



AGENDA ITEM EXECUTIVE SUMMARY

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| Agenda Item: | Consider Resolution Authorizing Annual Purchase of Distribution Material and Supplies Through WESCO's Sourcewell Contract 091422WES. | | |
| Presenter & Title: | Aaron Holton – Superintendent of Electric Services | | |
| Date: | June 2, 2025 | | |
| Please Check Appropriate Box: | | | |
| <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: \$ 460,000 Budgeted for 2025/26 | 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> | | | |
| Executive Summary: | | | |
| Electrical equipment and materials 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. | | | |
| All equipment and material meets City of Geneva's specification. | | | |
| Attachments: <i>(please list)</i> | | | |
| <ul style="list-style-type: none"> • 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: <i>(how the item should be listed on agenda)</i> | | | |
| Recommend authorizing annual purchase of material and supplies up to the 2026 budget amount of \$460,000 through Sourcewell contract 091422wes from WESCO. | | | |



**PUBLIC WORKS DEPARTMENT
MEMORANDUM**

May 19, 2025

Memo To: Mayor Burns and Committee of the Whole

From: Aaron Holton, Superintendent of Electrical Services

Re: Recommendation for the annual purchase material and equipment through the Sourcewell Contract 091422WES from WESCO.

Similar to years past, for FY 2023/24, the City of Geneva utilized Sourcewell to purchase material and supplies for line maintenance and construction. This item is requesting authorization to continue utilizing WESCO through the Sourcewell contract for FY 2025/26.

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 as needed in the future.

Staff Recommendations:

After careful and thorough review, it is the staff's recommendation to COW, that COW approves and recommends City Council **to authorize the annual purchase of material and equipment through Sourcewell contract 091422WES from WESCO for FY 2024/25.**

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
Jennifer Shelley, Purchasing and Inventory Coordinator

RESOLUTION NO. 2025-52

**RESOLUTION AUTHORIZING ANNUAL PURCHASE OF MATERIAL AND SUPPLIES
UP TO THE 2026 BUDGET AMOUNT OF \$460,000 THROUGH SOURCEWELL
CONTRACT 091422WES 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, purchase of transformers and material up to the 2025 budget amount of \$460,000 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 2nd day of June, 2025.

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

Approved by me this 2nd day of June, 2025.

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. | 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 |

Sourcewell

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| 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

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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:

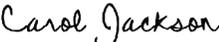
| | |
|--|-------------|
| Fastenal Company | #091422-FAS |
| Motion Industries, Inc. | #091422-MII |
| Sid Tool Co. dba MSC Industrial Supply Co. | #091422-MSI |
| W.W. Grainger, Inc. | #091422-WWG |
| WESCO Distribution, Inc. | #091422-WES |
| White Cap, L.P. | #091422-WCP |

The preceding recommendations were approved on November 4, 2022.

DocuSigned by:

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 Kim Austin, MBA, CPPB, Procurement Lead Analyst

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 Carol Jackson, Procurement Analyst

DocuSigned by:

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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