

# 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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PACA SPOTLIGHT BID



# 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 16<sup>th</sup> Street North

Birmingham, AL 35203

Contact: Tricia Binnion

770-459-2883

Tricia.Binnion@flocorp.com

Visit the website [paca.jccal.org](http://paca.jccal.org) to download **the most current price list.**

Contact the buyer or the PACA Team with any questions.



# 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](mailto: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 <a href="#">Ericka Andrew, Principal Buyer</a>	12/01/2022 11/30/2023	10/21/2023 10/20/2024
99-22	Custom Imprinted Shirts <a href="#">Ericka Andrew, Principal Buyer</a>	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

## OTHER ORGANIZATIONS

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

## 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>*

**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 **L👀👀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](mailto:PACAservices@jccal.org).*

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

## MEET THE TEAMS

### PACA TEAM

Dr. Michael Matthews, C.P.M.,  
Purchasing Agent/Director of PACA

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Administrative Analyst/PACA

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### BUYING TEAM

#### Principal Buyers

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#### Buyers

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Call us: 205.325.5381