



March 6, 2026
Attention: Ryan Mendrala
City of Pinellas Park
rmendrala@pinellas-park.com

Re: Purchasing Cooperative of America contract: PCA 406-24- **Cured-in-Place (CIP)**
Rehabilitation for Vertical Sewer Structures

Gentlemen

Please be advised that Infrastructure Rehabilitation USA, Inc. will honor the subject PCA Contract Price Book unit prices for the purpose of "Piggy Back" contracting with the City of Pinellas Park. These unit prices can be utilized for the like scope items for the term time limits of the City's annual 2026/2027 manhole rehabilitation requirements not to exceed the City's annual program budget.

Thank you,

William Casten

William Casten
Vice-President
318-629-5485
wcasten@irehabusa.com

TODAY'S DATE: _____ **CITY ATTORNEY DOCUMENT # 25-** _____

Advertising Deadline Date (if material will need to be advertised) _____

Agenda Deadline Date (if material is for a Council Meeting) _____

DESCRIPTION	
	TOTAL PAGES (Including attorney document cover sheet)

REQUESTED BY: _____ **JOB TITLE:** _____

DEPARTMENT DIRECTOR (if not listed above): _____

DEPARTMENT ADMINISTRATOR: _____

DEPARTMENT: _____



INTERLOCAL AGREEMENT FOR COOPERATIVE PURCHASING SERVICES

This Interlocal Agreement for Cooperative Purchasing Services (“Agreement”) is entered into by and between _____
COMPLETE LEGAL NAME (DO NOT ABBREVIATE) & MAILING ADDRESS

(“PCA Member”, “Party”), a governmental entity, and Purchasing Cooperative of America (“PCA”, “Party”) on behalf of PCA Awarding Agencies to participate in all Purchasing Cooperative of America (“PCA”) cooperative purchasing programs administered by PCA and its affiliates and subsidiaries and for the purpose of participating in the cooperative purchasing services of PCA. Collectively, PCA and PCA Member and will be known as the “Parties”.

RECITALS

Purpose

The purpose of this Agreement is to support public entities by facilitating their purchasing operations through cooperative contracting and to promote real savings for PCA Members with discounts resulting from the competitive bid process.

Texas Government Code, Chapter 791, Interlocal Cooperation Act, and Texas Local Gov’t. Code, Chapter 271, Subchapter F. Cooperative Purchasing Program allows for governmental entities to contract for cooperative purchasing services that each Party to the contract is authorized to perform individually.

Eligible public entities may use all PCA contracts awarded to a Vendor. Each jurisdiction is subject to its own and members’ requirements. The use of a PCA contract by a PCA Member, along with their signed purchase order or other extension of the contract, constitutes acceptance of the contract and completes the interlocal agreement (if required by the entity(ies) between the Awarding Agency and PCA Member.

Membership Eligibility

Public entities in all 50 states, the U.S. Territories, Canada and Mexico, including local, state and federal governmental agencies, Indian tribal governments; educational institutions including K-12 public, private and charter schools, state and private colleges and universities; and non-taxed non-profit religious and charitable organizations are eligible to participate in the PCA purchasing cooperative. There is no fee to the PCA Member to join or use PCA contracts.

Role of the PCA Awarding Agency

1. Acts as Party to the Agreement.
2. Awards PCA contracts that have been competitively bid.
3. Provides service and support to PCA, PCA members and vendors, as necessary.

Role of the PCA Member

1. Registers on the PCA website, www.pcamerica.org, or any successor website.
2. Executes a copy of this Agreement by providing an authorized signature in the appropriate space below and submitting the form to Members@pcamerica.org.

3. Designates a contact person and updates the contact information as necessary.
4. Works with PCA awarded contractors according to the PCA contract.
5. Issues supplemental contracts, purchase orders, or other applicable authorizations for purchases directly to the awarded contractor; and includes “Purchasing Cooperative of America” or “PCA” and the “Contract Number”.
6. Makes payments to vendors in a timely manner and in accordance with the state laws and local procedures applicable to the PCA Member for all goods and services received.
7. Notifies PCA at the address or email shown below of any substantial problems in quality of goods or performance of services with an awarded contractor under a PCA contract.

Role of the Purchasing Cooperative (PCA)

1. Acts as a group purchasing organization that governmental entities join as members.
2. Performs the administration and management duties and responsibilities for which PCA will receive fees from PCA vendors using PCA contracts.
3. Performs all of the required steps of the competitive solicitation process in compliance with all applicable state statutes and regulations related to competitive procurement and contracting in the State of Texas.
4. Provides members access to cooperative contracts, due diligence documentation and PCA vendor contact information.
5. Provides support and service to PCA Members and vendors.
6. Performs such other related services and duties as are customarily performed by a entity in a similar position.

General Provisions

1. Effective Date. This Agreement is effective upon signature and shall be automatically renewed annually unless either Party gives sixty (60) days prior written notice of non-renewal.
2. No Minimum Purchase Requirement. This Agreement does not obligate the PCA Member to purchase a minimum amount of goods and/or services under any PCA contract.
3. Federal Requirements. The parties agree to comply fully with all applicable federal statutes, rules and regulations in connection with the cooperative contracts contemplated under this Agreement. This Agreement is subject to all applicable present and future valid laws governing such programs.
4. State Joint Powers Statutes. It is the sole responsibility of each PCA Member to follow their state procurement statutes as it pertains to cooperative purchasing, or joint power agreements, with in-state or out-of-state public agencies.
5. Governing Law-Texas. Any issue concerning PCA contracts in which a PCA Awarding Agency is involved shall be governed by the law of the State of Texas, excluding the conflicts of law provisions.
6. Venue-In Texas. Exclusive Venue for any litigation whatsoever involving PCA is the state district court of Harris County, Texas.
7. Governing Law-Outside Texas. PCA member’s use of PCA contracts shall be governed by the laws of the State of _____, excluding the conflicts of law provisions.
8. Venue-Outside Texas. Exclusive Venue for litigation arising between PCA Member and PCA awarded contractor from use of PCA contracts is _____.
(court jurisdiction)

9. Invalid Provision. If any term(s) or provisions of this Agreement are held by a court of competent jurisdiction to be invalid, void, or unenforceable, the remainder of the provisions of this Agreement shall remain in full force and effect.
10. Immunity. Neither Party to this Agreement waives or relinquishes any immunity or defense on behalf of themselves, their directors, officers, employees and agents as a result of this Agreement being executed or the performance of the functions and obligations describe herein.
11. Final Agreement. This Agreement incorporates all agreements, covenants and understandings between the Parties concerning subject matter in the Agreement. No prior agreement of understanding, verbal or otherwise, by the Parties or their agents, shall be valid or enforceable unless embodied in this Agreement.
12. “As is” Contracts. PCA makes PCA contracts available to the PCA Member “as is” and is under no obligation to revise the terms, conditions, scope, prices, and/or any other requirements of the contract for the benefit of the PCA Member.
13. Termination. This Agreement may be terminated with or without cause by either party upon (60) days prior written notice.
14. Notice. All forms of written notice, under this Agreement, shall be made by first class mail, postage prepaid and delivered to the other Party of this Agreement.
15. Records Requests. PCA Member agrees to cooperate in compliance with any reasonable request for information and/or records made by PCA. Breach of this provision may be grounds for termination after ten (10) days written notice to the PCA Member.
16. Submission. Send the signed Agreement via email to Members@pcamerica.org. An email copy of an executed signature shall have the same force and effect as an original signature page.
17. Term. This Agreement is effective the date of the final signature and shall continue indefinitely, subject to the Termination clause.

Authorization

By execution and delivery of this Agreement, the undersigned individuals warrant that they have been duly authorized to enter into and perform the terms of this Agreement.

PCA Member Organization Name

Purchasing Cooperative of America

Authorized Signature

PCA Authorized Signature

Printed Name

Printed Name

Title _____

Title _____

Date _____

Date _____

Designated Contact _____

Phone _____

Title _____

Email _____

Phone _____

Main PCA Email pcamerica@pcamerica.org

Email _____



BECOME A PCA MEMBER

Purchasing Cooperative of America is a national purchasing cooperative with legally procured contracts available for public entities in all 50 States and U.S. Territories, Canada and Mexico:

- *Educational institutions K-12 through universities*
- *Local, State and Federal governmental agencies*
- *Indian tribal governments*
- *Non-profit/non-taxed religious and charitable organizations*
- *All PCA contracts are awarded through one of PCA's Awarding Public Agencies*

PCA contracts may be used with federally-funded programs such as FEMA.

PCA Solicitation Procedure:

- COMPETITIVE BIDDING per Texas procurement and contracting statutes. Other state and federal statutes, including the FAR, are referenced in the solicitations.
- Solicitations are ADVERTISED for two consecutive weeks in a national publication, in a local publication, and on the PCA website.
- Evaluation Committee Members review solicitation responses per the EVALUATION FACTORS listed in the solicitation.

Join PCA

- No cost to join PCA. Vendors pay an administrative fee when they use their PCA contract.
- Scroll down to the map and click on your state to look at the interlocal contracting 'joint powers' statutes for your state.
- Some Texas entities must complete the Interlocal Contract (you can find an example on the 'Forms' tab) and submit it to pcamerica@pcamerica.org.
- Becoming a member is EASY
 - (1) **In Texas.** Register online at www.pcamerica.org/Members; some entities also complete the Interlocal Contract (available on the Forms tab).
 - (2) **Other States.** Register online at www.pcamerica.org/Members; key on your state to see your state's 'joint powers' statutes. Public entities of other states will know membership requirements required by their state statute(s) or local authority.
 - (3) As needed, submit the interlocal contract to pcamerica@pcamerica.org
- 'PCA', 'the contract number' and 'title' must be listed on your purchase order.

Membership Has Its Privileges

- Working directly with awarded contractors
- Additional terms may be listed on the purchase order upon or written in a supplemental contract, as negotiated and agreed upon
- Contract support from PCA contract managers
- DUE DILIGENCE documentation available to PCA members upon request

Learn more about PCA at www.pcamerica.org, 844-722-6374,
or call Elaine Nichols, Director, at 713-851-1471

PCA Awarded Contractors proudly display this symbol:



PCA understands the needs of small & large Purchasing Departments with their limits on time, personnel, and expertise.

Members, there is no fee to join!

We are EDGAR compliant and look forward to providing our services to you!

PCA provides:

- Procurement Expertise
- Industry Standard Contracts
- Value Add Benefits
- Best Price Guarantees

Save Time, Save Money!

Purchasing Cooperative of America Information

Contact us:

844-722-6374 Toll Free

Register to become a Member:

<http://www.pcamerica.org/members>

Register to become a Vendor:

<http://www.pcamerica.org/vendor>

Entities eligible for PCA Membership include:

Governmental Agencies, Educational Institutions (K12 through University) and Non-Taxed/Non-Profit Organizations (including Religious and Charitable Organizations).

Co-ops are good for everyone!

PCATM

Purchasing Cooperative of AmericaTM



**All 50 States, U. S. Territories,
Canada & Mexico**

www.pcamerica.org

**SIGN UP to BECOME a
Member TODAY!**

PCATM Purchasing Cooperative of AmericaTM

Members work directly with the Vendors who have been awarded PCA contracts through our rigorous solicitation responses & evaluation process, according to Texas and other states purchasing, contracting, & cooperative statutes.

Contracts for:

CONSTRUCTION / JOC

- Building Facilities Services & Assessments
- Construction Management for Construction Programs
- Job Order Contracting (JOC)
- Roofing & Waterproofing
- Disaster Recovery Energy Services
- Energy Performance (ESCO) & Procurement
- Energy Conservation - Lighting, Automated Controls, Building Energy-Saving
- Facility Operations & Maintenance
- Flooring Products, Services, Installation, Maintenance & RI (JOC)
- Infrastructure Rehabilitation
- Modular & Portable Buildings - Storage & Schools
- Trenchless Rehabilitation - Manholes

CUSTODIAL / JANITORIAL SERVICES

- Custodial Services, Supplies and Cleaning Equipment
- Custodial Services/Landscaping & Grounds/Operations & Maintenance
- Janitorial Products, Equipment, & Related Items

FINANCIAL

- Financial Procurement - Energy Conservation
- Financial Services for Sustainable Products
- Grant Writing

MISC. – SPECIALTY SERVICES

- Auction Services for Public Entities
- Books, Digital Readers, Videos

- Demographics
- Employee Assistance Programs
- EV (Electric Vehicle) Charging Stations
- Fuel Storage - Above Ground
- Highway & Road Materials for Roadways, Parking Lots, Parks, etc.
- Heavy Equipment Rental, Maint., Parts, & New/Used Sales
- Outdoor Services
- Photography Services
- Screen Printing and Branded Promo Items
- Containers for Shipping, Storage, Housing Units, etc.
- Substitutes & Temporary Personnel
- Translation & Interpretation Services
- Waste & Refuse Containers - Roll Offs, Dumpsters, & Other Heavy Duty Containers, and Parts/Service
- Waste & Recycling

PUBLIC SAFETY

- Police Equipment: Surveillance, IT, Supplies, Safety Equip., etc.
 - Firing Ranges, Extra-Duty, Upfitting, Outfitting, Tactical
- ID Verification
- First Responders Safety Equipment
- Safety/Security/Compliance/Verification Plan for the Public-At-Large
- Disinfecting/Sanitizing products & Services, and PPE
- Safe Schools & Public Buildings
- Safety Equipment for Schools, Police, & First Responders
- Security Systems

SPORTS - EQUIPMENT, FIELDS, WEIGHTS, LIGHTING

- Athletic Equipment, Supplies, & Related Items
- Field Turf, Sport & Recreational Surfaces
- Outdoor Recreational Surfaces, Sports & Field Turf, & Associated Outdoor Items
- Playgrounds & Parks Equipment and Services
- Sports Protective Gear and Related Items
- Stadiums and Sports Fields Equipment, Installation & Maintenance Services
- Weight Training Equipment & Flooring

SUPPLIES

- Educational & Instructional - Books, Apps, Videos, Digital Readers, Musical Instruments, etc.
- Art Supplies
- Commercial Kitchen Soft Wares (Pots, Pans, Utensils, Sanitizing Products...)
- Disinfecting/Sanitizing products & Services, and PPE
- Furniture & Fixtures
- Laboratory & Medical Supplies
- Office Supplies, Paper, Ink/Toner

TECHNOLOGY

- Audio-Visual, Media Equipment, Supplies &/or Service
- Cloud-Based Communication & Storage
- Computers, Peripherals, Hardware and Software Supplies
- Document Management Software/Programs for Administrative Records
- Network Electronics Equip, Design & Consulting, & Wiring Services
- Procurement Sourcing Software
- Technology Products, Services, & Equipment for the Disabled
- Telecommunications Equipment, Supplies &/or Service
- Website Services, Programs, and Products

TRADES

- Aluminum Ramps, Walkways, Stairs Systems, RI and Services
- Bridges - Pre-engineered & Fabricated
- Commercial Kitchen Equipment, Products, Installation, and Related Items
- Elevator Inspection
- Facilities Maintenance, Repairs, & Operations
- Glazing
- HVAC Equipment, Installation, & Repair
- Manholes, Sanitization
- Roofing & Waterproofing
- Signage - Sales, Parts, Service and Related Items
- Trades for Operations & Maintenance & Related Services & Supplies

www.pcamerica.org/contracts/vendors/items



MEMBERS: HOW TO USE PCA CONTRACTS

Membership in the Purchasing Cooperative of America (PCA) national purchasing cooperative allows Members to purchase from all contracts available through PCA.

PCA contracts are the result of a nationally advertised, fully documented competitive procurement process which ensures all contract awards are in compliance with contract and purchasing law.

Purchasing Cooperative of America is a national purchasing cooperative with legally procured contracts available for public entities in all 50 States and U.S. Territories, Canada and Mexico:

- *Educational institutions K-12 through universities*
- *Local, State and Federal governmental agencies*
- *Indian tribal governments*
- *Non-profit/non-taxed religious and charitable organizations*

Step 1. Membership is Free.

Become a Member to purchase using a PCA contract by completing the online Member Registration at www.pcamerica.org/members. Some entities must also complete an interlocal (intergovernmental) contract (ILC), such as Texas K-12 Members. Other Texas Members and Members outside Texas will know their state or local requirements for co-op membership. To complete the ILC:

- Download at www.pcamerica.org/forms.
- Customers may click on their state at www.pcamerica.org/members to find their state's joint powers/cooperative endeavors/contracting authority statute(s)
- Complete and sign the ILC and email to Members@pcamerica.org.
- PCA will return the executed ILC to the designated contact's email address.

Step 2. Make a purchase.

PCA has awarded over 150 contracts covering numerous categories. Go to <https://www.pcamerica.org/contracts/vendors/items> to find Awarded Contracts, Commodity/Service, or a listing of PCA awarded contractors. Each awarded contractor has a Vendor Page that is accessible by clicking on the company name (unless they haven't sent the information in to us).

Member contacts the PCA awarded contractor. When ready to purchase, Member issues a purchase order or work order to the awarded contractor (vendor). Put "PCA" and "Contract Number" on the purchase order. Per the PCA contract, any terms specific to an individual Member or additional terms to the PCA contract, as agreed to between the Member and Vendor, can be put into a supplemental contract between the Member and Awarded Contractor or typed directly on the purchase order.

PCA Support

Call PCA with contract questions.

Learn more about PCA at www.pcamerica.org, 844-722-6374, or call Elaine Nichols, Director, at 713-851-1471