# Cooperative Purchasing: Chapter 30B Alternative Procurement Process

| Cooperative Purchases (Section 22 of Chapter 30B)¹ | Local jurisdictions may purchase supplies (but not services unless incidental to the supply purchase) from existing contracts procured by an in-state or out-of-state political subdivision, or unit of a political subdivision, or a federal or state agency, if:

- the contract is open for use by other jurisdictions and
- the contract was procured with full and open competition

**Note:** the cooperative contract vendor should also sign your jurisdiction’s terms and conditions (or “boilerplate”).

**Incidental services examples:** moving and delivery, basic installation or set-up, system start-up.

Cooperative contracts have significant cost and time-saving potential for many jurisdictions. However, these contracts should be used with care to ensure you obtain the best value and price and that the contract complies with Section 22 of Chapter 30B. Also, make sure these contract terms protect your jurisdiction’s interests.

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