

Agenda Item #2A  
June 16, 2009

**Introduction**

**MEMORANDUM**

June 12, 2009

TO: County Council

FROM: Dr. Costis Toregas, Council IT Adviser 

SUBJECT: Introduction of Resolution for Interagency Procurement Coordinating Committee (IPCC) Work Plan

Background

The Council recognizes that diversity exists among procurement program laws, regulations, policies, and procedures of Montgomery County agencies. The County Council also recognizes that savings potentially could be achieved through increased coordination of procurement efforts, increased information sharing, and other means to increase efficiency and effectiveness. To meet these needs, the Council, on May 31, 1988, established the Interagency Procurement Coordinating Committee (IPCC) through Resolution No. 11-835. Resolution No. 11-835 requires the IPCC to prepare a work program each fiscal year. The IPCC has provided a summary of accomplishments in FY09 and a recommended FY10 work program, and seeks approval. The T&E Committee reviewed the Work Plan on March 30, 2009 and unanimously recommends its approval by the full Council.

Discussion on the FY10 Work Program

Most of the recommended items in the FY10 Work Plan are similar to the FY09 Work Plan; however, language changes have been made to include more detail and to reflect the IPCC's progress in each area. The MFP Committee (the Committee with jurisdiction over the IPCC in FY08) made specific recommendations regarding a "green procurement policy", and Action Point No. 7 in the FY10 plan has been revised to reflect this Committee direction. Once approved, this standardized Green Policy can be formally approved by all agencies within Montgomery County. It is expected that detailed policy initiatives will be shared by the County Government, MCPS, WSSC, Montgomery College, HOC, and M-NCPPC.

This resolution is scheduled for Action on June 23, 2009.

Resolution No.: \_\_\_\_\_  
Introduced: June 16, 2009  
Adopted: \_\_\_\_\_

COUNTY COUNCIL  
FOR MONTGOMERY COUNTY MARYLAND

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By: Transportation, Infrastructure, Energy & Environment Committee

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Subject: FY10 Work Program for the Interagency Procurement Coordinating Committee

Background

1. The County Council continues to recognize the diversity that exists among procurement program laws, regulations, policies, and procedures of Montgomery County agencies.
2. The County Council also recognizes that savings potentially could be achieved through increased coordination of procurement efforts, increased information sharing, and other means to increase efficiency and effectiveness.
3. To meet these needs, the County Council, on May 31, 1988, established the Interagency Procurement Coordinating Committee through Resolution No. 11-835.
4. Resolution No. 11-835 requires the Interagency Procurement Coordinating Committee to prepare a work program each fiscal year.
5. On March 30, 2009 the Transportation, Infrastructure, Energy & Environment Committee reviewed the FY09 Work Program for the Interagency Procurement Coordinating Committee and recommended approval.

Action

The County Council for Montgomery County, Maryland approves the following resolution:

The FY10 Work Program for the Interagency Procurement Coordinating Committee is as follows:

1. Provide coordinated training courses where costs can be shared and that can be used in getting a procurement certification such as the CPPB, CPPO or CPM to improve and retain staff. Additional training in areas of Adding Value to the Procurement Process, Ethics, The Relentless Pursuit of Excellence, and The Diversity Advantage, contracting, negotiations, insurance and bonding, general and specialized procurement, and other related procurement and leadership topics will continue to be explored.
2. Continue cooperative solicitations within the Interagency Procurement Coordinating Committee and Metropolitan Washington Council of Governments. Continue the work to use the Baltimore Regional Cooperative Purchasing Committee in cooperative solicitations. Montgomery College and Montgomery County Public Schools will also

participate in joint purchasing and bridge contracts with their respective educational and professional associations.

3. Continue to review contract boiler plate "Terms and Conditions", as necessary. Coordinate the review from the legal staff of agency bids, proposals, and contract documents to streamline and standardize the Terms and Conditions Reference Library.
4. Continue to share information on vendor lists as related to specific commodities, services, and construction. In a unified outreach to the local business community, IPCC members intend to work with the DED and regional chambers of commerce to plan and conduct a reverse trade show at which County and other public agencies will exhibit to the business community. This will provide an opportunity for the business community to gain introductions to agencies and become more familiar with programs, plans, and policies of those agencies with which they are more likely to deal. In addition, many members will be participating in a state-wide reverse trade show being planned by the Maryland Public Purchasing Association in October 2009, as well as the Baltimore Washington Chamber of Commerce. Together with ongoing cooperation and sharing of vendor information, these programs will help members become more familiar with the resources and business opportunities available within Montgomery County to address identified requirements.
5. Consider an employee exchange program for cross-training and germination of ideas within the procurement community. This will create a well-informed and broadly trained community of procurement professionals who can assist each other in a time when resources are thin and help ensure uniformity of practice among IPCC agencies.
6. Using the NIGP for guidance, a green policy will be developed with an interest to using local vendors to support this initiative. This will provide a knowledge base of best practice throughout the US and Canada in sustainable procurement practice and policy and promote local businesses engaged in these areas.
7. Complete an ABC analysis of each of the agencies to see what items might be considered for additional cooperative procurements.

The Interagency Procurement Coordinating Committee will provide a written annual report to the County Council's Transportation, Infrastructure, Energy & Environment Committee in the spring of 2010.

This is a correct copy of Council action.

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Linda M. Lauer, Clerk of the Council