



# Greater Phoenix Purchasing Consortium of Schools (GPPCS)

#	Cooperative Organization Questions	Response
1	Are your organization's cooperative contracts available for use by Arizona public entities? If so, do you have any local representation?	Yes, they are for use by school districts and charter schools in and around Maricopa County. Representation is based on each participating entity.
2	What is the legal formation of your cooperative organization (public, non-profit, for profit, etc.)? How long have you been established?	GPPCS represents those School Districts and Charter Schools in and around Maricopa County. The cooperative has been in existence for more than 20 years. GPPCS is not a single "agency" that issues solicitations.
3	Does your organization conduct its own procurements with in-house personnel or does it enlist a public agency to conduct the procurement? If a public agency is utilized, please identify that agency or agencies and briefly explain how those agencies are selected.	Solicitations may be published by any GPPCS member agency and can be utilized by any GPPCS member.
4	If your organization handles all of the contracting functions in-house please explain if you periodically have a 3rd party audit firm review your internal contracting procedures.	Each GPPCS member is subject to its own internal and external audit process that could include contract review.
5	What governing procurement laws does your organization follow in the soliciting, evaluating and awarding of cooperative contracts? (Please be specific.) Also, what state is noted as the legal venue within your contracts for dispute resolution?	GPPCS members follow the School District Procurement rules and Arizona State statutes applicable to School District procurements. The legal venue is Arizona.
6	Does an agency need to register or sign an agreement with your organization in order to purchase from your contracts? If so, please attach the registration form or agreement. Also, is the agency charged a fee to join your cooperative organization?	GPPCS cooperative agreement.
7	Where can your organization's cooperative solicitations and resultant contracts be viewed? Describe what documentation is available at this site.	GPPCS contracts may be viewed on various websites or provided member to member, upon request.

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8	Do you periodically perform audits to ensure your contractors are fulfilling the contracts to include charging the correct price? If so, please briefly describe your internal audit program and explain if that program includes any benchmarking to ensure pricing stays competitive over the term of agreement.	Each GPPCS member is responsible for ensuring the awarded firm is charging the correct price.
9	What is the total employee count for your cooperative organization? How many employees perform specific contracting functions (solicitation development, bidding, evaluation and awarding of contracts)?	N/A
10	Describe your approach to customer service and include any response time commitments.	N/A
11	How do you generate your bidders' list for any particular solicitation and what steps do you take to ensure Arizona companies are included in your notice?	The issuing GPPCS member utilizes its own bidders registration list that may be added to via other GPPCS members and via newspaper advertising, as required.
12	How do you evaluate contractor performance? Do you have a process that allows agencies to report vendor deficiencies?	Each GPPCS member is responsible for evaluating contractor performance.
13	Indicate any national cooperative coalitions/associations to which your organization is a member.	N/A
14	How do you track the usage of contracts to ensure you are accurately conveying order volume within your solicitations?	GPPCS member feedback.