

CITY COUNCIL AGENDA ITEM
CITY OF SHORELINE, WASHINGTON

AGENDA TITLE:	Authorize the City Manager Execute Intergovernmental Cooperative Purchasing Agreements with the US Communities, National Joint Powers Alliance, and the State of New York
DEPARTMENT:	Finance
PRESENTED BY:	Cathy Robinson, Purchasing Officer Debbie Tarry, Finance Director

PROBLEM/ISSUE STATEMENT:

The City of Shoreline desires to arrange for making cooperative purchases of certain goods and services, as allowed under RCW 39.34, by entering into Intergovernmental Cooperative Purchasing Agreements, with US Communities, National Joint Powers Alliance and the State of New York.

US Communities is a nonprofit designed in cooperation with an advisory board of local and state government purchasing officials and is jointly sponsored by the Association of School Business Officials International (ASBO), the National Association of Counties (NACo), the National Institute of Governmental Purchasing (NIGP), the National League of Cities (NLC), and the United States Conference of Mayors (USCM).

The National Joint Powers Alliance (NJPA) is a service cooperative created by Minnesota Statute 123A.21 to allow participating governmental and municipal agencies to participate (Joint Powers Law). The State of Washington has enacted its own joint powers law, Chapter 39.34 RCW Interlocal Cooperation Act. The NJPA is governed by an eight-member board comprised of governing officials, including school board, city council or county representatives.

The above entity contracts are available for use by the City of Shoreline. The entities have awarded numerous competitive bids and requests for proposals (RFP) for such items as office supplies, furniture, technology products, environmentally friendly products, computer equipment, copiers, telecommunication, carpeting/flooring, janitorial supplies, auto parts and heavy equipment.

The State of New York establishes hundreds of contract awards each year for thousands of different commodities, services, telecommunications and information technologies. A recent contract award by the State of New York was a furniture contract for Global furniture products. The City of Shoreline would like to use the State of New York contract to procure furniture for the new City Hall, potentially resulting in significant cost savings.

The action taken at tonight's meeting does not authorize the purchase of equipment or furniture, but allows for the City to use existing contracts of these agencies to acquire the equipment and/or furniture. The City must still follow its purchasing policies for equipment when making purchases and seek specific Council approval for any purchase that would exceed \$100,000.

Any of the contracts awarded by the above entities would need to fulfill Shoreline bid requirements. Contracts considered for use by the City of Shoreline would be reviewed against our bidding requirements by the Purchasing Division and only used if the contract met our State bidding requirements.

The proposed intergovernmental cooperative purchasing agreements will allow Shoreline to take advantage of US Communities, National Joint Powers Alliance and the State of New York contracts to acquire some of the above mentioned items. Because these are interlocal agreements, Council's authorization is required for the City Manager or designee to join or execute an agreement. The interlocal agreements do not limit the cooperative purchasing opportunities to the items listed above, but allows for other opportunities as the need arises.

FINANCIAL IMPACT:

The agreements will increase Shoreline's efficiencies in bidding and contracting for supplies, material, equipment, or services that may be required from time to time by the City. This benefit is realized by the lead agencies entities completing the formal bid procedures, including the development of bid specifications, bid documents, public advertising and process, and tabulating of bid results. with intergovernmental cooperative purchasing agreements, the City would not have the cost of developing our bid documents and the public advertising. In addition, the use of the interlocals will reduce the delivery time of the needed items to the requesting department, since the lead agency has already completed the bidding process.

RECOMMENDATION

Staff recommends that Council authorize the City Manager to execute intergovernmental cooperative purchasing agreements with the entities of US Communities, National Joint Powers Alliance, and the State of New York.

Approved By:

City Manager 

City Attorney 