



Travis County Commissioners Court Agenda Request

Meeting Date: Tuesday, January 14, 2014

Prepared By/Phone Number: Sydney Ceder, 512-854-9882

Elected/Appointed Official/Dept. Head: Cyd Grimes

Commissioners Court Sponsor: Judge Biscoe

Agenda Language: Approve Interlocal Agreement with the Texas20 Purchasing Cooperative for the Purchase of Food, Kitchen Equipment and Commodity Processing Services.

- **Purchasing Recommendation and Comments:** Purchasing concurs with department and recommends approval of requested action. This procurement action meets compliance requirements as outlined by the statutes.

This Interlocal Agreement will allow the Gardner-Betts Juvenile Facility to purchase food, kitchen equipment and commodity processing services from the Texas20 Purchasing Cooperative administered by the Education Services Center, Region 20.

This interlocal is possible pursuant to the authority granted by the Texas Interlocal Cooperation Act, Chapter 791, Texas Government Code, providing for the cooperation between local governmental bodies.

- **Contract Related Information:**

Award Amount: N/A (As Needed)

Contract Type: Cooperative

Contract Period: January 14, 2014 – January 13, 2015

- **Funding Information:**

Shopping Cart/Funds Reservation in SAP: N/A

Comments: N/A

AGENDA REQUEST DEADLINE: All agenda requests and supporting materials must be submitted as a pdf to Cheryl Aker in the County Judge's office, Cheryl.Aker@co.travis.tx.us by Tuesdays at 5:00 p.m. for the next week's meeting.

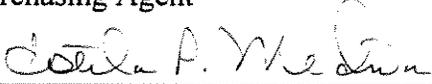


TRAVIS COUNTY JUVENILE PROBATION DEPARTMENT

2515 South Congress Avenue ~ Austin Texas 78704
Phone: (512)854-7000 Fax: (512)854-7097

ESTELA P. MEDINA
Chief Juvenile Probation Officer

TO: Cyd Grimes
Purchasing Agent

FROM: 
Estela P. Medina
Chief Juvenile Probation Officer

RE: Texas 20 Purchasing Cooperative

DATE: January 8, 2014

The Travis County Juvenile Probation Department would like to request the opportunity to participate in the Texas 20 Purchasing Cooperative (CO-OP), organized and administered through the Education Service Centers, serving Region 20 and Region 13 (Austin, TX). The CO-OP will identify vendors and providers who meet the requirements of the Texas Department of Agriculture's Breakfast and Lunch reimbursement program. These vendors would be providing food items for youth in our Detention and Residential programs.

Please contact me or Michael Williams with our staff (512) 854-7011 for any additional information that you may need from us.

Thank you for your assistance with this matter.

cc: Sylvia Mendoza
Mary Nieves
Michael (Mike) Williams
Chris Hubner



RESOLUTION / INTER-LOCAL AGREEMENT

WHEREAS, it is the intent of Travis County, on behalf of the Travis County Juvenile Probation Department to join and participate in the TEXAS 20 Purchasing Cooperative (formerly known as 2013 purchasing co-op), being organized and administered by the Education Service Center, Region 20 and Education Service Center, Region 13.

WHEREAS, authority for this commitment is authorized by Article 791.011 Inter-local Cooperation Act as amended and would allow for substantial savings to be realized by volume purchasing of specific commodity items.

BE IT RESOLVED, that Travis County, on behalf of the Travis County Juvenile Probation Department hereby joins in and elects to participate in the TEXAS 20 Purchasing Cooperative being organized and administered by the Education Service Center, Region 20 and Education Service Center, Region 13 and acknowledges obligation to pay annual participation fee established by Education Service Center, Region 20.

BE IT FURTHER RESOLVED, that Travis County, on behalf of the Travis County Juvenile Probation Department hereby authorizes its County Judge to execute such documents as are appropriate and necessary to implement the Entity's participation in said TEXAS 20 Purchasing Cooperative.

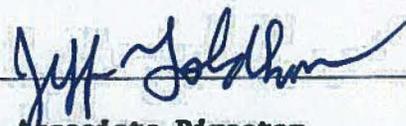
We certify the foregoing is a true and correct copy of the resolution duly adopted by the

_____ Commissioners Court _____, of _____ Travis County _____, Texas.

In witness thereof, we have hereunto set our hand(s) this _____ day of _____, 2014.

AUTHORIZED SIGNATURE: _____

NAME and TITLE: Samuel T. Biscoe, County Judge

AUTHORIZED SIGNATURE: _____ 

NAME and TITLE: Jeff Goldhorn, Associate Director



TEXAS 20 PURCHASING COOPERATIVE
Education Service Center- Region 20 Participation Commitment for 2013-2014

Member Name: Travis County Juvenile Probation County Number: _____

Education Service Center, Region 20 (Center) and the above named Member enter into the following cooperative service agreement for the 2013-2014 school year:

The Center will:

- Provide a resolution to be approved by the County Commissioners Court for ESC -20 to act on its behalf in soliciting proposal
- Revise specifications each year
- Prepare and combine quantity request forms for each proposal
- Request pricing on an annual basis for food service related items meeting the specified quantity
- Conduct Award Meetings
- Abide by all bid laws
- Enter proposals for tabulation and evaluation
- Assist in sampling required bid items within one week following award meeting
- Develop award information forms for County 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
- Includes membership for the participation in PACE Purchasing Cooperative

The Member will:

- Ensure an approved resolution to participate in Cooperative is on file with ESC-20
- Designate a County 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 County 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
- Purchase awarded items for current school year. All other items will be bought under the awarded vendors catalog.

COMMODITY PROCESSING	All Members	Participation fee: \$500
-----------------------------	--------------------	---------------------------------

The Cooperative will solicit proposals, coordinate and facilitate the distribution of USDA commodity food products that are allocated to each member. Delivery of product is for the 2014-2015 school year.

FOOD PURCHASING	San Antonio/Austin awarded distribution delivery area (HUB).	Participation fee: \$1500
FOOD PURCHASING	*Out of San Antonio/Austin awarded distribution delivery area (HUB).	Participation fee: \$2250 This fee is for 2006-2007 members of the Coop who are currently out of the San Antonio/Austin awarded delivery areas



TEXAS 20 PURCHASING COOPERATIVE
 Education Service Center- Region 20 Participation Commitment for 2013-2014

Member Name: Travis County Juvenile Probation County Number: _____

FOOD PURCHASING	*Out of San Antonio/Austin awarded distribution delivery area (HUB).	Participation fee: \$2750 This fee is for members of the Coop who are out of the San Antonio/Austin awarded delivery areas
FOOD PURCHASING	DIRECT SHIP DISTRICT - drop delivery to district central warehouse	Participation fee: \$5000

The Cooperative will solicit proposals, coordinate and facilitate the award of food service items and the distribution of these items. Delivery of product is for the 2013-2014 school year. Also included is participation in PACE Purchasing Cooperative and its associated solicitations.

Please circle options:

Commodity Processing	<u>\$500 – All Members</u>	<u>Food Purchasing – Partial Year 2013-2014 \$750</u>	
Food Purchasing	\$1500 (current SA/Austin delivery Area members)	\$2250 (2006-2007 members, outside SA/Austin awarded delivery area)	\$2750 (New or Existing member, outside SA/Austin awarded delivery area)
Food Purchasing	\$5000 DIRECT SHIP DISTRICT - drop delivery to district central warehouse		

Authorized Signature:
 Samuel T. Biscoe, County Judge

Authorized Signature:

County Contact Person: Mary Nieves

ESC-20 Contact Person:

Sharon Jonas
 E-mail: sharon.jonas@esc20.net
 Fax: (210) 370-5754
 Phone: (210) 370-5207

E-Mail: mary.nieves@co.travis.tx.us

Phone: (512) 854-7091

Please return by June 11, 2013 to: ESC-20 Business Office
 1314 Hines Avenue
 San Antonio, TX 78208-1899

Maintain a copy for district file.

—For ESC-20 Use Only—

Revenue Codes: **Commodity Processing 199-00-5729-01-493-400**

Food Purchasing 199-00-5729-00-493-400

Distribution: **Business Office**

Division: **Business & Human Resources**