

 <p style="text-align: center;"><b>Council Communication</b> Office of the City Manager</p>	<b>Date:</b> July 11, 2011
	<b>Agenda Item No.</b> 36B <b>Roll Call No.</b> <u>11-1215</u> <b>Communication No.</b> <u>11-470</u> <b>Submitted by:</b> Donald M. Tripp, <b>Director of Park and Recreation</b>

**AGENDA HEADING:**

Approval of blanket purchase order to Menards to obtain construction and repair supplies as needed for fiscal year 2012.

**SYNOPSIS:**

Approve a blanket purchase order to obtain building and operating supplies, repair items, and miscellaneous hardware and tools for construction and maintenance projects of municipal properties from Menards, 6000 SE 14th Street, Des Moines, IA 50320, Frank Blake, CEO, per State of Iowa Contract 3822-10.

**FISCAL IMPACT:**

Amount: \$65,000

Funding Source: FY2012 Capital Improvement Budget, Parks’ CP040 PKS990000 PKS143, Park Improvements, page 15; and CP034 PKS990000 BLD 085, Municipal Building Improvements, page 10.

**ADDITIONAL INFORMATION:**

This request is to authorize the Finance Department’s Procurement Division to issue a FY 2012 blanket purchase order to Menards for provision of a variety of building supplies, repair parts, small tools and other materials as needed by the Park and Recreation Department in its maintenance programs and ADA improvements of park properties and municipal buildings. Although the amount and nature of material and supply needs varies each year, based on historical need, it is anticipated that the maximum expense necessary for FY2012 will be \$65,000.

Under State of Iowa contract 3822-10, Menards has received the competitive bid for purchase of supplies of this nature, thereby also authorizing the City to use this supplier during FY2012.

**PREVIOUS COUNCIL ACTION(S):**

Date: June 28, 2010

Roll Call Number: 10-1044

Action: [Home Depot](#) (Frank Blake, CEO) for miscellaneous building materials and supplies per State of Iowa Contract #3237-08 to be used by the Park and Recreation Department, estimated annual cost \$65,000. ([Council Communication No. 10-392](#)) **Moved by Hensley to adopt. Motion Carried 7-0.**

**BOARD/COMMISSION ACTION(S): NONE**

**ANTICIPATED ACTIONS AND FUTURE COMMITMENTS: NONE**

For more information on this and other agenda items, please call the City Clerk's Office at 515-283-4209 or visit the Clerk's Office on the second floor of City Hall, 400 Robert D. Ray Drive. Council agendas are available to the public at the City Clerk's Office on Thursday afternoon preceding Monday's Council meeting. Citizens can also request to receive meeting notices and agendas by email by calling the Clerk's Office or sending their request via email to [cityclerk@dmgov.org](mailto:cityclerk@dmgov.org).