



TO: Board of Contracts and Awards
FROM: Patsy Best, Procurement and Payables Manager, Finance/Purchasing *PB*
Dawn Leischner, Purchasing Financial Manager, Finance/Purchasing
COPY: City Council, City Manager, City Clerk, SBE Coordinator, LEAP Coordinator,
Andrew Cherullo, Finance Director
SUBJECT: Maintenance, Repair and Operations Supplies and Related Services Citywide
Contract
National Intergovernmental Purchasing Alliance (National IPA), Request for
Proposals No. 141003, WW Grainger Inc., Contract No. 141003 – April 19, 2016
DATE: March 21, 2016

SUMMARY:

Finance, Procurement and Payables Division recommends a citywide contract be awarded to W W Grainger Inc., Kansas City, MO, in the amount of \$1,800,000 plus sales tax for the purchase of maintenance, repair and operations supplies as needed through the next three years. The \$1,800,000, plus sales tax, is intended to cover 2016 through 2019 purchases.

STRATEGIC POLICY PRIORITY:

- Encourage and promote an open, effective, results-oriented organization.

This contract has aggressive fixed discounts and is widely used by many departments within the City.

BACKGROUND:

Past purchases have been made utilizing state contract pricing and informal solicitations for bids. The Procurement and Payables Division is moving toward making more strategic purchases to have contracts and pricing readily available for all City departments.

ISSUE: The City does not currently have a citywide contract for maintenance repair and operations supplies. This contract allows for purchases by various City departments as needed.

ALTERNATIVES: The alternative course of action would be to issue a solicitation for maintenance, repairs and operations supplies. The City of Tucson, Arizona already conducted a competitive solicitation and established a contract that the City may utilize. W W Grainger Inc. provides large punchout catalogs that make supplies readily available for departments across the City to purchase.

COMPETITIVE SOLICITATION: National Intergovernmental Purchasing Alliance (National IPA), Contract No. 141003 (issued per Request for Proposals No. 141003) is a competitively solicited contract valid until December 31, 2019. The City of Tucson, Arizona was the lead agency issuing the solicitation on behalf of National Intergovernmental Purchasing Alliance (National IPA). Eight submittals were received on April 22, 2014. This contract meets Tacoma’s competitive solicitation requirements by means of an interlocal cooperative purchasing agreement with National Intergovernmental Purchasing Alliance (National IPA).



COMPETITIVE ANALYSIS: The contract offers fixed pricing, rebate options, volume discounts, various delivery options, no minimum purchase requirement and no cost to use the contract. The City does not currently have a citywide contract in place with fixed pricing. Purchasing history shows the use state contract pricing and informal bids.

CONTRACT HISTORY: New contract.

SUSTAINABILITY: W W Grainger Inc. offers supplies with consideration to how they impact the environment. They currently have sound environmental and sustainability practices in place and offer more than 33,000 green products on their website.

SBE/LEAP COMPLIANCE: Not applicable.

RECOMMENDATION:

Finance, Procurement and Payables Division recommends a citywide contract be awarded to W W Grainger Inc., Kansas City, MO, in the amount of \$1,800,000 plus sales tax for the purchase of maintenance, repair and operations supplies as needed through 2019.

FISCAL IMPACT:

EXPENDITURES:

FUND NUMBER & FUND NAME *	COST OBJECT (CC/WBS/ORDER)	COST ELEMENT	TOTAL AMOUNT
Various Department Funds			\$1,800,000
TOTAL			

* General Fund: Include Department

REVENUES:

FUNDING SOURCE	COST OBJECT (CC/WBS/ORDER)	COST ELEMENT	TOTAL AMOUNT
TOTAL			

FISCAL IMPACT TO CURRENT BIENNIAL BUDGET: \$550,000

ARE THE EXPENDITURES AND REVENUES PLANNED AND BUDGETED? Yes