



North East Independent School District

8961 TESORO DRIVE - SAN ANTONIO, TEXAS 78217

JUNE 14, 1999

SUBJECT: GENERAL SERVICES COMMISSION COOPERATIVE PURCHASING PROGRAM

BACKGROUND INFORMATION

The District has participated in the General Services Commission Cooperative Purchasing Program for many years. The purpose of the Purchasing Cooperative is to assist districts in reducing costs and improving the quality of products purchased.

ADMINISTRATIVE CONSIDERATION

In addition to a membership fee, membership requires a District resolution approved by the Board of Trustees and District employees designated to serve as liaison with General Services Commission. The agents of record will be Cheryl Lowry, Director of Purchasing, and David Bohannon, Assistant Director of Purchasing.

BUDGETARY CONSIDERATION

The two hundred and ten dollar (\$210) membership fee has been budgeted.

RECOMMENDATION

It is recommended that the Board approve the resolution allowing the District to participate in the General Services Commission Cooperative Purchasing Program.

Submitted by: Mark Robinson Approved by: _____

RESOLUTION

STATE OF TEXAS
COUNTY OF BEXAR

WHEREAS, the General Services Commission is authorized to provide purchasing services for local governments pursuant to TITLE 8. SUBTITLE C. Chapter 271, Subchapter D. sections 271.082 and 271.083 of the Local Government Code; and WHEREAS, the SCHOOL BOARD (e.g., Commissioner's Court, City Council, School Board, Board of Directors) of NORTH EAST I.S.D. is a: **(Check one of the following. See reverse.)**
(Name of Qualified Entity)

- Local Government
- Assistance Organization
- Mental Health and Mental Retardation Community Center

defined as an entity qualified to participate in the Cooperative Purchasing Program of the General Services Commission pursuant to section 271.081 of the Local Government Code; and

WHEREAS, in accordance with the requirements of section 113.85(a) of the General Services Commission administrative rules, the Agent(s) of Record, CHERYL LOWRY, DIRECTOR OF PURCHASING (Name of Person) (Title) (and DAVID BOHANNON, ASST. DIRECTOR OF PURCHASING) is/are authorized to execute any and (Name of Person) (Title)

all documentation for NORTH EAST I.S.D. pertaining to its participation in the General Services Commission Cooperative Purchasing Program; and (Entity Name)

WHEREAS, NORTH EAST I.S.D. acknowledges its obligation to pay participation fees established by the (Entity Name) General Services Commission.

NOW, THEREFORE BE IT RESOLVED, that request be made to the General Services Commission to approve NORTH EAST I.S.D. for participation in the General Services Commission Cooperative Purchasing Program. (Entity Name)

Adopted this 14th day of JUNE, 1999 by NORTH EAST I.S.D. (Entity Name)

By: Bill McCabe
(Signature of Chair)
Bill McCabe
(Printed Name)
President of Board of Trustees
(Title of Chair)

Cheryl Lowry
(Signature of Agent of Record)
CHERYL LOWRY, DIRECTOR OF PURCHASING
(Name/Title of Agent of Record)

David C. Bohannon
(Signature of Agent of Record)
DAVID BOHANNON, ASSISTANT DIRECTOR OF PURCHASING
(Name/Title of Agent of Record)

DOCUMENTS REQUIRED FOR PROOF OF ELIGIBILITY

Submit all documentation required as proof of eligibility at the time you apply for membership in the GSC Co-Op. All documentation must be on file at the BEFORE a determination of eligibility can be made.

LOCAL GOVERNMENTS County, Independent School District, Municipality, Jr. College District, Volunteer Fire Department

Documents required:

- Board approved resolution

MHMR COMMUNITY CENTERS

Documents required:

- Board approved resolution

SPECIAL DISTRICTS OR OTHER LEGALLY CONSTITUTED POLITICAL SUBDIVISIONS OF THE STATE

Documents required:

- Board approved resolution
- Documentation evidencing creation of entity including statutory citation
 - This can be in the form of:
 - a: Legislation in which the entity was created *by name*
 - b: A resolution passed by a city or a county stating that there is a need for the entity to exist and actually creating the entity

ASSISTANCE ORGANIZATIONS Non-profit organizations that receive state funds and provide educational, health, or human services *or* provide assistance to homeless individuals

Documents required:

- Board approved resolution
- Articles of Incorporation and Certificate of Authority. A letter from the Secretary of State with the entity's charter number evidencing that the entity filed for incorporation will be accepted in lieu of a certificate of authority. ***GSC Co-Op will not accept By-Laws in lieu of Articles of incorporation***
- Current contract or grant from a State agency to prove State funding. This document must show beginning and end dates and these dates must be valid at the time the application is reviewed.