

San Marino Unified School District  
**Purchasing Department**

To: Linda dela Torre, Assistant Superintendent, Administrative Services  
From: Francesca Gil, Purchasing Manager  
Date: June 23, 2020  
Re: AUTHORIZATION TO USE PIGGYBACKABLE BIDS FOR FISCAL YEAR 2020-21

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In order to take advantage of joint buying power, State, City, and school district piggybackable bids are made available to State agencies. These bids allow school districts to purchase school supplies and equipment exceeding the bid limit, eliminating the need for districts to go out to bid for the same types of purchases individually.

The District administration requests authorization to use any available piggybackable bids to purchase technology supplies, equipment, office supplies, classroom supplies, custodial supplies, classroom and office furniture, and services including leases and purchases for fiscal year 2020-2021, including but not limited to:

- California Multiple Awards Schedule (CMAS)
- E&I Cooperative Services
- ED Buy
- Glendale Unified School District Bids
- National IPA
- National Association of State Procurement Officials (NASPO, ValuePoint)
- National Intergovernmental Purchasing Alliance (NIPA)
- National Joint Powers Alliance (NJPA, Sourcewell)
- U.S. Communities
- Western States Contracting Alliance (WSCA)

The authority to proceed with these is pursuant to California Public Contract Code, Section 20118, which authorizes school districts to order against competitive bids prepared by other school districts and public agencies, provided such authority is granted by the Board of Trustees and the originating agency at the time of the bid preparation and award contract. It is in the best interest of the District in terms of time and costs, to utilize these bids for the purchase of said supplies and equipment.

Thank you for your consideration.