

City Council – Action Request Form

Date: June 9, 2025

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

From: Darren Redfield, Purchasing Manager
Jeff Fansler, Transportation Director
George Morales, Property and Facility Management Director

Council Action Requested:

Resolution Awarding Annual Blanket Purchase Orders for Sole Source Vendors

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 Transportation and Property and Facilities Management Departments are requesting governing board approval to award purchase orders to equipment vendors for parts, software, repairs, and maintenance services of equipment used in City operations, which is only available through the authorized dealer/distributor or by the manufacturer of the equipment.

It is recommended that purchase orders for equipment vendors supplying parts, software, repairs, and maintenance of equipment used in City operations from the period of July 1, 2025, through June 30, 2026, be awarded to each vendor based on historical spend data plus inflation as noted in Exhibit A. The total amount estimated to be spent with these vendors for the annual period is \$377,500.

These recommendations are based upon provisions of N.C.G.S. 143-129(e) which provides that the formal bid requirements [over \$90,000] “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.

M/WBE comment: There are no known minority or women-owned businesses that are authorized distributors or manufacturers of this equipment or software.

Committee Action:

Committee	Committee of the Whole	Action	Approval
	06/09/2025		

For	Unanimous	Against	

Remarks: