

AGENDA ITEM REPORT

DATE: March 18, 2025
DEPARTMENT: Procurement
REQUESTER: Mary Tucker
TITLE: Approve Annual Piggyback for Maintenance, Repair, and Operation Supplies from Lowe's

I. MOTION REQUESTED

- A. Approve Piggyback No. PB250156CMJ to utilize pricing on the Region 4 Education Service Center Contract No. 24-08 Maintenance, Repair, and Operations (MRO) Supplies, Equipment, and Related Products and Services Contract No. 24-08, for the purchase of Maintenance, Repair, and Operations (MRO) Supplies, Equipment, and Related Products and Services, on an as-needed basis, through the contract expiration date of October 31, 2027, as approved in the departments' annual adopted budgets. Individual purchases in excess of \$100,000.00 will be brought to the Board for approval.
- B. Authorize the Chair to execute the contract documents on behalf of the Board of County Commissioners.
- C. Grant the County Manager or designee the authority to renew the contract, for up to two additional years, and to execute all associated documents, as approved in the departments' annual adopted budgets, if doing so is in the best interest of Lee County.

II. ITEM SUMMARY

Approves an annual piggyback to use the Maintenance, Repair, and Operations (MRO) Supplies, Equipment, and Related Products and Services Contract. This contract was competitively solicited through the Region 4 Education Service Center. The cooperative purchase agreement provides a 5% discount on both in-store and online purchases along with minimum purchase free delivery. Total expenditures in Fiscal Year 23-24 were \$307,066.93. This contract is used countywide mainly by the Departments of Transportation, Facilities Construction & Management, Parks and Recreation, and Utilities.

A market analysis was completed on a random sampling of the most commonly purchased items under the previous contract, and the purchase under this contract will represent an average savings of 22.97% off of competitor pricing.

III. BACKGROUND AND IMPLICATIONS OF ACTION

The Region 4 Education Service Center solicited a Request for (RFP 24-08), that went through the competitive procurement process and negotiations for purpose of providing Maintenance, Repair and Operations (MRO) Supplies, Equipment, and Related Products and Services through the Region 4 Education Service Center cooperative purchasing program. 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 a discount of 5% off all retail prices on all items purchased.

IV. FINANCIAL INFORMATION

Current Year Dollar Amount:	See Comment below.
Included in the Current Budget?:	Yes
Fund:	Various funds.
Comments:	Expenditures will be on an as-needed basis, as approved in departments' annual adopted budgets.

Is this a revenue or expense item? Expense

Is this Discretionary or Mandatory? Discretionary

Will this item impact future budgets?

Program:

Project:

Account Strings: Various

Fund Type?

V. RECOMMENDATION

Approve

ATTACHMENTS:

Piggyback Summary and Market Analysis OCR

REVIEWERS:

Samantha Westen, County Manager

Mary Tucker, Procurement

Anne Henkel, Budget Services

Robert Holborn, County Attorney

Peter Winton, County Manager

Created/Initiated - 3/6/2025

Approved - 3/6/2025

Approved - 3/6/2025

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Final Approval - 3/6/2025