



North County Educational Purchasing Consortium

Administrative Committee Meeting November 7, 2018

Districts in Attendance

Kimberly Castagnola, San Diego County Office of Education
Sharon Clay, Cajon Valley Union School District
Douglas Gilbert, San Dieguito Union High School District
Michelle Johnson, Carlsbad Unified School District
Debbie Kelly, Oceanside Unified School District
Alexis Kohler, Bonsall Unified School District
Lynne Kotas, San Marcos Unified School District

1. **Call to Order**

Debbie Kelly called the meeting to order at 8:34 a.m.

2. **Agenda items for December 12, 2018**

- a. Pledge of Allegiance
- b. Approval of Agenda
- c. Welcome Guests
- d. Public Comment
- e. Approve October 3, Board Meeting Minutes
- f. Approve November 7, 2018 Administrative Committee Meeting Minutes
- g. Approve December 12, 2018 Treasurer Report
- h. Review of Auditor's Report
- i. Old Business
 - Training
- j. New Business
- k. Discuss upcoming bid for future board meetings
 - Data Processing Supplies
- l. Approve Award K-6 Art Supplies Bid
- m. Approve Award 7-12 Art Supplies Bid
- n. Approve Award Custodial Chemical Bid
- o. Approve Award Custodial Supplies Bid
- p. Approve Award Furniture & Equipment Bid
- q. Approve Award Health & Athletic Supplies Bid
- r. Approve Award Office & Classroom Supplies Bid
- s. Approve Award Xerographic Paper Bid
- t. Approve Award PE & Athletic Equipment Bid

- u. Approve Award Science Supplies & Equipment Bid
- v. Approve Award Library Supplies Bid
- w. Approve Amendment #1 Computer Printer Bid
- x. Acclamations
- n. Round Table Discussion

3. Round table discussion

Debbie brought up the matter of Palomar College's decision to discontinue their membership in the consortium, and that they would not be attending meetings any longer. This could have a negative impact on our ability to reach quorum at future meetings. Discussion with group.

Sharon brought up the topic of reviewing all bids again to determine the value to districts, with the abundance of piggyback bids available now. Discussion with group.

Doug brought up DVBE language on bids. Discussion with group.

Sharon brought up the consequences of tariffs and price increases on contracts. Discussion with group included amending bid language to align with public contract code maximum of 10% of original contract, as well as defining that the escalation clause should pertain to individual line items.

Debbie brought up the PeopleSoft conference and that she would be inviting feedback from others who attended.

4. Adjournment

Debbie Kelly adjourned the meeting at 9:32 a.m.