



Approved in Open Session 12/14/21
Manatee County
Board of County Commissioners

Board of County Commissioners December 14, 2021 - Regular Meeting

SUBJECT

AUTHORIZATION TO ALLOCATE ADDITIONAL BUDGETED FUNDING TO BLANKET PURCHASE ORDER AGREEMENT NO. P1801359 – ELECTRICAL, LIGHTING, AND RELATED SUPPLIES AND SERVICES

Category

CONSENT AGENDA

Briefings

None

Contact and/or Presenter Information

Presenter: Nick Wagner - Utilities Superintendent, Utilities Department, Lift Station Division, Ext. 5377

Contact: Stacia Branco - Senior Procurement Agent, Financial Management Department, Procurement Division, Ext. 3041

Action Requested

Authorize the allocation of additional funding to Blanket Purchase Order Agreement No. P1801359 – Electrical, Lighting, and Related Supplies and Services with Graybar Electric Co. Inc. in accordance with the Board of County Commissioners (BCC)-approved departmental budget.

Enabling/Regulating Authority

Manatee County Code of Laws

Background Discussion

On August 8, 2018, the County entered into Blanket Purchase Order Agreement No. P1801359 (Agreement) with Graybar Electric Co. Inc. for the provision of Electrical, Lighting, and Related Supplies and Services.

The Agreement is structured as a Blanket Purchase Order Agreement by which Release Orders are issued to the vendor on an as-needed basis. The Release Orders are based on the units of service per County location and are directly associated with the requesting department's Board of County Commissioners (BCC)-approved departmental budget. Individual department account

codes are used when encumbering funds through the Release Order. If the individual project's estimated cost exceeds \$300,000.00, a competitive solicitation must be issued for the aforementioned project.

Given the increase in the need for Electrical, Lighting, and Related Supplies and Services throughout the various County buildings and properties, the Utilities Department estimates future annual expenditures to be approximately \$200,000.00. In order for the Utilities Department to realize greater efficiencies and have the autonomy to leverage Graybar Electric Co. Inc. full suite of electrical, lighting, and related supplies and services throughout multiple County locations, the Utilities Department is requesting the funding for Blanket Purchase Order Agreement No. P1801359 be directly associated with the Board of County Commissioners (BCC)-approved departmental budget. Any deviation in funding will require a Budget Amendment be brought before the Board of County Commissioners for approval prior to the authorization of any additional services.

Attorney Review

Not Reviewed (No apparent legal issues)

Instructions to Board Records

Copies to:

- Utilities Department: JoLynn Schmitgen (jolynn.schmitgen@mymanatee.org) / Stephanie Swope (stephanie.swope@mymanatee.org) / UTIL_FiscalAdmin (UTIL_FiscalAdmin@mymanatee.org)
- Procurement Division: Stacia Branco (stacia.branco@mymanatee.org) / (approvedeagendas@mymanatee.org) **Distributed 12/15/21, RT**

Cost and Funds Source Account Number and Name

Various Accounts Depending On Requesting Department

Amount and Frequency of Recurring Costs

N/A