

6C1

William S. Dow

Deputy City Clerk

**City of Keene
NEW HAMPSHIRE**

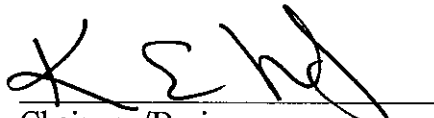
July 15, 2013

TO: Mayor and City Council

FROM: Finance, Organization and Personnel Committee

SUBJECT: MEMORANDUM & RESOLUTION: Purchasing Agent & Contract Manager - R-2013-12: Relating to Joint Procurement with Other State and Governmental Entities

On 4-0 vote, the Finance, Organization and Personnel Committee recommends the adoption of R-2013-12, Relating to Joint Procurement with Other State and Governmental Entities.


Chairman/Designee

Background Notes:

Purchasing Agent, Jeff Titus was the next speaker. Mr. Titus stated that he was before Committee regarding a Resolution for a joint procurement for purchasing services between the City and other governmental entities. Staff has been working towards a joint contract with many entities. Purchasing staff in some of the major cities in the State have been meeting quarterly to collaborate with each other and the State to be able to bid for office supplies. The attempt with this joint effort is to ask vendors to provide tier level discounts so that when contracts grow the participants will benefit. He added that the School District has also asked to be part of this venture and turned the presentation over to Nancy Deutsch.

Contracts Manager, Nancy Deutsch stated that the City has been meeting with representative of the School District to determine common items they could bid on together. A joint effort was put into place for custodial supplies and it has been a very

beneficial arrangement and were able to save 31% on the contract value. Other joint opportunities are also being looked at with Keene State College and Cheshire County.

Councilor Pregent noted that the City does not have a current Resolution relating to joint procurement with other state and governmental entities and in the background notes it is indicated that the City has entered into a joint effort without the benefit of a Resolution or State law. Mr. Titus stated that the City is just entering into this process now to develop joint bids and in discussion with the City Attorney, decided to bring this Resolution forward.

Attorney Mullins stated that RSA 53-A provides for governmental entities to enter into joint agreements but requires the approval of the City Council.

Councilor Clark asked whether this Resolution will this allow the City to share employees if there were common buildings, for instance using custodians. Attorney Mullins stated that entities could always do this but the process could be difficult. It requires complex documentation, combined budgeting, authority etc. which makes it difficult. There are also labor contracts that could come into play.

Councilor Pregent made the following motion which was seconded by Councilor Powers.

On 4-0 vote, the Finance, Organization and Personnel Committee recommends the adoption of R-2013-12, Relating to Joint Procurement with Other State and Governmental Entities.