



HELPING GOVERNMENTS ACROSS THE COUNTRY BUY

Cooperative Purchasing Venture

What is H-GAC?

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 Member (local governments and certain non-profits) and HGACBuy, and gives the Member access to HGACBuy contracts.

How does the H-GAC Program Work?

To join H-GAC, your agency executes an "Interlocal Contract." There are no membership dues, nor does HGAC membership expire. The document sets out the conditions, requirements, and processes through which your purchase orders are received, confirmed and processed. You send your purchase orders directly to an H-GAC supplier (such as CUES) with a duplicate to H-GAC for confirmation. The supplier processes your orders, delivers the products and invoices you for payment.

How do I purchase without going through my own bid process?

When you purchase through H-GAC, your "Interlocal Contract" connects you with H-GAC's duties and responsibilities on your behalf. H-GAC (1) conducts research and pre-bid/pre-proposal conferences, (2) prepares bid specifications, (3) advertises for bids, (4) solicits bids and evaluates supplier responses, and (5) awards bids that are listed on the web site: HGACBuy.com.



WHAT ARE SOME BENEFITS OF HGACBUY?

- HGACBuy offers an expedited procurement process which can eliminate your need for preparing detailed specifications and satisfying all other requirements for competitive bids and proposals
- HGACBuy offers more than 800 contractors including many local dealers and authorized resellers
- HGACBuy gives you access to volume purchasing pricing and discounts
- HGACBuy has more than 40 years of experience in cooperative purchasing and serves more than six thousand local government across the United States

Helping Governments Across The Country Buy



How to Become a Member:

To become a Member 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 Member warrants that both requirements are fulfilled by execution of an Interlocal Contract (ILC).

Types of Participating Members:

- Municipalities, Cities, Counties and State Agencies
- Councils of Government
- Schools, School Districts, Colleges, Universities
- Hospitals and Hospital Districts
- Emergency Medical Services and Services Districts
- Volunteer Fire Departments and Rural Fire Prevention Districts
- Special Law Enforcement Jurisdictions
- Judicial Courts & Districts
- Emergency Communications Districts
- Utility Districts (MUDs, WCIDs, Irrigation, etc.)
- Special Districts
- Authorities (Airport, Port, River, Water, Toll Road, etc.)
- State Agencies
- Not-for-Profit Corporations [501(c)(3)] providing government function or service

What are the benefits of the H-GAC Program?

- Volume purchasing
- Volume discounts
- On-duty staff of qualified government purchasing professionals ready to assist you
- Technical specifications that can eliminate the need to hire consultants
- Elimination of advertising, printing, and delivery costs
- Expedited procurement process without lengthy delays



What can I purchase through the program?

- Portable and Truck Mounted Pipeline TV Inspection Equipment
- Cameras
- Camera Transporters
- HD Digital Side Scanning Camera Systems
- Pipeline Data Acquisition Software & GIS Interface
- Lateral & Mainline Probes
- Lateral Reinstatement Cutters
- Laser/Sonar Profilers
- All CUES Products!



3 Steps to Buying CUES Products through H-GAC:

Step 1: (first time Buyer only)

Execute the "Interlocal Contract" (ILC) found on the HGACBuy website under Program Info, and return to H-GAC. H-GAC will sign two copies and return one to the end user for their records. The ILC may be faxed to 713-993-4548 for expedited processing.

<http://www.hgacbuy.com/program/interlocal/default.aspx>

Step 2:

Obtain specific product details from the HGACBuy website, <http://www.HGACBuy.org>. Then contact the nearest CUES sales representative for additional assistance and a definitive price quotation. For assistance contact the CUES Sales Department at 800-327-7791.

Step 3:

Prepare and submit your purchase order directly to CUES after completing consultation with a CUES representative. A copy of the order along with a copy of the CUES written quotation shall be faxed or mailed to HGACBuy at FAX: 713-993-4548. Orders should include specific details regarding the purchase (i.e., name of the end user's contact person, shipping/delivery instructions, and installation details, if any). CUES will then invoice the end user for all purchases, and the end user will pay CUES directly following delivery and acceptance.

Links and Contact Information:

H-GAC Buy Website: <https://www.hgacbuy.org>

CUES Inc. Website: www.cuesinc.com

CUES Sales Email: salesinfo@cuesinc.com