



**PURCHASING ITEM
FOR
COUNCIL AGENDA**

1. Agenda Item Number:

22

2. Council Meeting Date:

March 12, 2009

TO: MAYOR & COUNCIL

3. Date Prepared: January 26, 2009

THROUGH: CITY MANAGER

4. Requesting Department: Management Services

5. **SUBJECT:** Approve extension of the use of State of Arizona Contract #SCC060003-A1 with Waxie Sanitary Supply for the purchase of janitorial supplies in an amount not to exceed \$250,000.

6. **RECOMMENDATION:** Recommend approval to use the State of Arizona Contract #SCC060003-A1 with Waxie Sanitary Supply for the purchase of janitorial supplies in an amount not to exceed \$250,000.

7. **HISTORICAL BACKGROUND/DISCUSSION:** In February 2008, Council approved use of the State of Arizona's extended contract with Waxie Sanitary Supply for the purchase of various janitorial supplies that are used by the City's janitorial staff and other City staff as required. The Contract includes such items as chemicals, brooms, cleaning supplies as well as toilet paper, paper towels, and plastic can liners. During the past year, the City spent almost \$240,000 for these various items.

8. **EVALUATION PROCESS:** State of Arizona issued a bid for janitorial supplies and an award was made to Waxie Sanitary Supply for a one-year period beginning March 1, 2006 with provisions to extend for four additional years. In February 2008, Council approved use of the State of Arizona extended contract #SCC06003-A1 with Waxie Sanitary Supply in an amount not to exceed \$175,000. In December 2008, Council approved an increase of \$75,000 for a total amount not to exceed \$250,000 due to increase use because of addition of Tumbleweed Recreation Center, Environmental Education Center and other various City facilities. Term of the contract extension is for a one-year period, March 1, 2009 through February 28, 2010. These items are stocked in Central Supply and distributed upon request. By utilizing this contract, it eliminates the bidding cost and obtains better pricing due to the purchasing discounts the State obtains on their bids. Staff is satisfied with the items and service provided by this vendor and is requesting a fourth year approval to utilize the contract. A purchase order will be used as the contract and the City has an approved Intergovernmental Agreement with the State of Arizona.

9. **FINANCIAL IMPLICATIONS:** Funds for the requested supplies will come from the General Fund, Inventory account (101.0000.0000.1516). Individual cost centers will be charged for the supplies as they are issued from Central Supply.

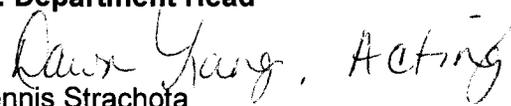
10. **PROPOSED MOTION:** Move to approve the extension of use of State of Arizona contract #SCC060003-A1 with Waxie Sanitary Supply for the purchase of janitorial supplies in an amount not to exceed \$250,000.

APPROVALS

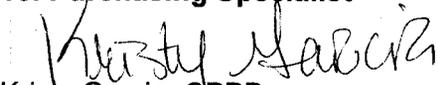
11. Requesting Department


William Robinson, Central Supply Supervisor

12. Department Head


Dennis Strachota

13. Purchasing Specialist


Kristy Garcia, CPPB

14. City Manager


W. Mark Pentz