



North County Educational Purchasing Consortium

Administrative Committee Meeting Minutes November 4, 2009

Districts in attendance:

Peggy Stroika, MiraCosta Community College District
Kim Simonds, MiraCosta Community College District
Paulette Anderson, Del Mar Union High School District
Teresa Wacker, Fallbrook Union High School District
Alicia Hesinsky, Escondido Union High School District

1. Call to Order

Peggy Stroika called the meeting at 8:34 a.m. A brief discussion was had about how districts had made out the checks for the Holiday Brunch and if it would be a problem to deposit.

2. Agenda Items for December 9, 2009 Board Meeting

- a. Award of Xerographic Paper Bid
- b. Award of K-6 Art Supplies Bid
- c. Award of 7-12 Art Supplies Bid
- d. Award of Classroom Furniture and Equipment Bid
- e. Award of Custodial Chemical Bid
- f. Award of Custodial Supply Bid
- g. Award of Office and Classroom Supply Bid
- h. Award of PE and Athletic Equipment Supply Bid
- i. Award of Science Supply Bid
- j. Award of HP and Non-HP Printer Bid
- k. Amendment to Health and Athletic Supply Bid
- l. Amendment to CNS – Paper Products Bid

3. Bid Exceptions

Paulette presented the changes that Office Depot would like to see made to our standard boiler plate. The suggestion was made that we should have legal council review the document. Discussion moved to how to hold a vendor to default per Office Depot's requested concern. The process of issuing a cure notice was brought up and discussed. Peggy suggested the Admin Committee look at the Boiler Plate to take to the February meeting with the suggestion that it go for Legal review as well.

4. Round Table Discussion

- a. Lynn presented that she has a vendor on the AV Bid that has notified her a product has been discontinued. The vendor has been telling her that the manufacturer is not responding to the vendor in a timely fashion. However, the vendor is not responding to Lynn in a timely manner as well. The Suggestion was made to issue a letter certified mail to get the documentation that was necessary.
- b. Paulette brought up an issue on the Health & Athletic Supply Bid. Items 19 & 20 are technically the same thing and a substituted had been presented for item #19. The substituted item is close, but not exactly the same. They also substituted Item #20, without specifying that, and it is technically not what was actually bid. The end result is that Rosemary had incorrectly awarded the items. The suggestion was made that Rosemary should unaward line 20 and look at next lowest.
- c. Lynn mentioned that the text book disposal legislature has changed. It has opened up the restrictions. Previously they could not sell the books for more than they are bought for and that has gone away. And now the money you earn no longer has to go to a state fund, it can now go the district / county office.
- d. Alicia asked if it was OK to use the Yahoo Group to ask districts to update their address & contact information. She was advised that was not a problem.