



City Council Report

Date: October 6, 2025
To: City Council
Through: Michael Kennington, Deputy City Manager/Chief Financial Officer
From: Edward Quedens, Business Services Director
Kristy Garcia, Procurement Administrator
Subject: Additional Vendor Award to the Cooperative Term Contract for Miscellaneous Construction Materials for the Materials and Supply Warehouse (for Citywide Departments) **(Citywide)**

Recommendation

Council is requested to approve the award as recommended.

The Business Services Department and Procurement Services recommend authorizing the purchase using the Sourcewell (State of Minnesota) cooperative contract with Anixter, Inc. No change is requested to the contract limit of \$152,000 annually.

Background / Discussion

This contract replenishes the Warehouse's inventory with materials that are competitively priced (nationally based volume cooperative and highly discounted pricing) in a timely manner. Materials include brick pavers, block caps, mortar, bags of cement, concrete pads, nails, stakes, sealants, grout, bags of asphalt cold patch, etc.

On January 23, 2023, Council awarded use of the cooperative contract for Miscellaneous Construction Materials. This supplemental award expands the contract by adding an additional vendor, providing greater flexibility and choice when purchasing miscellaneous construction materials.

The Sourcewell cooperative contract has been competitively bid and meets the City's procurement requirements. Utilizing the Sourcewell contract allows the City to receive competitive rates based on a formally solicited agreement. The City believes the pricing is fair and reasonable and soliciting for these products would not result in the City receiving more favorable pricing or terms.

Purchase Information

Action: Award

Procurement Type: Cooperative Contract Use

Contract Number: 2023155

Contracting Agency/Contract Number/Term: Sourcewell/#091422-WCP & #091422-WES-11/15/2022 to 11/8/2026 (Vendor – White Cap Construction Supply & Anixter, Inc.)

Local Consideration: Policy did not apply to this procurement method

Initial Contract Term: 22-Months

Possible Renewals: Up to a maximum of two years subject to Administrative review and approval

Funding Source: Business Services Department – Materials and Supply operating budget through the Warehouse Internal Services Fund