

Category: Projects - 2000

Policy: Cooperative Purchasing - 2004

General. Nebraska ESU Cooperative Purchasing provides cooperating purchasing services to Educational Service Units and their member schools throughout the state of Nebraska. The service is offered by the Nebraska ESU Coordinating Council (the "ESUCC") and Nebraska's seventeen (17) ESUs in a joint effort.

Staffing and Supervision. The Board contracts with ESU No. 17 to provide staffing for Cooperative Purchasing, which staffing includes a Coop Director. The Coop Director is the immediate supervisor of all other staff assigned to the Coop and is charged with general operation of all Coop programs. The Coop Director reports to the Executive Director and, ultimately, to the Board.

Intent. The ESUCC intends to provide to each ESU and serviced school district the infrastructure to make Coop purchases at the local level, including ordering, payment, and receipt of goods and services directly from the vendor(s).

Role of ESUCC. ESUCC contracts for the "purchasing system," currently eSchoolMall, to allow school districts to make Coop purchases individually.

Role of Coop. The Coop lets, receives, and approves bids from vendors wishing to provide goods and services to ESUs and school districts. Those bids are then aggregated into local school district, ESU, and state-wide purchasing catalogs, either in print or digitally available to all entities purchasing through the Coop system.

Role of ESUs. ESUs, like school districts, may utilize the purchasing system to procure goods and services for the purpose of providing services to school districts. However, ESUs should not aggregate, place, receive, pay for, accept, decline, warehouse, or provide any other such services for Coop purchases made by school districts.

Role of School Districts. School districts are responsible for making their own purchases of goods and services through the purchasing system. This includes placing orders; paying; accepting or rejecting; storing; and using goods and services purchased through the purchasing system. School districts are responsible for accepting conforming goods and services and rejecting nonconforming goods and services as permitted by law.

School districts exercise all rights guaranteed to them as a "Buyer" under the Nebraska Uniform Commercial Code and any other rights and protections guaranteed by state and federal law.

Adopted on: October 9, 2014
Reviewed on: