

**SUBMITTED BY:** Alejandro Martinez, Finance Director

**MANAGEMENT TEAM REVIEW:** Ana Urquijo, City Manager

**FOCUS AREA:** Other / NA

**ORGANIZATIONAL  
IMPROVEMENTS:**

**SUBJECT:** **RESOLUTION NO. 24-1640**, a Resolution of the Mayor and Council of the City of Douglas, Cochise County, Arizona, **AUTHORIZING** the City of Douglas to **RATIFY** a **PURCHASING COOPERATIVE AGREEMENT** with the State of Arizona.

**EXECUTIVE SUMMARY:**

Staff needs Mayor and Council authorize the City Manager to execute and ratify the Arizona State Purchasing Cooperative Agreement. This agreement provides the city access to favorable pricing and streamlined procurement processes for goods and services through the state's cooperative purchasing program. This agreement was last ratified and signed on October 2018 and requires renewal.

**DISCUSSION:**

The Arizona State Purchasing Cooperative is an agreement that allows public entities, including cities, towns, counties, and school districts, to participate in contracts established by the State of Arizona. Under this cooperative program, the city gains access to pre-negotiated contracts with vendors for a wide range of goods, services, and equipment.

**Benefits to the City**

1. **Cost Savings:** Access to bulk purchasing agreements often results in lower prices than the city could secure independently.
2. **Time Efficiency:** Eliminates the need to create and manage separate Requests for Proposals (RFPs), reducing the administrative burden on staff.
3. **Compliance Assurance:** Ensures all purchases are made in accordance with state procurement laws and regulations.
4. **Vendor Diversity:** Access to a wider range of vendors and products, allowing the city to select the best options available.
5. **Risk Mitigation:** Contracts are pre-screened and vetted by the State of Arizona, reducing the risk associated with vendor performance or non-compliance.

By joining the Arizona State Purchasing Cooperative, the city can reduce costs, improve procurement efficiency, and ensure compliance with state regulations. Authorizing the City Manager to finalize and implement the agreement will position the city to better meet its purchasing needs while saving time and resources.

**Fiscal Year:** 2025

**Budgeted:** N/A

**“...I MOVE THAT THE MAYOR AND COUNCIL APPROVE RESOLUTION NO. 24-1640.”**