

2013 PURCHASING COOPERATIVE

ESC-20 Participation Commitment for 2008-2009

District Name: North East ISD County/District Number: _____

Education Service Center, Region 20 (Center) and the above named school district or open enrollment charter school (District) enter into the following cooperative service arrangement for the 2008-2009 school year:

The Center will:

- Provide a resolution to be approved by the District's board for ESC-20 to act on its behalf in soliciting proposals
- Revise specifications each year
- Prepare and combine quantity request forms for each proposal
- Handle bidding procedures
- Abide by all bid laws
- Enter proposals for tabulation and evaluation
- Arrange for an Award Committee to test and award proposals
- Develop award information forms for district 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
- Provide technical assistance to coop members
- Make available forms for the participation in TCPN

The District will:

- Ensure an approved resolution to participate in Cooperative is on file with ESC-20
- Designate a district employee to serve as a liaison with ESC-20 for each of the selected options below
- Provide release time for meetings, proposal openings, and testing assistance as needed
- When requested and agreed, provide work space and additional employees to assist with testing
- Identify delivery location within District on purchase orders
- Prepare purchase orders for items awarded on proposals
- Ensure timely payments to vendors who receive proposal awards
- Provide ESC-20 with evaluation forms regarding vendor and product concerns
- Complete required paperwork for participation in TCPN

OPTION 1	GENERAL SUPPLIES	Participation fee: \$875
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The Cooperative will solicit proposals for office and computer supplies, paper supplies, art supplies, PE supplies, visually impaired, instructional supplies, adaptive & assistive devices, custodial supplies, air filter, printer cartridges, electrical supplies, reproduction supplies, graphing calculators, floor care products and machine pads and general supplies. The general supplies proposals cover the areas of athletic equipment, band instruments, carpet/flooring, first aid and medical supplies, maintenance, merchandise, playground equipment, lawn and garden supplies, fire extinguishers, loss prevention supplies, stage equipment, bus and vehicle parts, furniture, marquees and uniforms. Also included is participation in TCPN and its associated solicitations.

OPTION 2	EDUCATIONAL TECHNOLOGY	Participation fee: \$772
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The Cooperative will solicit proposals for Apple Microcomputer products, MS-DOS Microcomputer products, business office equipment, educational software, and other educational technology products and services requested by member districts. Also included is participation in TCPN and its associated solicitations.

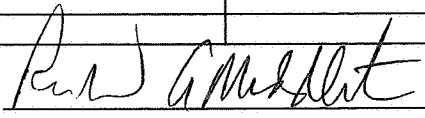
2013 PURCHASING COOPERATIVE

ESC-20 Participation Commitment for 2008-2009

District Name: North East ISD County/District Number: _____

Please circle options:

OPTION 1	\$875		
OPTION 2	\$772		

Superintendent Signature: 

ESC-20 Contact Person:
Jim Metzger
E-mail: jim.metzger@esc20.net
(210) 370-5204

District Contact Person: David C. Bohannon
E-Mail/Phone: dbohan@neisd.net

Please return by June 13, 2008 to: ESC-20 Business Office **Maintain a copy for district file.**
1314 Hines Avenue
San Antonio, TX 78208-1899

--For ESC-20 Use Only--

Revenue Codes: *Option 1 199-00-5729-00-240-900*
Option 2 199-00-5729-04-240-900

Distribution: *Business Office*

Division: *Business & Human Resources*



North East Independent School District

8961 TESORO DRIVE - SAN ANTONIO, TEXAS 78217

SUBJECT: REGION 20 SOUTH TEXAS COOPERATIVE PURCHASING ORGANIZATION

BACKGROUND INFORMATION

The District has participated in the South Texas Cooperative Purchasing Organization for many years. The purpose of the South Texas Cooperative Purchasing Organization is to assist districts in reducing costs and improving the quality of products purchased. The cooperative will solicit bids for office and computer supplies, paper supplies, art supplies, P.E. supplies, custodial supplies, lawn and garden supplies, fire extinguishers, and graphing calculators. This cooperative is being organized and administered by Region 20. Membership is open to Region 20 schools only and a membership fee of eight hundred dollars (\$800) is required to reimburse expenses incurred in the administration of the cooperative.

ADMINISTRATIVE CONSIDERATION

In addition to the membership fee, membership requires a District resolution approved by the Board and a District employee designated to serve as liaison with Region 20. This person will be Cheryl Lowry, the Director of Purchasing. The required resolution is attached.

BUDGETARY CONSIDERATION

The eight hundred (\$800) membership fee has been budgeted.

RECOMMENDATION

I recommend that the Board approve the resolution allowing the District to participate in the Region 20 South Texas Cooperative Purchasing Organization.

Submitted by: _____

Bruce Selby

Approved by: _____

Robert A. Mitchell

RESOLUTION

WHEREAS, it is the intent of North East Independent School District
(Name of Entity)
to join and participate in the South Texas Cooperative Purchasing Organization, 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 North East Independent School District
(Name of Entity)
Board of Trustees hereby joins in and elects to participate in the South Texas Cooperative
Purchasing Organization being organized and administered by the Education Service Center,
Region 20 and acknowledges obligation to pay annual participation fee established by Education
Service Center, Region 20.

BE IT FURTHER RESOLVED, that North East Independent School District
(Name of Entity)
Board of Trustees hereby authorizes its Superintendent/CEO to execute such documents as are
appropriate and necessary to implement the Entity's participation in said South Texas
Cooperative Purchasing Organization.

We certify the foregoing is a true and correct copy of the resolution duly adopted by
North East Independent School District, of San Antonio, Texas. In
(Name of Entity) (City)
witness thereof, I/we have hereunto set my/our hand(s) this 10th day of
June, 1996.

AUTHORIZED SIGNATURE: 

NAME and TITLE: Bruce C. Bennett, President of Board of Trustees

AUTHORIZED SIGNATURE: 

NAME and TITLE: Marilyn Sorensen, Secretary of Board of Trustees



North East Independent School District

8961 TESORO DRIVE - SAN ANTONIO, TEXAS 78217

SUBJECT: REGION 20 EDUCATIONAL TECHNOLOGY COOPERATIVE PURCHASING ORGANIZATION

BACKGROUND INFORMATION

The ESC-20 Educational Technology Division, in response to District requests, is continuing its educational technology purchasing cooperative to secure advantageous pricing and efficient acquisition procedures for microcomputer equipment and other technology products. The Region 20 Educational Technology Cooperative Purchasing Organization will develop, advertise and award bids for purchase of microcomputers and other educational technology products as described in the attached operating procedures. Membership is open to Region 20 school districts, and there will be a membership fee of Seven hundred fifty dollars (\$750.00).

ADMINISTRATIVE CONSIDERATION

Membership requires a District resolution. Bid specifications are being developed to ensure maximum flexibility and convenience for cooperative members. Transactions including product ordering, payment and delivery will be completed between the District and vendors who are awarded contracts. Neither minimum total purchase nor minimum single purchase will be required. Districts may place multiple orders with successful bidders, and those orders can be placed at any time throughout the contract period. Member districts may elect to use or not to use a contract in any particular category; membership in the cooperative simply ensures to the District that option.

A District may begin to access an awarded contract at any time throughout the contract period. Thus, prior obligations can be fulfilled without jeopardizing a District's subsequent opportunity to access cooperatively secured bids.

BUDGETARY CONSIDERATION

The seven hundred fifty dollars (\$750.00) membership fee has been budgeted.

RECOMMENDATION

I recommend that the North East Board of Trustees approve the resolution allowing participation in the Educational Technology Cooperative Purchasing Organization.

Submitted by: Shirley Kearns Approved by: Richard A. Mittel

RESOLUTION

WHEREAS, it is the intent of North East Independent School District
(Name of Entity)
to join and participate in the Region 20 Educational Technology Cooperative Purchasing
Organization, 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 the North East Independent School District
(Name of Entity)
Board of Trustees hereby joins in and elects to participate in the Educational Technology
Cooperative Purchasing Organization being organized and administered by the Education Service
Center, Region 20 and acknowledges obligation to pay annual participation fee established by
Education Service Center, Region 20.

BE IT FURTHER RESOLVED, that the North East Independent School District
(Name of Entity)
Board of Trustees hereby authorizes its Superintendent/CEO to execute such documents as are
appropriate and necessary to implement the Entity's participation in said Educational Technology
Cooperative.

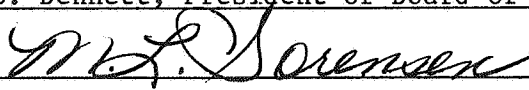
We certify the foregoing is a true and correct copy of the resolution duly adopted by
North East Independent School Dist., of San Antonio, Texas. In
(Name of Entity)
witness thereof, I/we have hereunto set my/our hand(s) this 10th day of
June, 1996.

AUTHORIZED SIGNATURE: _____



NAME and TITLE: Bruce C. Bennett, President of Board of Trustees

AUTHORIZED SIGNATURE: _____



NAME and TITLE: Marilyn Sorensen, Secretary of Board of Trustees

Please return signed original.