



## BRCPC Education Subcommittee | 1/9/20

### NOTES

#### ✓ Old Business:

- Office Supply Contract – Share decisions to participate or not
  - Harford – is evaluating WBM and evaluating recycled toner cartridge pricing. Needs Technical response for WBM and discount structure.
  - Caroline – reviewing WBM
  - Howard CC- evaluating for a 7/1 implementation. There was a lack of communication by WBM that lead to the decision to stay with OD.
  - Cecil – implemented WBM along with Staples Advantage (testing outcome for final decision)
  - Queen Anne's – pending evaluation, currently holding with OD
  - St. Mary's – Using WBM after evaluation showed at 14% savings with WBM (Calvert may be doing the same.)
  - Charles – evaluating WBM but noted that they shared a comparison with OD that used incorrect OD numbers BUT WBM was cheaper in their comparison so they will be using WBM.
  - Frederick – discussing but currently staying with Impact (local business) until that contract expires and then will reevaluate going with WBM

#### ✓ New Business:

- Goals and Objectives for 2020
  - Participant Recommendations
    - Attendees are busy working on a variety of projects including creating policy and procedures manuals, PCard procedures, soliciting a new ERP System, training new staff, drafting staff responsibility documents, expanding contract management system, and planning for a new e-procurement system.
    - No new goals or objectives were identified for this subcommittee.
  - Expansion of Regional Contract Database Volunteers:
    - Susan B. Phillips - Caroline County Public Schools
    - Mark Miller – Wicomico County Public Schools
    - Brynn Cosner – St. Mary's County Public Schools
    - Lauren Young – Charles County Public Schools
    - Nancy Codner – Carroll County Public Schools
    - Melanie Webster – Baltimore County Public Schools

This will raise the number of databases to 10 and should enrich our

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ability to find information about cooperative opportunities in our region.

- Cooperative Opportunities: Vehicle Batteries; Football Supplies; Medical Supplies, Procurement Card Services
  - Regarding Procurement Card Services – Howard County will not be rebidding and no one has taken the lead. Most are migrating to J.P.Morgan via the Fairfax County award. Harford migrated to J.P.Morgan and believe they have a better platform and process including reporting but it was a huge learning curve.
  - Harford is seeking interest in participating in their impending solicitation for product services, such as <https://www.hudl.com/products/hudl> Please forward your interest to Bobbie Tolston.
  - Bring your six-month project for bidding in 2020.
  - Calvin Gladdens – [DGS] is interested in a uniform bid. Calvin has expressed interest in attending the February BRCPC meeting to discuss a uniform bid for officers. I recommend that this group begins to consider a uniform bid because of how scattered, yet valuable these requirements are. A uniform committee was suggested and Bobbie Tolston expressed interest in joining. The Director will send out a request to participate to all members.
- Hot Button topics in Education – Participant Comments
  - The issue of Food & Nutritional Services’ language and terms & conditions requirements needs to be better understood in order for procurement to comply. Charles will share their understanding and actions to comply. All agreed that a Lunch and Learn would be a good idea and well attended.
- Open to the floor
- Topics or speakers for upcoming meeting:
  - Department of Labor and Licensing regarding prevailing wage and maintaining trade apprenticeship program.

Director asked for items that would be well attended whether it was a presenter or vendor site tour.

**Attendance:**

<b>Bobbie Tolston</b>	<b>Harford County PS</b>
<b>Domonico Cusimano</b>	<b>Howard CC</b>
<b>Eleanor Foddrell</b>	<b>Charles County PS</b>
<b>Jacy Earls</b>	<b>Queen Anne’s County PS</b>
<b>Kerrie Koopman</b>	<b>Frederick County PS</b>

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**Baltimore Regional  
Cooperative Purchasing Committee**



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**Susan Phillips  
Brynn Cosner  
Rick Raulie**

**Caroline County PS  
St. Mary's County PS  
Cecil County PS**

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