

**MINUTES: NIGP/INTERGOVERNMENTAL COOPERATIVE PURCHASING COMMITTEE  
PORTLAND PUBLIC SCHOOLS - PORTLAND, OREGON  
Wednesday, December 8, 2010**

Members in attendance: Jim Van Nest, City of Portland, Cynthia Roda, Beaverton School District, Sandy Warner, PCC, Warren Gray, Multnomah County Facilities and Property Management, Ron Imondi, Tri-met, Scott Jury, City of Gresham, Kathi Braeme-Burr, Multnomah County, Catherine Kwong, Multnomah County, Travis Allison, Portland Public Schools

**1 CALL TO ORDER**

- a. The meeting was called to order at 11:45 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 October 27, 2010 were accepted as submitted
- d. Pending Bids

**2 TOPICS**

- a. Jim Van Nest - Finalizing list of ICP Contracts
  - The spreadsheet is near completion for this cycle and will be posted to the Columbia Chapter website soon.
- b. Travis Allison – What’s new in RFP’s and ITB’s?
  - Travis called for interest in speaking at a Columbia Chapter General Meeting regarding developments within the RFP and ITB process at individual’s agencies. Please e-mail Travis if interested.
- c. National Purchasing Partners – Bruce Busch, Attorney and Chief Operating Officers and Lindsey Larson, Account Manager. Jennie Messmer, Member Services Director, League of Oregon Cities.
  - Presented an overview of National Purchasing Partners. All documents needed for due diligence are available on NPP’s website at [www.nppgovernment.com](http://www.nppgovernment.com). Contact information for account manager, Lindsey Larson, is 800-810-3909 or [lindsey.larson@mynpp.com](mailto:lindsey.larson@mynpp.com)

**3 PENDING BID CALENDAR**

- a. *City of Portland*
  - See Attached “City of Portland Recent Awards/Projects in Progress”
- b. *Multnomah County Facilities and Property Management*
  - Electrical Supplies
  - Lamps and Ballasts – not quite ready
- c. *Tri-met*
  - Card Lock Fuel
  - Print Management Services - covers most printing needs
- d. *Multnomah County*
  - Sysco Equipment Maintenance – several agencies utilized, recently awarded to GTRI
  - Dental Equipment maintenance and repair
  - Mobile Fuel
- e. *Portland Public Schools*
  - Online Plan Center – construction drawings and blueprints
  - IT Temporary Staffing
  - Student Activity Trips – buses and motor coaches

**MEETINGS**

- The next meeting will be January 26, 2011 at Portland Public Schools, 501 North Dixon, Portland, OR, Chinook Conference Room L-2, from 11:30 – 12:30.

The meeting was adjourned at 12:52 PM.

Respectfully Submitted,  
Travis Allison

Bulk Mixed Concrete – to be awarded later this month to Pacific Rock Products dba CEMEX.

Dress Uniforms for Fire Bureau, RFP issued, closes January 13th.

Police Uniforms (new) still not yet issued

Bullet proof vests (body armor) to be drafted and issued this month.

Misc Waterworks Supplies RFP issued, has over 500 items such as clamps, couplings, sleeves, valves, plugs, reducers, bushings, closes December 22<sup>nd</sup>, award in January.

Security Improvements and Monitoring – RFP in evaluation, award in January 2011

Zapproved ~ Licensing and Maintenance of legal hold pro software 11/19/2011

AT-Task ~ Procurement, Licensing and Maintenance of CIP Management System, extended to July/2012

NEOGOV ~ Applicant Tracking System, to be awarded soon

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**NATIONAL PURCHASING PARTNERS  
and  
LEAGUE OF OREGON CITIES**

**Bruce Busch, JD  
Legal Counsel**

**Lindsey Larson  
Account Manager**

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**Who are we?**

- > **National Purchasing Partners (NPP)** is a national group purchasing organization (GPO) committed to providing discounted contract options for its members through volume purchasing.

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**Background**

- > **NPP** is owned by a non-profit healthcare company.
- > **NPP** was formed to offer the same purchasing opportunities to local government and other non healthcare organizations.
- > **NPP** provides members with access to a portfolio of Vendor Contracts that offer major cost savings on everyday purchases.

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**Virginia Mason Named  
America's Top Hospital of the  
Decade**

*Presented by:  
The Leapfrog Group rating organization*

*[www.leapfroggroup.org](http://www.leapfroggroup.org) (to learn more)*

*Nonprofit Hospital/Independent Body*

**YEAMMAY  
MEDICINE**

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**What is a GPO?**

- > Allows members to buy goods and services at a discount by negotiating lower prices through leveraging the volume potential of the membership.
- > GPO's are not resellers, but **Contract Negotiators**. Members are entitled to purchase through these negotiated agreements.
- > Other Cooperative Purchasing Groups or GPO's: GSA, US Communities, State Purchasing Programs

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**NPP Contracts**

- > **Publicly solicited and awarded (RFP Process); and**
- > **Competitively negotiated**

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## Publicly Awarded Contracts

- > Obtained through the Request for Proposal (RFP) process by a Lead Contracting Agency (e.g., League of Oregon Cities, a public corporation authorized to issue RFPs)
- > Notice of Solicitation published in Oregon Daily Journal of Commerce, Seattle Daily Journal of Commerce and online at [www.nppgovernment.com](http://www.nppgovernment.com) and [www.orcities.org](http://www.orcities.org)

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## Publicly Awarded Contracts

- > RFP includes applicable cooperative procurement "piggy backing" language that satisfies revised Oregon law (ORS 279A)
- > Upon award to the successful proposer, most local government entities across the nation may piggy back off the resulting Master Price Agreement (Contract) and satisfy local solicitation requirements without the need for additional formal solicitation.

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## Benefits of LOC Publicly Awarded Contracts

- > No need to draft and issue RFPs
- > No fees to participate
- > Competitive pricing - national tier pricing
- > No minimum volume requirements to access discounts
- > Simple, easy to use process
- > Access to purchasing contracts with a wide variety of products and services (e.g., office supplies, carpet, defibrillators)
- > Increases operating efficiency by eliminating the bid process
- > NPP will intervene with suppliers to work out misunderstandings

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## How to Utilize Publicly Awarded Contracts

- > Register for membership with NPP at [www.nppgovernment.com](http://www.nppgovernment.com) or (877)-329-8847. We will guide you through the process.
- > Review RFP, Contract, and accompanying RFP documents posted at [www.nppgovernment.com](http://www.nppgovernment.com).
- > Review Participating Agency's local piggy backing legal requirements to ensure compliance (piggy backing permitted in vast majority of jurisdictions).

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## How to Utilize Publicly Awarded Contracts

- > Sign the Participating Agency portion of the Intergovernmental Agreement (IGA) available on the [www.nppgovernment.com](http://www.nppgovernment.com) website. Participating Agency should retain for its records.
- > All LOC members have already entered into an IGA that provides for cooperative procurement. As a result, LOC members are not required to sign the IGA.

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## How to Utilize the Publicly Awarded Contracts

- > All documents necessary for the public entity's legal review are located on the [www.nppgovernment.com](http://www.nppgovernment.com) web page dedicated to each publicly awarded contract.
- > Questions? Contact Lindsey Larson at (877) 329-8847 or [lindsey.larson@mynpp.com](mailto:lindsey.larson@mynpp.com)

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### Competitively Negotiated Contracts

- These contracts have not been publicly solicited/awarded.
- Access these contracts for purchases below the permissible threshold amount; or
- Utilize pricing as one of three informal bids if your jurisdiction permits informal solicitation.

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### Select Oregon Cities accessing LOC Publicly Awarded Contracts

- ADAIR VILLAGE
- BAKER CITY
- CANBY
- COOS BAY
- DALLES
- DRAIN
- DUNDEE
- EUGENE
- FLORENCE
- HILLSBORO
- HOOD RIVER
- JACKSONVILLE
- KEIZER
- LA PINE
- LAKEVIEW
- MALIN
- MAUPH
- McMINNVILLE
- MILWAUKEE
- MITCHELL
- NEWPORT
- NYSSA
- OAKLAND/OREGON
- ONTARIO
- PENDLETON
- REDMOND
- SCAPPOOSE
- SHERWOOD
- TALSHEM
- TILLAMOOK
- TOLEDO
- UNION
- WALPOORT
- WARRENTON
- YACHTS

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### Products and Services

- Heavy Duty Furniture
- Flooring and Carpet
- Facility Maintenance and Operating Supplies
- Lawn equipment
- Office and school supplies
- Tires
- Computer Hardware and Software
- Electrical Supplies
- Safety Equipment and Incident Response
- Park and Playground Equipment
- EMS Supplies
- Office Furniture
- Artificial Turf Systems
- Any many more....

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### Examples of Savings

- Zoll Medical offers more accessories on LOC contract for their Electronic and Clinical Defibrillators (ex. City of Eugene)
- Eugene Fire and EMS Department, Eugene, OR
  - Chief Randy Groves
  - \$730,000 Zoll AEDs, defibrillators, accessories in 2008
  - Up to 25% savings

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### Examples of Savings

- Airgas offers a cost plus percentage of 15% – 18% off
- Up to 60% off of AllSteel office furniture
- John Deere provides discounts up to 27% off lawn and landscape equipment

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### Join Now:

- [www.nppgovernment.com](http://www.nppgovernment.com)



- Required information for registration