

**BEFORE THE BOARD OF COUNTY COMMISSIONERS
LEWIS COUNTY, WASHINGTON**

IN THE MATTER OF:

APPROVE AN INTERLOCAL AGREEMENT
BETWEEN LEWIS COUNTY AND SOURCEWELL
ALLOWING USE OF COOPERATIVE PURCHASING
CONTRACTS

RESOLUTION NO. 26-233

WHEREAS, the Washington Interlocal Cooperation Act, RCW 39.34, permits public agencies to cooperate with one another on the basis of mutual advantage to make the most efficient use of their powers, thereby providing services and facilities in a manner that accords best with geographic, economic, population, and other factors influencing the needs and development of local communities. Under the Act, public agencies may enter into agreements with one another for joint or cooperative action; and

WHEREAS, Sourcewell and Lewis County are public agencies as defined in RCW 39.34.020(1); and

WHEREAS, Lewis County previously adopted an intergovernmental purchasing agreement with the National Joint Powers Alliance (NJPA) by Resolution 18-088. Since that time, NJPA has formally changed its name to Sourcewell. This resolution updates the agreement to reflect the organization's current legal name; and

WHEREAS, it appears to be in the best public interest to authorize the execution of the Interlocal Agreement.

NOW THEREFORE BE IT RESOLVED the Lewis County Board of County Commissioners (BOCC) hereby (1) approves an interlocal agreement between Lewis County and Sourcewell for cooperative purchasing, and (2) authorizes the County Manager to sign on behalf of Lewis County.

DONE IN OPEN SESSION this 21st day of July, 2026.

APPROVED AS TO FORM:
Jonathan Meyer, Prosecuting Attorney

BOARD OF COUNTY COMMISSIONERS
LEWIS COUNTY, WASHINGTON

David Bailey
By: David Bailey,
Chief Civil Deputy Prosecuting Attorney

Lindsey R. Pollock, DVM
Lindsey R. Pollock, DVM, Chair

ATTEST:



Scott J. Brummer
Scott J. Brummer, Vice Chair

Rieva Lester, CMC
Rieva Lester, CMC,
Clerk of the Lewis County Board of
County Commissioners

Absent
Sean D. Swope, Commissioner

Sourcewell Cooperative Purchasing Program Participation Agreement

This Participation Agreement is between Sourcewell and Participating Entity to provide access to Sourcewell's Cooperative Purchasing Program. Sourcewell's Board of Directors has approved these terms and conditions through operation of this intergovernmental Participation Agreement. Participating Entity approves this Agreement upon registration with Sourcewell.

Section 1: Authority

1.1 Sourcewell is a service cooperative established by Minn. Stat. § 123A.21 as a local unit of government pursuant to the Minn. Const. art. XII, sec. 3.

1.2 Sourcewell is authorized to provide a Cooperative Purchasing Program by Minn. Stat. § 123A.21, subd. 7(23) to Participating Entities.

1.3 Sourcewell's cooperative purchasing master agreements are offered through Minn. Stat. § 471.59 and this Participation Agreement. The Sourcewell Board of Directors has approved these participation terms, and Sourcewell is authorized to enter this interlocal or joint powers agreement with an eligible Participating Entity through this Participation Agreement.

1.4 Participation in Sourcewell's Cooperative Purchasing Program is open to eligible Participating Entities. A Participating Entity is any eligible entity registering with Sourcewell, including: any government unit, including a state, city, county, town, village, school district, political subdivision of any state, federally recognized Indian tribe, any agency of the United States, any instrumentality of a governmental unit, any other entity as defined in Minn. Stat. § 471.59 Subd. 1(b).

1.5 Participating Entity and Sourcewell agree this Participation Agreement is for the purpose of allowing access to available Sourcewell Cooperative Purchasing Program master agreements with awarded Suppliers.

1.6 Participating Entity represents, through an authorized signatory, it is eligible for participation as defined in this Agreement.

Section 2: General Terms

2.1 Sourcewell will make its Cooperative Purchasing Program available to Participating Entity. Sourcewell master agreements are provided to Participating Entity "as is." Sourcewell makes no representation as to warranties of quality, merchantability, or fitness for a particular purpose for any purchase through a Supplier. Participation in the Program is voluntary and non-exclusive.

2.2 To purchase from Sourcewell master agreements, Participating Entity and Supplier will execute a transaction document(s) as mutually agreed. Participating Entity will be responsible for all aspects of its purchase, including ordering, inspecting, acceptance, payment, and any other

material terms as negotiated directly with Supplier.

2.3 The Parties to this Agreement will adhere to all applicable laws concerning the procurement of goods and services in its respective jurisdiction.

2.4 Access to the Cooperative Purchasing Program is effective upon the date of Participating Entity's completed registration. The Agreement will remain in effect until canceled by either party upon thirty (30) days written notice to the other party.

2.5 Each party agrees that it is responsible for its acts and the results thereof, to the extent authorized by law, and will not be responsible for the acts of the other Party.

2.6 There will be no financial remunerations by or obligations upon Participating Entity for participation in Sourcewell Cooperative Purchasing Program.

2.7 Sourcewell's Cooperative Purchasing Program master agreements will be procured in compliance with Minnesota law and the Sourcewell Cooperative Purchasing Program.

2.8 The records and documents related to this this Agreement are subject to the Minnesota Data Practices Act, Minnesota Statutes Chapter 13.

Section 3: Approval

The Sourcewell Board of Director has approved this Policy effective January 1, 2025.

Sourcewell:

Signed by:
By Greg Zylka
6BD483769B484F1
Authorized Signature – Signed

By Greg zylka
Name – Printed
Title Sourcewell Board of Directors Chair
Date 1/22/2025 | 12:09 PM CST

Signed by:
By Linda Arts
0EF5785E1EAD4CF
Authorized Signature – Signed

By Linda Arts
Name – Printed
Title Sourcewell Board of Directors Clerk
Date 1/21/2025 | 7:59 PM CST

Participating Entity:

By Ryan Barrett
Authorized Signature – Signed

By Ryan BARRETT
Name – Printed
Title County Manager
Date 8/4/26

Organization Information

Indicate an address to which correspondence may be delivered.

Organization Name* Lewis County

Address* 351 NW North St

City* Chehalis

State* WA Zip Code* 98532

Country* United States

Employer Identification Number 91-6001351

Website lewiscountywa.gov

Contact person* (First, Last) Grace Jimenez

Job Title* Chief Accountant

Job Role

- ☐ Elected Official
- ☐ Faculty
- ☐ Department Purchaser
- ☐ Leadership/Administration
- ☐ Management
- ☐ Staff/Team Member
- ☐ Supervisory
- ☐ Volunteer
- ☒ Other Auditor's Office

Email* grace.jimenez@lewiscountywa.gov

Phone* 360-740-1139

Email completed agreement to:

service@sourcewell-mn.gov

You may also mail the completed agreement to:

Sourcewell
202 12th Street NE
P.O. Box 219
Staples, MN 56479

Organization Type:**Government**

- ☐ Consolidated Government
- ☒ County/Borough
- ☐ Federal
- ☐ City/Municipality
- ☐ Special District/Authority/Limited Purpose
- ☐ State
- ☐ Township
- ☐ Tribal
- ☐ Province/Territory
- ☐ Quasi-Government

Education

- ☐ Private College/University
- ☐ Private K-12 Education
- ☐ Public College/University
- ☐ Public K-12 Education

Nonprofit

- ☐ Nonprofit 501(c)(3) – An IRS letter of nonprofit verification document is required
- ☐ Nonprofit Other

Referred by

- ☐ Advertisement _____
- ☐ Colleague/Friend _____
- ☐ Conference/Trade Show _____
- ☐ Supplier _____
- ☐ Search Engine/Web Search _____
- ☐ Sourcewell Employee _____

**Denotes required information*

BOCC AGENDA ITEM SUMMARY

Resolution: 26-233

BOCC Meeting Date: July 21, 2026

Suggested Wording for Agenda Item:

Agenda Type: Deliberation

Approve an interlocal agreement between Lewis County and Sourcewell allowing use of cooperative purchasing contracts

Contact: Grace Jimenez

Phone: 360-740-1139

Department: AUD - Auditor

Description:

Approve an interlocal agreement between Lewis County and Sourcewell allowing use of cooperative purchasing contracts

Approvals:

User	Status
PA's Office	Pending

Publication Requirements:

Publications:

Additional Copies:

Grace Jimenez

Cover Letter To: