



## Frequently Asked Questions About HGACBuy

### What is HGACBuy?

We are a nationwide, government procurement service striving to make the governmental procurement process more efficient. Units of local government, including non-profits providing governmental services, are eligible to become participating members of the HGACBuy Cooperative. All contracts available to participating members of HGACBuy have been awarded by virtue of a public competitive procurement process compliant with state statutes.

### What type of products are available thru HGACBuy?

Primarily, we offer products that are utilized in Public Safety, Public Works, Emergency Services and Communications, in addition to professional consulting and temporary personnel and disaster recovery services. A wide variety of capital equipment is under contract, and through a unique feature of HGACBuy it can be customized through the use of published and unpublished options to fit your specific requirements.

### Where do I find information on products offered through HGACBuy?

Visit the Products and Services (</products-and-services/default.aspx>) page.

### Can my entity purchase through HGACBuy?

The Texas Interlocal Cooperation Act permits joint participation by local governments, states, state agencies, and certain non-profit corporations. Most states have interlocal cooperation authority or other joint power provisions that allow participation in cooperative activities. Government entities join HGACBuy by executing an Interlocal Contract (</ilc-form/default.aspx>) to become an End User. This document sets out the conditions, requirements and processes through which an entity's purchase orders are received, confirmed to contract, and processed.

There are no annual membership dues required to purchase thru HGACBuy.

## Can I purchase products and services online?

Because of the nature of most of the products and services we have under contract, we prefer that you speak with a contractor's representative and get a detailed price quote before placing an order. This is to ensure that you get what you want, configured like you want it. Use the HGACBuy website to gather basic information and to get the contractor's contact information. After you receive your written quotation and have reviewed it, prepare your purchase order to the Contractor and fax a copy to HGACBuy.

## Where can I find bid and contract documents?

All bid and contract documents for current contracts can be found on our Current HGACBuy Contract Documents (</contracts/default.aspx>) page.

## What are some benefits of HGACBuy? I want to inform my elected officials and staff.

- 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. View the List of Current End Users (</about/end-users.aspx>).

## How does a vendor become a HGACBuy contractor?

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.

Visit the How to Become a Contractor (</join/become-a-contractor.aspx>) page for more information.

## News & Events

### End User Orientation (/events/event-details.aspx?eventid=64)

#### Join us for an HGACBuy End User Orientation (/events/event-details.aspx?eventid=64)

The HGACBuy End User Orientation objective is to introduce End Users to the HGACBuy program:

- Who is HGACBuy?
- Discuss what HGACBuy Cooperative does
- The advantages of using HGACBuy
- Discuss the purchasing process

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### Contractor Orientation (/events/event-details.aspx?eventid=68)

#### Join us for a Contractor Orientation Webinar (/events/event-details.aspx?eventid=68)

The orientation will discuss:

- Our cooperative environment
- Requirements for Member participation
- Preparing Contract Pricing Worksheets
- Purchase orders and Order Confirmations
- Quarterly Activity Reporting

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### WWETT – Water & Wastewater Equipment, Treatment & Transport Show (/events/event-details.aspx?eventid=73)

## Join us for WWETT – Water & Wastewater Equipment, Treatment & Transport Show (/events/event-details.aspx?eventid=73)

HGACBuy Team will be attending WWETT – Water & Wastewater Equipment, Treatment & Transport Show (/events/event-details.aspx?eventid=73) in Las Vegas, NV. We are looking for people who are interested in water and wastewater equipment, treatment and transport. If you are interested, please contact us at [info@hgacbuy.org](mailto:info@hgacbuy.org) or call us at 800-451-4622. We are looking for people who are interested in water and wastewater equipment, treatment and transport. If you are interested, please contact us at [info@hgacbuy.org](mailto:info@hgacbuy.org) or call us at 800-451-4622.