



City of Rochester Hills
AGENDA SUMMARY
FINANCIAL ITEMS

1000 Rochester Hills Dr.
Rochester Hills, MI 48309
248.656.4630
www.rochesterhills.org

Legislative File No: 2023-0526

TO: Mayor and City Council Members
FROM: Lisa Cummins, Procurement Manager
DATE: December 4, 2023
SUBJECT: Maintenance, Hardware and Building Supplies

REQUEST:

City Council is requested to authorize a blanket purchase order to The Home Depot, Atlanta, Georgia for purchase of various maintenance, hardware, and building supplies in the amount not-to-exceed \$120,000.00 through December 31, 2024.

REASON FOR PURCHASE:

The City has utilized The Home Depot as a local supplier of various supplies, including hardware and building products for several years. The Home Depot offers many benefits including, a central location for the various department users, broad coverage of needs with lower prices than other local hardware and building supply facilities; consolidation of numerous vendors into one source with 24-hour access for emergencies. The City does not warehouse maintenance, hardware, and building products, purchases can be made efficiently on an as-needed basis, saving travel and personnel resources. The Home Depot blanket purchase order has reduced expenditures with other vendors of these commodities and has provided a more efficient resource for end users to access.

At the beginning of this years' sports season, the vendor contracted to provide field marking paint was unable to comply with the terms and conditions of the solicitation and the contract was terminated. The field marking paint was sourced from Home Depot who was able to provide the product without disruption to the games schedule. The Parks' Ground Maintenance staff are satisfied with the product and service provided from Home Depot and would like to continue to utilize this contract for the 2024 sports season.

The City of Rochester Hills utilizes the OMNIA Partners Cooperative Purchasing Program for this contract. The contract was competitively bid by Maricopa County, Arizona, offering savings for governmental agencies across the United States. The City receives a rebate based on annual net purchases and percentage off discount for large volume purchases. While we haven't received our rebate check for 2023 purchases, it is anticipated to be in excess of \$1,700.00. The rebate received in the 1st quarter of 2023, for 2022 purchases was \$1,819.33.

PROCESS:

Vendor Name and Address:

The Home Depot (Corporate Office)
2455 Paces Ferry Road
Atlanta, GA 30339

Reason for Selection:

Best Value; Cooperative Contract

Method of Purchase:

Blanket Purchase Order

BUDGET:

Funding is included in the FY 2024 Adopted Budget

Fund Name	Department Account No	Account No. Description	Budget Amount	Cost	Remaining Budget
Various Citywide	Various Citywide	Various. 740000/ Operating Supplies	\$120,000	\$120,000	\$0

RECOMMENDATION:

It is recommended that City Council authorize a blanket purchase order to The Home Depot, Atlanta, Georgia for purchase of various maintenance, hardware, and building supplies in the amount not-to-exceed \$120,000.00 through December 31, 2024.

APPROVALS:	SIGNATURE	DATE
Department Review		
Department Director		
Budget Content: Chief Financial Officer		
Purchasing Process: Procurement Manager		
Mayor		
City Clerk		

Contract Reviewed by City Attorney Yes N/A