

RESOLUTION 21-160

A RESOLUTION TO AUTHORIZE THE CITY OF SPRING HILL TO BE A MEMBER OF HGACBUY COOPERATIVE PURCHASE PROGRAM

WHEREAS, the City of Spring Hill is currently a member of Sourcewell purchasing program which allows municipalities to purchase goods and services through vendors under contract awarded through solicited competitive bids; and

WHEREAS, the City has the opportunity to join another purchasing cooperative called H-GAC Cooperative Purchasing Program ("HGACBuy") at no cost for memberships; and

WHEREAS, the City will continue to follow the City's established purchasing policy if a vendor does not have an existing contract with HGACBuy or another cooperative purchasing program of which the City is a member.

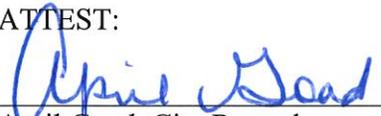
NOW, THEREFORE BE IT RESOLVED, that the City of Spring Hill Board of Mayor and Aldermen authorize the City of Spring Hill to become a member of HGACBuy cooperative purchasing program.

Passed and Adopted by the Board of Mayor and Aldermen of the City of Spring Hill, Tennessee on the 20th day of September, 2021.



Jim Hagan, Mayor

ATTEST:



April Goad, City Recorder

LEGAL FORM APPROVED:



Patrick Carter, City Attorney



REQUEST: **Approval of Resolution 21-160**

SUBMITTED BY: **Tyler Scrogins, Public Works Director**

DATE: **September 20, 2021**

RE: **To authorize the City of Spring Hill to become a member of
HGACBuy cooperative purchasing program**

ATTACHMENTS: **Program information**

PURPOSE:

The purpose of this resolution is to authorize the City of Spring Hill to become a member of HGACBuy cooperative purchasing program.

BACKGROUND:

The City is currently a member of Sourcewell cooperative purchasing program and has the opportunity to become a member of H-GAC Cooperative Purchasing Program (“HGACBuy”) at no cost for memberships. Cooperative purchasing programs have vendors under contract that have bids awarded under competitive bidding processes that municipalities can buy from. By being a member, the City can purchase goods and services from these vendors without requiring an additional bid process by staff. However, if a vendor is not included in one of the cooperative purchasing programs, staff will follow the established purchasing policy.

FINANCIAL IMPACT:

No financial impact until goods and services are purchased.

STAFF RECOMMENDATION:

Staff recommends approval of Resolution 21-160 to authorize the City of Spring Hill to become a member of HGACBuy cooperative purchasing program.



About the Cooperative

H-GAC and the Cooperative Purchasing Program

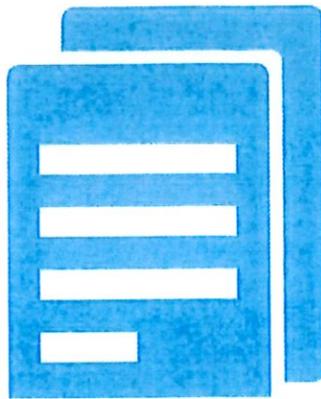
The Houston-Galveston Area Council (H-GAC) is the largest of 24 Councils of Government (COG) in Texas, and is a political subdivision of the State of Texas. It has been serving local governments for more than 40 years.

H GAC's Cooperative Purchasing Program, known as HGACBuy, was established pursuant to Texas Interlocal Cooperation Act [Texas Local Government Code, Title 7, Chapter 791]. The Act allows local governments and certain non-profits to contract or agree under the terms of the Act to make purchases or provide purchasing services and other administrative functions appropriately established by another government entity. The Interlocal Contract (ILC) is the required legal document that establishes a link between the End User (local governments and certain non-profits) and HGACBuy, and gives the End User access to HGACBuy contracts.

**HELPING
GOVERNMENTS
ACROSS THE
COUNTRY
BUY**

H-GAC has established Interlocal Contracts with thousands of End Users throughout Texas and across the United States.

HGACBuy contracts are established based on the requirements of [Texas Local Government Code, Chapter 252]. Products and services are contracted after having been subjected to either a competitive bid (IFB) or competitive proposal (RFP) process. Contracts are blanket type, usually for a term of two or three years. Use of HGACBuy for purchases by any End Users is strictly at the discretion of that entity. End Users issue their purchase orders to and pay directly the HGACBuy Contractor.



How to Become an End User?

Completing and Executing the ILC Steps for Completing and Executing the Interlocal Contract (ILC).



(/join/become-an-end-user)

Scope of HGACBuy's Professional Services

HGACBuy acts as the designated purchasing agent on behalf of participating End Users by performing specific services including, but not limited to:

- Developing specifications for competitive bids and proposals
- Soliciting vendor participation
- Conducting pre-bid/pre-proposal conferences

- Conducting public bid/proposal openings of responses
- Evaluating responses and making award recommendations
- Executing vendor contracts awarded by the H-GAC Board of Directors
- Maintaining contract information available through HGACBuy's Website
- Contract Administration

How to Become a Contractor?

All products and services offered through HGACBuy have been subjected to a competitive bid or proposal process, subsequently resulting in the award of a blanket contract(s). Becoming an HGACBuy Contractor requires that you go through that process with us when we do a procurement for the products and/or services which you offer.

Most of our contracts run for a term of two years, dictating that the procurement process for a product/service is undertaken on that same schedule, i.e. every two years.

Click here (</join/become-a-contractor>) to know more about The HGACBuy Procurement Policy

How to Become an End User?

To become an End User and participate in purchasing through HGACBuy, you must:

Be a state agency, county, municipality, special district, or other political subdivision of a state, or a qualifying non-profit corporation (providing one or more governmental function or service)

Possess legal authority to enter into the Contract.

The End User warrants that both requirements are fulfilled by execution of an Interlocal Contract (ILC).

Click here (</join/become-an-end-user>) to know more about becoming an End User.

News & Events

Member Orientation (</events/Event-Details?eventid=259>)