

**MARYLAND JUDICIARY  
ADMINISTRATIVE OFFICE OF THE COURTS  
PROCUREMENT AND CONTRACT ADMINISTRATION**

**POLICY IMPLEMENTATION MEMORANDUM PCA 006  
INTERGOVERNMENTAL COOPERATIVE PURCHASING  
April 23, 2004**

**References:**

None.

**Purpose:**

To authorized the use of intergovernmental cooperative purchasing contracts.

**Definitions:**

“Governmental Entity “ means:

- (a) An agency or instrumentality of the federal government;
- (b) A Maryland State agency, county, municipal corporation, or other political subdivision of the State or another state, or an agency or other instrumentality of the political subdivision;
- (c) An affiliation, alliance, consortium, or group composed of entities that are established for purposes of promoting intergovernmental cooperative purchasing.

“Intergovernmental cooperative purchasing agreement” means a contract that is:

- (a) Entered into by at least one governmental agency and the procurement is conducted in a manner that is consistent with the Maryland Judicial Branch Procurement Policy;
- (b) Intended to promote efficiency and savings that can result from the utilization of an intergovernmental cooperative purchasing contract.

**Policy Statement:**

To expressly authorize the Maryland Judiciary to use intergovernmental cooperative purchasing contracts that specifically allow for governmental participation at the same rate of compensation as any other party permitted to participate under the negotiated terms and conditions with identical prices, terms and conditions as stipulated in the intergovernmental cooperative purchasing contract.

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**Procedure:**

The Maryland Judiciary's Procurement and Contract Administration Department may utilize intergovernmental cooperative purchasing contracts when such use is determined to be in the best interest of the Maryland Judiciary and approved by the Executive Director, Procurement and Contract Administration Department.

**Exceptions:**

None.

Approved:

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Daniel A. Coleman, J. D.  
Director of Procurement and Contract Administration

Approved:

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Robert M. Bell  
Chief Judge, Court of Appeals