

Travel Contracts and Public Cooperative Procurements



Jana Hart, Enterprise Strategic Sourcing
State of Oregon
Dept of Administrative Services
Procurement Services Office

Today We Will Cover:

- Authority to Procure/Procurement Legislation
- Authority for Public Agencies to Cooperate
- How to Determine who are Authorized Purchasers under a State Price Agreement
- Cooperative Procurements and Why They Matter
- What is an ORCPP and Why do I Want One?
- What due diligence should agencies perform?

How do I know whether I can use a State Price Agreement?

Find the Price Agreement on the Oregon Procurement Information Network (ORPIN)

<http://www.oregon.gov/DAS/EGS/orgps/Pages/index.aspx>

Travel agreements can also be found on the DAS website

<http://www.oregon.gov/DAS/EGS/ps/Pages/travel-menu.aspx>

How do I know whether I can use a State Price Agreement?

OREGON.gov

Procurement Services and Policy

Welcome to Oregon's Procurement Website

Oregon Department of Administrative Services (DAS) procurement is comprised of Procurement and Procurement Policy. We are the enterprise-wide purchasing authority for various roles within state government:

- Procurement of goods and services on behalf of state agencies, leveraged by other state governments, state agencies and other states to ensure the cost-effectiveness of procurement.
- Providing technical assistance and consulting services to state agencies under DAS procurement authority and to the public.
- Application of the Public Purchase Act.
- Maintenance of procurement systems, including invoice settlement.
- Development of procurement policies and procedures.
- Consultation with state agencies on procurement matters.

Rehabilitation Facilities Program

This program facilitates employment for people with disabilities. Search here for Procurement List, regulations, FAQs and other useful tools.

ORPIN

Oregon's primary resource for connecting suppliers of goods and services with state contracting opportunities.

Procurement Transactions

State and local government procurement resources, including guidelines, templates and consulting services.

Training

Classes provide quality instruction in statute, rule and best practice for procurement.

How do I know whether I can use a State Price Agreement?

DAS Divisions ▾ **Oregon Procurement Information Network (ORPIN)**

[Supplier Guide to Registration](#)
[OMWESB Guide to Supplier Registration \(Condensed\)](#)
[OMWESB Guide to Supplier Registration \(Detailed\)](#)
[eBidding General Information](#)

Have a question about using ORPIN?

Check out our [Frequently Asked Questions](#) page for great tips and answers to common questions!



State & Public Employee Access

State Agency Employees:

Please do not register under the Supplier Registration.

If you need ORPIN assistance or to request a user account, contact your [ORPIN Agency Coordinator \(OAC\)](#). If your agency does not have an OAC, email the ORPIN Help Desk at info.orpin@state.or.us for assistance.

Local Government and Other Public Entities:

For membership questions or inquiries about our Oregon Cooperative Procurement Program (ORCPP), please click [here](#) to email the program administrators (Kelly Stevens-Malnar and Adam Helvey).

Examples of "Other Public Entities" include:

- Cities
- Counties
- Non-State Boards or Commissions
- Universities
- Utilities
- Water or Fire Districts

How do I know whether I can use a State Price Agreement?

 Oregon Procurement Information Network (ORPIN®)

menu

- ▶ ORPIN Home
- [Login to ORPIN](#)
- [Supplier Registration](#)
- [Browse](#)
- [Registration of a Public \(tax supported\) Entity](#)
- [FAQ](#)

ORPIN

Welcome to the Oregon Procurement Information Network (ORPIN). ORPIN provides access to procurement and contracting information issued by the State of Oregon, local governments, and political subdivisions. You may browse the site as an anonymous user and see summary information. Select the "Browse" option in the left navigation bar to explore these capabilities.

If you wish to view or download the entire opportunity you will need to complete the registration process.

If you have not yet registered you may register now by selecting the "Supplier Registration" option in the left navigation bar. If you are already registered you may log on now by selecting the "Login to ORPIN" option in the left navigation bar.

Supplier Outreach Events

Governor's Marketplace Roadshows

13 Cities July through October

[Click here for more](#)

How do I know whether I can use a State Price Agreement?

Oregon Procurement Information Network (ORPIN®)

Hello Jana Hart

State Procurement Office

The last time you logged onto the system was: 09/23/2013 1:39 PM

Welcome to ORPIN. The Navigation menu on the left includes links to all functions you have been authorized to use in the ORPIN system.

User - How To's:

[Link to ORPIN How To's page](#)

Templates:

[Link to templates page](#)

Reports - Information & Help:

[Report Help](#)

Who Do I Call:

[OAC List](#)

How do I know whether I can use a State Price Agreement?

Award Summary Price Agreement Travel Management Services (Prod)

ORPIN
Oregon Procurement Information Network



Supplier Address

Azumano Travel Services
320 SW Stark
Suite #600
Portland, Oregon
97204-2692

Contact: Fuerte, Tony
Phone: 1 (503) 221-6339
Fax: 1 (503) 294-6474
Email: tfuerte@azumano.com

Contract #
5126-PA

Amendment # 5
Revision # 3

Revision Date
05/21/2013

Opportunity #
102-5006-5
Contract Start Date
01/01/2006

Expiration Date
12/31/2016

Supplier Number
2246

All dates are mm/dd/yyyy

Or, see summary text below

Attachments Exist
Amendment/Revision Comments Exist
Secondary Suppliers Do Not Exist
User Comments Do Not Exist

Contract Administrator

State Procurement Office
1225 Ferry Street SE, U140
Salem, Oregon
97301-4285

Receiving Address

See purchase order

Contract Filed At

DAS SPO

How do I know whether I can use a State Price Agreement?

Look for the parties to the agreement

This is a Contract between Azumano Travel and the State of Oregon to provide travel management services for the State of Oregon and participating sub-divisions.

Then look for which entities may use the agreement, often found in the definition of the term “Authorized Purchaser,” or similar terms.

C.1.2 "Authorized Purchaser" means the State of Oregon, acting by and through DAS State Procurement Office. It also means purchasing Agencies submitting Service Requests pursuant to DAS State Procurement Office authority and direction, and may include ORCPP participants with the appropriate purchasing authority under their applicable rules or regulations who submit Service Requests to Contractor.

How do I know whether I can use a State Price Agreement?

Look for any clarifications to definitions:

C.1.11 "Participant" means each separate State Agency, ORCCP member that enters into a contract with Contractor to obtain travel management services. Participants using this Contract has the same meaning as Authorized Purchaser.

And any requirements or exceptions to its use

A.2 CONTRACT USAGE & EXCEPTIONS: All State Agency personnel/travelers under DAS authority as provided in ORS 279A.050 are required to use this Contract to obtain travel Services for all domestic and international air travel. This includes but is not limited to clients, children and others who are in the care, custody or control of the state while traveling. State of Oregon Agencies may also choose to book car rentals, hotel accommodations, etc., using this Contract but are not required to do so.

There may be occasions where it is not practical or prudent to use this Contract. These situations will be dealt with on a case-by-case basis (see Item D.1.25 and D.1.26 for Exception Policies).

Authorized Purchasers such as ORCCP members are eligible, but not mandated, to use the Contractor's services. See Section H.

Sources of Procurement Authority and Governance Structure

Randolph-Sheppard Act (vending program for the blind)

United States Constitution
The Code of Laws of the United States (USC)

Davis-Bacon Act (fair wages)

Article I, Section 41 (a power conferred)

Oregon Constitution

Article I, Section 41 (a program delegated)

Enabling Legislation/
ORS 279A.050

Oregon Revised Statutes

ORS 279.835–855 (QRF)
The Public Procurement Code (ORS 279A/B/C)

Delegation by OAR, charter, ordinance, or local legislation

Oregon Administrative Rules

OR promulgate rules to implement the statutes which confer authority

Delegation Policy (eg 107-009-010) or Written sub-delegation

Policy

... *which may then be conferred through ORS 190* . .

What is the basis of my authority to use a State Price Agreement?

State agencies whose procurement authority is delegated by the Dept of Administrative Services (see ORS 279A.140), and which is subject to ORS 279A/B/C (the “Public Procurement Code”).

Governmental bodies that have entered into cooperative procurement agreements with the State of Oregon, and that have met the procurement requirements of the governing procurement legislation.

What is the basis of my authority to use a State Price Agreement?

Other examples: State agencies whose procurement authority is conferred by enabling legislation and is partially independent of ORS 279A/B/C (the “Public Procurement Code”).

State agencies whose procurement authority is conferred by enabling legislation and is completely independent of ORS 279A/B/C (the “Public Procurement Code”).

What is the basis of my authority to use a State Price Agreement?

Governmental bodies whose procurement authority is conferred by enabling legislation and is subject to ORS 279A/B/C (the “Public Procurement Code”).

Governmental bodies whose procurement authority is conferred by enabling legislation and is partially independent of ORS 279A/B/C (the “Public Procurement Code”).

What is the basis of my authority to use a State Price Agreement?

Governmental bodies whose procurement authority is conferred by enabling legislation and is completely independent of ORS 279A/B/C (the “Public Procurement Code”).

Cooperative Procurement: Authority and Governance Issues to Consider

What if a governmental body isn't authorized to procure, or their procurement authority is limited?

What if governmental bodies aren't authorized to conduct procurements on behalf of each other?

What if the governmental bodies are governed by differing procurement legislation?

What if one governmental body wants to leverage a procurement already conducted by another?

Why Does it Matter?

The answers to those questions determine:

- The scope and threshold of authority that one governmental body can confer upon another;
- Which statutes and regulations govern its own procurements and to which it must require compliance by those upon whom it confers its authority to procure. Governmental bodies subject to the Code are subject to ORS 279A.200 regarding Cooperative Procurements which are the basis of State price agreements.

Why Does it Matter?

The answers to those questions determine:

- Limitations which may apply to the types of governmental bodies which may join in using the agreements of others
- The types of cooperative procurements they may share or conditions which may be imposed
- The procurement legislation which govern the solicitations and the resultant agreements
- Any exemptions which may be available
- The participant pre-qualification requirements

Cooperation Among Governmental Entities

Oregon Revised Statutes 190: The basis of Cooperative Procurement

Under ORS 190.010, .110., and .420: in performing a duty imposed upon it, in exercising *a power conferred upon it* or in administering *a policy or program delegated to it*, a *unit of local government or a state agency of this state* may *cooperate* for *any lawful purpose*, by agreement or otherwise, with

- a unit of local government or
- a state agency of this or another state, or
- with the United States, or
- with a United States governmental agency, or
- with an American Indian tribe or
- an agency of an American Indian tribe

(190.485 applies to state agencies and the United States and other nations)

ORS 190 Applied to Cooperative Procurements

In exercising a power conferred upon it

In performing a duty imposed; administering a policy or program delegated; for a lawful purpose

It's important to understand the source of authority to procure, as well as which statutes govern, or apply to, procurements for each party to the agreement that will result in a cooperative procurement.

Identifying a Public Agency's Procurement Authority: Examples

Procurement Authority for Some State Agencies

279A.140: The Oregon Department of Administrative Services shall conduct all procurements and administer the contracting for goods, services and personal services, including architectural, engineering, photogrammetric mapping, transportation planning or land surveying services and related services, for state agencies unless a state agency is specifically authorized by ORS 279A.050 or provisions of law other than the Public Contracting Code to enter into a contract.

279A.050: Except as otherwise provided in the Public Contracting Code, for state agencies the Director of the Oregon Department of Administrative Services has all the authority to carry out the provisions of the Public Contracting Code.

Identifying a Public Agency's Procurement Authority: Examples

Procurement Authority Conferred by ORS 279A.050

Any state agency to conduct a procurement when the agency is specifically authorized by any provision of law other than the Public Contracting Code to enter into a contract.

The Department of Veterans' Affairs to procure or supervise the procurement of real estate broker and principal real estate broker services related to programs under the department's authority [in accordance with the Code]

The Department of Education, subject to any applicable provisions of ORS 329.075, 329.085 and 329.485 and the federal No Child Left Behind Act of 2001 (P.L. 107-110, 115 Stat. 1425), to procure or supervise the procurement of goods, services, personal services and information technology relating to student assessment [in accordance with the Code]

Identifying a Public Agency's Procurement Authority: Examples

Procurement Authority Conferred by *Enabling Legislation*

284.355: To carry out the purposes specified in ORS 284.345, the *Oregon Film and Video* Office may:

- Make contracts and execute all instruments necessary or convenient for carrying out the duties of the office
- Acquire, own, hold, dispose of and encumber real or personal property of any kind, or any interest in that property
- Enter into agreements or other transactions involving the film, video and emerging interactive multimedia industries with any federal, state, county or municipal agency or with any person or other entity
- Acquire real property or an interest in real property, by purchase or foreclosure, when the acquisition is necessary or appropriate to promote the film, video and emerging interactive multimedia industries

Identifying a Public Agency's Procurement Authority: Examples

ORS 279A.140 Procurement Authority Delegated by OAR 125-246-0170

The Director of the Dept of Administrative Services delegates its procurement authority, only as set forth in this Section (2), to the **heads of Authorized Agencies**, on the **condition** that the heads of Authorized Agencies **sub-delegate** such Authority **to their Agencies' Designated Procurement Officers**, who may further **sub-delegate** such Authority **in accordance with policies** of their Agencies (Chain of Delegation).

Authority and Governance Applied to Cooperative Procurements

Determine the type of governmental body

Enabling legislation (eg statute or ordinance)

By agreement among governmental bodies

Determine the governing procurement legislation

This determines whether a governmental body's procurement authority granted through enabling legislation is independent or regulated by another governmental body

Legislation that Governs Many Public Procurements

Many public contracting agencies' procurements are governed by the Public Contracting Code (Oregon Revised Statutes, Chapters 279A, B, and C).

For those subject to the Code, the provisions of ORS 279A.200 – 225 govern *cooperative* procurements.

How do I determine whether the Code applies?
ORS 279A.025(1) Except as provided in subsections (2) to (4) of this section, the Public Contracting Code applies to *all public contracting*.

Definitions Under ORS 279A.010: Applying the Public Contracting Code

Public Contract: A sale or other disposal, or a purchase, lease, rental or other acquisition, by a *Contracting Agency* of personal property, services, including personal services, public improvements, public works, minor alterations, or ordinary repair or maintenance necessary to preserve a public improvement.

Contracting Agency: A *Public Body* authorized by law to conduct a procurement

Public Body: has the meaning given that term in ORS 174.109.

Determining Whether to Apply the Public Contracting Code

Oregon Revised Statutes

279A.050: *Except* as otherwise provided *in the Public Contracting Code*, a contracting agency shall exercise *all* procurement authority *in accordance with* the provisions of *the Public Contracting Code*.

279A.025: The Public Contracting Code **does not apply** to the contracting activities of *any* other public body *specifically exempted* from the code by *another provision of law*.

Identifying a Public Agency's Enabling Legislation: Examples

Oregon Revised Statutes

284.305: Oregon Film and Video Office: The Oregon Film and Video Office is created as a semi-independent state agency subject to ORS 284.300 to 284.375.

184.305: Oregon Department of Administrative Services: The Oregon Department of Administrative Services is created. The purpose ... is to improve the efficient and effective use of state resources through the provision of **government infrastructure services** that can best be **provided centrally**, including but not limited to **purchasing**, ... **rules** and associated performance reviews of agency compliance with **statewide policies**;

Statutory Procurement Authority *and* Exemption from the Code

Agency- and Program-Specific Exemptions from the Code

284.375: Except as otherwise provided by law, ORS 279.835 to 279.855 and ORS chapters 240, 276, **279A, 279B, 279C**, 282, 283, 291, 292 and 293 *do not apply* to the **Oregon Film and Video Office**.

279A.025 The Public Contracting Code *does not apply* to contracts entered into by the **Housing and Community Services Department** in exercising the department's duties prescribed in ORS chapters 456 and 458, *except that* the department's public contracting for goods and services *is* subject to ORS chapter **279B**.

Applying the Public Contracting Code

Oregon Revised Statutes, Chapter 174 - *Structural Examples*

174.109: Public Body: Subject to ORS 174.108, as used in the statutes of this state, “public body” means state government bodies, local government bodies and special government bodies.

174.111: State Government: The executive, judicial, and legislative departments.

174.112: Executive Department: Subject to ORS 174.108: All statewide elected officers other than judges, and all boards, commissions, departments, divisions and other entities, without regard to the designation given to those entities, that are within the executive department of government as described in section 1, Article III of the Oregon Constitution, and that are not in the judicial department or the legislative department, Local governments, or Special government bodies. ...

Applying the Public Contracting Code

Oregon Revised Statutes, Chapter 174 - *Structural Examples*

174.113: Judicial Department: The Supreme Court, the Court of Appeals, the Oregon Tax Court, the circuit courts and all administrative divisions of those courts, whether denominated as boards, commissions, committees or departments or by any other designation.

174.114: Legislative Department: the Legislative Assembly, the committees of the Legislative Assembly and all administrative divisions of the Legislative Assembly and its committees, whether denominated as boards, commissions or departments or by any other designation, including entities created by statute for the purpose of giving advice only to the legislative department and that does not have members who are officers or employees of the executive department or judicial department, entities created by the legislative department for the purpose of giving advice to the legislative department, ...

Applying the Public Contracting Code

Oregon Revised Statutes, Chapter 174 - *Structural Examples*

174.116: Local Government: All cities, counties and local service districts located in this state, and all administrative subdivisions of those cities, counties and local service districts; subject to ORS 174.108, including:

- An entity created by statute, ordinance or resolution for the purpose of giving advice only to a local government;
- An entity created by local government for the purpose of giving advice to local government and that is not created by ordinance or resolution, if the document creating the entity indicates that the entity is a public body;

Applying the Public Contracting Code

Oregon Revised Statutes, Chapter 174 - *Structural Examples*

174.116: Local Service District: Statute provides a list including:

- Domestic water supply districts organized under ORS chapter 264
- Cemetery maintenance districts organized under ORS chapter 265
- Transportation districts organized under ORS 267.510 to 267.650 ...
- Translator districts organized under ORS 354.605 to 354.715 ...
- Highway lighting district organized under ORS chapter 372 ...
- Vector control district organized under ORS 452.020 to 452.170 ...
- Geothermal heating districts organized under ORS chapter 523 ...
- Weather modification district organized under ORS 558.200 to 558.440 ...
- Weed control districts organized under ORS 569.350 to 569.450
- Heritage districts organized under ORS 358.442 to 358.474
- Radio and data districts organized under ORS 403.500 to 403.542

Applying the Public Contracting Code

Oregon Revised Statutes, Chapter 174 - *Structural Examples*

174.117: Special Government Body: Statute provides a list including:

- Public corporations created under a statute of this state and specifically designated as public corporations
- School districts
- Public charter schools established under ORS chapter 338
- Education service districts
- Community college districts or community college service districts established under ORS chapter 341
- An entity created by a special government body for the purpose of giving advice to the special government body, if the document creating the entity indicates that the entity is a public body

Statutory Procurement Authority *and* Exemption from the Code

Agency- Program- and Branch-Specific Exemptions from the Code

279A.025 The Code *does not apply* to the contracting activities of:

The Oregon State Lottery Commission;

The Oregon University System and member public universities, with exceptions;

The legislative department;

The judicial department;

Semi-independent state agencies listed in ORS 182.454, with exceptions;

Oregon Corrections Enterprises;

The Oregon Film and Video Office, with exceptions;

The Travel Information Council, with exceptions;

The Oregon 529 College Savings Network and its Board;

The Oregon Innovation Council;

The Oregon Utility Notification Center

Ex: Notice of Cooperative Procurement

Notice

ORCPP Bid/RFP

Notice of Cooperative Procurement: RFP for
Telecommunications

(Prod)

ORPIN
Oregon Procurement Information Network



Issued By

State Procurement Office
1225 Ferry Street SE, U140
Salem, Oregon
97301-4285

Notice

102-1018-06

Publish Date & Time

09/12/2006 7:57 PM

Closing Date & Time

09/20/2006 10:00 AM

This notice also constitutes public notice of intent by the State of Oregon, acting by and through its Department of Administrative Services, State Procurement Office (DAS SPO), to enter into one or more participating addenda (otherwise, known as a price agreements) as a result of the RFP issued by the State of Utah, through a cooperative procurement.

Suppliers that would otherwise be prospective bidders, if the procurement were competitively procured under ORS chapter 279B, have an opportunity to comment on the intent to establish a price agreement through an interstate cooperative procurement.

Such suppliers may submit written comments to DAS SPO's single point of contact no later than September 20, 2006 at 10:00 AM Oregon local time at:

Due Diligence Recommendations:

- What is my governmental entity's enabling Legislation and the basis of its procurement authority?
- Always identify the governing authority and procurement Legislation of the public body issuing the Solicitation *and* Original Contract
- Always check for identified, or permitted users in the Solicitation *and* Original Contract
- Does my governmental body need to confer authority upon the Administering Contracting Agency?

Questions to ASK when a Cooperative Group Opportunity is Offered

1. Is the cooperative procurement group formed of *only* governmental bodies? If so,
2. What is the enabling Legislation (statute, ordinance, charter provision, or other authority) of the governmental bodies which form it?
3. If the cooperative procurement group is formed of governmental bodies, what ORS 190 agreement establishes it (interagency, intergovernmental, interstate, etc)?

Questions to ASK when a Cooperative Group Opportunity is Offered

4. Is the cooperative authorized under ORS 190? Are its members subject to ORS 279A? If so, are the types of cooperative procurements conducted by the group authorized under 279A?
5. Have I met *all* of my entity's procurement requirements to enter into the agreement that forms the cooperative?

Questions to ASK when a Cooperative Group Opportunity is Offered

6. Has my entity met all of the requirements (including policies) of its enabling Legislation and procurement authority requirements (including delegation) to participate in a specific cooperative procurement?
7. Does the solicitation and contract for the cooperative procurement meet all of the statutory requirements for that type of procurement?

What is a an ORCPP and Why do I Want to be One?

ORCPP is the State of Oregon Cooperative Procurement Program.

It is based on an intergovernmental agreement between the State of Oregon and other public bodies for the purpose of facilitating cooperative procurements (competitive solicitations and contract negotiations conducted on behalf of more than one governmental body, such as the travel agreements) to leverage the spend of many

Current Price Agreements Include:

- Wireless Phone Services (4 contracts)
- Janitorial & Paper Products (2 contracts)
- Industrial and Lighting (3 contracts)
- Office Supplies (3 contracts)
- AEDs
- Vehicles (13 contracts)
- Lawn and Garden (13 contracts)
- Copiers
- Herbicides/Pesticides
- Restaurant Equipment (incl. Fridges, Washer/Dryers, etc)
- Desktops/Laptops
- Over 380 contracts total

.....and many, many more!

Upcoming Price Agreements Include:

- ADA Human Services Vehicles
- Heavy Equipment Rental/Leasing
- Transit buses, school buses
.....and many, many more!

How Does my Entity Become an ORCPP Member?

First check the list to determine whether it's
already a member

Oregon City School District #62

Oregon City, City of

Oregon Coast Community College

Oregon Coastal Management Zone

Oregon Corrections Enterprises

Oregon Health Insurance Exchange

Oregon Health Sciences University

Oregon Judicial Department

Oregon State Lottery

Lane Regional Air Pollution Authority

Lane Transit District

Langell Valley Irrigation District

League of Oregon Cities

Lebanon Community School District

Lebanon Fire District

Lebanon, City of

Lewis & Clark College

How Does my Entity Become an ORCPP Member?

Visit us: <http://www.oregon.gov/DAS/EGS/PS/pages/index.aspx>

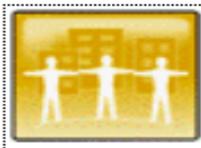
Welcome to Oregon's Procurement Website

Oregon Department of Administrative Services (DAS) procurement is comprised of two offices: Procurement Services and Procurement Policy. We are the enterprise-wide purchasing authority for the state of Oregon and fulfill a variety of roles within state government:

- Procurement of goods and services on behalf of state agencies, leveraging the purchasing power of local governments, state agencies and other states to ensure the cost-effective acquisition of goods and services.
- Providing training and consultation to employees of state and local governments, and suppliers on the application of purchasing laws, rules, procedures and policies and best practice as recognized by the Universal Public Purchasing Certification Council.
- Maintenance of an enterprise-wide eProcurement System to support statewide procurement, purchasing and invoice settlement activities.
- Development and implementation of procurement statutes, administrative rules and statewide policies.
- Consultation and liaison with the Governor, Legislature and other stakeholders to build effective procurement policies and practices.



Oregon Cooperative Procurement Program



Allows qualifying agencies and organizations to purchase goods and services from state contracts. Find agreement, membership list and more.

Statewide Statutes, Rules and Policies



Public contracting laws and procurement policies that apply to agencies under DAS procurement authority and to the public.

Qualified Rehabilitation Facilities Program



This program facilitates employment for people with disabilities. Search here for Procurement List, regulations, FAQs and other useful tools.

ORPIN



Oregon's primary resource for connecting suppliers of goods and services with state contracting opportunities.

Click here





Oregon Cooperative Procurement Program (ORCPP)

General Information

[About the Oregon Cooperative Procurement Program \(ORCPP\)](#)

[Program Benefits](#)

[Qualifications](#)

[Qualifications for Special Public Agencies](#)

Becoming a Member

1. Complete and Return [ORCPP Program Application \(pdf\)](#)
2. Upon acceptance into the ORCPP Program Complete and Return [ORCPP Program Agreement Form \(pdf\)](#)
3. Pay fees
[ORCPP Member Fees](#)
[ORCPP Member Fees for Special Public Agencies](#)

Member Communications

[Recent Notifications - orcppLink](#)

Member Resources

-  [State Contracts List \(pdf\)](#)  [State Contracts List \(xls\)](#)
-  [Membership List \(pdf\)](#)

How Does my Entity Become an ORCPP Member?

STATE OF OREGON



DEPARTMENT OF ADMINISTRATIVE SERVICES
OREGON COOPERATIVE PROCUREMENT PROGRAM
(ORCPP)

Cooperative Procurement Participation Agreement

SECTION 2. STANDARD ORCPP AGREEMENT SERVICES

Pursuant to ORS 190.110, 190.210, 190.240, relating to Intergovernmental and Interstate Agreements, and in exchange for the fee as provided under Section 2.4 herein, DAS agrees to provide access to cooperative governmental purchasing services to:
_____, ("Authorized Purchaser").

Oregon Cooperative Procurement Program Representatives

<http://www.oregon.gov/DAS/EGS/ps/Pages/coop-menu.aspx>

Kelly Stevens-Malnar

503 378-3976

Kelly.A.Stevens-Malnar@state.or.us

Adam Helvey

503 373-2106

Adam.L.Helvey@state.or.us

Thank you!

- <http://www.oregon.gov/DAS/EGS/orgps/Pages/index.aspx>
- Jana Hart, CPPB, OPBC, OCAC
State Procurement Analyst
503.378.3900 / jana.hart@das.state.or.us