

**MINUTES: NIGP/INTERGOVERNMENTAL COOPERATIVE PURCHASING COMMITTEE  
PORTLAND PUBLIC SCHOOLS - PORTLAND, OREGON  
Wednesday, September 22, 2010**

Members in attendance: Jim Van Nest, City of Portland, Travis Allison, Portland Public Schools, Christie Tosch, City of Hillsboro, Kris Bentley, Housing Authority of Portland, Elma Malloy, City of Vancouver, Warren Gray, Multnomah County Facilities Contracts, Randy Fish, Clean Water Services

**1 CALL TO ORDER**

- a. The meeting was called to order at 11:35 AM, at Portland Public Schools, 501 N Dixon, Mazama Conference Room, Portland, Oregon by Jim Van Nest.
- b. Self-introductions were made
- c. Minutes dated May 26, 2010 were accepted as submitted
- d. Pending Bids

**2 TOPICS**

- a. ICP Price Agreements – information will be emailed out
  - The ICP Price Agreement is due for updating. The spreadsheet will be sent out via e-mail by Jim Van Nest.
- b. US Communities – Alexis Turner, Northwest Program Manager
  - Presented an overview on US Communities and provided updates to contracts with US Communities (see attached Powerpoint)
- c. Independent Stationers – Toby Tobin, Regional Manager
  - Presented an overview of the new office supplies contract through US Communities (see attached Powerpoint)

**3 PENDING BID CALENDAR**

- a. *City of Portland*
  - See Attached
  - Working with US Communities eCommerce system
- b. *City of Hillsboro*
  - Asset Management System
- c. *Housing Authority of Portland*
- d. Multnomah County Facilities
  - Called for interest in joint co-operative procurement for Lamps and Ballasts

**MEETINGS**

- The next meeting will be Wednesday, October 27, 2010 at Portland Public Schools, 501 North Dixon, Portland, OR, Chinook Conference Room L-2, from 11:30 – 12:30.

The meeting was adjourned at 12:46 PM.

Respectfully Submitted  
Travis Allison