
AGENDA ITEM DEPARTMENT HEAD'S SUMMARY FORM

DEPARTMENT: **FINANCIAL SERVICES – PURCHASING**

AGENDA DATE: **MARCH 27, 2007**

CONTACT PERSON/PHONE: **TERRENCE FREIBURG, PURCHASING MGR. X4313**

DISTRICT(S) AFFECTED: **ALL**

SUBJECT:

Approve an Interlocal Agreement and Resolution authorizing the City Of El Paso to participate in the Region 4 Education Service Center and The Cooperative Purchasing Network (TCPN).

BACKGROUND / DISCUSSION:

The City of El Paso has the general authority to access the contracts of other governmental agencies available through local, regional and State cooperative purchasing programs. The goal is to combine the City of El Paso purchasing requirements with other agencies to achieve high volume discount pricing which results in direct cost and administrative savings. The Cooperative Purchasing Network (TCPN) offers over 190 contracts that have been competitively solicited for use by other governmental agencies. At this time there are approximately 1000 Texas Schools Districts and 150 County and Municipal Governments that participate in this program. The program is non-exclusive, voluntary, and there is no charge to participate. The City of El Paso can use those contracts that offer the best fit and overall value based on the City's specific needs and requirements.

PRIOR COUNCIL ACTION:

None

AMOUNT AND SOURCE OF FUNDING:

There is no cost to participate in this program. Staff believes participation in this program will produce cost and administrative savings and will provide the best value to the agency/taxpayers of the City of El Paso.

BOARD / COMMISSION ACTION:
Enter appropriate comments or N/A

_____

********************REQUIRED AUTHORIZATION*********************

LEGAL: (if required) _____ **FINANCE:** (if required) _____

DEPARTMENT HEAD: _____

(Example: if RCA is initiated by Purchasing, client department should sign also)
Information copy to appropriate Deputy City Manager

APPROVED FOR AGENDA:

CITY MANAGER: _____ **DATE:** _____

RESOLUTION

WHEREAS, Section 271.102(a) [Cooperative Purchasing Program Participation] of the Texas Local Government Code allows a local government to participate in a cooperative purchasing program with another local government or a local cooperative organization. Section 271.102(c) provides that a local government that purchases goods or services under Subchapter F [Cooperative Purchasing Program] of the Local Government Code satisfies any state law requiring the local government to seek competitive bids for the purchase of the goods or services;

WHEREAS, the City desires to participate in the Region 4 Education Service Center and The Cooperative Purchasing Network (the "***Program***"). The purpose of this cooperative is to obtain substantial savings for member school districts and public entities through volume purchasing; and

WHEREAS, the City has reviewed the benefits of participating in the Program and based on this review has concluded that the Program will benefit City of El Paso taxpayers through anticipated procurement savings.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF EL PASO:

That the City is hereby authorized to participate in the Program; and

That the City Manager is hereby authorized to execute any and all documents which are necessary to effectuate the intent of this resolution including but not limited to an interlocal agreement.

PASSED AND APPROVED THIS _____day of _____, 2007.

THE CITY OF EL PASO

_____
John F. Cook
Mayor

ATTEST:

_____
Richarda Momsen
Municipal Clerk

APPROVED AS TO FORM:

_____
Jorge Villegas
Assistant City Attorney

APPROVED AS TO CONTENT:

_____
Terry Freiburg
Purchasing Manager

#29180 v2(final) - PURCHASING/1/INTERLOCAL PROCUREMENT AGMT WITH REGION 4
Document Author: JVIL

INTERLOCAL AGREEMENT
Region 4 Education Service Center

Contracting Parties

_____	_____
School District or Public Entity	County-District Number
Region 4 Education Service Center	101 - 950 County-District Number

This agreement is effective _____and shall be automatically renewed unless either party gives sixty (60) days prior written notice of non-renewal. This agreement may be terminated with or without cause by either party upon (60) days prior written notice, or may also be terminated for cause at anytime upon written notice stating the reason for and effective date of such terminations and after giving the affected party a thirty (30) day period to cure any breach.

Statement of Services to be Performed:

Authority for such services is granted under Government Code, Title 7, Chapter 791 Interlocal Cooperation Contracts, Subchapter B and Subchapter C, and Local Government Code, Title 8, Chapter 271, Subchapter F, Section 271.101 and Section 271.102. The purpose of this cooperative is to obtain substantial savings for member school districts and public entities through volume purchasing.

Role of the Purchasing Cooperative

1. Provide for the organizational and administrative structure of the program.
2. Provide staff time necessary for efficient operation of the program.
3. Receive quantity requests from entities and prepare appropriate tally of quantities.
4. Initiate and implement activities related to the bidding and vendors selection process.
5. Provide members with procedures for ordering, delivery, and billing.

Role of the Member School District or Public Entity:

1. Commitment to participate in the program as indicated by an authorized signature in the appropriate space below.
2. Designate a contact person for the cooperative.
3. Commit to purchase products and services that become part of the official products and services list when it is in the best interest of the member entity.
4. Prepare purchase orders issued to the appropriate vendor from the official award list provided by the Purchasing Cooperative.
5. Accept shipments of products ordered from vendors in accordance with standard purchasing procedures.
6. Pay vendors in a timely manner for all goods and services received.

Authorization:

Region 4 Education Service Center and The Cooperative Purchasing Network (TCPN) executed a contract to provide cooperative purchasing opportunities to school districts and public entities.

Please send a signed Interlocal Agreement to Region 4 ESC, Attn: TCPN, 7145 W. Tidwell, Houston, TX 77092-2096.

School District or Public Entity

By_____
Authorized Signature

_____
Title

_____
Date

_____
Contact Person

_____
Title of Contact

_____
Street Address

_____
City, State Zip

_____
Contact's Telephone Number

_____
E-mail Address

Region 4 Education Service Center

By_____
Authorized Signature

Deputy Director, Financial Services/CFO
Title

_____
Date

Stuart Verdon-Director-TCPN
Contact Person

(713)-744-8115
Telephone Number

sverdon@esc4.net
E-mail Address