

 <p style="text-align: center;"><b>Council Communication</b> Office of the City Manager</p>	<b>Date:</b> June 22, 2015
	<b>Agenda Item No.</b> 43B <b>Roll Call No.</b> <u>15-1051</u> <b>Communication No.</b> <u>15-321</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 Graybar Electric for miscellaneous electrical parts and supplies to be purchased during Fiscal Year (FY) 2016.

**SYNOPSIS:**

Approval for City’s Purchasing Agent to issue a blanket purchase order for miscellaneous, as needed electrical parts and supplies to Graybar Electric, (600 East 4<sup>th</sup> Street, Des Moines, Iowa 50309), during FY2016 per U.S. Communities Contract MA-IS1340234.

**FISCAL IMPACT:**

Amount: \$50,000

Funding Source: Various Parks and Recreation Department budgets.

**ADDITIONAL INFORMATION:**

This request is to authorize the Finance Department’s Procurement Division to issue a FY2016 blanket purchase order to Graybar Electric for provision of a variety of electrical supplies, repair parts, small tools, and other materials as needed by the Park and Recreation Department in its City park properties and buildings maintenance programs, bridges, decorative street lighting, and Americans with Disabilities Act (ADA) improvements as well as for continuity of critical services such as the 911 and Information Technology communication systems and the fiber optic network. 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 FY2016 will be \$50,000.

Graybar Electric has received the competitive bid for purchase of supplies of this nature through the U.S. Communities Contract MA-IS1340234, thereby also authorizing the City to use this supplier during FY2016.

**PREVIOUS COUNCIL ACTION(S):**

Date: June 23, 2014

Roll Call Number: [14-0971](#)

Action: Bids from the following:

- (B) [Graybar](#) Electric (Kathy Mazzarella, President) for blanket purchase orders for miscellaneous electrical products and supplies per US Communities Contract for purchases during fiscal year 2015 for use by Park & Recreation Department, estimated annual cost \$50,000. ([Council Communication No. 14-301](#)) Moved by Hensley to adopt. Motion Carried 5-2.

Date: June 24, 2013

Roll Call Number: [13-1007](#)

Action: Bids from the following:

- (B) [Graybar](#) Electric, to furnish miscellaneous electrical parts and supplies to the City, estimated annual cost of \$50,000. ([Council Communication No. 13-331](#)) Moved by Hensley to adopt. Motion Carried 7-0.

Date: July 9, 2012

Roll Call Number: [12-1100](#)

Action: Bids from the following:

- (B) [Graybar](#) Electric (Kathy Mazzarella, President) for a blanket purchase order for miscellaneous electrical products and supplies to be purchased during fiscal year 2013 per US Communities Contract for use by Park & Recreation Department, estimated annual cost \$50,000. ([Council Communication No. 12-373](#)) Moved by Hensley to adopt. Motion Carried 7-0.

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

**ANTICIPATED ACTIONS AND FUTURE COMMITMENTS: NONE**

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