



**PURCHASING ITEM
FOR
COUNCIL AGENDA**

1. Agenda Item Number:

59

2. Council Meeting Date:

June 28, 2007

TO: MAYOR & COUNCIL

3. Date Prepared: June 8, 2007

THROUGH: ACTING CITY MANAGER

4. Requesting Department: Management Services

5. **SUBJECT:** Extend contract BF4-998-2096 to: Brown Wholesale Electric; Electric Supply Inc; and Graybar for one year for the purchase of electrical supplies in a combined amount not to exceed \$300,000.

6. **RECOMMENDATION:** Recommend extending contract BF4-998-2096 to: Brown Wholesale Electric; Electric Supply Inc; and Graybar for one year for the purchase of electrical supplies in a combined amount not to exceed \$300,000

7. **HISTORICAL BACKGROUND/DISCUSSION:** Electrical supplies are stocked in the City's Central Supply and used primarily by the Building & Facilities, Traffic, Water Production, Reverse Osmosis, and Park Development Divisions. Some of the products that are available under this contract include luminaires, photocells, ballast kits, traffic signal cable, and electrical wire.

8. **EVALUATION PROCESS:** In June 2004, Council awarded a one-year contract to Brown Wholesale Electric; Electric Supply, Inc.; and Graybar with provisions for four one-year extensions upon mutual agreement between the City and the contractors. All pricing is based on a discount from manufacturer's list pricing. By extending the contract, the City will avoid administrative costs associated with rebidding.

9. **FINANCIAL IMPLICATIONS:** Funds for electrical parts and supplies will be from General Fund inventory account 101.0000.0000.1516. Individual cost centers will be charged for the supplies as they are issued.

10. **PROPOSED MOTION:** Approve the extension of contract BF4-998-2096 to: Brown Wholesale Electric; Electric Supply Inc; and Graybar for one year for the purchase of electrical supplies in a combined amount not to exceed \$300,000.

APPROVALS

11. Requesting Department


William Robinson, Supply Supervisor

12. Department Head


O.D. Burr, Acting Management Services Director

13. Buyer/Contract Admin

Sharon Brause, CPPB



14. City Manager

W. Mark Pentz

