

COOPERATIVE PURCHASING

672.3

The District's purchasing power can sometimes be leveraged by purchasing goods or services in larger quantities. As such, joint purchasing agreements with other governmental units, governmental agencies, or other entities may be beneficial to the District. To the extent permitted by law, such agreements may cover, for example, the purchase of materials, supplies, equipment, and capital or contractual services.

The District encourages the administration to pursue the exploration and preliminary negotiation of such cooperative purchasing arrangements.

In addition to other terms and conditions that may be deemed necessary or prudent, written cooperative purchase agreements shall identify:

1. The competitive methods/procedures that will be used to identify, evaluate, and select vendor(s) under the agreement, including a process for the retention of appropriate documentation regarding such methods and procedures that will be sufficient to demonstrate compliance with any applicable federal, state, or District competitive purchasing requirements.
2. The duration of the agreement and terms that address renewal of the agreement, termination of the agreement prior to expiration, and (if permitted) withdrawal from the agreement by any party prior to termination.

Legal mandates to use and document competitive processes for certain purchases, such as requirements applicable to certain purchases made with federal funds, may still apply.

This policy is not intended to address intergovernmental agreements under which the District contracts for the receipt (or furnishing) of services directly from (or directly to) one other governmental entity.

Legal References:

Wisconsin Statutes

[Section 16.73](#)

[purchasing transactions under a joint contract between or among local governments and/or the Department of Administration]

[Section 66.0301](#)

[local governments may contract with each other for the receipt or furnishing of services or the joint exercise of any power or duty required or authorized by law]

[Section 66.0303](#)

[local governments may contract with specified out-of-state entities for the receipt or furnishing of services or the joint exercise of any power or duty required or authorized by statute]

Federal Law

[2 C.F.R. Part 200 Subpart D](#)

[federal funds post-award requirements, generally]

[2 C.F.R. §200.318](#)

[general standards for procurement supported by federal funds; including express encouragement to consider and use

intergovernmental agreements or inter-entity agreements for procurement or use of common or shared goods and services]

Adopted: 01/17/22