



**AGENDA ITEM EXECUTIVE SUMMARY**

Agenda Item:	Consider Resolution Authorizing Annual Purchase of Distribution Transformers and Material Through WESCO's Sourcewell Contract 091422WES.		
Presenter & Title:	Aaron Holton – Superintendent of Electric Services		
Date:	July 3, 2023		
<b><i>Please Check Appropriate Box:</i></b>			
<input checked="" type="checkbox"/>	Committee of the Whole Meeting	<input type="checkbox"/>	Special Committee of the Whole Meeting
<input checked="" type="checkbox"/>	City Council Meeting	<input type="checkbox"/>	Special City Council Meeting
<input type="checkbox"/>	Public Hearing	<input type="checkbox"/>	Other -
Associated Strategic Plan Goal/Objective: EMS II			
Estimated Cost: \$ 440,000.00 Budgeted for 2023/24.		Budgeted? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Other Funding? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
<i>If "Other Funding," please explain how the item will be funded:</i>			
<b>Executive Summary:</b>			
<p>Electrical equipment and transformers are available through Sourcewell contract 091422WES awarded to WESCO. Sourcewell is a purchasing cooperative that competitively bids procurement contracts for government and non-profit entities.</p> <p>The transformers available meet the City of Geneva's specification and Department of Energy (DOE) efficiency standards. All materials meets City of Geneva's specification.</p>			
<b>Attachments:</b> <i>(please list)</i>			
<ul style="list-style-type: none"> <li>• Memo from Superintendent Holton</li> <li>• Resolution</li> <li>• Sourcewell Review and Comment of Proposals</li> </ul>			
<b>Voting Requirements:</b>			
<p><i>This motion requires a simple majority of votes for passage.</i></p> <p><i>The Mayor may vote on three occasions: (a) when the vote of the alderpersons has resulted in a tie; (b) when one half of the alderpersons elected have voted in favor of an ordinance, resolution, or motion even though there is no tie vote; or (c) when a vote greater than a majority of the corporate authorities is required by state statute or local ordinance to adopt an ordinance, resolution, or motion.</i></p>			
<b>Recommendation / Suggested Action:</b> <i>(how the item should be listed on agenda)</i>			
Recommend authorizing annual purchase of transformers and material up to the 2024 budget amount of \$440,000 through Sourcewell contract 091422wes from WESCO.			



## **PUBLIC WORKS DEPARTMENT MEMORANDUM**

June 19, 2023

**Memo To:** Mayor Burns and Committee of the Whole  
**From:** Aaron Holton, Superintendent of Electrical Services  
**Re:** Recommendation for the annual purchase of transformers and equipment through the Sourcewell Contract 091422WES from WESCO.

For FY 2023, the City of Geneva utilized Sourcewell to purchase transformers and material for line maintenance and construction. WESCO currently has the Sourcewell Contract 091422WES for these goods.

Sourcewell is a purchasing cooperative that competitively bids contracts for government and non- or not-for-profit entities. Sourcewell bidding procedures and methods satisfy the City's requirement of seeking sealed bids on purchases exceeding \$20,000 and allow the City to participate in a larger bid quantity pool. This gives the City an economy of scale we wouldn't normally be capable of and broadens the bidder pool. These purchasing contracts assure the City of lowest responsible bidder while reducing staff time and administration costs.

Our experience with WESCO has been favorable and staff is confident that WESCO will continue to provide the needed equipment in the future.

### **Staff Recommendations:**

After careful and thorough review, it is recommended the City Council **authorize the annual purchase of transformers and equipment through Sourcewell contract 091422WES from WESCO for FY 2024 up to the budgeted amount.**

Cc: Stephanie Dawkins, City Administrator  
Ben McCreedy, Asst. City Administrator  
Rich Babica, Director of Public Works  
Jennifer Hilkemann, Manager of Distribution Construction and Maintenance  
Jose Ruiz, Manager of Electric Operations

**RESOLUTION NO. 2023-64**

**RESOLUTION AUTHORIZING ANNUAL PURCHASE OF TRANSFORMERS AND MATERIAL UP TO THE 2024 BUDGET AMOUNT OF \$440,000 THROUGH SOURCEWELL CONTRACT 091422WES FROM WESCO**

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**BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF GENEVA, KANE COUNTY, ILLINOIS**, as follows:

**SECTION 1:** That the City Administrator is hereby authorized, on behalf of the City of Geneva, to purchase transformers and material up to the FY 2024 budget amount of \$440,000 through sourcewell contract 091422wes from WESCO, in the form attached hereto.

**SECTION 2:** This Resolution shall become effective from and after its passage as in accordance with law.

**PASSED** by the City Council of the City of Geneva, Kane County, Illinois, this 3<sup>rd</sup> day of July, 2023

**AYES: \_\_ NAYS: \_\_ ABSENT: \_\_ ABSTAINING: \_\_ HOLDING OFFICE: \_\_**

Approved by me this 3<sup>rd</sup> day of July, 2023.

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
City Clerk



**COMMENT AND REVIEW**  
to the  
REQUEST FOR PROPOSAL (RFP) #091422  
Entitled  
**Facility MRO, Industrial, and Building-Related Supplies and Equipment**

The following advertisement was placed July 26, 2022 on the Sourcewell website [www.sourcewell-mn.gov](http://www.sourcewell-mn.gov), Sourcewell Procurement Portal <https://proportal.sourcewell-mn.gov>, Biddingo, Merx, and PublicPurchase.com, July 27, 2022 in The New York State Contract Reporter [www.nyscr.ny.gov](http://www.nyscr.ny.gov) and South Carolina's *The State*, July 28, 2022 in *USA Today*, July 29, 2022 in Oregon's *Daily Journal of Commerce*, and on July 29 and August 5, 2022 in *The Oklahoman*:

*Sourcewell, a State of Minnesota local government unit and service cooperative, is requesting proposals for Facility MRO, Industrial, and Building-Related Supplies and Equipment to result in a contracting solution for use by its Participating Entities. Sourcewell Participating Entities include thousands of governmental, higher education, K-12 education, nonprofit, tribal government, and other public agencies located in the United States and Canada. A full copy of the Request for Proposals can be found on the Sourcewell Procurement Portal [<https://proportal.sourcewell-mn.gov>]. Only proposals submitted through the Sourcewell Procurement Portal will be considered. Proposals are due no later than September 14, 2022, at 4:30 p.m. Central Time, and late proposals will not be considered.*

The solicitation process was conducted through the Sourcewell Procurement Portal. The following parties expressed interest in the solicitation by registering for this opportunity within the portal:

1Source Holdings, LLC dba 1st Source Business Supplies	Liberty Supply, LLC
1st Choice Industrial Services BC, Ltd.	Lubrco, LLC
A&M INDUSTRIAL, INC.	Lunar Contracting
ABCO Industries, Incorporated	Melanite Group, Ltd.
ACCO Engineered Systems, Inc.	Merryman-Farr, LLC
Airgas USA, LLC	MH Equipment
Allied Electronics & Automation	Midwest Motor Supply Co.
ALPHA Facilities Solutions	Motion Industries, Inc.
Anchor Commercial Interiors	MSC INDUSTRIAL SUPPLY
Aramsco, Inc.	North Coast Electric
Arkansas Public Safety Solutions, LLC	Power-Flo Technologies
ASG Renaissance	Premium Park Products, LLC

ATEK Distribution, LLC	Prime Vendor, Inc.
BARR Plastics Inc.	Regina Construction Association
Best Plumbing Specialties, Inc.	Riddell / All American Sports Corp.
CIMCO Refrigeration, A Division of Toromont Industries	Robinson Supply
City Electric Supply	Rotator Products, Ltd.
Construction Industry Center	Sea Electric, LLC
CONTINENTAL HARDWARE, INC.	Sherwin Williams Company
Cyclone Technology, LLC	Sid Tool Co. dba MSC Industrial Supply Co.
Facility Armor	Sloan Security Group, Inc.
Fastenal Company	Snap-on Industrial, A Division of IDSC Holdings, LLC
Filterbuy, Incorporated	SNTZR, INC.
ForeFront Power, LLC	Southeastern Security Professionals
Framery, Inc.	State of New Jersey
Global Equipment Company, Inc. and Avenue Industrial Supply Co., Ltd.	supplyFORCE, LLC
GovZERO	Swish Maintenance, Limited
Gregg Distributors, LP	TENAQUIP, LIMITED
HBM Group, Inc. (AMERICAN SURGLINE, LLC, American subsidiary of HBM Group, Inc.)	Tenaquip, Ltd.
Hi-Line Electric Co., Inc.	TENAQUIP, LTD.
Hilti, Inc.	U.S. MARKETS, INC.
Illumination Technology Group, LLC	Unipak Corp.
IM Supply Company	UNITED RENTALS (NORTH AMERICA), INC.
Integrated IT Group, LLC	Vehicle Service Group, LLC
Interstate Power Systems	Veritiv Operating Company
Kohler Co.	W.W. Grainger
Kohler Power systems	WESCO Distribution, Inc.
KT&T Distributors Inc	White Cap, LP
Lakes Country Service Cooperative	William Betz, Jr., Inc.
Lawson Products, Inc.	Winsupply Anniston AL CO.
LBS Business Services	Winzer Corporation (Franchise Company FastServ and A-1)
Learning Environments, LLC	

All Proposals remained sealed within the Sourcewell Procurement Portal until the scheduled due date and time. Proposals were electronically opened, and the list of all Proposers was made publicly available on the Sourcewell Procurement Portal, on September 14, 2022, at 4:31:42 pm CT. Proposals were received from the following:

- 1Source Holdings, LLC dba 1st Source Business Supplies
- ABCO Industries, Incorporated
- ATEK Distribution, LLC
- Best Plumbing Specialties, Inc.
- CONTINENTAL HARDWARE, INC.
- Fastenal Company

Global Equipment Company, Inc. and Avenue Industrial Supply Co., Ltd.  
HBM Group, Inc. (AMERICAN SURGLINE, LLC, American subsidiary of HBM Group, Inc.)  
Hi-Line Electric Co., Inc.  
Hilti, Inc.  
Kohler Co.  
Lawson Products, Inc.  
Motion Industries, Inc.  
Sid Tool Co., Inc., dba MSC Industrial Supply Co.  
Sloan Security Group, Inc.  
supplyFORCE, LLC  
W.W. Grainger, Inc.  
WESCO Distribution, Inc.  
White Cap, L.P.  
Winzer Corporation (Franchise Company FastServ and A-1)

Proposals were reviewed by the Proposal Evaluation Committee:

Kim Austin, MBA, CPPB, Procurement Lead Analyst  
Carol Jackson, Procurement Analyst  
Beverly Hoemberg, Procurement Analyst  
Tom Sharbonno, Procurement Analyst

**The findings of the Proposal Evaluation Committee are summarized as follows:**

The Proposal Evaluation Committee applied the Sourcewell RFP evaluation criteria and determined that the products and services offered in the proposal response from Sloan Security Group, Inc., fall outside of the Requested Equipment, Products, or Services of the RFP. All other proposals were found to meet the scope and mandatory submittal requirements and were evaluated.

Fastenal Company is presenting a broad selection of maintenance, repair and operating (MRO) products. They are offering an assortment of services including vending, onsite partnership, and vendor managed inventory solutions. Fastenal has 18 distribution centers throughout the United States and Canada to serve Sourcewell participating entities. Their fleet of over 8,600 delivery trucks ensure inventory availability and Fastenal offers a branch-based service model that offers 'same day delivery.' Fastenal offers competitive category discounts off wholesale pricing.

Motion Industries, Inc., distributes industrial products, replacement parts, related supplies, and services such as bearings, mechanical and electrical power transmission, industrial automation, hose, hydraulic and pneumatic components, industrial supplies, safety supplies, and material handling products. Their large network of branch locations throughout the United States and Canada includes a sales and service force that also handles repair and service. Motion Industries features a 24-hour "after hours" service line for participating entities with needs outside normal business hours. Motion Industries offers a range of discounts from list pricing.

Sid Tool Co., Inc., dba MSC Industrial Supply Co., distributes industrial and MRO name-brand, exclusive-brand, and generic-brand products, services, and supplies. They can serve Sourcewell participating entities throughout North America. Sid Tool is offering a range of discounts from list pricing. Free freight is offered with no minimum order requirement.

W.W. Grainger, Inc., is offering a comprehensive line of products and services in the maintenance, repair and operating (MRO) product category. They are ready to serve Sourcewell participating entities throughout the United States and Canada. W.W. Grainger, Inc. also assists with emergency support 24/7/365. Along with pre-paid freight, they are offering a substantial discount off category pricing.

WESCO Distribution, Inc., is a distributor of facility MRO products, industrial supplies, electrical and lighting products, and electric power transmission products. WESCO has over 800 branch locations and 12 distribution centers throughout the United States and Canada. WESCO offers products that are environmentally preferable and are identified as green, energy and renewable on their website. WESCO offers a strong discount off MSRP prices for Sourcewell participating entities.

White Cap, L.P. is a facility MRO and construction product and service supplier with a vast inventory of brand name and proprietary products. White Cap is prepared to serve Sourcewell participating entities through their direct sales staff located across the United States and Canada, along with their distribution locations and a fleet of delivery trucks. White Cap is offering a solid discount off list pricing, along with prepaid shipping.

For these reasons, the Sourcewell Proposal Evaluation Committee recommends award of Sourcewell Contract #091422 to:

Fastenal Company	#091422-FAS
Motion Industries, Inc.	#091422-MII
Sid Tool Co. dba MSC Industrial Supply Co.	#091422-MSI
W.W. Grainger, Inc.	#091422-WWG
WESCO Distribution, Inc.	#091422-WES
White Cap, L.P.	#091422-WCP

The preceding recommendations were approved on November 4, 2022.

DocuSigned by:

*Kim Austin*

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Kim Austin, MBA, CPPB, Procurement Lead Analyst

DocuSigned by:

*Carol Jackson*

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Carol Jackson, Procurement Analyst

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*Beverly Hoemberg*

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Beverly Hoemberg, Procurement Analyst

DocuSigned by:  
*Tom Sharbonno*  
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Tom Sharbonno, Procurement Analyst

### STATEMENT OF COMPLIANCE

As Chief Procurement Officer for Sourcwell, I have reviewed the recommendation of the Evaluation Committee and the accompanying support materials documenting the process followed for **RFP #091422 for Facility MRO, Industrial, and Building-Related Supplies and Equipment.**

The committee accepted, deemed responsive, evaluated, and recommended proposals for award. Under authority granted to the Chief Procurement Officer in Sourcwell's bylaws, the recommendations set forth above are approved.

I hereby certify:

1. Sourcwell is a government agency, created and authorized by Minnesota law to provide cooperative procurement contracts.
2. The procurement process and resulting contracts have been awarded in compliance with the laws of the State of Minnesota (Minnesota Statutes Chapter 471 and Minnesota Statutes Section 123A.21), and in conformity to Sourcwell's Procurement Policy.

DocuSigned by:  
*Jeremy Schwartz*  
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Jeremy Schwartz, CSSBB, CPPO  
Chief Procurement Officer