

**Welcome to the 2023 FRPA Conference!**



**August 28 - 31, 2023 | Orlando, FL**

# Navigating the Jungle Gym of Cooperative Purchasing

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# LEARNING OBJECTIVES

1. Define cooperative purchasing.
2. Discuss utilizing cooperative purchasing.
3. Outline an evaluation process.



# AGENDA

- What is cooperative purchasing?
- How does it work?
- When do I use a cooperative?
- What do I do next?



# PROCURING WHAT YOU NEED

You have two decisions

- What are you going to buy?
- How are you going to buy it?



# COOPERATIVE PURCHASING BENEFITS

- Provides competitively solicited and awarded contracts
- Creates efficiencies and savings
- Get what you need, when you need it
- Enables you to work with local supplier



# TYPES OF COOPERATIVE ORGANIZATIONS

- Government cooperative model
- Lead-agency model



# COOPERATIVE USERS

- State and local government entities
- Public and private education



# How does cooperative purchasing work?



# CUTTING PROCUREMENT IN HALF

## Purchasing process

- Identify need
- Discuss with procurement
- Develop scope
- Advertise
- Proposal opening
- Evaluation
- Award contract
- Protest period
- Issue a P.O.
- Receive goods/services

## Purchasing process with a cooperative

- Identify need
- Discuss with procurement
- Use a cooperative contract
- Issue a P.O.
- Receive goods/services

# MAKING A PURCHASE



Decide what  
you need



Choose suppliers  
and request quotes



Work directly  
with local  
supplier dealer  
or representative



Make purchase



**What have you recently  
purchased utilizing  
a cooperative contract?**



**When do I use a cooperative?**

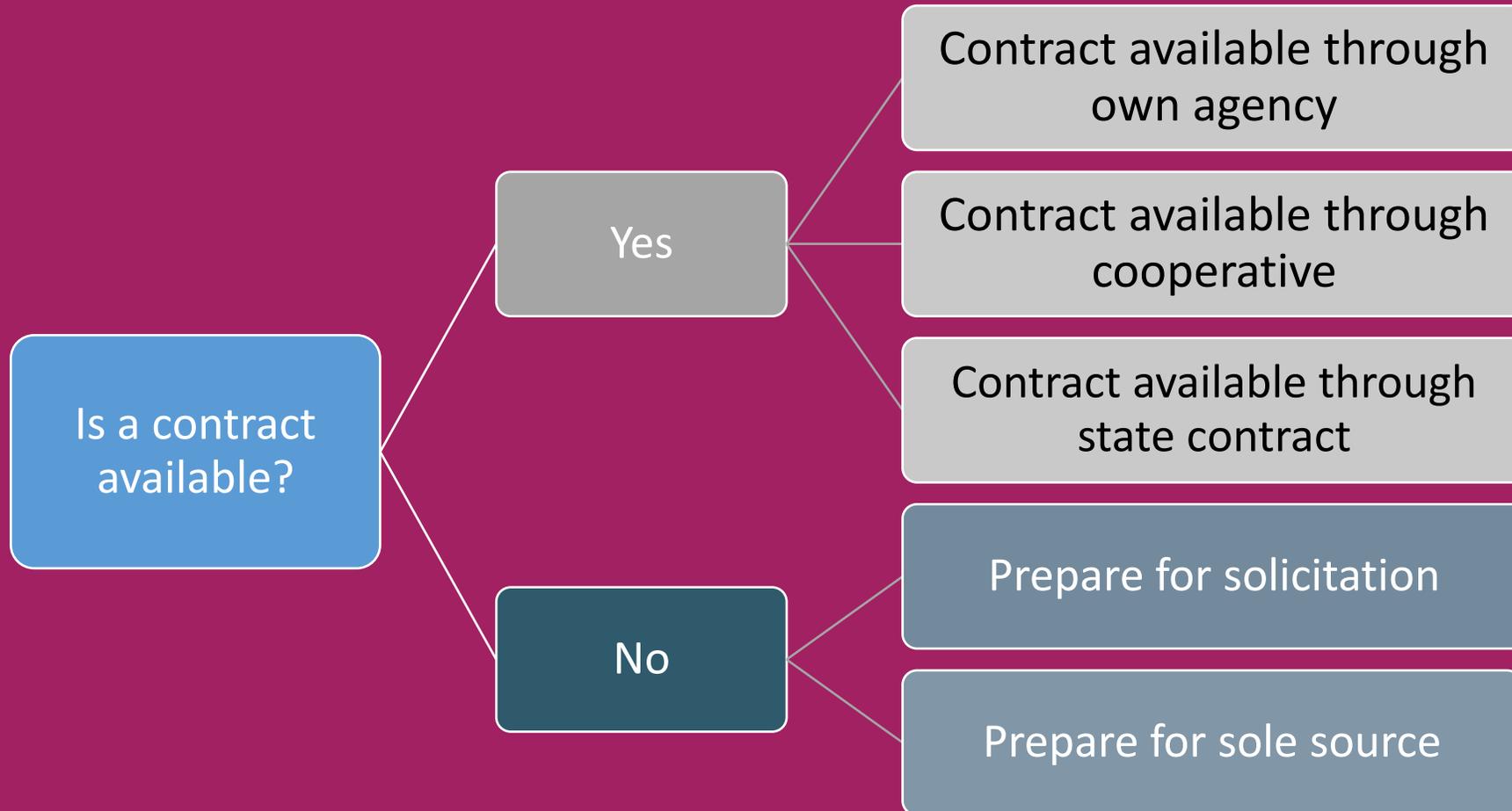


# COOPERATIVE PURCHASING CAN HELP

- Priorities
- Staff shortages
- Gap filler
- Emergencies
- Local preference



# DECISION TREE



**Does your agency have a  
formal decision tree?**



“A public organization makes decisions that are best for its constituents and its agency. One of those decisions is to use cooperative purchasing. Having a strategy for how to use it, when to use it, and how to get approval is important for procurement professionals and those who have a decentralized procurement process.”

Adam Manne, Director of Procurement  
City of Baltimore, Maryland

# Things to consider



# KNOW YOUR LEGAL STATUTES

- State statutes
- Local statutes
- Agency policy



# COOPERATIVE CONSIDERATIONS

- RFP process
- Transparency
- Registration
- Customer service



# CONTRACT CONSIDERATIONS

- Pricing
- Terms and conditions
- Compliance
- Local preference
- Award and maturity date
- Support of local goals
- Contract flexibility



**RFP # 030321**  
**REQUEST FOR PROPOSALS**

**for**  
**Copiers, Printers, and Multi-Function Devices with Related Supplies,**  
**Accessories, and Services**

**Proposal Due Date: March 3, 2021, 4:30 p.m., Central Time**

Sourcewell, a State of Minnesota local government agency and service cooperative, is requesting proposals for Copiers, Printers, and Multi-Function Devices with Related Supplies, Accessories, and Services to result in a contracting solution for use by its Participating Entities. Sourcewell Participating Entities include thousands of governmental, higher education, K-12 education, nonprofit, tribal government, and other public agencies located in the United States and Canada. A full copy of the Request for Proposals can be found on the Sourcewell Procurement Portal [\[https://portal.sourcewell-mn.gov\]](https://portal.sourcewell-mn.gov). Only proposals submitted through the Sourcewell Procurement Portal will be considered. Proposals are due no later than March 3, 2021, at 4:30 p.m. Central Time, and late proposals will not be considered.

#### Solicitation Schedule

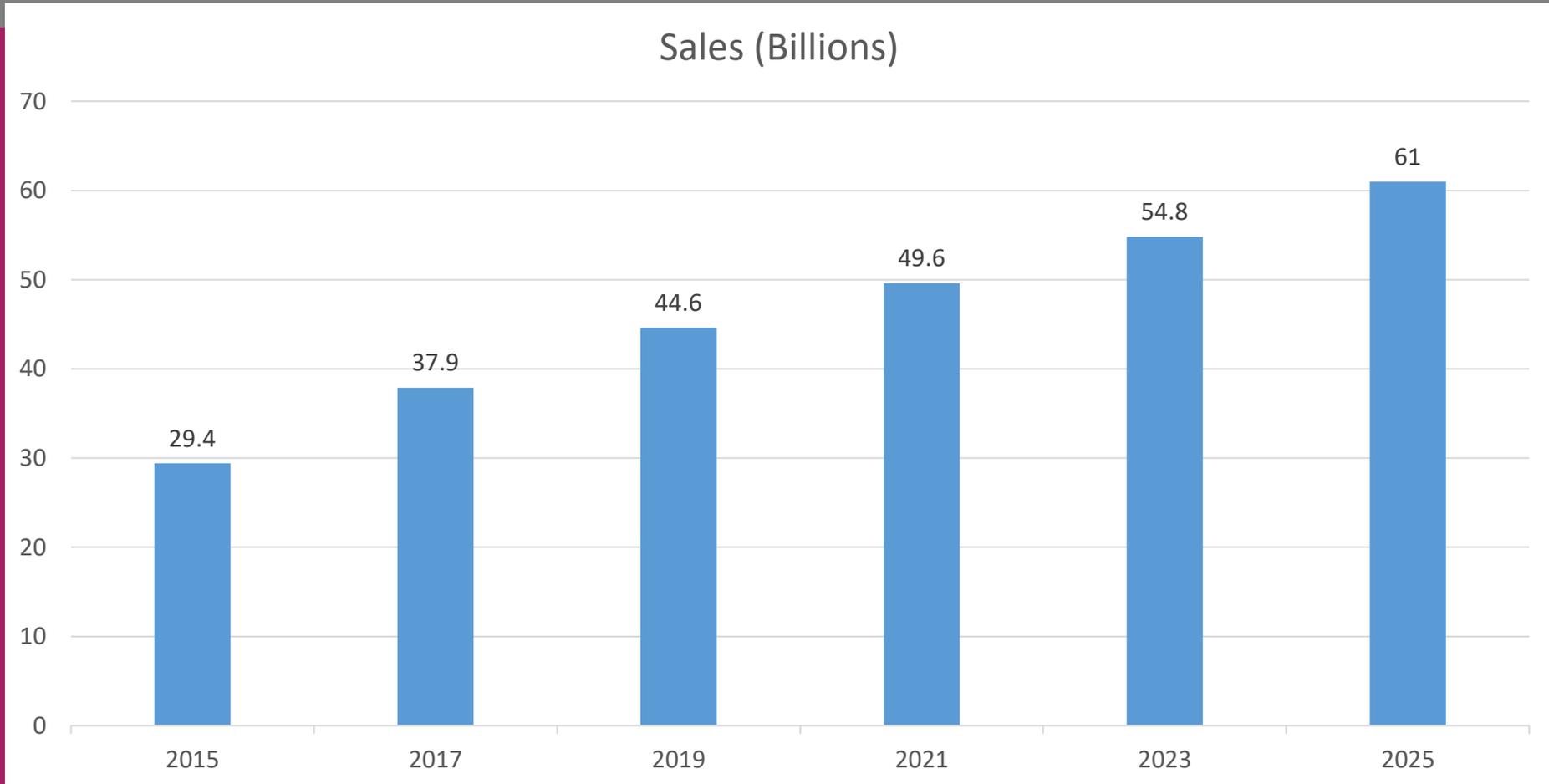
Public Notice of RFP Published:	January 12, 2021, 8:00 a.m., Central Time
Pre-proposal Conference:	February 10, 2021, 10:00 a.m., Central Time
Question Submission Deadline:	February 24, 2021, 4:30 p.m., Central Time
<b>Proposal Due Date:</b>	<b>March 3, 2021 4:30 p.m., Central Time</b> Late responses will not be considered.
Opening:	March 3, 2021, 6:30 p.m., Central Time **

\*\* SEE RFP SUB-SECTION V. G. "OPENING"

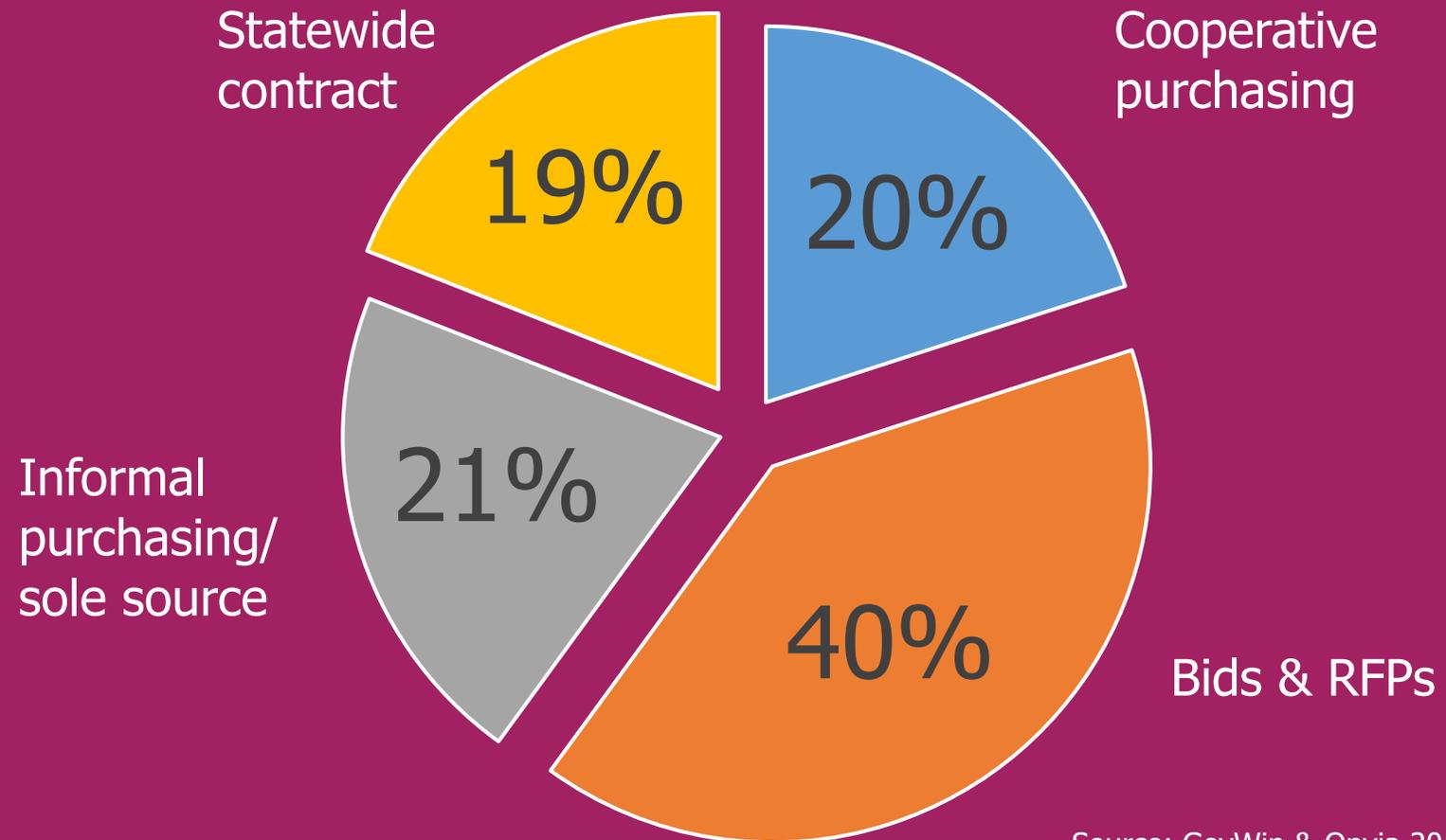
# Cooperative purchasing trends



# NATIONAL COOPERATIVE SALES TREND & FORECAST



# AVERAGE SHARE OF PROCUREMENT SPEND

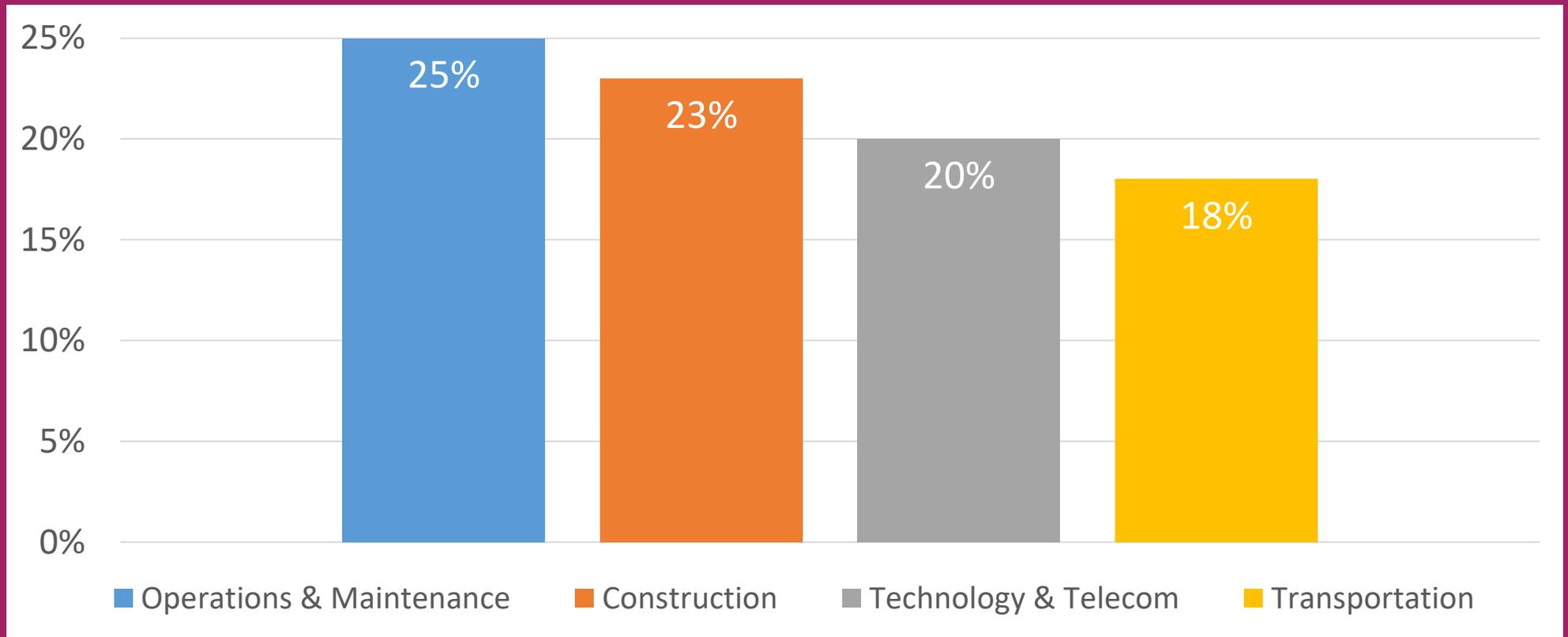


Source: GovWin & Onvia 2018 procurement survey

What percentage of your agency's spend is with cooperative contracts?

- a) 0-15%
- b) 16-30%
- c) 31-45%
- d) 46%+

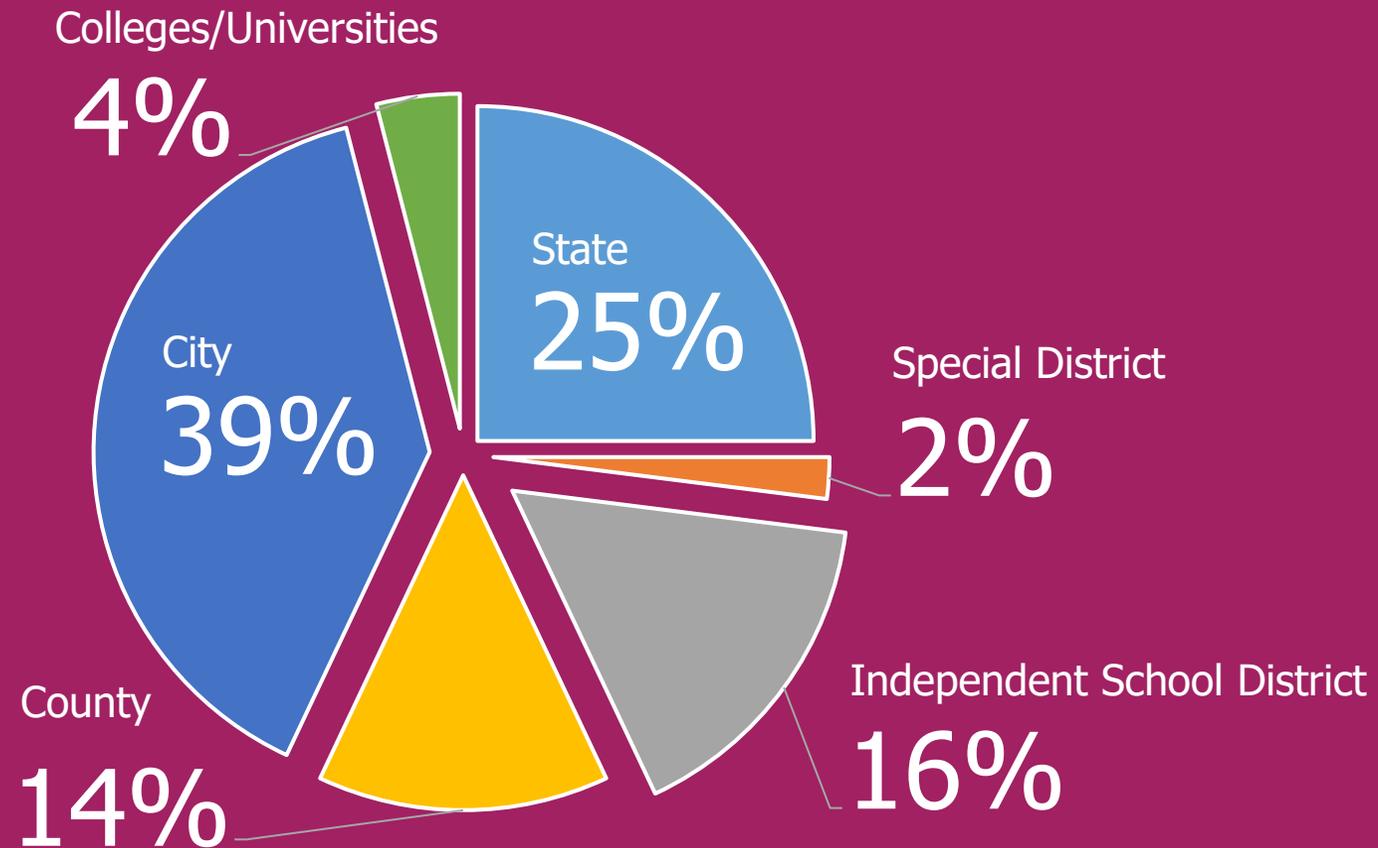
# CATEGORY LEADERS FOR COOPERATIVE PURCHASING



What category do you utilize cooperative contracts for the most?

- a) Operations & maintenance
- b) Construction
- c) Technology & telecom
- d) Transportation/fleet
- e) Other – please explain

# USE OF COOPERATIVE PURCHASING



# FINAL THOUGHTS

- Collaborative efforts
- Contract opportunities
- Successful contracts
- Stronger relationships





# Thank You!

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& PARK ASSOCIATION

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