

REQUEST FOR LEGISLATIVE ACTION

Completed by County Counselor's Office:

Res/Ord No.: 18861

Sponsor(s): Scott Burnett

Date: June 22, 2015

SUBJECT	<p>Action Requested <input checked="" type="checkbox"/> Resolution <input type="checkbox"/> Ordinance</p> <p>Project/Title: <u>Awarding a Thirty-One Month Term and Supply Contract with Two Twelve Month Options to extend for the furnishing of Maintenance, Repair and Operations (MRO) Supplies, Parts, Equipment and materials to Grainger of Lake Forest, IL; under the Terms and Conditions of National IPA Contract No. 141003, a competitively bid contract.</u></p>																												
BUDGET INFORMATION <i>To be completed By Requesting Department and Finance</i>	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td>Amount authorized by this legislation this fiscal year:</td> <td style="text-align: right;">\$</td> </tr> <tr> <td>Amount previously authorized this fiscal year:</td> <td style="text-align: right;">\$</td> </tr> <tr> <td>Total amount authorized after this legislative action:</td> <td style="text-align: right;">\$</td> </tr> <tr> <td>Amount budgeted for this item * (including transfers):</td> <td style="text-align: right;">\$</td> </tr> <tr> <td>Source of funding (name of fund) and account code number; FROM / TO</td> <td></td> </tr> </table> <p>* If account includes additional funds for other expenses, total budgeted in the account is: \$</p> <p>OTHER FINANCIAL INFORMATION:</p> <p><input type="checkbox"/> No budget impact (no fiscal note required) <input checked="" type="checkbox"/> Term and Supply Contract (funds approved in the annual budget); estimated value and use of contract:</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">Department:</th> <th style="text-align: right;">Estimated Use: \$</th> </tr> </thead> <tbody> <tr> <td>Sheriff's Department</td> <td style="text-align: right;">\$ 5,000.00</td> </tr> <tr> <td>Parks + Rec</td> <td style="text-align: right;">\$ 5,000.00</td> </tr> <tr> <td>Facilities Maintenance</td> <td style="text-align: right;">\$27,000.00</td> </tr> <tr> <td>JCDTF</td> <td style="text-align: right;">\$ 500.00</td> </tr> <tr> <td>Public Works: Engineering</td> <td style="text-align: right;">\$ 1,000.00</td> </tr> <tr> <td>Public Works: Road & Bridge</td> <td style="text-align: right;">\$ 7,000.00</td> </tr> <tr> <td>Recorder of Deeds</td> <td style="text-align: right;">\$ 500.00</td> </tr> <tr> <td style="text-align: right;">Total</td> <td style="text-align: right;">\$46,000.00</td> </tr> </tbody> </table> <p>Requesting approval by the Legislature of the Term & Supply Contract; the funds were already appropriated through the annual budget adoption. Estimated figures are for informational purposes only.</p> <p>Prior Year Budget (if applicable): N/A Prior Year Actual Amount Spent (if applicable): \$14,879.58</p>	Amount authorized by this legislation this fiscal year:	\$	Amount previously authorized this fiscal year:	\$	Total amount authorized after this legislative action:	\$	Amount budgeted for this item * (including transfers):	\$	Source of funding (name of fund) and account code number; FROM / TO		Department:	Estimated Use: \$	Sheriff's Department	\$ 5,000.00	Parks + Rec	\$ 5,000.00	Facilities Maintenance	\$27,000.00	JCDTF	\$ 500.00	Public Works: Engineering	\$ 1,000.00	Public Works: Road & Bridge	\$ 7,000.00	Recorder of Deeds	\$ 500.00	Total	\$46,000.00
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PRIOR LEGISLATION	Prior ordinances and (date): Prior resolutions and (date): N/A																												
CONTACT INFORMATION	RLA drafted by (name, title, & phone): Cassandra Cheek, Senior Buyer, 881-3265																												
REQUEST SUMMARY	<p>Public Works, Parks + Rec, Facilities Maintenance, Recorder of Deeds, JCDTF and Sherriff's Department require a Term & Supply contract for Maintenance, Repair and Operations (MRO) Supplies, Parts, Equipment and Materials.</p> <p>Pursuant to Section 1030.4 of the Jackson County Code, the Director of Finance and Purchasing recommends the award of a Thirty-One Month Term and Supply Contract with Two Twelve Month Options to extend for the furnishing of Maintenance, Repair and Operations (MRO) Supplies, Parts, Equipment and materials to Grainger of Lake Forest, IL, under the Terms and Conditions set forth in National IPA Contract No. 141003, a competitively bid government contract.</p> <p>The Director of Finance and Purchasing recommends the purchase made under this contract due to higher</p>																												

	<p>volume discounts offered to larger government entities.</p> <p>This award is made on an "As Needed" basis and does not obligate Jackson County to pay any specific amount.</p>	
CLEARANCE	<input checked="" type="checkbox"/> Tax Clearance Completed (Purchasing & Department) <input checked="" type="checkbox"/> Business License Verified (Purchasing & Department) <input checked="" type="checkbox"/> Chapter 6 Compliance - Affirmative Action/Prevailing Wage (County Auditor's Office)	
ATTACHMENTS	<p>Pertinent pages of the National IPA Contract No. 141003</p>	
REVIEW	Department Director: <i>[Signature]</i>	Date: <i>6/3/15</i>
	Finance (Budget Approval): <i>N/A</i> <i>If applicable</i> <i>Mary Rasmussen</i>	Date: <i>6/8/15</i>
	Division Manager: <i>Mary Ann Brown</i>	Date: <i>6/16/15</i>
	County Counselor's Office:	Date:

Fiscal Information (to be verified by Budget Office in Finance Department)

- This expenditure was included in the annual budget.
- Funds for this were encumbered from the _____ Fund in _____.
- There is a balance otherwise unencumbered to the credit of the appropriation to which the expenditure is chargeable and there is a cash balance otherwise unencumbered in the treasury to the credit of the fund from which payment is to be made each sufficient to provide for the obligation herein authorized.
- Funds sufficient for this expenditure will be/were appropriated by Ordinance # _____
- Funds sufficient for this appropriation are available from the source indicated below.

Account Number:	Account Title:	Amount Not to Exceed:

- This award is made on a need basis and does not obligate Jackson County to pay any specific amount. The availability of funds for specific purchases will, of necessity, be determined as each using agency places its order.
- This legislative action does not impact the County financially and does not require Finance/Budget approval.



**Maintenance, Repair and Operational Supplies (MRO)
Executive Summary**

Lead Agency: City of Tucson, Arizona
RFP Issued: March 6, 2014
Response Due Date: April 22, 2014

Solicitation: 141003
Pre-Proposal Date: March 18, 2014
Proposals Received: 8



Awarded to:  **FOR THE ONES WHO GET IT DONE**

The City of Tucson, Arizona, Department of Procurement issued RFP 141003 on April 22, 2014, to establish a national cooperative contract for maintenance, repair and operations (MRO) supplies, parts, equipment, materials and related services.

Notice of the solicitation was sent to potential offerors, as well as advertised in the following:

- City of Tucson website
- Hawaii Tribune–Herald, HI
- Daily Journal of Commerce, OR
- The State, SC
- The Olympian, WA
- Times Union, NY
- The Salt Lake Tribune, UT
- National IPA website

On April 22nd proposals were received from the following offerors:

- Arizona Partsmaster
- Browns Partsmaster
- Crescent Electric
- Fastenal
- Gopher Bearing
- HD Supply
- Waxie Sanitary
- W.W. Grainger

The proposals were evaluated by an evaluation committee. Using the evaluation criteria established in the RFP, the committee elected to shortlist and interview the two top-ranked companies: W.W. Grainger and Fastenal.

On June 10, 2014, interviews were conducted with the shortlisted companies. After the interviews, the committee recommended requesting a Best and Final Offer (BAFO) from the two companies.

On August 14, 2014, the committee members reviewed the short-listed companies' response to the BAFO, interviews and reference checks. At that time, the committee members individually scored and their rankings were totaled to arrive at an overall ranking. As a result, the committee recommended entering into exclusive negotiations with the intent to award to the top-ranked firm: W.W. Grainger.

The City of Tucson, AZ, National IPA and W.W. Grainger successfully negotiated a contract and the City of Tucson executed the agreement with a contract effective date of January 1, 2015.

Contract includes:

- Deep Discounted Core List
- Lamp and Ballast Program
- Agency-Specific Customizable Core List (minimum of 100 items)
- Additional discounts for high volume and/or repetitive product purchases

Term:

Initial three year agreement from January 1, 2015 through December 31, 2017 with the option to renew for two (2) additional one-year periods through December 31, 2019.

Pricing/Discount:

National Core List available [here](#)

Product Category Discount

Grainger Product Category	Discount %
Air Filters	45%
Motors & Power Transmission	28%
Cleaning Equipment & Supplies	25%
Personal Protective Equipment	25%
Lighting	25%
Tools	20%
Police, Fire, EMS Equipment & Supplies	20%
Batteries	18%
Electrical Supplies	15%
Pumps & Plumbing Supplies	15%
HVAC Equipment & Supplies	15%
Material Handling, Storage, & Packaging	15%
Safety & Security Supplies	10%
Pneumatics	10%
Measuring Tools & Test Instruments	10%
Machining & Cutting	10%
Welding	10%
Lubricants, Sealants, & Paint	10%
Fasteners & Adhesives	10%
Outdoor Equipment & Supplies	10%
Lab Equipment & Supplies	10%