



A Better Understanding of Mohave

- ❖ Mohave Educational Services Cooperative, Inc. (Mohave) is a non-profit, political subdivision established under the authority of ARS §11-952 and ARS §41-2632. Mohave began administering a cooperative purchasing program in the early 1980s as a school service agency. In 2005 Mohave became a non-profit political subdivision continuing to service Arizona public agencies with cooperative contracts. Membership is established through a Cooperative Purchasing Agreement (CPA). The signed CPA serves as the contract between Mohave and the participating Member and authorizes the Member to use Mohave's procurement contracts.
- ❖ Mohave's membership includes public school districts, universities, community colleges, city and county governments, and political subdivisions throughout Arizona.



- ❖ Mohave receives no direct tax funding for its operation. Instead, Mohave operates on a 1% administration fee, which is generally included in the contract price for goods and services.
- ❖ Mohave has been recognized for its procurement excellence by various purchasing associations. Mohave is designated as a local procurement unit administering a cooperative purchasing program for many types of public entities. As such, Mohave issues solicitations and awards contracts compliant with the State of Arizona Procurement Rules, Regulations and Statutes, by which many of our members must adhere.

- 
- ❖ Mohave provides contract services to both members and vendors. We have knowledgeable staff responsible for the procurement process and contract management; i.e. Order Compliance Specialist, Contract Compliance Specialist and Contract Specialist.
 - ❖ Contract documentation, pricing and resources are made available via the Mohave website.
 - ❖ Before utilizing a cooperative contract, a school district must prepare and maintain a written determination. This determination will specify the reason for using this contract, how this determination was made and why it was in the best interest of the district.
 - ❖ Once the member completes their due diligence and confirms that Mohave contracts meet their requirements, they can utilize contracts as if they were their own. A purchase order is the member's usual means of initiating an order, which is sent to Mohave for review.
 - ❖ Vendors must receive a Mohave reviewed member purchase order before initiating the purchase request. Mohave also selects vendor invoices to review assisting in contract compliance.
 - ❖ Mohave assists in contract disputes of any kind. A member in violation of the contract for nonpayment of goods and services provided per the contractual terms, risks losing the ability of using any Mohave contract. A vendor who does not comply with the terms of their Mohave contract may have their contract canceled. Both may also have a variety of possible legal consequences.
 - ❖ Mohave conducts annual surveys that are distributed to both members and vendors, which provide feedback to assist in our goal for continued improvement.
 - ❖ Mohave is an active Member of the Arizona Association of School Business Officials (AASBO), Arizona School Boards Association (ASBA), the National Institute of Governmental Purchasing (NIGP), and other regional and national professional associations.

Learn more about Mohave at mesc.org.