

# Mayor and Council Communication

**DATE:** 12/12/23

**M&C FILE NUMBER:** M&C 23-1041

**LOG NAME:** 13P AMEND COOP OP 16154 MRO SUPPLIES CP CITY

**SUBJECT**

(ALL) Authorize Execution of an Amendment to City Secretary Contract No. 57413 with HD Supply Facilities Maintenance LTD for Maintenance, Repair, and Operating Supplies Using OMNIA Partners Cooperative Contract No. 16154 to Increase the Annual Amount by \$100,000.00 for a New Annual Amount Up to \$600,000.00 for City-Wide Use

---

**RECOMMENDATION:**

It is recommended that the City Council authorize the execution of an amendment to City Secretary Contract No. 57413 with HD Supply Facilities Maintenance LTD for maintenance, repair, and operating supplies using OMNIA Partners Cooperative Contract No. 16154 to increase the annual amount by \$100,000.00 for a new annual amount up to \$600,000.00 for city-wide use.

---

**DISCUSSION:**

On March 29, 2022, Mayor and Council Communication (M&C) 22-0210 was approved by City Council and authorized the City to enter into a cooperative agreement with HD Supply Facilities Maintenance LTD, using OMNIA Partners Cooperative Contract No. 16154, to purchase maintenance, repair, and operating supplies for an annual amount up to \$400,000.00. (CSC No. 57413). On October 27, 2023, Amendment No. 1 to the Agreement was executed to increase the annual spending authority amount up to \$500,000.00 using the administration change order provided under M&C 22-0210.

This new request for additional spending authority under the Agreement with HD Supply Facilities Maintenance LTD is due to the increased volume of maintenance, repair, operating supplies, miscellaneous minor equipment vital to various citywide projects, and the departments' day-to-day operations. This Agreement will provide all departments with a local source for supplies and maintenance repair, thus not halting city-wide projects and the departments' day-to-day operations. Staff requests that City Council authorize an increase to the spending authority by \$100,000.00 for a new total annual amount up to \$600,000.00.

**FUNDING:** The maximum annual amount allowed under this Agreement Citywide will be up to \$600,000.00. However, the actual amount used will be based on the needs of each department and available budget.

This amendment will not change any other agreement terms or conditions under CSC 57413.

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: The Home Depot, Inc

---

**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 execution of the amendment. Prior to any expenditure being incurred, the participating departments have the responsibility to validate the availability of funds.

<b><u>Submitted for City Manager's Office by:</u></b>	Reginald Zeno	8517
	Valerie Washington	6192
<b><u>Originating Business Unit Head:</u></b>	Reginald Zeno	8517
	Jo Ann Gunn	8525
<b><u>Additional Information Contact:</u></b>	Jo Ann Gunn	8525
	Christen Pacheco	6159