

City Council – Action Request Form

Date: August 15, 2023

To: Mayor, Mayor Pro Tempore and Members of the City Council

From: Johnnie Taylor, Interim City Manager
 Aaron King, Assistant City Manager
 Darren Redfield, Purchasing Director

Council Action Requested:
 Resolution Awarding Annual Blanket Purchase Orders for Sole Source Vendors – Additions

Strategic Focus Area: Service Excellence
Strategic Objective: Ensure Service Delivery Efficiency and Effectiveness
Strategic Plan Action Item: No
Key Work Item: No



Summary of Information:

The Property and Facilities Management and Transportation Departments are requesting the approval to award purchase orders to equipment vendors for parts, repairs, and maintenance services of equipment used in City operations which is only available through the authorized distributor or by the manufacturer of the equipment. On June 20, 2023, the City Council approved \$3.18M of possible total spend with the listed vendors.

However, a few vendors used regularly by these departments did not make it on that list. Therefore, as identified on Exhibit A1, these vendors are in addition to the list approved on June 20, 2023.

It is recommended that purchase orders for equipment vendors supplying parts, repairs, and maintenance of equipment used in City operations from the period of July 1, 2023, through June 30, 2024, be awarded to each vendor based on historical spend data as identified on Exhibit A1.

Committee Action:

Committee	FC 8/15/2023	Action	Approval
For	Unanimous	Against	

Remarks:

These recommendations are based upon provisions of N.C.G.S. 143-129(e) which provides that the formal bid requirements “do not apply to purchases of apparatus, supplies, materials, or equipment when: (i) performance or price competition for a product are not available; (ii) a needed product is available from only one source of supply.”