



**DeWight Dopslauf, C.P.M., CPPO**  
**Harris County Purchasing Agent**

March 15, 2021

Commissioners Court  
Harris County, Texas

**RE: Interlocal Agreement**

Members of Commissioners Court:

Please approve the attached Order authorizing the County Judge to execute the attached Agreement for the following:

**Description:** Cooperative purchasing program for Harris County  
**Agency:** National Cooperative Purchasing Alliance (NCPA)  
**Term:** 3/30/21 – 3/29/22  
**Renewal:** No  
**Amount:** \$0  
**Price Change:** No  
**Reviewed by:**   X   Harris County Purchasing

Sincerely,

A handwritten signature in blue ink, appearing to read "DeWight Dopslauf", with a stylized flourish at the end.

DeWight Dopslauf  
Purchasing Agent

CAK  
Attachment(s)  
cc: Agency

**FOR INCLUSION ON COMMISSIONERS COURT AGENDA MARCH 30, 2021**





National Cooperative Purchasing Alliance

## INTERLOCAL AGREEMENT

### Contracting Parties

Harris County, TX  
(Participating Agency)

Region 14 Educational Service Center  
(Lead Agency)

76-0454514  
(Federal Tax ID Number)

This agreement is effective upon signature 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 Participating Agency:

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 14 Education Service Center and the National Cooperative Purchasing Alliance (NCPA) executed a contract to provide cooperative purchasing opportunities to public and nonprofit agencies nationwide.

Please send a signed Interlocal Agreement by email to [membership@ncpa.us](mailto:membership@ncpa.us), fax to (888) 543-6515, or mail to NCPA, P.O. Box 701273, Houston, TX 77270. A facsimile or email transmission of an executed signature page of the agreement shall have the same force and effect as an original signature page.

**Participating Agency**

By \_\_\_\_\_  
Authorized Signature

Harris County Judge  
Title

\_\_\_\_\_  
Date

Chris Kaminski  
Contact Person

Procurement Card Manager  
Title of Contact

1001 Preston, Suite 670  
Street Address

Houston, TX, 77002  
City, State Zip

713-274-4419  
Contact's Telephone Number

[ckaminski@pur.hctx.net](mailto:ckaminski@pur.hctx.net)  
Email Address

**Region 14 Education Service Center**

By \_\_\_\_\_  
Authorized Signature

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

\_\_\_\_\_  
Contact Person

\_\_\_\_\_  
Telephone Number

\_\_\_\_\_  
Email Address

ORDER OF COMMISSIONERS COURT  
Authorizing execution of agreement

The Commissioners Court of Harris County, Texas, convened at a meeting of said Court at the Harris County Administration Building in the City of Houston, Texas, on the \_\_\_\_ day of \_\_\_\_\_, 2021 with all members present except \_\_\_\_\_.

A quorum was present. Among other business, the following was transacted:

**ORDER AUTHORIZING EXECUTION OF INTERLOCAL COOPERATIVE  
PURCHASING AGREEMENT BETWEEN HARRIS COUNTY AND  
NATIONAL COOPERATIVE PURCHASING ALLIANCE**

Commissioner \_\_\_\_\_ introduced an order and moved that Commissioners Court adopt the order. Commissioner \_\_\_\_\_ seconded the motion for adoption of the order. The motion, carrying with it the adoption of the order, prevailed by the following vote:

Vote of the Court	<u>Yes</u>	<u>No</u>	<u>Abstain</u>
Judge Hidalgo	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Comm. Ellis	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Comm. Garcia	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Comm. Ramsey	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Comm. Cagle	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

The County Judge thereupon announced that the motion had duly and lawfully carried and that the order had been duly and lawfully adopted. The order adopted follows:

**IT IS ORDERED** that County Judge Hidalgo be and is hereby authorized to execute for and on behalf of Harris County an interlocal cooperative agreement between Harris County and National Cooperative Purchasing Alliance to participate in the cooperative purchasing programs administered by National Cooperative Purchasing Alliance and its affiliates and subsidiaries; until terminated by either Party in accordance with the terms of the Agreement; said Agreement being incorporated as though fully set forth herein word for word.

All Harris County officials and employees are authorized to do any and all things necessary or convenient to accomplish the purposes of this order.