



# Pinellas County

## Staff Report

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File #: 22-1264A, Version: 1

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### **Subject:**

First Amendment to the Purchase Authorization with Graybar Electric Company, Inc. for electrical, lighting, data communications, and security products and services.

### **Recommended Action:**

Approval of the First Amendment to the Purchase Authorization with Graybar Electric Company, Inc. for electrical, lighting, data communications, and security products and services.

- This purchase authorization is for electrical, lighting, data communications, and security products and services for various County departments.
- The First Amendment is to exercise the first of three, two-year term extensions through January 31, 2025, and increase the total purchase authorization amount by \$980,000.00 for a revised not to exceed contract value of \$3,430,000.00.
- Pricing is per the City of Kansas City Missouri Master Agreement EV-2370 on behalf of the US Communities Purchasing Cooperative which was extended through January 31, 2025.
- This purchase authorization was originally approved with an effective term of the from February 1, 2018, through January 31, 2023, with provisions for three two-year term extensions. Change Order No. 2 exercises the first of three extensions.
- The County Administrator approved the purchase authorization on January 12, 2018, in the original amount of \$925,000.00. The Board of County Commissioners approved Change Order No. 1 on September 9, 2019, increasing the purchase authorization in the amount of \$1,525,000.00 for a revised not to exceed amount of \$2,202,281.79
- As a result of a scrivener error, Change Order No. 1 was applied to the incorrect expenditure of \$677,281.79 resulting in a discrepancy of \$247,718.21 from the total award amount. This change order accounts for the scrivener error and adds \$980,000.00 to the extension term. The math is now correct.
- This contract is utilized by several departments and funding is derived from multiple funds. Using a multi departmental analysis, the Office of Management and Budget has determined that this contract is consistent with the Fiscal Year 2023 Proposed Budget.

Contract No. 178-0181-PB increase in the total amount of \$ \$980,000.00 for a revised not to exceed total expenditure of \$3,430,000.00 with an estimated average annual expenditure of \$686,000.00, effective through January 31, 2025.

### **Strategic Plan:**

Deliver First Class Services to the Public and Our Customers

5.2 Be responsible stewards of the public's resources

5.3 Ensure effective and efficient delivery of county services and support

**Summary:**

This purchase authorization provides a cost-effective mechanism for County departments to secure electrical, lighting, data communications, and security equipment and services on an as needed basis. An increase is required to this purchase authorization as there is a high need for these commodities.

Extending the effective date of the purchase authorization is necessary to align with the terms and conditions of the City of Kansas City Missouri Master Agreement EV-2370 on behalf of the US Communities Purchasing Cooperative.

The County has utilized the US Communities sponsored contract for several years which provides favorable pricing through a competitively sourced contract.

**Background Information:**

On January 12, 2018, the County Administrator approved the purchase authorization with Graybar Electric Company in the amount of \$925,000.00 through January 31, 2023.

On September 9, 2019, the Board of County Commissioners approved Change Order No. 1, increasing the purchase authorization in the amount of \$1,525,000.00 for a revised not to exceed amount of \$ 2,202,281.79. The amount increase of this change order was applied to the incorrect original approved expenditure of \$677,281.79. This change order accounts for the discrepancy of \$247,718.21 in addition to adding \$980,000.00 for the extended term.

The First Amendment will raise the not-to-exceed threshold by \$1,227,718.21, raising the overall contract not-to-exceed to \$3,430,000.00. This contract is used by several departments and funding is derived from multiple Funds. Using a multi-department analysis, the Office of Management and Budget has determined that this contract is consistent with the FY23 Proposed Budget.

**Fiscal Impact:**

Original Award: \$ 925,000.00

Change Order No. 1 Increase: \$1,525,000.00

Revised Five-Year Expenditure: \$2,450,000.00

First term extension for 2 years: \$ 980,000.00

Revised contract upset limit: \$3,430,000.00

Funding is derived from the various operating budgets using this contract.

**Staff Member Responsible:**

Joe Lauro, Director, Administrative Services

Diana Sweeney, Deputy Director, Administrative Services

Merry Celeste, Division Director, Purchasing & Risk, Administrative Services

**Partners:**

N/A

**Attachments:**

First Amendment