

 <p style="text-align: center;"><b>Council Communication</b> Office of the City Manager</p>	<b>Date:</b> June 24, 2013
	<b>Agenda Item No.</b> 37C <b>Roll Call No.</b> [ ] <b>Communication No.</b> <u>13-332</u> <b>Submitted by:</b> Benjamin R. Page, Park and Recreation Director

**AGENDA HEADING:**

Approve City Purchasing Division’s issuance of blanket purchase order to Menards for miscellaneous, as-needed building materials and supplies to be purchased during Fiscal Year (FY) 2014.

**SYNOPSIS:**

Approval for City’s Purchasing Agent to issue a blanket purchase order for miscellaneous, as-needed building, repair, hardware and operating supplies to Menards (Frank Blake, CEO), 6000 SE 14th Street, Des Moines, IA 50320, per State of Iowa contract.

**FISCAL IMPACT:**

Amount: \$65,000

Funding Source: Various Park and Recreation Department budgets.

**ADDITIONAL INFORMATION:**

This request is to authorize the Finance Department’s Procurement Division to issue a FY2014 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 American Disabilities Act (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 FY2014 will be \$65,000.

Under State of Iowa contract 4258-12, Menards has received the competitive bid for purchase of supplies of this nature, thereby also authorizing the City to use this supplier during FY2014.

**PREVIOUS COUNCIL ACTION(S):**

Date: July 9, 2012

Roll Call Number: [12-1099](#)

Action: [Menards](#) for a blanket purchase order for miscellaneous building materials and supplies to be purchased during fiscal year 2013 per State of Iowa Contract for use by Park & Recreation

Department, estimated annual cost \$65,000. ([Council Communication No. 12-375](#)) Moved by Hensley to adopt. Motion Carried 7-0.

Date: July 11, 2011

Roll Call Number: [11-1215](#)

Action: [Menards](#) (Frank Blake, CEO) for blanket purchase order of miscellaneous building materials and supplies per State of Iowa Contract for use by Park & Recreation Department, estimated annual cost \$65,000. ([Council Communication No. 11-470](#)) Moved by Meyer 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 first 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).