



City of Spokane

Minor Contract Summary

OPR # OPR 2013-0389
 Cross Ref _____
 Destruct Date 2020
 Clerk's Dist. 05-10-13 *SR*

Incomplete submissions will be returned to the Department until all requirements are met.
 (Summary to be printed on blue paper)

Department Name Accounting/Purchasing
 Department Project # _____

New Contract
 CR # _____
 Date: 5/8/13

Contractor/Consultant

Name: **The Interlocal Purchasing System**
 Address: 4845 US Highway 271 North Remittance Address:
 City, State, Zip: Pittsburg TX 75686 City, State, Zip

Summary of Services

Interlocal Agreement with The Interlocal Purchasing System (TIPS/TAPS) to allow the City of Spokane to piggyback on properly competed contracts.

Amount: 0.00 Budget Code: _____

RECEIVED
 MAY 10 2013
 CITY CLERK'S OFFICE
 SPOKANE, WA

Maximum Amount

Beginning Date: _____ Expiration Date: _____ Open-Ended:

N/A Interlocal Quotes (per Purchasing Policy to be kept on file in Dept.) Insurance Certificate (as per contract)
 City Business License If Public Works Contract, Contractor has been notified of State Law requirements.

Department Verification Statement: My signature below verifies that all documentation has been completed.

Requestor/Verifier/Contact: *Shea Prince*

Funds are available in the appropriate budget account

Accountant	Signature _____	Date _____
Department Head	<u><i>Pam Moran</i></u>	<u>5/9/13</u>
Other	Signature _____	Date _____
Other	Signature _____	Date _____

Distribution List

Contractor E-mail: <u><i>hprince</i></u>	Contract Accounting: <u><i>mloesno@spokanecity.org</i></u>
Dept. Contact E-mail: <u><i>tbremor@spokanecity.org</i></u>	Taxes and Licenses

INTERLOCAL AGREEMENT
Region VIII Education Service Center
WASHINGTON PUBLIC AGENCY
(School, College, University, State, City or County Office)

CITY OF SPOKANE
WASHINGTON
EDUCATIONAL OR GOVERNMENT ENTITY

WA 998-051
Control Number (TIPS will Assign)
Schools enter County-District Number

and

Region VIII Education Service Center
Pittsburg, Texas

225 - 950
Region 8 County-District Number

The Texas Education Code §8.002 permits Regional Education Service Centers, at the direction of the Commissioner of Education, to provide services to assist school districts, colleges and universities in improving student performance and increasing the efficiency and effectiveness of school, college and university financial operations.

Government Authority:

Authority for such services in WASHINGTON is granted under WASHINGTON Government Code § 39.34 *et seq* as amended. These competitively bid cooperative purchasing services are extended to all WASHINGTON State, City and County Government Agencies.

Interlocal contracts in Washington are authorized by the Washington Interlocal Cooperation Act ("WICA") WASH. REV. CODE § 39.34, *et seq*. WICA provides that any power, privileges or authority exercised by a public agency of Washington may be exercised jointly with any other Washington public agency or with any public agency of any other state. WASH. REV. CODE § 39.30 (1) "Public Agency" means "any agency, political subdivision, or unit of local government of this state...and any political subdivision of another state." WASH. REV. CODE § 39.34.050 (1). Pursuant to the TICA, a Texas regional education service center is considered a political subdivision of the state of Texas; thus, a Texas regional education service center would be considered a public agency for the purposes of WICA. See TEX.GOV'T CODE § 791.003 (5).

The construction projects have additional requirements. See Powell & Leon letter of May 19, 2009.

Vision:

TIPS/TAPS will become the premier purchasing cooperative in North America through developing partnerships with quality vendors, school districts, universities, colleges, all governmental entities, and public and private industry.

Mission:

Our mission is to provide a proven purchasing process through quality customer service including timely response, legal support and effective recruitment by providing sufficient resources to include personnel.

Purpose:

The purpose of the TIPS/TAPS program shall be to continue providing substantial savings and best value for participating educational entities or public agencies through cooperative purchasing.

Effective:

This Interlocal Agreement (hereinafter referred to as the "Agreement") is effective April 17, 2013 and shall be automatically renewed annually unless either party gives sixty (60) days prior written notice of non-renewal. This Agreement may be terminated without cause by either party upon (60) days prior written notice, or may also be determined 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:

Region VIII Education Service Center, by this *Agreement*, agrees to provide competitively bid cooperative purchasing services to the above-named public entity through a Program known as The Interlocal Purchasing System (TIPS/TAPS) Program.

Role of the TIPS/TAPS Purchasing Cooperative:

1. Provide organizational and administrative structure of the TIPS/TAPS Program.
2. Provide Administrative and Support Staff necessary for efficient operation of the TIPS/TAPS Program.
3. Provide marketing of the TIPS/TAPS program to expand membership, awarded contracts and commodity categories.
4. Initiate and implement activities required for competitive bidding and vendor award process including posting, advertising, collecting proposals, scoring proposals, and awarding of vendor contracts.
5. Provide members with current awarded vendor contracts, instructions for obtaining quotes and ordering procedures.
6. Maintain filing system for all competitive bidding procedure requirements.
7. Provide Reports as requested.
8. Maintain active membership database for awarded vendors.
9. Provide TIPS/TAPS training to members and vendors upon request.

Role of the Education or Government Entity:

1. Commit to participate in the TIPS/TAPS Program.
2. Designate a Primary and Technology Contact for the entity to be responsible for promoting TIPS/TAPS within the organization.
3. Commit to purchase products and services from TIPS/TAPS Vendor Awarded Contracts when in the best interest of the entity. **PURCHASE ORDER MUST ALWAYS BE MARKED TIPS/TAPS and FAXED to 866-839-8477 for processing.**
4. Accept shipments of products ordered from Awarded Vendors in accordance with standard purchasing procedures.
6. Pay Awarded Vendors in a timely manner for all goods and services received.
7. Report any vendor issues that may arise to the TIPS/TAPS Cooperative Coordinator.

General Provisions:

Both Parties agree to comply fully with all applicable federal, state, and local statutes, ordinances, rules, and regulations in connection with the programs contemplated under this Agreement. This Agreement is subject to all applicable present and future valid laws governing such programs.

This Agreement shall be governed by the laws of the State of Texas and venue shall be in the county in which the administrative offices of RESC VIII are located which is Camp County, Texas.

It is the responsibility of the Entity purchasing from TIPS/TAPS to insure that the respective State purchasing laws are being followed.

This Agreement contains the entire agreement of the Parties hereto with respect to the matters covered by its terms, and it may not be modified in any manner without the express written consent of the Parties.

If any term(s) or provision(s) of this Agreement are held by a court of competent jurisdiction to be invalid, void, or unenforceable, the remainder of the provisions of this Agreement shall remain in full force and effect

Before any party may resort to litigation, any claims, disputes or other matters in question between the Parties to this Agreement shall be submitted to nonbinding mediation

No Party to this Agreement waives or relinquishes any immunity or defense on behalf of themselves, their directors, officers, employees, and agents as a result of its execution of this Agreement and performance of the functions and obligations described herein.

This Agreement may be negotiated and transmitted between the Parties by means of a facsimile machine and the terms and conditions agreed to are binding upon the Parties.

Authorization:

Region VIII Education Service Center and The Interlocal Purchasing System (TIPS/TAPS) Program have entered into an Agreement to provide competitively bid cooperative purchasing opportunities to entities as outlined above.

This Interlocal Agreement process was approved by the governing boards of the respective parties at meetings that were posted and held in accordance with the respective STATE Open Meetings Act, for Texas it was Government Code Ch. 551.

The individuals signing below are authorized to do so by the respective parties to this Agreement.

Membership Entity-

City of Spokane

By: _____
Authorized Signature

Title: Mrs. [Signature]
City Administrator

Date: 4/12/13

Region 8 Education Service Center

By: [Signature]
Authorized Signature

Title: Executive Director Region VIII ESC

Date: 4/22/13

[Signature]
Acting City Clerk

Approved as to form:

[Signature]
Assistant City Attorney



Public Entity Contact Information

Ihea Prince
Primary Purchasing Person's Name

tpvince@spokaneacity.org
Primary Person's Email Address

808 W. Spokane Falls Blvd
Mailing Address

509-625-6403
Telephone Number

Spokane, wa 99201
City, State Zip

509-625-6413
Fax Number

Connie Wahl
Secondary Contact's Name

cwahl@spokaneacity.org
Secondary Contact's Email Address

Instructions:

Please send two signed original Interlocal Agreements and one copy of Board Resolution (if required) to:

TIPS/TAPS, Attn: Kim Thompson
C/O Region VIII Education Service Center
4845 US Highway 271 North
Pittsburg, TX 75686

Upon execution, a signed original will be returned to the Purchasing Contact listed above.