

Education Service Center, Region 2
Shared Service Arrangement
For Participation in the Multi-Regional Purchasing Program

1. General Provisions:

- 1.1 The purpose of this arrangement is to provide for efficient and effective delivery of purchasing services that allows maximum flexibility while maintaining compliance with state and federal laws.
- 1.2 Participation will be highly beneficial to local participating governments through potential savings by fulfilling and implementing their respective public and governmental purposes, needs, objectives, programs, functions, and services.

2. Governance:

- 2.1 This shared service arrangement will be governed by the Education Service Center, Region 2 Board of Directors, which functions under the Education Service Center, Region 2 policies and procedures. The Board of Directors meet six times per year at the Education Service Center, Region 2. Minutes are maintained and records are retained by the Education Service Center, Region 2. The Committee Contact Group for this SSA meets a minimum of nine times per year or as needed. Group members consist of the following: Edith George, Odem - Edroy ISD, Noel Snedeker – Taft ISD, Carol Sue Hipp – Tuloso-Midway ISD, Karen Weisman – Kingsville ISD, Mike Brooks – Flour Bluff ISD, and Melonae Day – Alice ISD.

3. Ownership of Assets:

- 3.1 All assets for the project are owned by the Education Service Center, Region 2.

4. Liabilities:

- 4.1 Since this shared service agreement does not constitute a separate legal entity, any legal action taken against the fiscal agent and/or a member district will be the responsibility of the fiscal agent and/or the member district.

5. Responsibilities of the Fiscal Agent:

- 5.1 Serve as Fiscal Agent
- 5.2 Provide personnel to carry out the intents and purposes of the program

- 5.3 Provide coordinated assistance based on program evaluation and needs assessment as requested.
- 5.4 Prepare, advertise, tabulate and recommend contract documents for award.

6. Responsibilities of Member School Districts:

- 6.1 Attend any necessary training related to purchasing website.
- 6.2 Receive and process requests regarding categorical needs of the district.
- 6.3 Request staff development and coordinated assistance.
- 6.4 Participate in Education Service Center, Region 2 Evaluation of the Purchasing Programs and Services Survey.

7. Compensation:

- 7.1 The parties agree that the payments under this agreement and all related documents shall be amounts that fairly compensate the Multi-Regional Purchasing Program for the services or functions performed and outlined in the fee schedule provided under the Programs and Services Agreement document.

- 8. By the execution and delivery of this Shared Service Arrangement, the undersigned warrant that they have been duly authorized by all requisite administrative action required to enter into and perform the terms of this arrangement.

Designated District: _____

County District Number: _____

Designated Contact: _____

Title: _____

Signature: _____ Phone: () _____

Superintendent's Signature: _____

Date: _____

Executive Director
Education Service Center, Region 2

Date