



MEMORANDUM

DATE: March 1st, 2022

TO: Participating Institutions of Higher Education

FROM: Ben Rosebrock, CIO – Information Technology Division

RE: Joint Purchase Agreement Renewal

2022 Alabama Community College System Information Technology Division Joint Purchase Agreement Memorandum of Understanding (MOU)

This memorandum serves as a notice of intent to renew the Joint Purchase Agreement Contract.

In early 2019, the Information Technology Division of ACCS coordinated a joint purchase agreement by developing a Request for Proposal (RFP), evaluating bids and selecting vendors that would meet the needs of our institutions.

The Alabama Community College System evaluated the bids and finalized an agreement. The result was a list of vendors throughout the state and beyond that could provide timely and reliable services. The finalized agreement also has a renewal extension that extends the contract for an additional year.

According to the auditors, we should have a Memorandum of Understanding from you that states your intention to participate jointly in this contract. Please see the next page on the process for completing and returning this Memorandum.

As always, we thank you and appreciate your cooperation in this matter.

Tokrica Mack, JPA Administrator
Information Technology Division
Alabama Community College System



PROCESS:

Complete this form below and the enclosed MOU, sign it and return it to the ACCS System Office. You can mail or email the signed Memorandum to:

Alabama Community College System

2022 JPA - Information Technology Services

Post Office Box 302130

Montgomery, Al 36130-2130

or

email to Tokrica Mack: tokrica.moore@accs.edu.

Questions? Call the ACCS Information Technology Division at 334.293.4507

Joint Purchase Agreement Memorandum of Understanding

(Name of Participant): _____ agrees to participate in the Alabama Higher Education Joint Purchase Agreement and to follow all terms of the agreement and awarded contracts as stated.

Signature _____ Date _____

Title _____ Phone _____

Email _____