

**SUPPORT SERVICES COMMITTEE
PURCHASING AGENDA
MARCH 19, 2019**

Committee Members: Loeb, Leggett, Sokol, Hyde, Magowan, Hogan, Wild, Driscoll & Dickinson

- I. Committee meeting called to order by Chairman
- II. Motion to approve minutes of prior Committee meeting
- III. Action Agenda/New Business
 - A. Requesting Resolution authorizing Warren County to participate in the National Cooperative Purchasing Alliance (“NCPA”) at no cost to the County.

Rationale: NCPA is a national cooperative that holds contracts in various categories. Becoming a member will provide another option for Warren County to obtain pricing that may be better than local and/or state.

- IV. Referrals/Pending Items
 - A. None
- V. Information for Discussion/Review
 - A. None.
- VI. Privilege of the Floor to discuss any additional items to come before the Committee

RESOLUTION REQUEST FORM NO. 20

MISCELLANEOUS

**Please List All Other Requests Not Covered by Previous Resolution Request Forms Here.
Please attach any backup information available and be as detailed as possible.*

DEPARTMENT NAME: Purchasing

DATE: 3/19/19

- (a) Purpose of Request:
Requesting Resolution authorizing Warren County to participate in the National Cooperative Purchasing Alliance ("NCPA") at no cost to the County and authorizing any agreements and/or other documentation required for membership.

- (b) Details:
NCPA is a national cooperative that hold contracts in various categories. Under GML 103, municipalities are allowed to piggyback on cooperative contracts that have been let in a manner consistent with NYS procurement laws. Becoming a member will allow Warren County to use contracts that may offer better pricing than what's available at the local and/or state level. Details are attached hereto.

- (c) Previous Resolution Number:
N/A - Resolution No. 156 of 2017 authorizing the County to participate in U.S. Communities (a similar national contract) is also attached hereto for reference.

- (d) Where are the Funds (if required)? List Budget Code, Object Code, Full Title* and Amount:
N/A

Sample: A.8021 470 Planning & Community Development – Contract

* as listed in budget and LOGOS

ABOUT US

(/)

NCPA (National Cooperative Purchasing Alliance) is a leading national government purchasing cooperative working to reduce the cost of goods and services by leveraging the purchasing power of public agencies in all 50 states.

NCPA'S PROCESS

NCPA utilizes state of the art procurement resources and solutions that result in cooperative purchasing contracts that ensure all public agencies are receiving products and services of the highest quality at the lowest prices.

NCPA works with a lead public agency, who competitively solicits master contracts. Contracts are based on quality, performance, and most importantly pricing. These contracts are established using the following process:

- The Lead Agency issues a competitive solicitation for a product or service on behalf of NCPA and all public agencies.
- The solicitation is advertised nationally for a minimum of 30 days. You can view our [current solicitations \(/Solicitations\)](#) on our website.

- The solicitation contains language that allows the contract to be accessible nationally to public agencies in states whose laws allow for inter-jurisdictional contract use (also known as "piggybacking" or "adopting")
- Vendors respond to the solicitation with sealed responses that are recorded and publicly opened.
- The Lead Agency evaluates the responses based on "Identified Evaluation Criteria" and awards contracts.

WHO CAN USE NCPA'S CONTRACTS

There are over 90,000 agencies nationwide from both the public and nonprofit sectors that are eligible to utilize NCPA's cooperative purchasing contracts (/Vendors). These include, but are not limited to the following agency types:

- School Districts (including K-12, Charter schools, and Private K-12)
- Higher Education (including Universities, Community Colleges, Private Colleges, and Technical / Vocational Schools)
- Cities, Counties, and any Local Government
- State Agencies
- Healthcare Organizations
- Church/Religious
- Nonprofit Corporations
- Federal

STATE STATUTES

Want to see your state's laws on cooperative purchasing? Click here to view your state's laws on cooperative purchasing (/Statutes).

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CONTACT INFORMATION

NCPA

P.O. Box 701273


Houston, TX 77270


(888) 543-6515

[info@ncpa.us \(mailto:info@ncpa.us\)](mailto:info@ncpa.us)

CONNECT WITH US

 (https://twitter.com/_NCPA)

 (<https://www.facebook.com/NCPA-National-Cooperative-Purchasing-Alliance-283585238336420/>)

 (<https://www.linkedin.com/company/ncpa---national-cooperative-purchasing-alliance/>)

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MICPA

MASTER INTERGOVERNMENTAL COOPERATIVE PURCHASING AGREEMENT

This agreement is made between a government agency that executes a Lead Agency Certificate ("Lead Agency") to be appended and made a part hereof and other public agencies ("Participating Public Agencies") that register electronically with National Cooperative Purchasing Alliance ("NCPA") or otherwise execute a Participating Public Agency Certificate to be appended and made a part hereof.

RECITALS

WHEREAS, after a competitive solicitation and selection process by Lead Agency, in compliance with their own policies, procedures, rules and regulations, a number of Vendors have entered into Master Agreements to provide a variety of goods, products and services based on national volumes (herein "Products");

WHEREAS, Master Agreements are made available by Lead Agency through NCPA and provide that Participating Public Agencies may purchase Products on the same terms, conditions and pricing as the Lead Agency, subject to any applicable local purchasing ordinances and the laws of the State of purchase;

NOW, THEREFORE, in consideration of the mutual promises contained in this agreement, and of the mutual benefits to result, the parties agree as follows:

(/)

1. That each party will facilitate the cooperative procurement of Products.
2. That the procurement of Products subject to this agreement shall be conducted in accordance with and subject to the relevant statutes, ordinances, rules and regulations that govern each party's procurement practices.
3. That the cooperative use of bids obtained by a party to this agreement shall be in accordance with the terms and conditions of the bid, except as modification of those terms and conditions is otherwise allowed or required by applicable law.
4. That the Lead Agencies will make available, upon reasonable request and subject to convenience, information which may assist in improving the procurement of products by the Participating Public Agencies.
5. That a procuring party will make timely payments to the Vendor for Products received in accordance with the terms and conditions of the procurement. Payment for Products and inspections and acceptance of Products ordered by the procuring party shall be the exclusive obligation of such procuring party. Disputes between procuring party and Vendor are to be resolved in accord with the law and venue rules of the State of purchase.
6. The procuring party shall not use this agreement as a method for obtaining additional concessions or reduced prices for similar products or services.
7. The procuring party shall be responsible for the ordering of Products under this agreement. A non-procuring party shall not be liable in any fashion for any violation by a procuring party, and the procuring party shall hold non-procuring party harmless from any liability that may arise from action or inaction of the procuring party.
8. This agreement shall remain in effect until termination by a party giving 30 days written notice to the other party. The provisions of paragraphs 5, 6 and 7 hereof shall survive any such termination.
9. This agreement shall take effect after execution of the Lead Agency Certificate or Participating Public Agency Registration, as applicable.

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Warren County Board of Supervisors

RESOLUTION NO. 156 OF 2017

RESOLUTION INTRODUCED BY SUPERVISORS VANSELOW, FRASIER, MCDEVITT, BROCK, SEEBER, MONTESI, LEGGETT, MACDONALD AND HYDE

AUTHORIZING WARREN COUNTY TO PARTICIPATE IN THE U.S. COMMUNITIES GOVERNMENT PURCHASING ALLIANCE

WHEREAS, Warren County, pursuant to the authority granted in General Municipal Law, Article 5A (Public Contracts), Section 103 desires to participate in the U.S. Communities Cooperative Purchasing Alliance. Said Alliance is sponsored by the New York State Association of Counties, Association of School Business Officials International, the National Association of Counties, the National Institute of Governmental Purchasing, the National League of Cities and the United States Conference of Mayors, and

WHEREAS, Section 103 of the General Municipal Law permits Warren County to make purchases of apparatus, materials, equipment or supplies or to contract for services related to the installation, maintenance or repair of apparatus, materials, equipment and supplies, may make such purchases, or may contract for such services related to the installation, maintenance or repair of apparatus, materials, equipment and supplies, as may be required by Warren County therein through the use of contract let by the United States of America or any agency thereof, any state or any other county or political subdivision or district therein if such contract was let to the lowest responsible bidder or on the basis of best value in a manner consistent with this section and made available for use by other government entities, and

WHEREAS, Warren County desires to participate for the purpose of fulfilling and executing its respective public governmental purposes, goals, objectives, programs and functions, and

WHEREAS, Warren County has reviewed the benefits of participating in this program and based on this review has concluded the program will provide the best value to taxpayers of Warren County through the anticipated savings to be realized, now, therefore, be it

RESOLUTION No. 156 OF 2017

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RESOLVED, that Warren County is authorized to participate in the U.S. Communities Government Purchasing Alliance and the Chairman of the Board of Supervisors be, and hereby is, authorized and directed to register for the U.S. Communities program on behalf of Warren County.