



**Government Relations and Public
Affairs Committee**

Meeting Date: 4/9/2018

Agenda Item No.: 2018-April-9.

Subject: Approve Houston-Galveston Area Council's (HGACBuy) Cooperative Purchasing Partnership Agreement (Estimated time: 5 minutes)

Action

Prepared by: Conor Peterson

Approved by: Erik Johnson

Attachments: Yes

1. Issue:

Should SACOG establish a partnership with the Houston-Galveston Area Council's cooperative purchasing unit, HGACBuy?

2. Recommendation:

That the Government Relations & Public Affairs Committee recommend that the Board of Directors delegate authority to the Chief Executive Officer to negotiate and execute a partnership agreement with HGACBuy.

3. Background/Analysis:

HGACBuy is a nationwide, government procurement service striving to make the governmental procurement process more efficient. HGACBuy is known for handling complex procurement for capital equipment, emergency vehicles, and big ticket infrastructure items, and has a contract database that provides access to nearly 7,000 products and services. Using HGACBuy's procurements would save substantial time and staff costs by not having to design scopes of work and administer contracts in-house. All contracts available to participating members of HGACBuy have been awarded through a public competitive procurement process compliant with California Law.

4. Discussion/Analysis:

Continuing to build on 2018 work plan goal number eight, building out the Council of Government functions, this partnership would provide our member agencies with access to cooperative contracts available through the Houston-Galveston Area Council's HGACBuy. HGACBuy contracts are available as on demand or as-needed. This service further supports our Local Government Services contracting arm's mission to offer cost savings through bulk purchase and saves substantial time by reducing overhead costs required to complete a competitive solicitation process.

5. Fiscal Impact/Grant Information:

There is no cost to participate for any local government agency interested in purchasing through HGACBuy's program. As shown in attachment A, nine local government entities in our region have already made purchases through HGACBuy. This partnership would instead be a symbiotic relationship with SACOG assisting in back end purchasing and being given a portion of an administrative fee charged directly to the contractors. This administrative fee would be used locally to support regional and cooperative efforts under SACOG's Local Government Services.

ATTACHMENTS:

Description

Attachment A - HGACBuy Detail

Services Provided

HGACBuy acts as the designated purchasing agent on behalf of Participating Agencies (classified as End User by HGACBuy) by performing specific services including, but not limited to:

- Developing specifications for competitive bids and proposals
- Soliciting vendor participation
- Conducting pre-bid/pre-proposal conferences
- Conducting public bid/proposal openings of responses
- Evaluating responses and making award recommendations
- Executing vendor contracts awarded by the H-GAC Board of Directors
- Maintaining contract information available through HGACBuy’s Website
- Contract Administration

Benefits

- HGACBuy offers an expedited procurement process which can eliminate your need for preparing detailed specifications and satisfying all other requirements for competitive bids and proposals.
- HGACBuy offers more than 800 contractors including many local dealers and authorized resellers.
- HGACBuy gives you access to volume purchasing pricing and discounts.
- HGACBuy has more than 40 years of experience in cooperative purchasing and serves more than six thousand local government across the United States.

Local Agencies Who Have Worked with HGACBuy

City of Live Oak
City of Marysville
City of Roseville
City of Sacramento
City of Woodland

County of Placer
County of Sacramento
Sacramento Metropolitan Fire District
Sacramento Area Sewer District