



NORTH COUNTY EDUCATIONAL PURCHASING CONSORTIUM
BOARD MEETING MINUTES
December 12, 2012

Teresa Wacker, President, called the meeting to order at 9:21 a.m.

Pledge of Allegiance

Member Districts in attendance:

- *Bonsall Unified School District – Jessica Kinder
- *Cardiff School District – Sharon Iverson
- *Carlsbad Unified School District – Michelle Johnson
- *Del Mar Union School District – Brenda Heskett
- *Del Mar Union School District – Karen Harris
- *Encinitas Union School District – Sher Hoff
- *Escondido Union School District – Vicki Howe
- *Escondido Union School District – Pat Smith
- *Escondido Union School District – Julie Collins
- *Escondido Union School District – Sarah Grace
- *Escondido Union High School District – MaryAnn Kirastoulis
- *Fallbrook Union Elementary School District – Kara Allegro
- *MiraCosta College – Peggy Stroika
- *MiraCosta College – Susan Asato
- *MiraCosta College – Kim Simonds
- *MiraCosta College – Laurel McMillen
- *Oceanside Unified School District – Debbie Kelly
- *Palomar College – Teresa Wacker
- *Palomar College – Jenny Akins
- *Palomar College – Phyllis Laderman
- *Palomar College – Phyllis Bergeron
- *Palomar College – Mary Dawson
- *Poway Unified School District – Gayle McCormick
- *Poway Unified School District – Greg Harms
- *Poway Unified School District – Marty Pringle
- *Ramona Unified School District – Doris Fitzpatrick
- *Ramona Unified School District – Dawn Postoskie
- *San Dieguito Union High School District – Doug Gilbert
- *San Dieguito Union High School District – Margy Lara
- *San Dieguito Union High School District – Christina Bennett
- *San Dieguito Union High School District – Sheila Graciano
- *San Marcos Unified School District – Lynne Kotas
- *San Marcos Unified School District – Susan Wallace
- *Solana Beach School District – MaryAnn Archuleta
- *Valley Center/Pauma Unified School District – Colleen Heublein
- *Valley Center/Pauma Unified School District – Sue Hill
- *Vista Unified School District – Diana Johnson
- *Vista Unified School District – Mythe Huynh

Associate Member District in attendance:

- *Cajon Valley Union School District – Sharon Clay
- *Cajon Valley Union School District – Sherill Kelsen
- *Cajon Valley Union School District – Teri Svacina
- *Grossmont Union High School District – Guiselle Carreon
- *Grossmont Union High School District – Pamela Garrett
- *San Diego County Office of Education – Pam Gilles
- *San Diego County Office of Education – Michele Nye
- *San Diego County Office of Education – Joseph Hebel
- *San Diego County Office of Education – Sandie Thompson-Noble
- *San Diego Unified School District – Pearl Adams

Also in attendance:

- *CCS Presentations – Jessica Elledge
- *CCS Presentations – Peggy Albertson
- *Culver Newlin - Nathan Rosenblatt
- *Datel Systems – Bill Bryant
- *Datel Systems – Heidi Groves
- *GM Business Interiors – Josh Nottingham
- *Hon Company – Thomas Scholl
- *Konica Minolta – Larry Pennington
- *Lakeshore Learning Materials – Bobby Hawke
- *Maintex – Aubree Caruana
- *Maintex – Rick Russell
- *Mission Janitorial – Bruce Hunter
- *Office Depot – Steve Estes
- *Office Depot – Michael Stechel
- *Office Depot – Craig Peterson
- *Office Max – Bobby Grizzle
- *Office Max – Chris Kaussen
- *Office Max – Jennifer Grindle
- *OM Workspace – Catherine Rogers
- *Premium Quality Lighting – David McCormick
- *Ricoh USA – Colleen Curmi
- *Ricoh USA – Lori Wergeland
- *School Specialty – Chris Duffy
- *School Specialty – Ted Slowiaczek
- *Southwest School – John Hymes
- *SupplyMaster – Susan Brewer
- *SupplyMaster – Doug Brewer
- *Toshiba Business Solutions – Barbara Tacquard
- *Virco – Mark Friesz

1. Approval of Agenda (D/A):

Teresa Wacker presented Agenda for approval – Added Office Classroom and Equipment Supply bid for approval.

Peggy Stroika moved to approve the agenda as presented with addition. Motion seconded by Mary Ann Kirastoulis. Motion carried unanimously.

2. Welcome Guests:

Teresa Wacker welcomed everyone and asked that they introduce themselves and the company they represent.

3. Approve October 3, 2012 Board Meeting Minutes (D/A):

Lynne Kotas did not bring in error. Tabled til the February 6, 2013 board meeting for approval.

4. Approve November 7, 2012 Administrative Committee Meeting Minutes (D/A):

Lynne Kotas did not bring in error. Tabled til the February 6, 2013 board meeting for approval

5. Approve Treasurer's Report for December 12, 2012 (D/A):

Kara Allegro presented. Peggy Stroika moved to approve the treasurer's report as presented. Motion seconded by Diana Johnson. Motion carried unanimously.

6. Old Business (D):

A. Website Re-design: Lynne Kotas discussed status of website, one quote received. To discuss with Jessica on next steps in proceeding.

B. Website Forms: Jessica Kinder discussed the forms to be updated on the website.

7. New Business (D):

None

8. Approve Award of 7-12 Art Supply Bid (D/A):

Debbie Kelly presented. Sent to 13 vendors; Bid Closed 10-24-12; received 5 bids; one no bid; recommend award to 5 vendors. Mary Ann Kirastoulis approved recommendation. Motion seconded by Peggy Stroika. Motion carried unanimously.

9. Approve Award of Custodial Chemical Bid (D/A):

Debbie Kelly presented. Closed 10-24-12; received 8 bids – recommend award to all vendors. Kara Allegro moved to approve bid as presented. Motion seconded by Michelle Johnson. Motion carried unanimously.

10. Approve Award of K-6 Art Supply Bid (D/A):

Susan Wallace presented. Sent to 6 vendors; 5 bids received; bid closed 11-26-12; minor changes made to bid specs. Peggy Stroika moved to approve bid as presented. Motion seconded by Pat Smith. Motion carried unanimously.

11. Approve Award of Custodial Supplies Bid (D/A):

Kara Allegro presented. Bid is out on the streets. Requesting for President approval and to be ratified at the February 6th board meeting. Peggy Stroika approved request for President approval and to be ratified at the Feb 6th board meeting. Motion seconded by Michelle Johnson. Motion carried unanimously.

12. Approve Award of Classroom Furniture and Supplies Bid (D/A):

Guiselle Carreon presented. Diana Johnson moved to approve the Classroom Furniture and Supplies bid as presented. Motion seconded by Mary Ann Kirastoulis. Motion carried unanimously.

13. Approve Award of PE & Athletic Equipment Bid (D/A):

Vicki Howe presented. Bid documents sent to 22 vendors; Bid closed 11/8; 2 bids non-responsive; recommend award as presented. Kim Simonds moved to approve the PE & Athletic Equipment bid as presented. Motion seconded by Brenda Heskett. Motion carried unanimously.

14. Approve Award of Xerographic Paper Bid (D/A):

Kara Allegro presented. Bid is on the streets and Pre-bid meeting is scheduled for next week. Requesting bid to get Board President approval and ratified at the February 6th board meeting.

Peggy Stroika moved to allow Board President to approve and have ratified at February board meeting. Motion seconded by Pat Smith. Motion carried unanimously.

15. Approve Award of Science Supplies Bid (D/A):

Brenda Heskett presented. Sent to 10 vendors; 9 responded; recommending to award to all. Kim Simonds moved to approve the Science Supplies Bid as presented. Motion seconded by Diana Johnson. Motion carried unanimously.

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

Teresa Wacker presented. Colleen Heublein discussed dates of bid. Kara Allegro moved to ratify award of Print Shop Paper Bid. Motion seconded by Peggy Stroika. Motion carried unanimously.

17. Approve Renewal of Lamp Bid (D/A):

Sharon Clay presented. Current bid ends the end of February 2013 but had a 60 day renewal notice so bringing renewal option to the Dec Board meeting. Next term of bid will be 3/1/13 through 2/28/14. This is the First renewal of 2 renewal options. Kara Allegro moved to approve renewal of Lamp Bid. Motion seconded by Vickie Howe. Motion carried unanimously.

18. Approve Amendment to High End Computer Bid (D/A):

Diana Johnson presented. Bid contained 2, one year options to renew. Dattel approved the extension of bid to 12/9/13. Requesting approval of amendment. Peggy Stroika approved Amendment to the High End Computer Bid. Motion seconded by Brenda Heskett. Motion carried unanimously.

19. Approve Award of the Office And Classroom Supplies Bid (D/A):

Jessica Kinder presented. (New bid sponsor to this bid). Put in a 5% increase clause to bid documents. Sent to 17 vendors; Pre-Bid meeting was 10/30/12. Received 7 responses. GBC was late with their bid so it was returned unopened. Discussed Line 191 and all colors note. Kim Simonds moved to approve the Office And Classroom Supplies bid as presented. Motion seconded by Diana Johnson. Motion carried unanimously.

20. Acclamations (D):

-Teresa Wacker thanked all new Bid Sponsors that stepped up and took on responsibility of some bids.

-Jessica Kinder thanked vendors for attending function and responding to bids that helps support NCEPC

-Diana Johnson thanked those bid sponsors that took over some bids from Vista and lightened her load.

21. Round Table Discussions:

- Guiselle Carreon: 12/14 is next Casbo Luncheon
- Debbie Kelly: Discussed Produce; Management Bulletins and what they mean/how they're being interpreted. Code 38083
- Bill Bryant/Dattel: mentioned Sales Tax going up but Ewaste fees going down by ½.
- Guiselle Carreon: Discussed Furniture law going into effect and installation of modular furniture becoming a public works issue for all. If your district is against this process, please forward emails to her so she can move them on to CASBO as support.

27. Adjournment (D/A):

Moved: Peggy Stroika Seconded: Diana Johnson. Motion carried unanimously

Time: 10:07 a.m