

# Mayor and Council Communication

**DATE:** 03/21/23

**M&C FILE NUMBER:** M&C 23-0194

**LOG NAME:** 13P AMEND FY2023 JANITORIAL SUPPLIES TD CITY

**SUBJECT**

(ALL) Amend Mayor and Council Communication 22-0552 to Authorize the Execution of a Contract with HD Supply Facilities Maintenance, Ltd. for Janitorial Supplies Using Omnia Partners 22-07 for All City Departments

**RECOMMENDATION:**

It is recommended that the City Council amend Mayor and Council Communication 22-0552 to authorize the execution of a contract with HD Supply Facilities Maintenance, Ltd. for janitorial supplies using OMNIA Partners 22-07 for all City Departments.

**DISCUSSION:**

On August 9, 2022, the City Council approved Mayor and Council Communication (M&C) 22-0552 authorizing agreements for janitorial supplies with various vendors for an aggregate amount up to \$1,100,000.00 per year. City departments use these agreements to purchase needed janitorial supplies. Home Depot U.S.A, Inc dba Home Depot Pro was included in the original award; however, the City has not been able to use that agreement because the vendor is now operating under a different legal entity, HD Supply Facilities Maintenance, Ltd. (formally known as Home Depot Pro), that is not included on the authorized cooperative agreement. The Purchasing Division identified a different cooperative that includes the correct entity name. Accordingly, staff recommends approval of this M&C to add HD Supply Facilities Maintenance, Ltd. under the Omnia Partners 22-07 cooperative agreement in order to sustain the continuous need for janitorial supplies for all City departments. The agreement authorized through this M&C will replace the previous award to Home Depot U.S.A., Inc. through BuyBoard 649-21.

Through the OMNIA Partners contract, HD Supply Facilities Maintenance, Ltd. offers discounted pricing across their entire product offerings, ranging from 2-15%. These discounts are applied automatically when attached to the OMNIA Partners contract to ensure compliance with the contract. These percentage discounts are extended throughout their entire janitorial catalogue, including both stocked and special-order SKUs. Current prices are also being held through October 31, 2023, providing the City a great advantage with the current market volatility.

Approval of this M&C does not change any of the terms or the annual spending authority previously authorized through M&C 22-0552; it only adds an additional vendor to the eligible vendor list. A list of the awarded vendors is included below for informational purposes only.

<b>Vendor</b>	<b>Cooperative Contract</b>
Amazon Services Inc	Omnia Partners R-TC-17006
Brady Industries of Texas LLC	Omnia Partners 202329-01
Empire Paper Company	The Interlocal Purchasing System 200106
HD Supply Facilities Maintenance, Ltd	Omnia Partners 22-07
ODP Business Solutions, LLC (through an assignment from Office Depot, Inc.)	Omnia Partners R211302
Staples Contract and Commercial LLC	Sourcewell 012320-SCC

The maximum aggregate amount allowed under these agreements Citywide will be \$1,100,000.00; however, the actual amount used will be based on department's need's and available budget.

The agreement's initial term with HD Supply Facilities Maintenance, Ltd., will begin upon execution and expire on October 31, 2023. The agreements may be renewed for up to four additional one-year terms, as permitted by the terms of the underlying cooperative contracts.

State law provides that a local government purchasing an item under a cooperative purchasing agreement satisfies state laws requiring that the

local government seek competitive bids for purchase of the items. Sourcewell, TIPS and Omnia Partners have been competitively bid to increase and simplify the purchasing power of local government entities across the State of Texas.

A M/WBE goal is not assigned when purchasing from an approved purchasing cooperative or public entity.

This project will serve ALL COUNCIL DISTRICTS.

A Form 1295 is not required because: This contract will be with a publicly-traded business entity or a wholly-owned subsidiary of a publicly-traded business entity: HD Supply Facilities Maintenance

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**FISCAL INFORMATION / CERTIFICATION:**

The Director of Finance certifies that funds are available in the current operating budget, as previously appropriated, in the participating departments' Operating Funds to support the approval of the above recommendation and award of the contract. Prior to any expenditure being incurred, the participating departments have the responsibility to validate the availability of funds.

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Expedited