TO: School Business Officials
FROM: Melissa Kansky
DATE: March 19, 2019
SUBJECT: COOPERATIVE BIDDING

Enclosed please find the 2019-2020 Cooperative Bidding Blanket Resolution.

Current law requires the Board of each participating district to approve joining the cooperative purchasing effort by a “majority vote of the voting strength of its governing body”. It is recommended that the Board act upon a resolution such as the enclosed.

Your district will be included in all general commodity and service bids that are advertised by PNW BOCES. If you would like to add any items to the bids, please send me full descriptions of items that you would like to include in the bids.

The advertisement of bids shall be published in the official designated newspaper of Putnam/Northern Westchester BOCES, the Journal News. This is in accordance with the provisions of Section 103 of the General Municipal Law.

I am pleased to inform you that there will be no additional administrative cost for PNW BOCES’ component districts to participate in cooperative bids for the 2019/2020 school year. Upon agreement from an awarded vendor to extend a contract to a non-component district or BOCES, all cooperative bids are available for use by means of cross-contract. There will be a flat fee of $500 in order for non-component Districts/BOCES to utilize any/all of our cooperative bids.

Please present this resolution at your next board meeting for approval to cooperatively bid in the general commodities and services bids issued by PNW BOCES. One copy of the signed resolution should be returned to this office after your Board meeting.

It is now the consensus of the State Education Department and the Attorney for PNW BOCES that each participating district should also make its own award of each contract in which it participates.

If you would like to review current awarded bids please feel free to contact me at (914) 248-2316.

Regards,
Melissa Kansky
Purchasing Agent
WHEREAS it is the desire of the participating school districts of the Board of Cooperative Educational Services, Putnam/Northern Westchester Counties, adopting this resolution to jointly request bids for commodities and services for the 2019/2020 school year,

NOW, therefore, be it

RESOLVED that the School District hereby agrees to participate with other school districts of the Board of Cooperative Educational Services, Putnam/Northern Westchester Counties, New York, in the joint bidding of commodities and services to be requested by the school district Purchasing Agent and approved by the Superintendent; and be it further

RESOLVED that the specifications as prepared by a Steering Committee of participating school districts and presented to this Board of Education will be used and that this Board, if it desires to purchase these commodities agrees to purchase said commodities at the lowest bid price recommended by the Steering Committee of the joint school districts; provided, however, that each participating Board of Education in exercising its legal responsibilities, has the right to reject and/or modify the recommendation of the Steering Committee in the awarding of the bid; and be it further

RESOLVED that the invitation to bid will be advertised by BOCES in the Journal News in accordance with the provisions of Section 103 of the General Municipal Law.

______________________________  ________________________________
CLERK                          SCHOOL DISTRICT

______________________________  ________________________________
DATE OF BOARD MEETING          ADDRESS