



Agenda Item Summary

File #: 23-00513

Agenda Date: 9/12/2023

Agenda Item Name:

Fiscal Year 2024 of Annual Blanket Purchase Orders over \$50,000.00.

Presenter:

Theodore White, Procurement Manager, 352.374.5202

Description:

Fiscal Year 2024 of Annual Blanket Purchase Orders over \$50,000.00 to continue County-wide operations. These blanket purchase orders are either exempt from procurement, or have been competitively solicited and awarded, per the Alachua County Procurement Code.

Recommended Action:

Approve the issuance of the Fiscal Year (FY) 2024 of Annual Blanket Purchase Orders over \$50,000.00.

Prior Board Motions:

N/A

Fiscal Note:

Sufficient funds exist to cover the issuance of the Annual Blanket Purchase Orders. The amount budgeted, accounts and funds all vary.

Strategic Guide:

N/A

Background:

Annual Blanket Purchase Orders are issued each fiscal year. A blanket purchase order is a purchase order which is issued to an approved vendor for the fiscal year with a maximum dollar limit.

Each Department Director/Manager is responsible for monitoring their individual blanket purchase orders to ensure that purchases are made within the guidelines and dollar limits set forth.

The selection of vendors listed on the attached report are exempt from the County's competitive bidding requirements pursuant to Alachua County Procurement Code Section 22.3-301 subsections:

- (3) Advertisements to include but not limited to, radio, newspapers, magazines, professional organizations, trade shows, television, websites, and any other related media.

These purchases are exempt from the County's competitive bidding requirements pursuant to Alachua

County Procurement Code Section 22.3-302 subsections:

- (2) All supplies or services purchased at a price established by the Florida Department of Management Services, or at a price equal to or less than the price established by the state agency
- (12) Procurement of supplies or services under contract with federal, state, or municipal governments or any other governmental agency or political subdivision provided the vendor extends the same terms and conditions of the contract to the County.
- (13) Procurement of supplies or services under contract with cooperatives, including cooperatives that the County participates in accordance with Article 10, Section 22.10-201 (Cooperative Purchasing Authorized) of the Procurement Code, providing the vendor extends the same terms and conditions of the Contract to the County.

The County Manager or designee shall have the authority to approve and award bids/solicitations and to approve, execute and modify all purchase orders, contracts, contract amendments and contract renewals in the amount of \$50,000.00 or less. Since the dollar amount of these purchases will or are anticipated to exceed \$50,000, they are being submitted for the consideration and approval of the Board.