


INDEPENDENT SCHOOL DISTRICT 271
Bloomington, MN

REQUEST FOR SCHOOL BOARD ACTION

DATE OF BOARD MEETING: February 12, 2018

SUBJECT: Joint Purchasing Agreement with Northeast Metro ISD 916

ORIGINATING DEPARTMENT: Business Services Office

APPROVAL OF ADMINISTRATIVE CABINET MEMBER: Rod Y. Zivkovich, Executive Director of Finance and Support Services 

RESOLUTION FOR BOARD TO ADOPT:

RESOLVED, that the School Board of Independent School District 271 approves a joint purchasing agreement allowing ISD #271 to combine purchasing power with other districts to secure favorable terms and conditions in the purchase of equipment, materials, services and supplies.

RECOMMENDATION OF SUPERINTENDENT:

Approve. 

DETAILED BACKGROUND:

Minnesota Statute 471.59 provides that governmental units are authorized to make cooperative purchases to enhance buying power. Joint purchasing agreements authorize political subdivisions to enter into an agreement and/or to exercise jointly governmental powers and functions each has individually. Where it is mutually advantageous parties may make joint purchases and utilize existing contracts.

The District's attorney and insurance agent of record have reviewed the agreement.

JOINT PURCHASING AGREEMENT

This agreement is made and entered into by and between Northeast Metro School District 916 and Bloomington ISD #271 pursuant to the provisions of Minnesota Statute 471.59, as amended, which authorizes political subdivisions to enter into an agreement to exercise jointly the governmental powers and functions each has individually; and WHEREAS, Northeast Metro School District 916 and Bloomington ISD #271 desire to make available to each party the administrative and financial benefits of cooperative purchasing and selling with respect to common items used by the parties; and WHEREAS, Northeast Metro School District 916 and Bloomington ISD #271 wish to combine their purchasing powers in order to secure the most favorable terms and conditions on the purchase of equipment, materials, services and supplies; THEREFORE, in instances where the parties agree it would be mutually advantageous, it is hereby agreed, by and between the parties hereto as follows:

1. When authorized and requested by Bloomington ISD #271, Northeast Metro School District 916, through their purchasing department, shall:
 - a. Make joint purchases for Bloomington ISD #271 and Northeast Metro School District 916, or
 - b. Permit Bloomington ISD #271 to make purchases under existing Northeast Metro School District 916 contracts, for equipment, materials, services and supplies.
2. When authorized and requested by, Northeast Metro School District 916, Bloomington ISD #271, through their purchasing department shall:
 - a. Make joint purchases for Bloomington ISD #271 and Northeast Metro School District 916, or
 - b. Permit Northeast Metro School District 916 to make purchases under existing Bloomington ISD #271 contracts for equipment, materials, services and supplies.
3. This agreement applies to all purchases where the parties have mutually agreed to exercise this right, made through a competitive bidding process where award is made to the lowest responsible bidder.
4. When making a joint purchase, Northeast Metro School District 916 and Bloomington ISD #271 shall first consult to ensure that requirements of both jurisdictions and the specifications for the equipment, materials, services and supplies that meet the needs of each are included.
5. After bids or other solicitations for joint purchases have been received by the designated purchasing department and a contract award to the lowest responsible bidder by the issuing party, each party to this agreement shall execute its own purchasing document with the contract vendor.
6. If the purchases are made by one party under an existing contract of the other party, each party to this agreement shall execute its own purchasing document with the vendor.
7. Each party shall make payment directly to the contract vendor according to the established procedures of the paying party.

8. Each party shall be separately accountable for its own expenditures of public funds made hereunder.
9. Neither party shall assume any responsibility for the accountability of funds expended by the other of the issuance of a purchase document by the other party.
10. As mutually agreed upon, the parties may share the costs associated with the shared bidding process.
11. This agreement shall be in effect until rescinded by either party.

IN WITNESS WHEREOF, Northeast Metro School District 916 and Bloomington ISD #271 have executed this agreement to be signed and approved by the proper officers of each of the contracting parties, on the dates written below.

Northeast Metro School District 916
White Bear Lake, Minnesota

Bloomington ISD #271
Bloomington, MN

Signature

Signature

Title

Title

Date: _____

Date: _____