OCPA Orange County Purchasing Alliance

County Executive Office Procurement Division 1300 S. Grand Ave., Bldg. A. Santa Ana, CA 92705

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MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding (MOU) establishes a partnership hereinafter referred to as "the OC Purchasing Alliance" between the County of Orange, a political subdivision of the State of California, and Orange County Cities and Special Districts.

I. MISSION

Orange County Purchasing Alliance (OCPA) participants are committed to ensuring that each tax dollar is spent wisely and in the most fiscally responsible manner under principles of fairness and open competition. To that end, OCPA participants seek to maximize their purchasing power by increasing economies of scale, creating opportunities to coordinate purchases for commonly purchased items and receive the lowest possible price from the general market.

Together, the Parties enter into this Memorandum of Understanding to mutually promote opportunity and understanding of available cooperative agreements; including processes and procedures for conducting the procurement process under this MOU and agree as follows:

II. PURPOSE AND SCOPE

The Orange County Purchasing Alliance and your partnering organization will collaborate and strive to coordinate purchases and promote cooperation between all public sector agencies within Orange County in order to obtain lower costs for all participants by combining volumes and increasing purchasing power. Participants will also strive to create cooperative purchasing arrangements, both new and existing, that may be used by all participants and communicate these opportunities regularly.

III. RESPONSIBILITIES

Each participating entity will appoint a person to serve as the official contact and coordinate the activities of each organization in carrying out this MOU. Responsibilities include, but are not limited to:

- 1. Meet regularly to discuss purchasing opportunities
- 2. Share information on a regular basis that may reduce costs or create efficiencies
- 3. Participate in vendor fairs and conferences on an ad-hoc basis, as appropriate
- 4. Encourage the procurement of "environmentally preferable" products in all bids and solicitations, where practical
- 5. All participants will strive to meet the objectives of this MOU. The initial appointee of your organization is:



List contact person	
Name	
Address	
Email	
Work PhoneC	ell
County of Orange Staff will:	
	or each vendor fair & conference
Authorization	
will strive to reach, to the best of the On behalf of the participating entity	mal undertaking. It implies that the signatories ir ability, the objectives stated in the MOU. I represent, I wish to sign this MOU and contribute no costs associated with participation in the OCPA.
OC Purchasing Alliance:	
Name	Date
Title	
Partnering Organization:	
Name	Date
Title	
Email Address	Phone