



## Commission Agenda Item

**MEETING DATE:** August 26th, 2013

**SUBJECT:** Budget Expense Items in Excess of \$10,000

**AGENDA SECTION:** Consent Agenda

**DEPARTMENT:** Administrative Services

**PREPARED BY:** Stuart Strickland – Purchasing/Safety Specialist

**RECOMMENDED ACTION:** Approve the itemized expenses budgeted for FY 13 in excess of the \$10,000 threshold for City Manager approval under the current purchasing ordinance. Authorize the City Manager to approve these purchases and to issue respective purchase orders based upon executed agreements/contracts, State contract pricing and/or formally bid commodities or services.

### Summary

1. **Gresco Supply, Inc.** The City of Alachua's Warehouse stocks transformers for installation into the electric distribution system. On October 18, 2011, the City of Ocala solicited quotes from qualified vendors to purchase transformers under a (5) year contract ELE/12-001. Ocala selected Gresco Supply, Inc., as the low, responsive bidder meeting specifications. The City of Alachua purchases transformers under this agreement and at the same pricing offered to Ocala. The recommendation by Staff is to authorize the City Manager to enter into a contract in the form of a purchase order in the amount of **\$11,237.42**, with Gresco Supply, Inc., for purchase of 300 KVA 208/120v transformer under the City of Ocala's five year contract. The City's FY 2013- Electric System Budget has sufficient funds available for these purchases.
2. **Clark, Inc.** On August 9, 2013, the City of Alachua requested received a quote from Clarke, Inc. for the City's annual supply of chemical for mosquito spraying. Mosquito Department utilizes Clarke Equipment to conduct annual spraying. The City is on a three year rotation of chemical provided by Clarke; this year's purchase is for Mosquito Mist One, 275 gallon tote, \$12,039.00. Clarke is sole source for this chemical which is warranted by the manufacture when applied with Clarke equipment. Staff recommends award to Clark, Inc., and authorizes the City Manager to execute a purchase order in the amount of **\$12,039.00** to Clark, Inc. The City's FY 2013 Mosquito Department Budget has sufficient funds available for this purchase.
3. **J&H Waterstop, Orange City, Florida. \$10,550.00:** Provide fiberglass manhole liners and replace cast iron ring and covers on two (2) wastewater manholes located on NW 142 Terrace. Purchase order utilizes "piggyback contract" pricing for wastewater manhole rehabilitation work between JEA and J&H Waterstop. The FY 2012-2013 Wastewater System budget has funds allocated for this work.

**ATTACHMENTS:** None. Respective agreements, contracts, or bids are on file in the Administrative Services office.

**REVIEWED BY CITY MANAGER:** *Stuart Strickland*