



**CITY OF FORT LAUDERDALE  
City Commission Agenda Memo  
REGULAR MEETING**

**#13-0599**

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**TO:** Honorable Mayor & Members of the  
Fort Lauderdale City Commission

**FROM:** Lee Feldman, ICMA-CM, City Manager

**DATE:** May 21, 2013

**TITLE:** Motion to approve the purchase of miscellaneous electrical supplies – US  
Communities contract MA-IS-1340234-1 - \$220,000

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**Recommendation**

It is recommended that the City Commission approve a three-year contract for the purchase of miscellaneous electrical supplies from the lowest cost, responsive and responsible bidder, Graybar Electric Company, in the estimated annual amount of \$220,000 and authorize the City Manager to approve the renewal options contingent upon approval and appropriation of funds.

**Background**

Utilizing the City's purchasing card (P-Card) program, the various divisions within Public Works spend approximately \$160,000 and Parks and Recreation about \$60,000 annually on electrical supplies from Graybar Electric Company, Inc. While the average purchase amount is small, the aggregate amount is not subject to formal and informal bidding procedures. The aggregate total indicates that some formality should be brought to bear regarding these purchases. However, the sheer variety of items purchased does not easily lend itself to groupings for purposes of establishing a formal bid to be sent to interested vendors.

To provide better control of this type of purchase, staff proposes the use of a contract awarded to Graybar Electric Company, Inc. by U.S. Communities. U.S. Communities is a non-profit, cooperative purchasing organization sponsored by the National Association of Counties, National Institute of Governmental Purchasing, the National League of Cities, and the U.S. Conference of Mayors. This contract was competitively bid by the County of Los Angeles and covers a great variety of the items currently used by the City.

Graybar Electric Company, Inc. offers the opportunity for on-line ordering with the use of the City's P-Card to facilitate the acquisition of supplies. The use of the P-Card and internet ordering will substantially decrease the City's transaction costs, improve ordering and delivery, and reduce the need to travel to the local store, thus saving time and expense.

**Resource Impact**

There will be a fiscal impact to the City in the amount of \$220,000. Future expenditures are contingent upon approval and appropriation of the FY 2014, FY 2015 and FY 2016 annual budgets.

**FUNDS AVAILABILITY LOCATION:**

FY	FUND	SUB FUND	FUND NAME	INDEX #	INDEX NAME	SUB OBJ #	SUBJECT NAME	AMOUNT
2013	450	01	Water Sewer - Operations	PBS010101	Public Services Directors	3404	Components/ Parts	400.00
2013	450	01	Water Sewer - Operations	PBS660404	Meter Shop	3425	Bldg. Rep Materials	9,000.00
2013	470	01	Stormwater-Operations	PBS660502	Stormwater	3404	Components/ Parts	24,000.00
2013	450	01	Water Sewer - Operations	PBS660101	Installation/Repairs Operations	3999	Other Supplies	17,000.00
2013	450	01	Water Sewer - Operations	PBS660602	Pump Station Maintenance	3910	Electrical Supplies	52,000.00
2013	450	01	Water Sewer - Operations	PBS660604	Wellfield/Tanks	3910	Electrical Supplies	6,000.00
2013	450	01	Water Sewer - Operations	PBS660605	Utility Electric	3910	Electrical Supplies	1,600.00
2013	450	01	Water Sewer - Operations	PBS670302	Fiveash Maintenance	3910	Electrical Supplies	3,000.00
2013	450	01	Water Sewer - Operations	PBS670304	Peele Dixie Maintenance	3999	Other Supplies	300.00
2013	482	01	W&S Debt Financed Const. Non-Regional	P10848.482	South Middle River N. Small Water Mains	6599	Construction	14,000.00
2013	482	01	W&S Debt Financed Const. Non-Regional	P10851.482	Lake Ridge Small Water Main Improvements	6599	Construction	5,800.00
2013	482	01	W&S Debt Financed Const. Non-Regional	P10852.482	South Middle River S. Small Water Mains	6599	Construction	1,900.00
2013	454	01	Water & Sewer General Capital Projects	P11476.454	CMS Rehabilitation	6599	Construction	25,000.00
2013	001	01	General Fund	PKR070501	Facility Maintenance Support	3910	Electrical Supplies	60,000.00
TOTAL								\$220,000.00

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Prepared by: Robert McKenney, Procurement Specialist II  
 Carrie Keohane, Administrative Assistant I

Acting Department Director: Hardeep Anand, P.E., Public Works