



OSP Policies

COOPERATIVE PROCUREMENT – CITIES AND COUNTIES

The Office of State Procurement (OSP) has authority over the procurement practices of State Agencies only. One of OSP's primary functions is to research frequently purchased items and items where the formulation of a Statewide contract would bring the best value to the State. Arkansas cities and counties are allowed by law to purchase off these Statewide contracts but are not required to do so.

Cities and counties function under separate laws, ACA §14-58-303 (city) and ACA §14-22-101 thru §14-22-115 (county), which give authority to their respective governing boards. What a city or county can do in the procurement arena depends on these laws and the guidelines and authority formulated by its governing body.

If a city or county is approached by a vendor who has a contract with a Cooperative Entity (such as US Communities, TIPS/TAPS, NJPA, NIPA, etc.), its administration should review the contract to see if it meets that cities or counties procurement requirements and provides the best value. If the Cooperative's process meets these requirements, then it may be used by the city or county.

Cooperative agreements should not be used just for convenience. A city or county should determine whether a particular Cooperative contract provides the best value to the buying entity. If not, the buying entity should issue its own solicitation.

If OSP approves a specific contract that was solicited by a Cooperative, the approval is only for that particular contract, and not for all contracts awarded by the Cooperative. In other words, it is not a blanket approval for all contracts awarded by that particular Cooperative. When OSP approves a particular Cooperative contract, it will be posted on the OSP website under Statewide Contracts.