



NORTH COUNTY EDUCATIONAL PURCHASING CONSORTIUM
BOARD MEETING MINUTES
October 7, 2009

Paulette Anderson, President, called the meeting to order at 8:30 a.m.

Pledge of Allegiance

Member Districts in attendance:

Bonsall Union School District – Annie Chavez
Cardiff School District – Sharon Iverson
Carlsbad Unified School District – Rosemary Monderine
Carlsbad Unified School District – Michelle Johnson
Del Mar Union School District – Paulette Anderson
Encinitas Union School District – Jessica Kinder
Escondido Union High School District – Alicia Hasinsky
Escondido Union High School District – Mary Ann Kirastoulis
Fallbrook Union Elementary District – Kara Allegro
Fallbrook Union High School District – Teresa Wacker
MiraCosta College – Peggy Stroika
MiraCosta College – Kim Simonds
Palomar College – Jenny Akins
Palomar College – Linda Bonner
Poway Unified School District – Gayle McCormick
Ramona Unified School District – Doris Fitzpatrick
San Dieguito Union High School District – Thea Solomon
San Marcos Unified School District – Lynne Kotas
Valley Center-Pauma Union School District – Sue Hill
Vista Unified School District – Diana Johnson

Associate Member District in attendance:

Cajon Valley Union School District – Susan Olinger
Lakeside Union School District – Tammie Salazar
San Diego Unified School District – Pearl Adams

Also in attendance:

CM School Supply – Jason Curry
Como Hydrogen – Gerard Nuba
Liberty Paper – Alex Ismail
Liberty Paper – William Ortega
Liberty Paper – Sonia Alvarado
Office Depot – Mike Stechel
Office Depot – Steven Estes
Office Depot – Gary Peterson
Pioneer Stationers – Walt Martino
Virco Manufacturing – Mark Friesz

1. Approval of Agenda (D/A):

Lynne Kotas, San Marcos Unified, asked that line #15 be removed from agenda due to the fact that she did not receive information. Kim Simonds moved to approve the agenda as presented. Motion seconded by Peggy Stroika. Motion carried unanimously.

2. Welcome Guests:

Paulette Anderson welcomed everyone and asked that they introduce themselves and the company they represent.

3. Approve August 5, 2009 Board Meeting Minutes (D/A):

Peggy Stroika moved to approve the August 5, 2009 Board Meeting minutes as presented. Motion seconded by Diana Johnson. Motion carried unanimously.

4. Approve July 1, 2009 Administrative Committee Meeting Minutes (D/A):

Peggy Stroika moved to approve the July 1, 2009 Administrative Committee Meeting minutes as presented. Motion seconded by Lynne Kotas. Motion carried unanimously.

5. Approve September 2, 2009 Administrative Committee Meeting Minutes (D/A):

Peggy Stroika moved to approve the September 2, 2009 Administrative Committee Meeting minutes as presented. Motion seconded by Annie Chavez. Motion carried unanimously.

6. Approve Treasurer's Report for October 7, 2009 (D/A)

Presented by Lynne Kotas, San Marcos Unified School District, reported that she received annual dues from all Districts. Peggy Stroika moved to approve the treasurer's report. Motion seconded by Alicia Hasinsky. Motion carried unanimously.

7. Old Business (D):

None

8. New Business (D):

Kara Allegro, Fallbrook Union Elementary, asked what other districts are doing in regards to hand sanitizer. Paulette Anderson met with a salesman that suggested a product that was alcohol free. The concern is that kids are drinking the ones made with alcohol or having adverse reactions to the alcohol. Lynne Kotas is looking in to different solutions. Mary Ann Kirastoulis stated that the recommendation from the California Department of Education and District nurse is to use a product that contains 60% alcohol. Mary Ann Kirastoulis, Escondido Union High, will be sending out an email regarding information on auto tracking for picking up used toner and ink print cartridges. This program will benefit the participating Districts with earning more purchase edge points.

9. Ratify Award of Fuel Bid (D/A):

Diana Johnson, Vista Unified School District, five companies requested bids, four responded. One was deemed non-responsive due to incomplete documents. Falcon Fuel was eliminated for one line item, which is bio-diesel because they put a contingency on their pricing structure, but were low bidder for less than truck, trailer, bobtail and wet hose operation so they were awarded for those items. Petro Diamond was awarded the rest of the line items. Mary Ann Kirastoulis, asked if SoCo or Plavan submitted bids. Diana stated both companies requested bids, but did not respond. Diana will call those vendors to inquire why they did not participate and inform the Consortium when

information is received. Kim Simonds moved to approve the ratification of the award of Fuel Bid as presented. Motion seconded by Mary Ann Kirastoulis. Motion carried unanimously.

10. Ratify Award of Print Shop Paper Bid (D/A):

Linda Bonner, Palomar College, notified ten companies of the bid, seven bids were received. Three were disqualified based on the vendor's request to either change Consortium bid terms and conditions requirements or to change the amount of the minimum purchase price for free shipping. Mary Ann Kirastoulis asked if there was a reason for the limit presented by the vendors. Linda will ask members for the minimum amount for free shipping for next year's bid at a future date. Four vendors were awarded the bid. Motion carried unanimously.

11. Approve 2nd Extension of HP & Non HP Computer Printer Bid (D/A):

Paulette Anderson, Del Mar Unified, stated that SDCOE is working with Donna on this bid. Vendors were contacted and agreed to hold bid pricing until the end of December. The new bid award will be from January through December. Kim Simonds moved to approve the 2nd Extension of HP & Non HP Computer Printer Bid. Motion seconded by Jessica Kinder. Motion carried unanimously.

12. Approve Renewal of Proposal for Publication of Legal Notices and Recruitment Advertisement – 3rd Year Pricing (D/A):

Mary Ann Kirastoulis, Escondido Union High, moved to approve Renewal of Proposal for Publication of Legal Notices and Recruitment Advertisement – 3rd Year Pricing. Motion seconded by Linda Bonner. Motion carried unanimously.

13. Approve Extension of Computer, High End and Parts Bid (D/A):

Diana Johnson, Vista Unified, stated that Datel has agreed to the two month extension, which will give Diana time to finish the bid. The current extension expires December 2, 2009. Jessica Kinder moved to approve the Extension of Computer, High End and Parts Bid with the exception that the vendor extends the current bid to December 9, 2009. Motion seconded by Kim Simond. Motion carried unanimously.

14. Approve Amendment No. 1 to Health & Athletic Supplies Bid (D/A):

Rosemary Monderine, Carlsbad Union, stated that Henry Schein the awarded bidder for line #20 (bandages – 2 ¾" x ½") is requesting to be relieved of that item due to the fact that they can no longer provide it. Mary Ann Kirastoulis asked if she contacted the manufacturer to see if the product is still available. She also suggested that Rosemary find out if they can offer a replacement product. Rosemary will contact vendor and bring information to December meeting. No action being taken at this time.

15. Approve Amendment No. 11 to AV Equipment and Supply Bid (D/A):

Lynne Kotas, San Marcos Unified, asked that this be removed from agenda.

16. Approve Amendment No. 1 to CNS Paper Bid (D/A):

Teresa Wacker, Fallbrook Union High, stated there is a problem with P&R Paper on three line items. P&R would like to change unit sizes. She will research for information on package sizes and prices regarding line items discussed. Item tabled to December meeting.

17. Acclamations (D):

Lynne Kotas thanked everyone involved with the NCEPC for their outstanding support. Peggy Stroika thanked Paulette Anderson for doing a very good job as President. Paulette Anderson thanked everyone for their support.

18. Round Table Discussion (D):

Jessica Kinder, Encinitas Union, asked if anyone knew what she could do with portables that her District no longer wanted. Lynne Kotas suggested that she contact T&T Auctions and will send Jessica the information. Susan Olinger suggested contacting her local Fire Dept. who may be able to use for training purposes.

Gayle McCormick, Poway Unified, asked if anyone was having trouble with Educational Resources regarding Adobe Products and Microsoft Licenses. She stated that she is not receiving her products.

Michelle Johnson, Carlsbad Unified, asked how many Districts are utilizing the CMAS contracts.

Lynne Kotas stated to be cautious on the fees charged when using CMAS contracts.

Susan Olinger, Cajon Valley Unified, asked if anyone had any information about FCC Licensing fees for walkie talkies.

Lynne Kotas, San Marcos Unified, wanted to know if anyone knows the Ed Code on PTO bringing in people for after school activities that may or may not be supervised with the children. Should these people be fingerprinted? If so, who is responsible for this? Susan Olinger stated that this should be done through her Facilities Dept.

Lynne Kotas, San Marcos Unified, asked if anyone has been using refurbished print cartridges.

Gayle McComick says her District uses them and has never had a problem. Peggy Stroika also stated that she never had problems either.

Lynne Kotas, San Marcos Unified, asked if anyone is using recycled paper, no response given. She also asked if anyone knew of the Education Code vendors selling products on campus for a profit (i.e. soda machines, making t-shirts, etc.) Peggy Stroika stated it can not be done for personal gain.

20. Adjournment (D/A):

Moved: Kim Simonds

Seconded: Diana Johnson

Motion carried unanimously

Time: 10:28 a.m.