

CITY COUNCIL AGENDA ITEM
CITY OF SHORELINE, WASHINGTON

AGENDA TITLE:	Authorizing the City Manager to Enter into a Participating Membership with Sourcewell Cooperative Purchasing Agreement
DEPARTMENT:	Administrative Services
PRESENTED BY:	Sara Lane, Administrative Services Director Dan Johnson, Fleet & Facilities Manager Janet Bulman, Purchasing Coordinator Phil Ramon, Management Analyst
ACTION:	<input type="checkbox"/> Ordinance <input type="checkbox"/> Resolution <input checked="" type="checkbox"/> Motion <input type="checkbox"/> Discussion <input type="checkbox"/> Public Hearing

PROBLEM/ISSUE STATEMENT:

In accordance with Shoreline Municipal Code (SMC) Section 2.60.080 and RCW 39.34.030, the City of Shoreline may enter into interlocal governmental cooperative purchasing arrangements with other public agencies if the best interests of the City would be served by entering into such arrangements. Because of these arrangements, the City benefits from other public agencies competitive bidding processes and the ability to leverage those agencies' national buying power, thereby saving staff time and other financial resources. This is because SMC 2.60.080 provides that the competitive bid process of the original jurisdiction shall substitute for the City's process. City Council approval is required prior to entering into these cooperative purchasing agreements.

Sourcewell, formerly known as the National Joint Powers Alliance, is a service cooperative created by the Minnesota State Legislature as a local unit of government. Attachment A is a Sourcewell Cooperative Purchasing Agreement which clearly states that it has followed procurement procedures for products and services offered in accordance with Minnesota State Law. Sourcewell holds numerous and competitively solicited cooperative contracts that are ready for use by member cities and agencies, including fleet vehicles and maintenance equipment. With City Council approval, fleet vehicles and equipment identified for future purchase using this agreement may include a Public Works Wastewater Vactor truck and slope mower equipment for Street Operations.

RESOURCE/FINANCIAL IMPACT:

There is no direct and financial impact to the City. The City would benefit from low bid prices and staff time preparing bid documents.

RECOMMENDATION

Staff recommends that Council move to authorize the City Manager to execute the Sourcewell Cooperative Purchasing Agreement.

ATTACHMENTS:

Attachment A: Sourcewell Cooperative Purchasing Agreement

Approved By: City Manager ***DT*** City Attorney ***MK***



SOURCEWELL AGREEMENT

This Agreement, made effective on the date hereof, by and between Sourcewell (formerly known as National Joint Powers Alliance) and City of Shoreline (hereinafter referred to as the "Member").

Agreement

1. Sourcewell, a public entity whose creation was authorized by Minn. Stat. § 123A.21, has followed procurement procedures for products and services offered by this Agreement in accordance with Minn. Stat. § 471.345. Sourcewell is permitted to engage in cooperative purchasing pursuant to Minn. Stat. § 123A.21 Subd. 7(23).
2. It is the sole responsibility of each Member to follow state and local procurement statutes and rules as it pertains to cooperative purchasing or joint power Agreements with in-state or out-of-state public agencies.
3. Sourcewell makes cooperative purchasing contracts available to Members "as is," and is under no obligation to revise the terms, conditions, scope, price, and/or any other conditions of the contract for the benefit of the Member. Members are permitted to negotiate and agree to additional terms and conditions with Vendors directly.
4. Each party shall be responsible for its acts and the results thereof, to the extent authorized by law, and will not be responsible for the acts of the other party and the results thereof. The Member will be responsible for all aspects of its purchase, including ordering its goods and/or services, inspecting and accepting the goods and/or services, and paying the Vendor who will have directly billed the Member placing the order.
5. The use of each contract by the Member will adhere to the terms and conditions of the Sourcewell contract.
6. Any dispute which may arise between the Member and the Vendor are to be resolved between the Member and the Vendor.
7. This Agreement incorporates all Agreements, covenants and understandings between Sourcewell and the Member. No prior Agreement or understanding, verbal or otherwise, by the parties or their agents, shall be valid or enforceable unless embodied in this Agreement. This Agreement shall not be altered, changed or amended except by written amendment executed by both parties.

Member Name

By Debra S. Tarry
 Its City Manager
 TITLE

DATE

Sourcewell

 TITLE

DATE

MEMBER INFORMATION

Indicate an address to which correspondence may be delivered.

Organization Name*	City of Shoreline
Address*	17500 Midvale Avenue North
City	Shoreline
State/Province Code	Washington ZIP code* 98133
Country	United States of America
Employer Identification Number	91-1683888
Website	www.shorelinewa.gov
Contact person* (First, Last)	Janet, Bulman
Job Title*	Purchasing Coordinator
Job Role*	Purchasing Coordinator
E-mail*	purchasing@shorelinewa.gov
Phone*	206-801-2320

Organization Type:

Government

- ☐ Federal
- ☐ State
- ☐ County
- ☒ Municipality
- ☐ Tribal
- ☐ Township
- ☐ Special District

Education

- ☐ Pre-K
- ☐ Public K-12
- ☐ Private K-12
- ☐ Public Higher Ed
- ☐ Private Higher Ed

Non-Profit (Please include documentation demonstrating non-profit status)

- ☐ Church
- ☐ Medical Facility
- ☐ Other

REFERRED BY

- ☐ Advertisement
- ☐ Colleague/Friend
- ☐ Vendor Representative
- ☐ Conference/Trade Show _____
- ☐ Search Engine/Web Search

RETURN COMPLETED AGREEMENT TO:

Sourcewell
202 12th Street NE
P.O. Box 219
Staples, MN 56479

877-585-9706
membership@sourcewell-mn.gov

**Denotes required information*