

Intergovernmental Cooperative Purchasing (ICP) Meeting

2/21/17

City of Beaverton, 1st Floor Umpqua River Room #145, 12725 SW Millikan Way, Beaverton, OR 97005

Attendees:

Sandy Wanner - Portland Community College
Matthew Rose - City of Beaverton
Justin Sweet - Beaverton School District
Mary Jamieson - Washington County
Cate Antisdell - City of Portland
Brian Russo - Home Forward
Pete Garcia - Home Forward
Kelly Stevens-Malnar - DAS Procurement Services
Annie Teav - Multnomah County
Elma Malloy - City of Vancouver, via conference call

11:30 – Round Table

- City of Portland solicitations: looking for a wood chips and bark dust coop. Will probably solicit it.
- Home Forward - need input in elevator maintenance contracts – they will be soliciting. Will reach out to members for their coops and/or spec language
- Multnomah County- Looking to find out if there are other contracts out there for buying new refrigerators as well as the installation of them. DAS recommends looking at the State Price Agreements with Lowe's as a potential solution.
- Multnomah County- Looking for moving and furniture configuration services. Justin Sweet followed up and provided info to group that Beaverton School District has multiple contracts awarded with permissive language, has provided contact info for further connection. Mary Jamieson has expressed that Washington County finds the Rose City contract that she's currently piggybacking off of Multnomah's to be very important to them, Multco will let her know when the procurement is out on the street.

DAS Procurement News

- Fuel – IDIQ
- Translation agreements – translation, interpretation, video, ASL, mid-May to end of May.
 - Qualified, certified, medical, legal
- Fleet shop goods and supplies – lifts included – on street
- Governor's Marketplace
- Aronson contract – NASPO Value Point contract led by Nevada - includes installation of security cameras – cannot use this contract
 - Sandy asked that Kelly email the highlights so she can take it back to her agency
- NASPO/Valuepoint will be here in April and would like to speak with the group – Tim Hay, Vern Jones 20-30 minute presentation.
 - 5/23
 - Need bigger room
- Basecamp IT
 - Kelly will share webinar link
 - They offered to bring their IT procurement people to come to a meeting and bring lunch

- 6/20
- Kelly will have Basecamp put together invite for us to share with our agencies

Misc Items

- Typical for ICP to skip summer months – June, July, August
 - **DECISION**: We will start having the meetings year round
- **DECISION**: March Meeting cancelled
- **DECISION**: April meeting moved from 4/18 to 4/6 which is the joint ICP/Columbia Chapter luncheon

TO DO:

- **Annie** will work with Columbia Chapter to arrange the joint meeting location. **DECISION**: Annie has found a location and sent to Columbia Chapter to coordinate, April 6th meeting will be at Multnomah ESD and topic will be presented by U.S. Communities and Amazon.

12:15 – Amazon Updates

- Beaverton Schools District just got someone on the board for the Amazon contract (Justin)
- Port of Portland also on the board
- Awarded 10 categories of goods
- US Communities Webinars 2/22 and 2/23, half an hour each
- State of Oregon representative: Matt Brisco – Annie has been in touch with him. She wants him to come out to the 4/6 meeting and will invite them.
 - Working on meeting location for 4/6 meeting
- Justin – can roll Prime account into business account
- Mary – they purchase a lot but there’s no way to track the spend
- Justin – one business account with subaccount
- Elma – they refunded the City of Vancouver the \$99 Prime account fee
- Amazon contract may be “fulfilled by Amazon” companies – Annie
- Kelly – when you see the charge on your credit card, it’s sometimes from the company and sometimes from Amazon.

12:35 – Coop Training Development

- Kelly – governmental body created in statute (NJPA and HGAC are, NASPO is not) they are looking at why they are not
- She wants to go back to DOJ and ask them if a cooperative meets ORS 190. If not, why?
- Mary – especially need definitions for permissive and interstate permissive
- Kelly – joint state is state to state. If we want to cooperative with another state’s contract – their contract would have to name our agency specifically to be a joint interstate or a permissive interstate.
- Annie – joint or not? It’s joint if your agency is specifically named. Then is it permissive or interstate permissive?
- Kelly – joint interstate – contractor has agreed to extend same ts and cs to other agencies.
 - Permissive – supplier does not have to extend same ts and cs.

- She'll go back and read it again
- Annie – for Multco it's where it was advertised. Was it solicited in Oregon. Interstate - advertised outside the state of Oregon. Then they post an NOI regardless of dollar amount – so does PPS and Beaverton Public Schools – their site and the DJC. UPDATE: Multco posts a Notice to use Coop Procurement REGARDLESS of type of cooperative, Joint, Permissive, Interstate Permissive.
- City of Portland Coop training scheduled for 3/23

12:55 – Status on Spreadsheet

- Individual emails sent out by agency of the contracts we have for them. Will update the list in waves and post to the site.
- Cate – go back to emails and clarify that it must be FORMAL bids.

MemberConnect type email

- Cate - should we have some type of listserv for ICP members?
 - **DECISION**: We will use MemberConnect instead of having a separate listserv, can also use ORCPP Listserv

1:00 – Meeting Adjourned

Prior Meeting To-Do List:

1/24/17

None