



City Council Report

Date: September 13, 2021
To: City Council
Through: Michael Kennington, Deputy City Manager/Chief Financial Officer
From: Edward Quedens, Business Services Director
Matt Bauer, Procurement Administrator
Subject: Use of a Cooperative Contract with an Initial Term of 16-Months and Two Years of Renewal Options for Miscellaneous Construction Materials the Materials and Supply Warehouse (for Citywide Departments) **(Citywide)**

Recommendation

Council is requested to approve the award as recommended.

The Business Services Department and Purchasing recommend authorizing the purchase using the Sourcwell (State of Minnesota) cooperative contract with White Cap at \$67,000 annually, with an annual increase allowance of up to 5% or the adjusted Consumer Price Index.

Background / Discussion

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

The Sourcwell cooperative contract was competitively bid and meets City procurement requirements. Business Services and Purchasing believe this contract is advantageous to the City, and that going out for a formal bid would not result in any significant cost savings to the City.

Purchase Information

Action: Award

Procurement Type: Cooperative Contract Use

Contract Number: 2022035

Contracting Agency/Contract Number: Sourcwell / #121218-HDS

Local Consideration: Policy did not apply to this procurement method

Protests Received: None

Initial Contract Term: 9/13/2021 through 1/25/2023

Possible Renewals: Renewal options are dependent on the lead agency renewing the agreement and subject to Administrative review and approval

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