



# PRINCETON

## PUBLIC SCHOOLS



### Joint Purchasing Agreement

This agreement is made and entered into by and between Independent School Districts: Princeton #477, Foley #51, Onamia #480, Buffalo/Hanover/Montrose #877, Nay Ah Shing and St. John's Church pursuant to the provisions of Minnesota Statute 471.59, as amended, which authorizes political subdivisions to enter into an agreement to exercise jointly the governmental powers and functions each has individually; and WHEREAS, Independent School Districts: Princeton #477, Foley #51, ONamia #480, Buffalo/Hanover/Montrose #877, Nay Ah Shing and St. John's Church desire to make available to each party the administrative and financial benefits of cooperative purchasing and selling with respect to common items used by the parties; and WHEREAS, Independent School District: Princeton #477, Foley #51, Onamia #489, Buffalo/Hanover/Montrose #877, Nay Ah Shing and St. John's Church wish to combine their purchasing powers in order to secure the most favorable terms and conditions on the purchase of equipment, materials, services and supplies; THEREFORE, in instances where the parties agree it would be mutually advantageous, it is hereby agreed, by and between the parties hereto as follows:

1. When authorized and requested by ISD Princeton #477, Foley #51, Onamia #480, Buffalo/Hanover/Montrose #877, Nay Ah Shing and St. John's Church, through their purchasing department shall:
  - a. Make joint purchases for ISD Princeton #477, Foley #51, Onamia #480, Buffalo/Hanover/Montrose #877, Nay Ah Shing and St. John's Church, or
  - b. Permit ISD Buffalo/Hanover/Montrose #877 and Nay Ah Shing to make purchases under existing ISD Princeton #477, Foley #51, Onamia #480 and St. John's Church contracts, for equipment, materials, services and supplies.
2. This Agreement applies to all purchases where the parties have mutually agreed to exercise this right, made through a competitive bidding process where award is made to the lowest responsible bidder.
3. When making joint purchase, ISD Princeton #477, Foley #51, Onamia #480, Buffalo/Hanover/Montrose #877, Nay Ah Shing and St. John's Church shall first consult to ensure that requirements of all jurisdictions and the specifications for the equipment, materials, services and supplies that meet the needs of each are included.
4. After bids or other solicitations for joint purchases have been received by the designated purchasing department and a contract award to the lowest responsible bidder by the issuing party, each party to this agreement shall execute its own purchasing document with the contract vendor.
5. If the purchases are made by one party under an existing contract of the other party, each party to this agreement shall execute its own purchasing document with the vendor.

6. Each party shall make payment directly to the contract vendor according to the the established procedures of the paying party.
7. Each party shall be separately accountable for its own expenditures of public funds made hereunder.
8. No parties shall assume any responsibility for the accountability of funds expended by the other of the issuance of a purchase document by the other parties.
9. As mutually agreed upon, the parties may share the costs associated with the shared bidding process.
10. This agreement shall be in effect until rescinded by either party.

IN WITNESS WHEREOF, Independent School District: Princeton #477, Foley #51, Onamia #480, Buffalo/Hanover/Montrose #877, Nay Ah Shing and St. John's Church have executed this agreement to be signed and approved by the proper officers of each of the contracting parties, on the dates written below.

**ISD Princeton #477**

Signature	Title	Date
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**ISD Foley #51**

Signature	Title	Date
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**ISD Onamia #480**

Signature	Title	Date
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**ISD Buffalo/Hanover/Montrose #877**

Signature	Title	Date
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**Nay Ah Shing**

Signature	Title	Date
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**St. John's Church**

Signature	Title	Date
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