
MEMORANDUM

TO: STEPHEN GIESBRECHT, MANAGER
FROM: KARL HAGERMAN, PUBLIC WORKS 
SUBJECT: ASSEMBLY ACTION REQUESTED – COOPERATIVE PURCHASING AGREEMENT
DATE: 6/16/2016
CC: JODY TOW, FINANCE
DEBBIE THOMPSON, CLERK
FILE

The use of cooperative purchasing agreements has been very beneficial to the motor pool and its user departments. The ability to abide by municipal purchasing code while also being able to take advantage of highly competitive pricing for various vehicles and equipment has cut considerable time from each motor pool procurement. As the department becomes familiar with the many different cooperative purchasing contracts that exist across the country, our options are increasing.

One opportunity that you pointed out recently is through an organization in Texas, the Houston-Galveston Area Council (HGAC). As with other cooperative purchasing programs, this organization offers access to purchasing contracts for vehicles and equipment normally used by local governments. I feel it would be beneficial to access their program to see if their pricing would be competitive with other cooperative purchasing programs that the Borough currently participates in. However, HGAC requires that each participating municipality enters into their agreements with the formal consent of their respective elected body.

To that end, I would request that the Assembly be afforded the opportunity to approve the Borough's inclusion in the HGAC cooperative purchasing program at the next regular meeting. Authorizing the signing of the HGAC contract makes no obligation to purchase through their service and carries no cost of membership. Authorizing this agreement simply allows the motor pool and other departments to access potentially beneficial costs for various equipment and supplies. An example of a motion to be supported by the Assembly on this issue is provide below:

Move to authorize the Borough Manager to sign an Interlocal Contract for Cooperative Purchasing with the Houston-Galveston Area Council.

I will be available to answer any questions on this request. Thank you.