

**MEMORANDUM OF AGREEMENT (MOA)**  
**BEGINNING JULY 1st, 2023**  
**FOR**  
**NORTHERN KENTUCKY COOPERATIVE FOR EDUCATIONAL SERVICES**  
**(NKCES)**  
**TO PARTICIPATE IN**  
**THE KY ASSOCIATION OF EDUCATIONAL PURCHASING AGENCIES (KY AEPA)**

This MOA is entered into between the Green River Regional Educational Cooperative (GRREC), 230 Technology Way, Bowling Green, KY 42101, as the fiscal agent for the KY Association of Educational Purchasing Agencies (KY AEPA), and the Northern Kentucky Cooperative for Educational Services (NKCES), 5516 E. Alexandria Pike, Cold Spring, KY 40509.

**WHEREAS**, GRREC, on behalf of KY AEPA, and the other educational cooperatives in the Commonwealth of Kentucky have no written contract and thus no signed documents which provide for an agreed upon plan to disseminate vendor administrative fees generated by Kentucky K-12 public school AEPA purchases, and

**WHEREAS**, this MOA provides a written agreement going forward between the parties regarding the protocols for dissemination of vendor administrative fees.

**NOW THEREFORE**, the parties agree as follows:

**1. Period of Contract:**

The services to be performed under this MOA will begin July 1, 2023 and will continue going forward until one or both parties amend or end the MOA.

**2. Purpose and Terms of MOA:**

- a. GRREC, an educational cooperative organized under the Interlocal Cooperation Act and providing various services to its member school districts, agrees to operate and offer services of the KY Association of Educational Purchasing Agencies (KY AEPA) for any interested educational cooperative in Kentucky organized under the Interlocal Cooperation Act including NKCES.
- b. NKCES wishes to participate in KY AEPA on behalf of NKCES.
- c. NKCES agrees not to enter into agreements for, operate, or promote any competing services to those offered through KY AEPA for the duration of this MOA. KPC contracts are not considered a competing service.
- d. NKCES agrees to actively promote the use of KY AEPA services among its members.

- e. NKCES agrees to assist in data gathering or other activities designed to improve the services to NKCES members offered through KY AEPA.
- f. GRREC, representing KY AEPA, agrees to remit to NKCES 70% of any vendor administrative fees collected from purchases made by NKCES K-12 public school districts (aligned by SPED cooperative).
- g. Quarterly reports for purchases and vendor administrative fees are generated at GRREC on behalf of KY AEPA and are available upon request.
- h. Either party may cancel this MOA at the end of any fiscal year upon giving 30 days written notice days prior to the end of that fiscal year.
- i. It is understood and agreed that GRREC, representing KY AEPA, will keep all vendor administrative fees generated by out-of-state purchases, Kentucky city, county, postsecondary institutions, Kentucky non-public K-12 schools, and governmental purchases beginning July 1, 2023.

Witness our signatures on the date and year hereinafter stated.

**Northern Kentucky Cooperative for Educational Services**

This agreement was approved by NKCES on the \_\_\_\_ day of \_\_\_\_\_, 202\_\_.

\_\_\_\_\_  
NKCES Executive Director/CEO

**Green River Regional Educational Cooperative**

This agreement was approved by GRREC on the \_\_\_\_ day of \_\_\_\_\_, 202\_\_.

\_\_\_\_\_  
GRREC Executive Director/CEO

**If cooperative board approval is desired and /or required related to this decision, please include additional signatures and board minutes related to this decision. If board approval is not required, no additional signatures or documentation is needed related to this decision.**