

**AGENDA SHEET FOR COUNCIL MEETING OF: JUNE 23, 2003**

Submitting Dept.  
Purchasing

Contact Person  
Laurie Hitchcock

Phone No.  
6410

CITY CLERK'S OFF  
SPOKANE, WA

**ADMINISTRATIVE SESSION**

- Contract
- Report
- Claims

**LEGISLATIVE SESSION**

- Emergency Ord
- Resolution
- Final Reading Ord
- First Reading Ord
- Special Consideration
- Hearing

**CITY PRIORITY**

- Communications
- Economic Development
- Growth Management
- Human Services
- Neighborhoods
- Public Safety
- Quality Service Delivery
- Racial Equity/Cultural Diversity
- Rebuild/Maintain Infrastructure

CLERK'S FILE OPR 2003-536

RENEWS \_\_\_\_\_

CROSS REF \_\_\_\_\_

ENG \_\_\_\_\_

BID \_\_\_\_\_

REQUISITION \_\_\_\_\_

Neighborhood/Commission/Committee Notified: \_\_\_\_\_

Action Taken: \_\_\_\_\_

**STANDING COMMITTEES**

(Date of Notification)

Finance \_\_\_\_\_

Neighborhoods \_\_\_\_\_

Planning/Community & Econ Dev \_\_\_\_\_

Public Safety \_\_\_\_\_

Public Works \_\_\_\_\_

**AGENDA WORDING:**

Intergovernmental Cooperative Purchasing Agreement between the City of Spokane and King County Directors' Association (KCDA), as per the Washington State Interlocal Cooperation Act (Chapter 39.34 of the Revised Code of Washington).

**BACKGROUND:**

It is of benefit to both parties to utilize each other's procurement contracts when it is of mutual interest. This Interlocal Procurement Agreement is being put in place to enable future cooperative purchasing efforts. MIS is intending to purchase Xerox printers utilizing an existing KCDA contact. Staff recommends implementation of this agreement.

**RECOMMENDATION:**

Approve the Agreement

<b>Fiscal Impact:</b>	<input type="checkbox"/> N/A	<b>Budget Account:</b>	<input type="checkbox"/> N/A
<input type="checkbox"/> Expenditure: \$		#	
<input type="checkbox"/> Revenue: \$		#	
<input checked="" type="checkbox"/> Budget Neutral			

**ATTACHMENTS:** Include in Packets: KCDA Intergovernmental Cooperative Purchasing Agreement  
On file for Review in Office of City Clerk:

**SIGNATURES:**

Laurie Hitchcock  
Purchasing Dept.

\_\_\_\_\_  
Division Director

Molly Russell  
Finance

[Signature]  
Legal

[Signature]  
City Administrator for Mayor

Rob Higgins  
Council President

**DISTRIBUTION:** PURCHASING

**1 set of originals to:** Kimberly A. Powell  
KCDA  
P.O. Box 5550  
Kent, WA 98064-5550

**COUNCIL ACTION:**

APPROVED BY  
SPOKANE CITY COUNCIL:  
June 23, 2003  
[Signature]  
CITY CLERK

1420

OPR 2003-536

**INTERGOVERNMENTAL COOPERATIVE  
PURCHASING AGREEMENT  
CITY OF SPOKANE**

PURSUANT TO CHAPTER 39.34 RCW and to other provisions of law, the King County Directors' Association Purchasing Department, hereinafter called "KCDA", and the following named public agency of the State of Washington, **CITY OF SPOKANE** hereinafter called "the public agency", hereby agree to cooperative governmental purchasing upon the following terms and conditions:

1. KCDA, in contracting for the purchase of goods and services for the member public school districts, agrees to contract also on behalf of the public agency, to the extent permitted by law and agreed upon by the parties.
2. KCDA will contract for the purchase of goods and services according to the laws and regulations governing purchases by and on behalf of the public school system of the State of Washington. The public agency accepts responsibility for compliance with any additional or varying laws and regulations governing purchases by or on behalf of the public agency in question.
3. The public agency reserves the right to contract independently for the purchase of any particular class of goods or services, with or without notice to KCDA.
4. KCDA reserves the right to exclude the undersigned public agency, or any class containing the undersigned public agency, from any particular purchasing contract, with or without notice to the public agency.
5. The public agency agrees to pay for goods and services as billed by KCDA upon completion of transfer of goods per normal terms as established by KCDA. Any additional expense incurred by KCDA in regards to any transaction for the public agency shall be paid by the public agency.

6. This agreement shall continue in force until cancelled by either party, which cancellation may be effected with or without notice to the other party.

7. Contacts:

A. Public Agency: \_\_\_\_\_  
Name of Individual: \_\_\_\_\_  
Phone: ( ) \_\_\_\_\_ Fax: ( ) \_\_\_\_\_

B. KCDA (425) 251-8115  
18639 80th Ave S (98032) 1-800-422-5019  
PO Box 5550 FAX (253) 395-5402  
Kent WA 98064-5550 E-Mail [www.kcda.org](http://www.kcda.org)

Date: \_\_\_\_\_

Public Agency Name: \_\_\_\_\_

Physical Address: \_\_\_\_\_

County Agency's Located In: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Title: \_\_\_\_\_



Approved as to form:  
*[Signature]*  
Assistant City Attorney

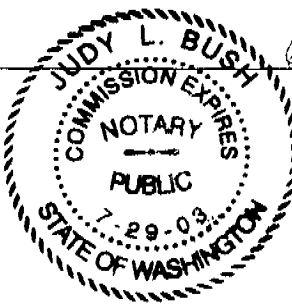
Attest:  
*[Signature]*  
City Clerk

Telephone Number: City of Spokane Purchasing Dept. (509) 625-6500

Fax Number: (509) 625-6413

E-Mail Address [www.spokanecity.org/purchasing](http://www.spokanecity.org/purchasing)

*[Signature]*  
KCDA General Manager  
Asst. General Mgr. KCDA



*6/30/03*  
Date *Notary*  
*Judy L. Bush*  
Exp. - 7/29/03  
Resides @ Coeur  
& Kenner, WA

# KCDA PURCHASING COOPERATIVE

18639 - 80th Ave. S. • P.O. Box 5550 • Kent, WA 98064-5550 • Phone 425-251-8115 • Fax 253-395-5402 • [www.kcda.org](http://www.kcda.org)

## Member Profile

District <b>CITY OF SPOKANE</b>		KCDA School Code
Mailing/Billing Address <b>808 W. SPOKANE FALLS BLVD</b>		County <b>SPOKANE</b>
City <b>SPOKANE</b>	State <b>WA.</b>	Zip <b>99201</b>
Shipping Address, if different, for multiple addresses attach a separate list		
City	State	Zip

All orders placed by our district personnel require a purchase order number  Yes  No If no, what is the maximum purchase amount that does not require a PO

School Board President/Mayor <b>JOHN POWERS</b>	Phone Number <b>509-625-6250</b>	Maintenance Supervisor	Phone Number
e-mail Address	Fax Number <b>509-625-6789</b>	e-mail Address	Fax Number
Superintendent/Dean/Headmaster	Phone Number	Transportation Supervisor	Phone Number
e-mail Address	Fax Number	e-mail Address	Fax Number
Business Manager/City Manager or Treasurer <b>JACK LYNCH</b>	Phone Number <b>509-625-6268</b>	Athletic Director	Phone Number
e-mail Address	Fax Number <b>509-625-6789</b>	e-mail Address	Fax Number
Purchasing Agent/Buyer <b>MIKE GOLOBACH</b>	Phone Number <b>509-625-6405</b>	Facilities Manager	Phone Number
e-mail Address <b>MGOLOBACH@SPOKANE.CITY.WA.GOV</b>	FAX Number <b>509-625-6413</b>	e-mail Address	Fax Number
Data Processor/Coordin./Microcomputers <b>GARY BRAKEL</b>	Phone Number <b>509-456465</b>	Technology Manager	Phone Number
e-mail Address	Fax Number <b>509-625-6550</b>	e-mail Address	Fax Number
Accounts Payable <b>MARGARET PHILLIPS</b>	Phone Number <b>509-625-6027</b>	Warehouse Manager	Phone Number
e-mail Address	Fax Number <b>509-625-6939</b>	e-mail Address	Fax Number
Food Service Administrator	Phone Number	Print Shop Manager <b>JUDY TRIPLETT</b>	Phone Number <b>509-625-6241</b>
e-mail Address	Fax Number	e-mail Address	Fax Number <b>509-625-6511</b>
Operation/Custodial Supervisor	Phone Number		
e-mail Address	Fax Number		

Our district extends authority to purchase through KCDA to  
 Student stores  ASB  PTA  Other organizations (Please be specific)

Person to arrange pick up of auto freight

Additional instructions

Person filling out questionnaire <b>MIKE GOLOBACH</b>	Phone <b>509-625-6405</b>	Date <b>6-10-03</b>
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**King County Directors' Association  
 A School Purchasing Cooperative for Supplies and Equipment**

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