



AGENDA ITEM EXECUTIVE SUMMARY

Agenda Item:	Annual Purchase of Distribution Transformers and Material		
Presenter & Title:	Aaron Holton – Superintendent of Electric Services		
Date:	May 20, 2024		
<i>Please Check Appropriate Box:</i>			
☒	Committee of the Whole Meeting	☐	Special Committee of the Whole Meeting
☒	City Council Meeting	☐	Special City Council Meeting
☐	Public Hearing	☐	Other -
Associated Strategic Plan Goal/Objective:			
Estimated Cost: \$ 560,000 Budgeted for 2024/25		Budgeted? ☒ Yes ☐ No	Other Funding? ☐ Yes ☒ No
<i>If "Other Funding," please explain how the item will be funded:</i>			
Executive Summary:			
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. The transformers available meet the City of Geneva's specification and Department of Energy (DOE) efficiency standards. All materials meet City of Geneva's specification.			
Attachments: (please list)			
- Memo from Superintendent Holton - Resolution - Sourcewell Review and Comment of Proposals			
Voting Requirements:			
<i>This motion requires a simple majority of affirmative votes for passage. (City Council Only)</i> <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>			
Recommendation / Suggested Action: (how the item should be listed on agenda)			
Recommend Resolution Authorizing Annual Purchase of Transformers and Material up to the FY 2025 budget amount of \$560,000 through Sourcewell contract 091422wes from WESCO.			



PUBLIC WORKS DEPARTMENT MEMORANDUM

May 20, 2024

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.

Similar to years past, for FY 2024, the City of Geneva utilized Sourcewell to purchase transformers and material for line maintenance and construction. This item is requesting authorization to continue utilizing WESCO through the Sourcewell contract for FY 2024/25.

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 \$25,000 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, the recommendation is **to authorize the annual purchase of transformers and equipment through Sourcewell contract 091422WES from WESCO for FY 2025.**

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

RESOLUTION NO. 2024-49

**RESOLUTION AUTHORIZING ANNUAL PURCHASE OF TRANSFORMERS AND
MATERIAL THROUGH SOURCEWELL CONTRACT FROM WESCO**

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 of transformers and material up to the FY2025 budget amount of \$560,000 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 20th day of May, 2024.

AYES: __ NAYS: __ ABSENT: __ ABSTAINING: __ HOLDING OFFICE: __

Approved by me this 20th day of May, 2024.

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, 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 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.	Lubrcro, 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
Aramco, 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

Sourcewell

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.

Sourcewell

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.

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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

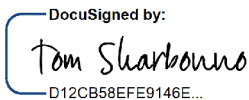
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Beverly Hoemberg

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Beverly Hoemberg, Procurement Analyst

Sourcewell

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Tom Sharbonno, Procurement Analyst

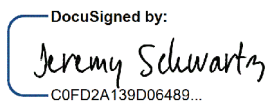
STATEMENT OF COMPLIANCE

As Chief Procurement Officer for Sourcewell, 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 Sourcewell's bylaws, the recommendations set forth above are approved.

I hereby certify:

1. Sourcewell 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 Sourcewell's Procurement Policy.

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Jeremy Schwartz, CSSBB, CPPO
Chief Procurement Officer