



Let's Get Cooking

With Cooperative Procurement!



Who is National Cooperative Procurement Partners (NCPP)?

**North America's Association for
Cooperative Procurement**

**Members include Cooperative
Organizations, Suppliers and
Government/Educational Professionals**

Education is a BIG part of its Mission!

www.NCPPAssociation.org





What is Your Cooking Skill Level?

- My favorite take-out restaurants are on my speed dial.
- I can put a pot pie or frozen pizza in the oven.
- There are 3 or 4 “go-to” recipes that I can make.
- Pulling together a meal is no problem – I got it covered.
- My skills are so good that I’m waiting for the Great British Baking Show to call me any minute!



Cooking from Scratch...

- Fresh or seasonal ingredients
- Customize the flavor, texture or spices for your preferences
- Can make substitutions or address any food allergies
- Way to express your love and appreciation with homemade goods.

Conducting your own bid process...

- Can tailor specifically to your entity
- Address any specific sustainability, living wage or subcontracting requirements
- Might enable more local participation
- Way to demonstrate your procurement process & negotiation skills



A group of entities combine their specifications into a single solicitation that can be used by all who contribute and participate.

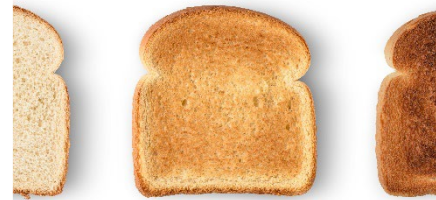
OR

A cooperative organization or government entity issues a solicitation where the resulting contact can be “piggybacked” upon by other agencies.

What is
Cooperative
Procurement?



Reasons to Choose the Cooperative Route



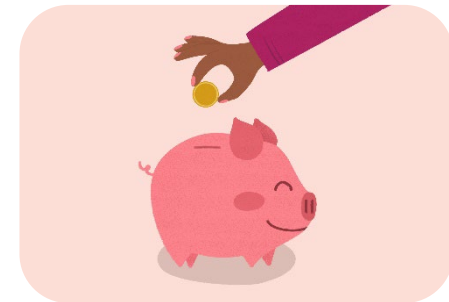
Choice



Last Minute



Time



Money



The Cost of Doing It Yourself

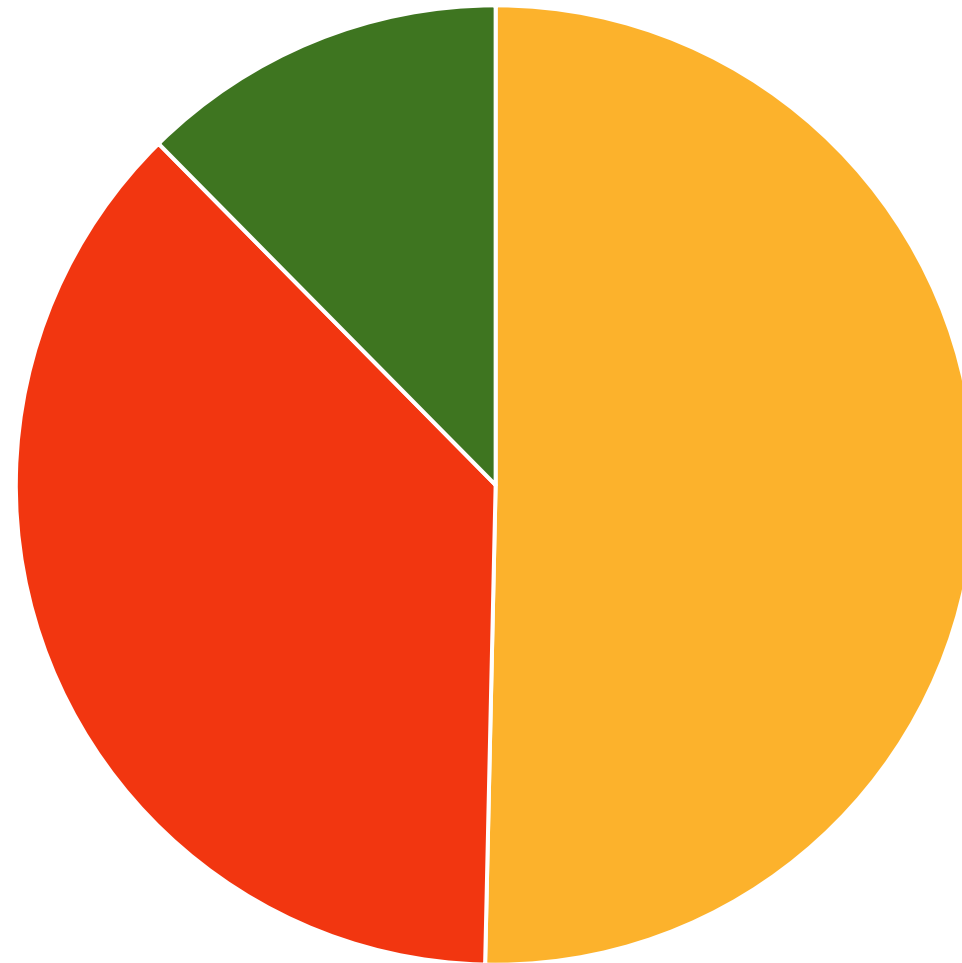
Introducing...
NCPP RFP
Tracking Project





3 Stages of Procurement Process

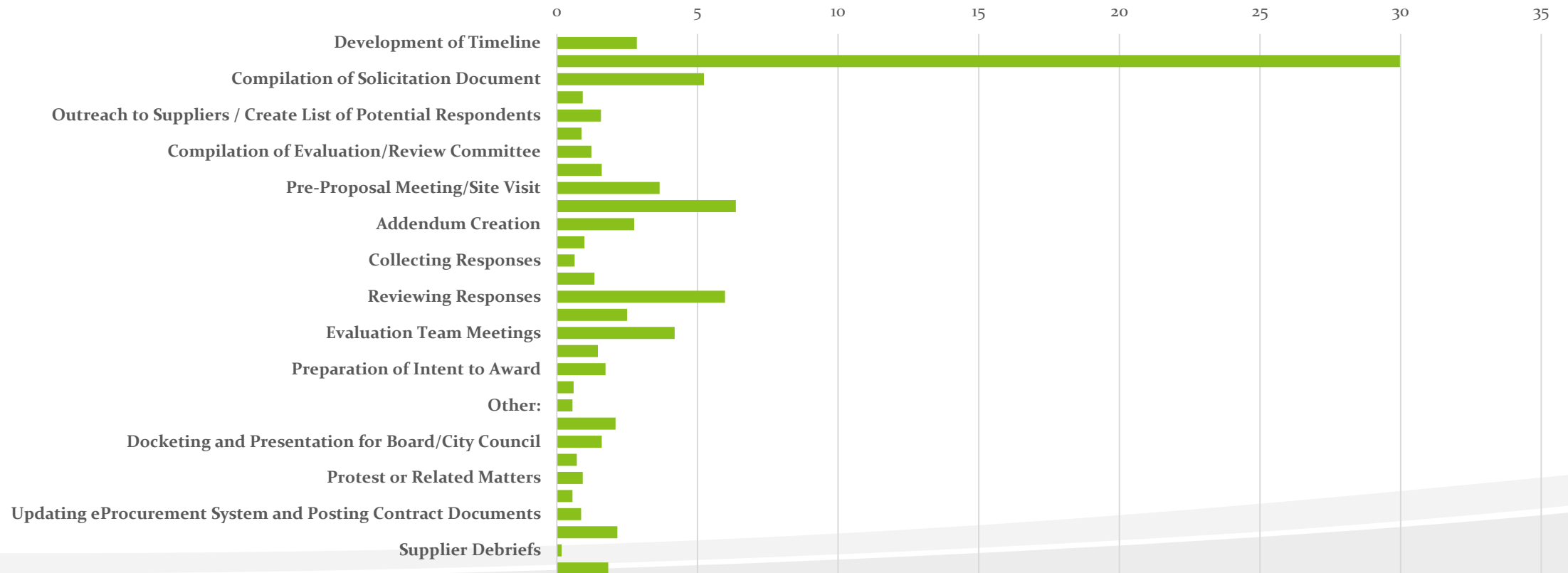
Average time spent by phase



■ Initial Stages & Publication ■ Open Solicitation ■ Negotiation & Award

Step by Step Process

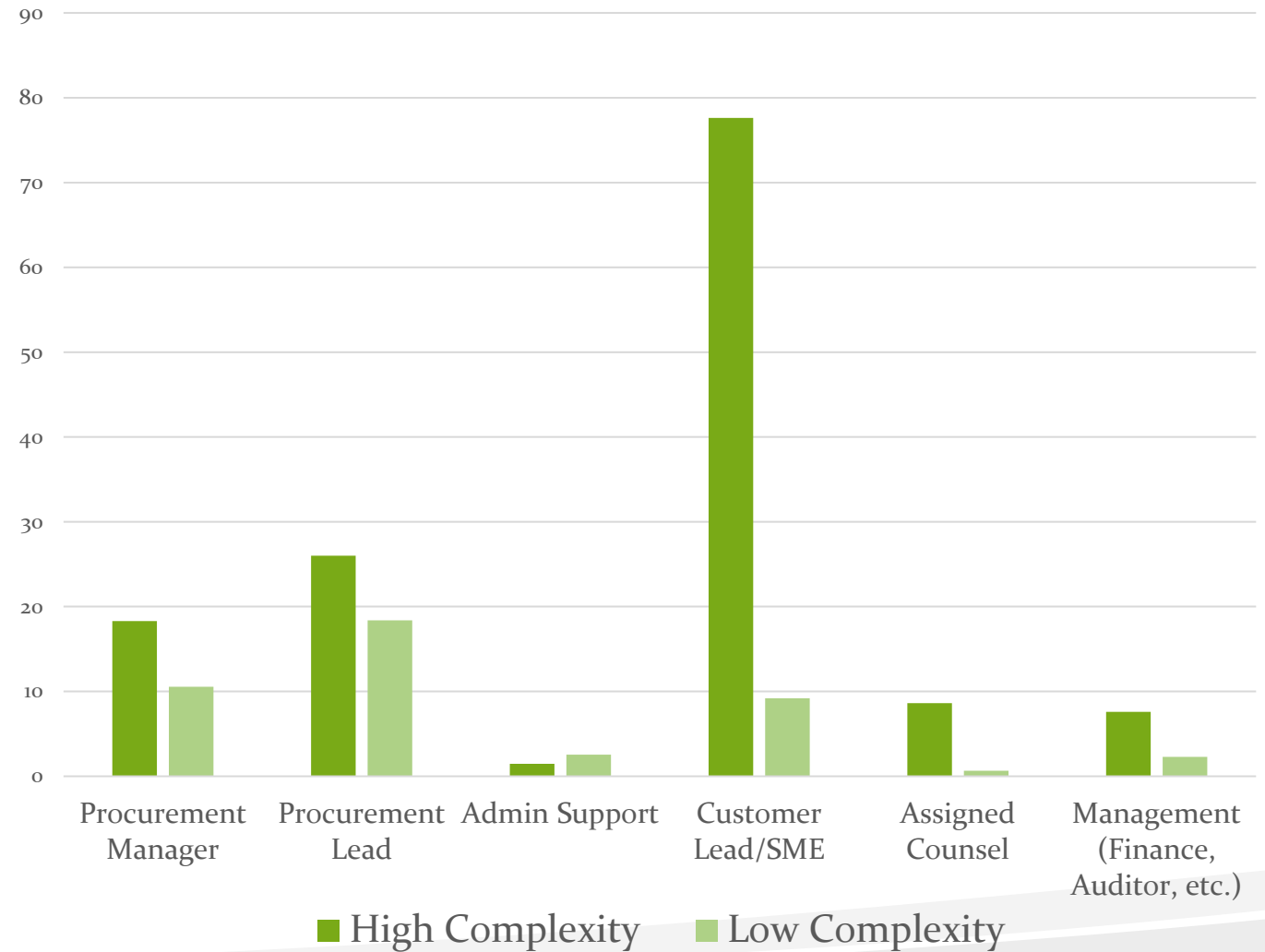
Average time spent by step (hours)





Personnel Hours

Time spent by personnel (hours)



Average Costs

Position	Complex	Non-Complex
Procurement Manager	\$1,082	\$455
Procurement Lead	\$4,800	\$563
Admin Support	\$46	\$57
Customer/SME/Evaluation	\$7,705	\$436
Counsel	\$1,290	\$30
Management	\$2,496	\$141
Average hourly costs across all spreadsheets*	\$17,419	\$1,682

Case Study – Orange County, CA



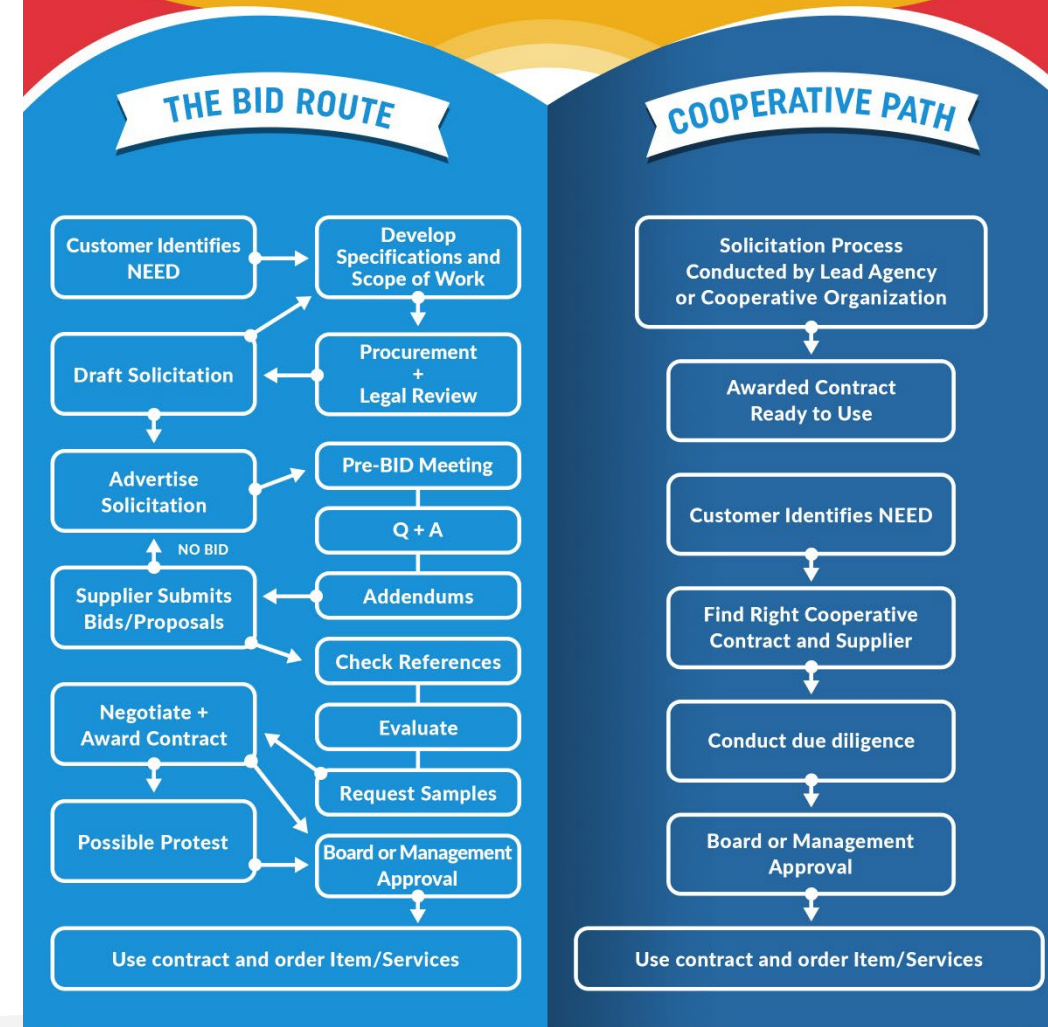
COST YEAR 1-3	\$	51,084.54
COST YEAR 4	\$	17,524.74
COST YEAR 5	\$	17,524.74
TOTAL COST	\$	86,134.01



New Cost-to-Procure Calculator!

www.withpavilion.com/calculator

— MAKE THE CHOICE — BID OR COOPERATIVE CONTRACT



Different Chefs' Expertise





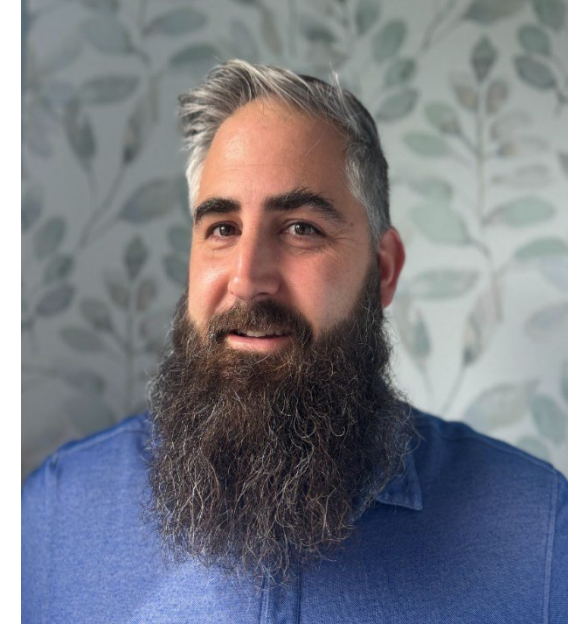
Chef #1:

Nathan Daou
City of Tucson, AZ



Chef #2:

Duff Erholtz
Sourcewell



Chef #3:

Kenneth Howe
PlanetBids

Alice Springs Chicken

Ingredients

4 chicken breast portions skinless, 6 slices bacon, 1/2 T chicken seasoning, 1/2 T onion powder, 1 tsp paprika powder, 2 cups Colby/Jack cheese shredded, 2 cups button mushrooms sliced, 1/4 cup honey, 1/3 cup yellow grainy mustard, 1/4 cup mayonnaise, 1 tablespoon corn syrup optional, 1/2 tsp onion flakes

Instructions

- Preheat your oven to 350°F (175°C) to ensure it's ready for baking.
- In a skillet over medium heat, cook the bacon until crispy. Transfer to a paper towel-lined plate to absorb excess oil.
- In a large bowl, combine chicken seasoning, onion powder, and paprika. Rub onto chicken breasts, marinate for 45 minutes to enhance flavor.
- In a non-stick pan over low heat, combine honey, mustard, onion flakes, and mayonnaise. Stir until smooth. Add corn syrup gradually to balance the tanginess of the mustard. Simmer lightly, then set aside.
- In the same skillet with remaining bacon fat, heat over medium. Brown marinated chicken on both sides, about 2-3 minutes per side.
- Line a baking dish with aluminum foil. Place browned chicken breasts in the dish. Spread honey mustard sauce over each chicken breast, then top with mushrooms, crumbled bacon, and shredded Colby/Jack cheese.
- Bake for 10-12 minutes or until cheese is melted and bubbly.



Duff's World Famous Banana Bread

1 stick salted butter softened
1 egg
 $\frac{3}{4}$ cup dark brown sugar
 $\frac{1}{2}$ cup white sugar
Dash of salt
Tsp. of almond extract
Tbsp. of vanilla extract
3 or 4 aged bananas
1.5 cups flour
30-40 mini chocolate chips

Beat all ingredients except flour and chocolate chips thoroughly. Add flour to the wet mixture and beat thoroughly again! Sprinkle chocolate chips and fold into the batter. Bake for 1 hour at 350 degrees in a bread pan – let cool thoroughly before removing from pan. Enjoy!!





Cajun Chicken Pasta

For the chicken: 2 large boneless, skinless chicken breasts, 2 T Cajun seasoning, 1 T olive oil

For the pasta & sauce: 12 oz linguine or fettuccine pasta, 2 T butter, 1 T olive oil, 1 red, yellow & green bell peppers, sliced into thin strips, 1 medium red onion, thinly sliced, 3 cloves garlic, minced. 1 ½ cups heavy cream, 1 cup chicken broth, ½ cup grated Parmesan cheese, 1 t Cajun seasoning, Salt & pepper, to taste

Directions:

Bring a large pot of salted water to a boil and cook pasta according to package instructions until al dente. Drain, toss lightly with olive oil, and set aside. Pat chicken dry, rub with Cajun seasoning, and heat olive oil in a large skillet over medium-high heat. Cook chicken 5–6 minutes per side until golden and cooked through (internal temp 165°F). Remove from pan, let rest, then slice into strips. In the same skillet, add butter and olive oil. Sauté bell peppers and onion for 4–5 minutes until slightly softened. Add garlic and cook 1 minute more.

Reduce heat to medium. Stir in cream and chicken broth, scraping up browned bits from the pan. Add Parmesan and Cajun seasoning, stirring until cheese melts and sauce slightly thickens (about 3–4 minutes). Taste and adjust seasoning with salt and pepper. Add cooked pasta and sliced chicken to the skillet, tossing to coat in the sauce. Serve immediately, garnished with parsley and extra Parmesan.



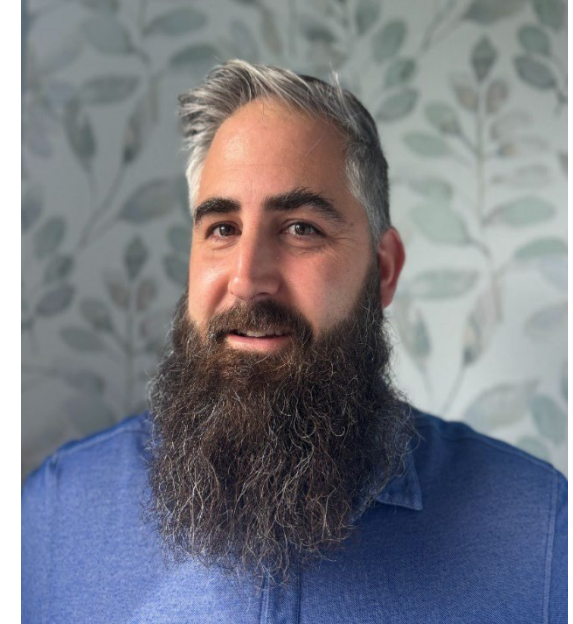
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BEFORE YOU GET STARTED - YOUR AGENCY

- Identify and understand your customer's needs. Know where you are going
- Do you understand your legal authority to use cooperative agreements?
- Is your Legal Counsel familiar with the concept of cooperative purchasing?
- Has your agency successfully utilized cooperative purchasing in the past?
- Does your Board or Council have to approve the use of a cooperative, as in a pre-approved list?
- Have you considered diversity participation? Local preference? Social Goals? Political landscape?

BAKE OFF!

Compare contracts side-by-side.
Multiple contracts for the same product? Bake them off!

THE CONTRACT

- Does the awarded contract contain the specific solution you require?
- When was the contract awarded, and when does it expire?
- What are the qualifications, capabilities and financial health of the awarded supplier?
- Do they have the capacity to fulfill your Agency's needs?
- Can you obtain a copy of all applicable contract documents?
- How is pricing addressed? Is it actual, percentage discount from list, or ceiling based pricing?
- Can the terms and conditions of the contract be amended to meet the needs of your Agency? Indemnity clause?
- How is contract use monitored? Are usage reports available?
- Is there a rebate on the contract? How is that paid? Can it be credited against the contract pricing?
- Does the cooperative have a process for vendor issues or disputes?

ANALYSIS AND EVALUATION OF COOPERATIVE ORGANIZATION

- How long has this cooperative organization been operating?
- Does your Agency have to register as a Member to use the contracts? Is there a fee?
- Does the cooperative conduct its own procurement process or use another agency as the lead?
- Was the solicitation advertised - where and how?
- What procurement laws does the cooperative follow in soliciting, evaluating and awarding contracts?
- Has that lead agency or the cooperative received any 3rd party audits, peer review or achieved awards for their contracting process?
- What is the level of customer service in response to questions, concerns or requests for information?
- Does their website contain accessible and thorough documentation?
- Is contact information provided to readily conduct more in-depth research?
- Is the cooperative a member of any national cooperative association that has high ethical values and standards for its members?

STRATEGIC PLANNING KEY

For le
team's b
time, does it
takes a percentage of your Ag
expiring contracts or bids - pe
the mundane and routine
cooperatives that might fill the

Choosing the Right Cooperative

- **What type of competitive process was used? Does it adhere to your procurement rules?**
- **Where was it advertised and how many responses were received?**
- **Do you have to register as a member to use contract(s)? Is there a fee?**
- **Can you obtain a copy of all solicitation documents – RFP, evaluation, awarded contract.**
- **Will they provide a list of comparable entities who are also using this contract?**
- **Customer service standards?**



Contract Review

- Does the contract have the specific solution?
- Award Date? Expiration?
- Does supplier have capacity to serve your entire organization?
- How is pricing addressed?
- Can Terms and Conditions be amended to meet your needs?
- What are value-added services?
- Can social goals be achieved?
- Is there a rebate? How is it paid?



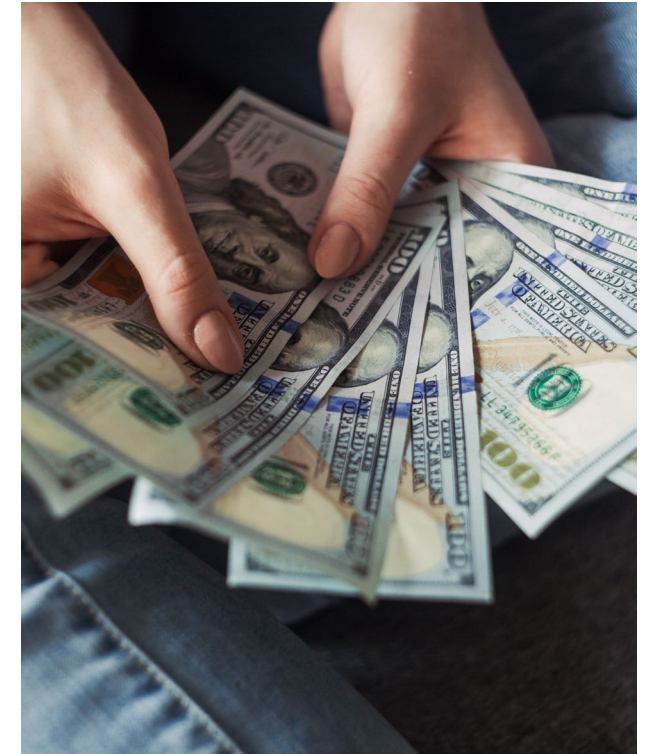
ISSUES – HOW DOES COOPERATIVE PROCUREMENT HELP?



**Cancelled
Contract**



**Sole Source
or No Bid**



**Leveraged
Representation**



Final Tips from Our Experts...



Let's Get Cooking with Cooperative Procurement!



*“The people who give you their
food give you their heart”
Cesar Chavez*



Bon Appetit!

For those with allergies, just assume all contain dairy, nuts, sugar and gluten!

NCPPAssociation.org

