

PURCHASING ASSOCIATION OF CENTRAL ALABAMA (PACA)

HOSTED BY

JEFFERSON COUNTY COMMISSION

NEWSLETTER



Dr. Michael Matthews, C.P.M., Purchasing Agent Director of PACA
Regina Mitchell, Administrative Analyst

"Now is no time to think of what you do not have. Think of what you can do with what there is."

-Ernest Hemingway

"Give thanks not just on Thanksgiving Day but every day of your life. Appreciate and never take for granted all that you have."

-Catherine Pulsifer

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Flowers

BAKERIES FOODSERVICE

Bid No. 45-21

Fresh Bread & Rolls

Contract Dates: 10/01/2023 - 09/30/2024

Ericka Andrew, Buyer

Price Increase Effective 10/01/2023



Flowers Baking Co. of Birmingham LLC

900 16th Street North

Birmingham, AL 35203

Contact: Tricia Binnion

770-459-2883

Tricia.Binnion@flocorp.com

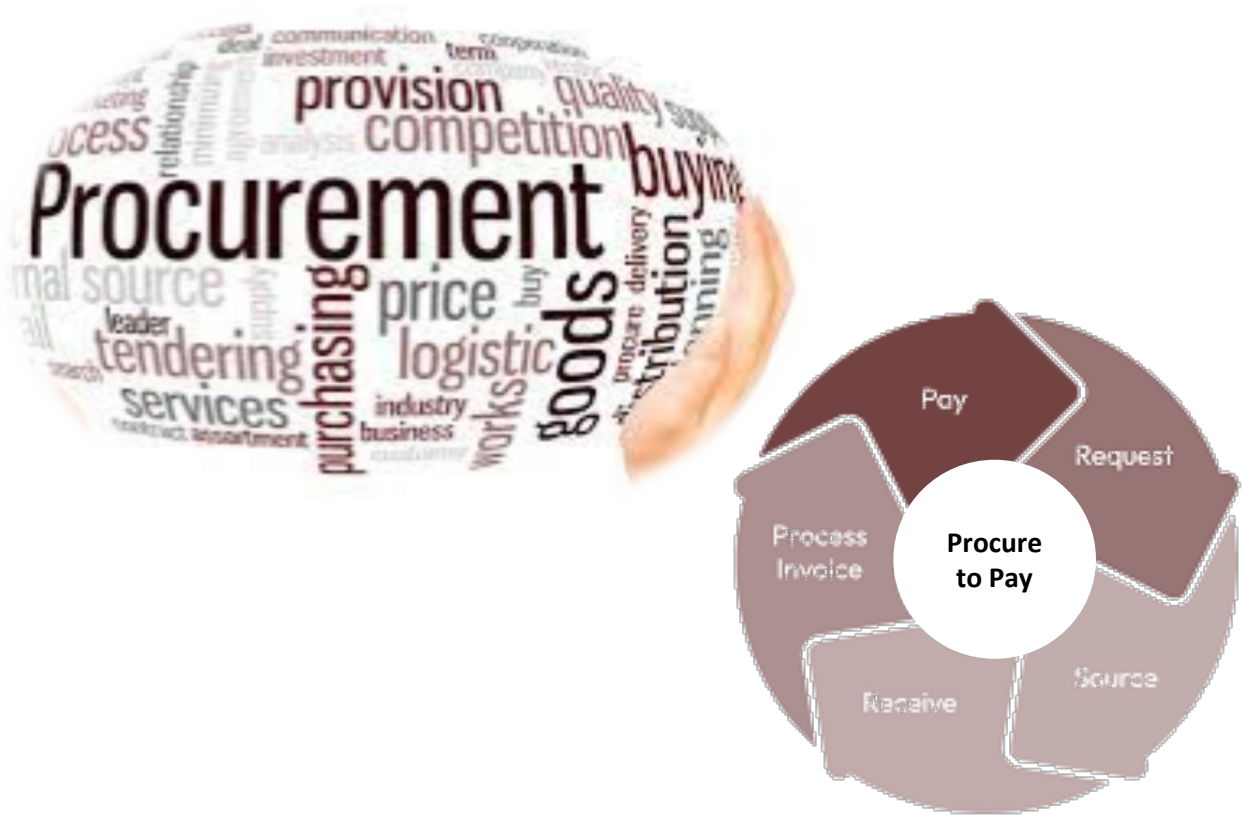
Visit the website paca.jccal.org to download **the most current price list**.

Contact the buyer or the PACA Team with any questions.

“FREE” PROCUREMENT POLICY & PROCEDURES REVIEW

Does your organization have a procurement process?

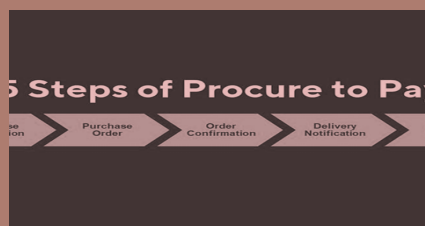
Are you missing steps that cost your organization time and dollars?



Jefferson County Purchasing/PACA wants to help bring your procurement process full circle.

Our Purchasing Agent can critique your procurement policies and procedures and offer feedback to strengthen the organizations procure-to-pay process. If you are interested in this training, email the PACA Team at pacaservices@jccal.org.

Date & Time to be announced.



(DATE & TIME TBA)

THE PROCUREMENT CORNER

Joint Bidding

PACA will facilitate a joint bid on behalf of a PACA Partner if the following qualifications are met. Please remember that we cannot jointly bid all goods/services submitted for a joint bid.

Contact the PACA coordinator at least 60-90 days before the needed date and submit any specifications you may have. If you do not have specifications, contact a vendor or Google the item(s) online to get them. If you have a vendor, please remember that the bid invitations are sent to all Jefferson County Vendors with commodity codes matching the joint bid goods or services.

The coordinator will review your request to make sure PACA can facilitate the joint bid. Upon approval of the joint bid, the information is emailed to all PACA Partners to gain their interest in participating.

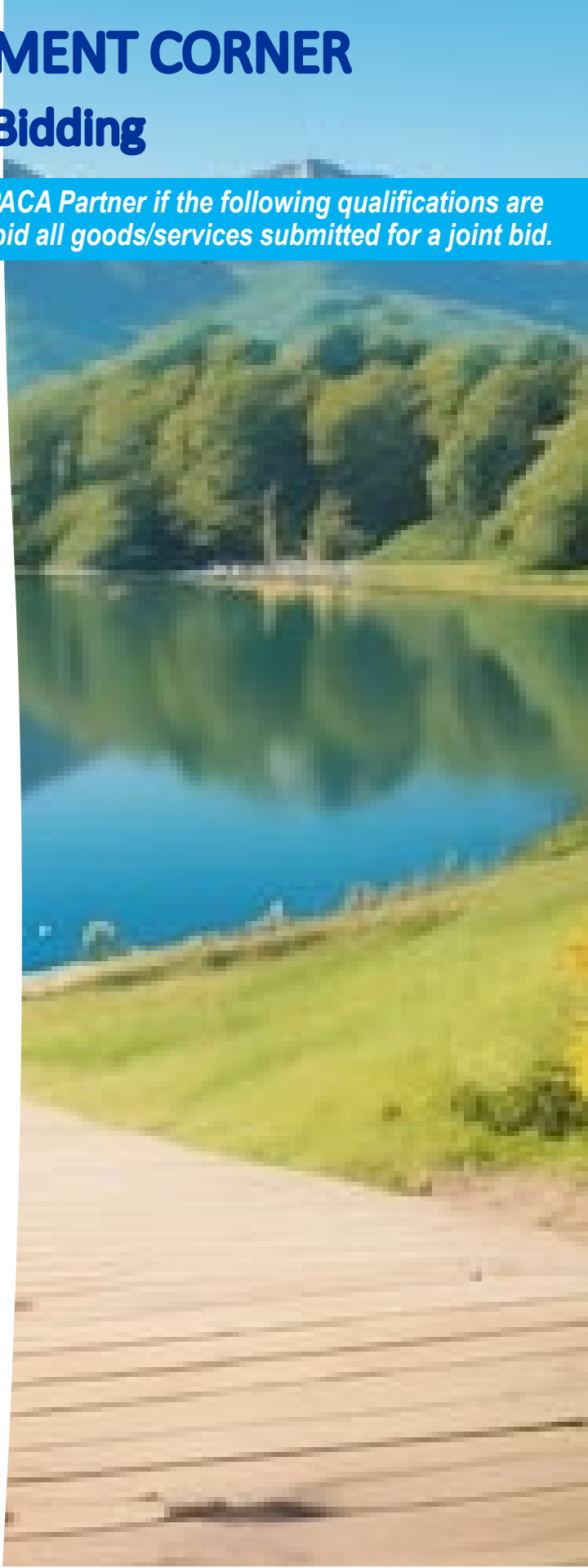
If you already know other partners who want to participate in the bid, send the names of other PACA partners interested in participating in the joint bid to the coordinator, speeding up the process.

If there is enough interest by the deadline date for the poll and the \$15,000 requirement by Alabama State bid law is met, the bid will be assigned to a principal buyer within the Purchasing Division to create the bid.

Partners showing interest are contacted for their anticipated purchases upon bid approval.

The principal buyer will communicate with all interested participants to define the specifications and all other aspects of the bid.

The joint bid partners will be allowed to review the bid before it is released.



ATTENTION PACA VENDORS

Please submit your usage reports!

USAGE REPORT REQUIREMENTS

Vendor usage reports are due 90 days before the bids expire. Emails are sent to the vendor requesting the usage reports on the first day of the month and are due to Jefferson County Purchasing on the last day of the month.

Vendors have 30 days to complete the usage report and submit it to the PACA Team for review.

Submit the information for the period requested to the Jefferson County Purchasing Department: Regina Mitchell, Administrative Analyst/PACA, mitchellr@jccal.org.

USAGE REPORT (Bid language included in all ITBs)

At no cost to the County, the Contractor shall be required to provide quarterly, bi-annual, and annual usage reports or reports as requested by the Jefferson County Commission Purchasing Division. The reports will include purchase/spend information for; Jefferson County Commission Departments, Jefferson County Commission Entities (EMA, Personnel Board, Sheriff's Office), and Purchasing Association of Central Alabama partners. Report categories will include, but will not be limited to, customer name, date of purchase, item description, quantity, dollar value, aggregate sales to date for each customer, and customer savings, as requested by the Jefferson County Purchasing Division. Excel and PDF are the preferred electronic media for these reports. Failure to provide the requested reports will be deemed as an event of default. Let us see which contracts the PACA partners are utilizing.

"PACA Vendors, please ensure the PACA Partners are getting PACA pricing for all their price quotes and invoices."

JEFFERSON COUNTY/PACA BID RENEWALS



Bid No.	Bid Title	Contract Period	New Contract Period
79-22	Warewashing/Institutional Ericka Andrew, Principal Buyer	12/01/2022 11/30/2023	10/21/2023 10/20/2024
99-22	Custom Imprinted Shirts Ericka Andrew, Principal Buyer	TBA	TBA

For additional information about a rebid or renewal, you may contact the buyer listed above (see [Meet The Teams](#) slide for contact information).

Purchasing Association of Central Alabama/PACA Partners

SCHOOL BOARDS

Alabama School of Fine Arts
Andalusia City Schools
Auburn City Schools
Birmingham Board of Education
Bullock County Schools
Chambers County Schools
Choctaw County Board of Ed
Cleburne County Schools
Coosa County Schools
Cullman County Schools
Dothan City Schools
Education Etowah Schools
Florence City Schools
Geneva County Schools
Haleyville City Schools
Jackson County Schools
Jefferson County Board of Education
Lanett City Schools
Lawrence County Schools

Legacy Prep Public Charter School
Marion County Schools
Mountain Brook Board of Education
Opelika City Schools
Pelham Board of Education
Education
Pike Road Board of Education
Roanoke City Schools
Scottsboro City Schools
St. Clair County Schools
Talladega County Board of Education
Tarrant City Board of Education
Tuscaloosa City Schools
University of North Alabama
Winfield City Schools

Alabaster Board of Education
Arab City Board of Education
Bessemer Board of Education
Blount County Board of Education
Butler County Schools
Cherokee County Schools
Clarke County Schools
Colbert County Schools
Covington County Schools
DeKalb County Schools
Elmore County Schools
Fairfield Board of Education
Franklin County Schools
Greene County School
Homewood Board of Education
Jacksonville City Schools
Jefferson State Community
College
Lawson State Community
(B'ham & Bessemer Campus)
Limestone County Schools
Midfield Board of Education
Muscle Shoals City Schools
Orange Beach City Schools
Pell City Board of Education

Phenix City Board of Education
Russell County Schools
Sheffield City Schools
Sylacauga City Schools
Tallapoosa County Schools
Thomasville City Schools
Tuscaloosa County Schools
Vestavia Hills Board of Education
Winston Schools

Alexander City Schools
Athens City Schools
Bibb County Schools
Boaz City Schools
Calhoun County Schools
Chilton County Schools
Clay County Schools
Conecuh County Schools
Cullman City Schools
Demopolis City Schools
Escambia County Board of
Fayette County Schools
Gadsden City Board of Education
Hale County Schools
Hoover City Board of Education
Jasper City Board of Education
Lamar County Schools
Lauderdale County Schools
Lee County Schools
Leeds City Board of Education
Marengo County Schools
Morgan County Schools
Oneonta City Board of Education
Oxford City Schools
Pickens County Board of

Randolph County Schools
Russellville City Schools
Shelby County Schools
Talladega City Schools
Tallassee City Schools
Trussville Board of Education
Tuscumbia City Schools
Walker County Schools

FIRE DEPARTMENTS

CenterPoint Fire District
Concord Fire District
Forestdale Fire District
Glennwood Volunteer Fire
Department
(Glennwood Fire District)
Indian Ford Fire District
Jefferson County Association of
Fire Departments
McCalla Area Fire District
Minor Heights Fire Department
North Shelby Fire Department
Palmerdale Fire Department
Rocky Ridge Fire/Rescue
Warrior River Fire & Rescue
Service

Birmingham Jefferson Civic Center
Birmingham Public Library
Chilton-Shelby Mental Health Center
dba Central Alabama Wellness
CGMH Healthcare Authority
Jefferson County Library Cooperative

Jefferson County 911 Emergency
Communications District, Inc.
Jefferson County Economic &
Industrial Development Authority
Jefferson County Housing Authority

OTHER ORGANIZATIONS

CITIES

City of Bessemer
City of Clanton
City of Gardendale
City of Homewood
City of Irondale
City of Leeds
City of Mountain Brook
City of Pleasant Grove
City of Vestavia Hills

City of Birmingham
City of Clay
Town of Harpersville
City of Hoover
City of Jemison
City of Midfield
City of Pelham
City of Tarrant
City of Warrior

City of CenterPoint
City of Fultondale
City of Helena
City of Hueytown
City of Kimberly
Town of Morris
City of Pinson
City of Trussville

WELCOME PACA's Newest Partners



MCCALLA AREA FIRE DISTRICT
915 LAKESIDE DRIVE
MCCALLA, ALABAMA 35111



CHIEF DAVID JAYNE

*Vendor, do you want to introduce
your product or service
to a target audience of
PACA Partners
(schools, cities, fire dept., etc.)?*

*PACA Partners, do you have questions
about a product or service offered
through a Jefferson County Bid?*

*Well, PACA Partner/Vendor Webinars
are just for you.*

*Please send your request for a
Webinar, and the PACA Team
will schedule it. Vendors, if you want
to present your product or service,
send a PowerPoint presentation for
review. The PACA team will invite the
Partners and Vendors to
the webinar presentations.*

*Let the PACA Team know whom you
want to meet and a tentative date.*

*The PACA Team will work
with the target audience to schedule
the webinar.*

*Please call or email
Regina Mitchell,
Administrative Analyst
205.214.8625
mitchellr@jccal.org*

**PACA Webinars
are on Tuesdays at
2:00 p.m.
via Microsoft Teams**



PACA PARTNER/ VENDOR WEBINARS

*To view previously recorded webinars on our website, click
the link below, or copy and post in your browser.
[https://www.youtube.com/channel/UC4RH9lqK5KH917xZ-
14NgRg](https://www.youtube.com/channel/UC4RH9lqK5KH917xZ-14NgRg)*

SURVEY MONKEY



WE WANT TO HEAR FROM YOU!

*We want to know your product needs
and how vendors are performing.
From time to time, you will receive
a survey from us, and we need
your feedback.*

PLEASE TAKE THE SURVEYS!

The surveys are very short.

So, when you see

Survey Monkey

***Please take a moment to
complete it.***

*This will help us improve the bids and the
quality of
products and services you receive*

*Be on the **LOO**KOUT for
vendor performance surveys
throughout the year!*



“GOT NEWS”

*We want to know what’s
happening with our*

PACA Partners!

*So please keep us informed
and a part of your
current news.*

*We will be on the **lookout**
for any information you
want to
share with the PACA
Team.*

*Please email us at
PACAservices@jccal.org.*

GOT *Questions?* WE'VE GOT *answers.*

MEET THE TEAMS

PACA TEAM

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