

**City Council – Action Request Form**

**Date:** June 13, 2022

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

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**From:** Johnnie Taylor, Assistant City Manager  
Patrice Toney, Assistant City Manager  
Shantell McClam, Purchasing Director

**Council Action Requested:**  
Resolution Awarding Annual Blanket Purchase Orders for Miscellaneous Parts and Services

**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 Winston-Salem Fleet Department, Police Department, Fire Department, and Property and Facilities Maintenance has regular requirements for parts, repairs, services, and maintenance of equipment used in City operations and is requesting the approval to award annual blanket purchase orders to vendors identified on Exhibit A following the resolution.

These vendors have proven to provide excellent service and the quick turn-a-round that is needed to keep equipment available for use; therefore, it is recommended that purchase orders for vendors supplying parts, repairs, and maintenance of equipment used in City operations from the period of July 1, 2022, through June 30, 2023, be awarded to each vendor based on historical spend data as identified on Exhibit A.

**Committee Action:**

<b>Committee</b>	<u>Finance 6/13/22</u>	<b>Action</b>	<u>Approval</u>
<b>For</b>	<u>Unanimous</u>	<b>Against</b>	<u></u>

**Remarks:**