



AGENDA ITEM REPORT

DATE: May 5, 2020
DEPARTMENT: Procurement Management
REQUESTER: Mary Tucker
TITLE: Approve Piggyback for Maintenance, Repair, and Operation (MRO) Supplies

I. MOTION REQUESTED

Approve Piggyback No. PB200241JJB to utilize pricing on the Region 4 Education Service Center Contract No. R192006 from Lowe's Home Centers, LLC, for the purchase of Maintenance, Repair, and Operation (MRO) Supplies and Related Services, on an as needed basis, through the contract expiration date of March 31, 2023, and any renewals or extensions approved by the Region 4 Education Service Center, as approved in the departments' annual adopted budgets, in the amount of \$89,372.04.

II. ITEM SUMMARY

Approves the use of the Region 4 Education Service Center contract for the purchase of Maintenance, Repair, and Operations (MRO) Supplies and Equipment and Related Services from Lowe's Home Centers, LLC, through the contract expiration date of March 31, 2023, and any renewals or extensions approved by Region 4 Education Service Center. Expenditures during Fiscal Year 2019 were \$89,372.04. Expenditures in future years are not expected to exceed \$89,372.04 annually. A market analysis was completed and the piggyback purchase is being used because Lowe's will be able to provide 7-20% discount on material bought in store or online.

III. BACKGROUND AND IMPLICATIONS OF ACTION

- A) Board Action and Other History
 The Region 4 Education Service Center solicited an Request for Proposal, that went through the competitive procurement process and negotiations for Maintenance, Repair, and Operations (MRO) Supplies and Equipment. A market analysis was completed, and it was determined that the piggyback purchase option provides the highest and most consistent discounts for the County, with 7% off all retail prices in the store and a 7-20% discount on all items bought online, with no minimum order requirements and free delivery.
- B) Policy Issues
- C) BoCC Goals
- D) Analysis
- E) Options

IV. FINANCIAL INFORMATION

A)	Current year dollar amount of item:	See comments below.
B)	Is this item approved in the current budget?	
C)	Is this a revenue or expense item?	
D)	Is this Discretionary or Mandatory?	
E)	Will this item impact future budgets? If yes, please include reasons in III(D) above.	
F)	Fund: Program: Project: Account Strings:	
G)	Fund Type?	
H)	Comments: Expenditures will be on an as needed basis as approved in the departments' annual adopted budgets.	

V. RECOMMENDATION

Approve

VI. TIMING/IMPLEMENTATION

VII. FOLLOW UP

ATTACHMENTS:

Description	Upload Date	Type
Market Analysis	4/9/2020	Backup Material
Lowes MRO ESC Region 4 Contract	4/9/2020	Contract

REVIEWERS:

Department	Reviewer	Action	Date
Procurement Management	Turner, Nicole	Approved	4/24/2020 - 8:26 AM
Budget Services	Henkel, Anne	Approved	4/24/2020 - 8:53 AM
Budget Services	Winton, Peter	Approved	4/24/2020 - 10:36 AM
County Attorney	Swindle, Amanda	Approved	4/24/2020 - 5:45 PM
County Manager	Winton, Peter	Approved	4/27/2020 - 8:26 AM