



Meeting Date:
Agenda Item No:

Kitsap County Board of Commissioners			
Office/Department:		Administrative Services	
Staff Contact:		Lee Reyes	
Agenda Item Title:		KC-692-21 – Sourcewell	
Recommended Action: Move that the Board of County Commissioners approve and authorize the Chair to execute the Master Cooperative Purchasing Agreement with Sourcewell. KC-692-21 - Sourcewell			
Summary:	Kitsap County has entered into a membership with Sourcewell for a Master Cooperative Purchasing Agreement under Member ID 2566230. This Master Agreement shall commence upon approval by both parties and remain in effect until terminated in writing by either party.		
Attachments:	<ol style="list-style-type: none"> 1. Contract Review Sheet 2. Master Cooperative Purchasing Agreement 		
Fiscal Impact for this Specific Action			
Expenditure required for this specific action:		\$0.00	
Related Revenue for this specific action:		\$0.00	
Cost Savings for this specific action:		\$0.00	
Net Fiscal Impact:		\$0.00	
Source of Funds:		NA	
Fiscal Impact for Total Project			
Project Costs:		\$0.00	
Project Costs Savings:		\$0.00	
Project Related Revenue:		\$0.00	
Project Net Total:		\$0.00	
Office/Departmental Review & Coordination			
Office/Department		Elected Official/Department Director	
Administrative Services		Amber Dunwiddie	
Contract Information			
Contract Number	Date Original Contract or Amendment Approved	Amount of Original Contract Amendment	Total Amount of Amended Contract
KC-692-21	Pending	\$0.00	



Kitsap County CONTRACT REVIEW SHEET (Chapter 3.56 KCC)

A. CONTRACT INFORMATION <i>(for Contract Signing Authority, see KCC 3.56.075)</i>	
1. Contractor	Sourcewell
2. Purpose	Master Cooperative Purchasing Agreement
3. Contract Amount	\$0.00 Disburse <input type="checkbox"/> Receive <input type="checkbox"/>
4. Contract Term	Upon approval and until termination in writing by either party
5. Contract Administrator	Lee Reyes Phone 360-337-4471
Approved:	Date
Department Director	
B. AUDITOR – Accounting Information	
1. Contract Control No.	KC-692-21
2. Fund Name	NA
3. Payment from-Revenue to CC/Account No.	NA
Reviewer	Tammie Holland Date 12/28/2021
4. Comments:	
C. AUDITOR – Grant Review <i>Signature only required if grant funded contract</i>	
1. <input type="checkbox"/> Approved <input type="checkbox"/> Not Approved	
Reviewer	NA Date NA
2. Comments:	
D. ADMINISTRATIVE SERVICES DEPARTMENT – Risk Manager Review	
1. <input checked="" type="checkbox"/> Approved <input type="checkbox"/> Not Approved	
Reviewer	Timothy M. Perez Date 12/28/2021
2. Comments:	
E. ADMINISTRATIVE SERVICES DEPARTMENT – Budget Manager Review <i>Signature required if \$50,000 or more OR if signed by Board of Commissioners (regardless of dollar amount)</i>	
1. <input checked="" type="checkbox"/> Approved <input type="checkbox"/> Not Approved	
Reviewer	Aimée Campbell Date 12/28/2021
2. Comments:	
F. HUMAN RESOURCES – Human Resources Director Review <i>Signature only required if union or employment contract</i>	
1. <input type="checkbox"/> Approved <input type="checkbox"/> Not Approved	
Reviewer	Date
2. Comments:	
G. INFORMATION SERVICES – Information Services Director Review <i>Signature only required if technology contract</i>	
1. <input type="checkbox"/> Approved <input type="checkbox"/> Not Approved	
Reviewer	Date
2. Comments:	
H. PROSECUTING ATTORNEY	
1. <input checked="" type="checkbox"/> Approved as to Form <input type="checkbox"/> Not Approved as to Form	
Reviewer	Susan rogers Date 12.30.2021
2. Comments:	

Date Approved by Authorized Contract Signer: _____ **Date** 1/10/2022 BOCC
RETURN SIGNED ORIGINALS TO: _____ Lee Reyes @ MS- 7



SOURCEWELL AGREEMENT

This Agreement, made effective on the date hereof, by and between Sourcewell (formerly known as National Joint Powers Alliance) and Kitsap County (hereinafter referred to as the "Member").

Agreement

- 1. Sourcewell, a public entity whose creation was authorized by Minn. Stat. § 123A.21, has followed procurement procedures for products and services offered by this Agreement in accordance with Minn. Stat. § 471.345. Sourcewell is permitted to engage in cooperative purchasing pursuant to Minn. Stat. § 123A.21 Subd. 7(23).
2. It is the sole responsibility of each Member to follow state and local procurement statutes and rules as it pertains to cooperative purchasing or joint power Agreements with in-state or out-of-state public agencies.
3. Sourcewell makes cooperative purchasing contracts available to Members "as is," and is under no obligation to revise the terms, conditions, scope, price, and/or any other conditions of the contract for the benefit of the Member. Members are permitted to negotiate and agree to additional terms and conditions with Vendors directly.
4. Each party shall be responsible for its acts and the results thereof, to the extent authorized by law, and will not be responsible for the acts of the other party and the results thereof. The Member will be responsible for all aspects of its purchase, including ordering its goods and/or services, inspecting and accepting the goods and/or services, and paying the Vendor who will have directly billed the Member placing the order.
5. The use of each contract by the Member will adhere to the terms and conditions of the Sourcewell contract.
6. Any dispute which may arise between the Member and the Vendor are to be resolved between the Member and the Vendor.
7. This Agreement incorporates all Agreements, covenants and understandings between Sourcewell and the Member. No prior Agreement or understanding, verbal or otherwise, by the parties or their agents, shall be valid or enforceable unless embodied in this Agreement. This Agreement shall not be altered, changed or amended except by written amendment executed by both parties.

Member Name: [Signature]
By Edward E. Wolfe
Its Chair, Board of County Commissioners
TITLE
DATE 1/10/2022

Sourcewell DocuSigned by:
[Signature]
Executive Director/CEO
TITLE
DATE 1/3/2022 | 8:46 AM CST

Rev. 5/2018



MEMBER INFORMATION

Indicate an address to which correspondence may be delivered.

Organization Name* Kitsap County

Address* 614 Division Street, MS-7

City Port Orchard

State/Province Code WA **ZIP code*** 98366

Country US

Employer Identification Number 91-0001348

Website www.kitsapgov.com

Contact person* (First, Last) Lee Reyes

Job Title* Administrative Manager

Job Role* Procurement Officer

E-mail* lreyes@co.kitsap.wa.us

Phone* 3603374471

Organization Type:

Government

- Federal
- State
- County
- Municipality
- Tribal
- Township
- Special District

Education

- Pre-K
- Public K-12
- Private K-12
- Public Higher Ed
- Private Higher Ed



Non-Profit (Please include documentation demonstrating non-profit status)

- Church
- Medical Facility
- Other

REFERRED BY

- Advertisement
- Colleague/Friend
- Vendor Representative
- Conference/Trade Show _____
- Search Engine/Web Search

RETURN COMPLETED AGREEMENT TO:

Sourcewell
202 12th Street NE
P.O. Box 219
Staples, MN 56479

877-585-9706
membership@sourcewell-mn.gov

**Denotes required information*