



City of Rochester Hills
AGENDA SUMMARY
FINANCIAL ITEMS

1000 Rochester Hills Dr.
Rochester Hills, MI 48309
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www.rochesterhills.org

Legislative File No: 2020-0067

TO: Mayor and City Council Members
FROM: Scott Cope, Director Building/Facilities/Ordinance
DATE: February 24, 2020
SUBJECT: Increase to Blanket Purchase Order for Electrical Supplies

REQUEST:

City Council is requested to increase the two-year blanket purchase order issued to Graybar Electric Company, Inc., 8350 Haggerty Road, Belleville, MI, for electrical supplies, including batteries in the amount of \$5,000.00 for a new not-to-exceed amount of \$30,000.00 through March 31, 2020.

REASON FOR PURCHASE:

The City of Rochester Hills requires the purchase of electrical supplies, including batteries for routine maintenance and repairs throughout the City's facilities.

The City of Rochester Hills utilizes the Omnia Partners Cooperative Purchasing Program. The contract was competitively bid by City of Kansas City, Missouri, offering savings for governmental agencies across the United States.

The increase to the blanket is requested due to the unexpected need for additional electrical supplies.

PROCESS:

Vendor Name and Address:

Graybar Electric Company, Inc.
8350 Haggerty Road
Belleville, MI 48111

Reason for Selection:

Best Value; Cooperative Contract

Method of Purchase:

Blanket Purchase Order

BUDGET:

Funding is included in the FY 2019 and 2020 Adopted Budgets

Fund Name	Department Account No	Account No. Description	Budget Amount	Cost	Remaining Budget
Facilities	631.740000	Operating Supplies	\$30,000	\$30,000	\$0

RECOMMENDATION:

It is recommended that City Council authorize an increase to the blanket purchase order issued to Graybar Electrical Company, Inc., of Bellville, MI for Electrical Supplies, including batteries in the amount of \$5,000.00 for a new not-to-exceed amount of \$30,000 through March 31, 2020.

APPROVALS:	SIGNATURE	DATE
Department Review		
Department Director		
Budget Content: Chief Financial Officer		
Purchasing Process: Supervisor of Procurement		
Mayor		
Deputy Clerk		

Contract Reviewed by City Attorney Yes N/A