



## Reasons to Use PCA

PCA is administered by an agency of the State of Texas. Interlocal contracting is an important tool for public entities. The PCA contract saves time and expense of preparing responses to individual solicitations from multiple governmental and nonprofit entities.

## It's easy it is to sign up!

1. Go to [www.pcamerica.org/members](http://www.pcamerica.org/members)
2. Click on a state; State's contracting statues are provided for reference
3. All entities complete the Member Registration form online
4. Entities can download the Interlocal Contract (ILC), complete it, sign it, and submit it to [pcamerica@pcamerica.org](mailto:pcamerica@pcamerica.org)
5. The countersigned ILC completes the process

### INTRODUCTION

**NEWCOM Wireless Services (NEWCOM)**  
575 Washington Street  
Pembroke, MA 02359

Contract #: PCA-OD-372-22  
Product Line: Computer equipment, supplies & Related Items

**Kristine Loomer**  
Sales & Operations Manager  
t: 781.424.7870  
e: [kristine@newcomglobal.com](mailto:kristine@newcomglobal.com)

### Sample Member Registration Forms:

- (1) Online at [www.pcamerica.org/members](http://www.pcamerica.org/members)
- (2) Available at [www.pcamerica.org/forms](http://www.pcamerica.org/forms)



# PCA Contract

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## Member's Responsibility

1. Know your state and local purchasing law and requirements. When you reach your 'spending threshold' you need to do a formal bid/solicitation or participate in a purchasing cooperative.
2. Become a PCA Member. Register at [www.pcamerica.org](http://www.pcamerica.org). If you need to execute an Interlocal Contract, it is located here on the Forms Tab: <http://www.pcamerica.org/forms>.
3. Know what's in the PCA contract.
4. Put additional mutually-agreed upon contract terms, in addition to specifications, in a supplemental contract or on the PO.
5. Send PO directly to PCA Awarded Contractor and reference "PCA and the Contract Number".
6. Use PCA for an excellent resource for contracting expertise, industry knowledge and hands-on experience that goes into PCA contracts.

