

ShareSquared Inter-Local / Cooperative Purchasing Agreement

DEFINITION:

Cooperative Purchasing or Inter-Local Agreements are one of the ways that local governments can save time and money in their purchasing programs. It occurs when two or more entities (state, federal or local governments) coordinate some or all of their purchasing activities to the mutual benefit of all of the entities concerned. There are many types of cooperative purchasing, from very occasional minor cooperation in a purchase, to a level where all purchases are done through the cooperation of two or more government entities. There are also several types of cooperative purchases, ranging from one government "riding" on the contract of another government to splitting the purchasing duties equally.

ENABLING AUTHORITY:

Each state has its own statutes that provide for cooperative purchasing. In California, cooperative purchasing is addressed via Public Contract Code sections 10298-10299, which allow government agencies to enter into cooperative purchasing agreements with other entities within and outside of the state of California. Cooperative agreements are available to all governmental entities (State departments, agencies, cities, counties, school districts, universities, etc.) that expend public funds for the acquisition of both goods and services.

BENEFITS:

Local governments benefit in many ways, including developing contacts with other local government officials, and developing the habit of cooperating with other entities. Some of the most common benefits are:

- **Lower (shared) administrative costs.** By eliminating duplicated effort (e.g. individual RFPs), everyone saves time and costs.
- **Shared experience leads to better product specifications.** Combining the knowledge of all members of the cooperative effort results in developing better specifications for goods and services.
- **Lower costs through increased volume.** When combining orders, the quantities purchased will increase, resulting in the purchaser earning greater quantity discounts.
- **Improved response from vendors.** Vendors realize the opportunity to serve multiple agencies and are therefore encouraged to compete for the purchase. Greater competition leads to lower bids.

SCOPE OF USE:

ShareSquared has Cooperative Purchasing Agreements with a variety of customers that may be leveraged by other government agencies throughout the United States to purchase Enterprise Content and Records Management equipment, products, services and solutions:

TYPICAL INTER-LOCAL AGREEMENT LANGUAGE

The following verbiage or similar must be in both the original procurement solicitation (e.g. RFP) and the ensuing contract for products and services:

It is the intent of this Agreement to make available work of similar nature and scope to other local government entities of the State of STATE (e.g. Washington), or any other state as long as individual state law allows entities to enter into an Inter-local agreement, by mutual agreement with the successful bidder and properly authorized inter-local purchasing agreements as provided for by STATE CODE (e.g. RCW 39.34), which details the right to purchase the same equipment, product or service at the prices quoted and for the period of the contract, in addition to orders from the PRIOR PURCHASER. The PRIOR PURCHASER does not accept any responsibility for purchase orders issued by other public agencies.