



MEMBERSHIP
B E N E F I T S

ABOUT TIPS

Purchasing Cooperative

TIPS is a national purchasing cooperative offering competitively solicited contracts to education government and nonprofit agencies, saving them both time and money. TIPS provides a proven, streamlined process that eliminates the purchasing stress for Members.



www.tips-usa.com

866-839-8477



TIPS MEMBERS

are able to save time and money without the delay and expense because TIPS completes the competitive bid process for you

BENEFITS

Full-Line Contract Solutions

- Choose the products & services desired

Leveraging Relationships

- Select the Vendor desired to purchase from & work with
- TIPS is always available to assist in the process & confirm pricing

Quality Pricing

- Avoid low-bids and low-quality awards.
- Receive national volume, ceiling-based, discounted pricing
- Submit your own RFQ and specs through our Member Portal in one easy step

WHO CAN JOIN

The benefits of using TIPS are available to Education, Government and Non-Profit Agencies



TIPS is the purchasing cooperative of Region 8 Education Service Center, the **Lead Public Agency**.



TIPS has the **legislative authority** to establish contracts for government and education agencies **nationwide**.



Membership is **FREE** with no purchasing obligation or liability. Members gain immediate access to our competitively procured contracts with **quality vendors**.





4845 US Highway 271 North, Pittsburg, Texas 75686

TIPS COMPETITIVE PROCUREMENT PROCESS

The Interlocal Purchasing System (TIPS) is a National Cooperative Purchasing Program for use by member schools, colleges, universities, cities, counties, and other government entities in all 50 states as authorized by each entity's jurisdictional legal requirements. Region 8 Education Service Center, located in Pittsburg, Texas is the lead government agency for the cooperative. The Texas Education Service Centers were established by the Texas Legislature by Chapter 8 of the Texas Education Code: <http://www.statutes.legis.state.tx.us/Docs/ED/htm/ED.8.htm>. The primary procurement statute for the lead agency is Chapter 44.031 of the Texas Education Code: <http://www.statutes.legis.state.tx.us/Docs/ED/htm/ED.44.htm>. Construction Contracts are procured pursuant to Texas Government Code § 2269 Other state and federal statutes and regulations may apply as well.

TIPS procures and awards all vendor contracts according to Texas statutes and other applicable federal "EDGAR" regulations, 2 CFR Part 200, as interpreted by the US Department of Education.

All solicitations are drafted by the TIPS legal team of attorneys and notices posted on the web at www.tips-usa.com/rfp.cfm, Texas Comptroller of Public Accounts Smartbuy site, www.RFPDB.com. The solicitations are currently advertised locally once a week for two consecutive weeks, per Texas law, in the Pittsburg Gazette (Pittsburg, Texas), in the USA Today (National Publication), and in multiple newspapers in states throughout the nation. Please email bids@tips-usa.com to request the specific advertising performed for any TIPS Contract. The advertising affidavit or tear sheets, along with the corresponding proposal documents, can be accessed on the TIPS website from any vendor profile. To comply with transparency statutes, TIPS does not post pricing or other information on the public website that was declared confidential by the proposer, but the information is available to all Members upon request. Proposals are posted for a minimum of 21 days (most are posted for 5 or 6 weeks to provide plenty of time for vendors to respond) and scored by the TIPS legal team of attorneys. The scoring process applies evaluation criteria required by Texas Education Code 44.031(b) or as permitted by Texas Government Code 2269 for construction services found at:

<http://www.statutes.legis.state.tx.us/Docs/ED/htm/ED.44.htm#44.031>, and:
<http://www.statutes.legis.state.tx.us/Docs/GV/htm/GV.2269.htm#2269.055>.

Each solicitation lists the evaluation criteria and its corresponding point value. Vendors must meet a minimum score as specified in the solicitation to be awarded. Solicitation scoring can be provided upon request. The proposals received are sealed until the opening date and time and the opening is open to anyone that desires to attend. Most solicitations provide for multiple awards for the vendor price agreements. Vendor agreement/contract awards are made when scoring is completed pursuant to a delegation of authority by the Region 8 Board of Directors and reported to the Board at regular scheduled monthly meetings held in compliance with the Texas Open Meetings Act found at <http://www.statutes.legis.state.tx.us/Docs/GV/htm/GV.551.htm>. The Board may rescind an award based on the termination for convenience included in all TIPS Vendor agreements. Vendor Contracts are awarded for a term of years and may be renewed for an additional term if specified in the solicitation. Vendor award compliance with Federal Regulations 2 CFR Part 200 for expenditure of certain Federal Grant Funds (EDGAR) are noted with the vendor award information provided by TIPS at the vendor's page at www.TIPS-USA.com. Awards may not be compatible with USDA Federal Child Nutrition funds expenditures, depending on the value of the purchase or other criteria due to expanded requirements and interpretations by USDA/TDA issued in 2016 and periodically updated. When further clarification of interpretations of 2 CFR Part 200 is received, TIPS will adjust its processes to meet any new guidance, if possible. As Federal Regulations require, it is the responsibility of the grant recipient or sub-recipient to review the solicitation documents and ensure they meet the requirements of the specific grant. **Note:** For child nutrition and, other federal funds as well, members may use our contracts for the small purchase (multiple quote process. TIPS recommends you get at least 3 quotes) and micro-purchase procedures under 2 CFR part 200. For additional information please contact:

The TIPS Team at tips@tips-usa.com or (866) 839-8477.

TIPS Legal Team - Texas Education Service Center Region 8/TIPS General Counsel at (866) 839-8477 or legal@tips-usa.com. No attorney/client relationship is created and no legal advice is provided via this contact.

NOTE: IT IS ALWAYS THE TIPS MEMBER ENTITY'S RESPONSIBILITY TO REVIEW ANY TIPS CONTRACT AWARD FOR COMPLIANCE WITH THE TIPS MEMBER'S JURISDICTIONAL PROCUREMENT REQUIREMENTS.

**AN INTERLOCAL AGREEMENT Between
Region 8 Education Service Center and a
TEXAS PUBLIC ENTITY OR LOCAL GOVERNMENT
(School, College, University, State, City, County, or Other Political Subdivision)**

TEXAS PUBLIC ENTITY NAME

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

Region 8 Education Service Center
Pittsburg, Texas

225 - 950
County-District Number

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 operations. Authority for an Interlocal agreement to provide such services is granted under Texas Government Code § 791 *et seq* as amended. Cooperative Purchasing Services under this agreement are extended to all Texas State, City or County Government Agencies, or any other legally eligible Local Government Entity as defined in the Texas Government Code § 791.003.

This Interlocal Agreement (hereinafter the "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 without cause by either party upon (60) days prior written notice, or may also be determined for cause at any time 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 8 Education Service Center, by this Agreement, agrees to provide cooperative purchasing services to the above-named public entity through a Program known as The Interlocal Purchasing System (TIPS) Program.

The purpose of the TIPS Program shall be to improve procurement process efficiencies and assist in achieving best value for participating School District, University, College, Community College, City, County or Other Public Agencies through cooperative purchasing.

Roles of the TIPS Purchasing Cooperative:

- ✓ Provide for the organizational structure of the program.
- ✓ Provide staff for efficient operation of the program.
- ✓ Promote marketing of the TIPS Program.
- ✓ Coordinate the Competitively Bid Process for all Vendor Awarded Contracts.
- ✓ Provide members with procedures for placing orders through TIPS PO System.
- ✓ Maintain filing system for Due Diligence Documentation.
- ✓ Collect fees from vendors to support the costs of operations of TIPS.

Role of the Public Entity:

- ✓ Commit to participate in the program by an authorized signature on membership forms.
- ✓ Designate a Primary Contact and Secondary Contact for entity.

- ✓ Commit to purchase products and services from TIPS Vendors when in the best interest of the entity.
- ✓ Submit Purchase Orders and/or Vendor Contracts through the TIPS PO System by emailing the pdf document to tipspo@tips-usa.com.
- ✓ Accept shipments of products ordered from Awarded Vendors.
- ✓ Process Payments to Awarded Vendors in a timely manner.

General Provisions:

The 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 law of the State of Texas and venue shall be in the county in which the administrative offices of RESC 8 are located which is Camp County, Texas.

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.

The Parties to this Agreement expressly acknowledge and agree that all monies paid pursuant to this Agreement shall be paid from legally appropriated and budgeted available funds for the current fiscal year of each such entity.

No jointly owned property shall be created by this agreement and, therefore, no provision to dispose of jointly held property is required.

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. The site of the mediation shall be in Camp County, Texas or a site mutually agreed by the parties. The selection of the mediator shall be mutually agreed. The cost of mediation shall be shared equally.

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 electronic means and the terms and conditions agreed to are binding upon the Parties.

Authorization:

Region 8 Education Service Center and The Interlocal Purchasing System (TIPS) Program have entered

