



Agenda Item Summary

File #: 25-00647

Agenda Date: 8/26/2025

Agenda Item Name:

Change Order 1 to Blanket Purchase Order 25-254 with HD Supply Facilities Maint. LT, in the amount of \$10,000.00 for Facilities Management.

Presenter:

Travis Parker, Facilities Management Director, 352.374.5289

Theodore White, Procurement Manager, 352.374.5202

Description:

Change Order 1 to Blanket Purchase Order 25-254 with HD Supply Facilities Maint. LT, in the amount of \$10,000.00 for Facilities Management. The revised Blanket Purchase Order is \$60,000.00.

Recommended Action:

Approve the issuance of Change Order 1 to Blanket Purchase Order 25-254 with HD Supply Facilities Maint. LT, in the amount of \$10,000.00 for Facilities Management. The revised Blanket Purchase Order is \$60,000.00.

Prior Board Motions:

N/A

Fiscal Note:

Facilities is increasing account 001.19.1912.519.52.00 by \$5,000.00 from \$26,500.00 to \$31,500.00. Increasing 001.19.1912.712.52.00 by \$5,000.00 from \$23,500.00 to \$28,500.00 - Operating. The total PO will increase from \$50,000.00 to \$60,000.00 to cover expenses through the end of the fiscal year.

Strategic Guide:

All Other Mandatory and Discretionary Services

Background:

This blanket is used primarily to purchase custodial supplies. The original amount of funding requested was based on amounts spent in prior years. However, this year there are additional buildings in the care of the Facilities custodial staff. There are also fewer county employees working from home full time and foot traffic from the public has increased. The net effect is that additional custodial supplies are required and this has caused the blanket to run short of funds prematurely.

Original Purchase Order:	\$50,000.00
Change Order 1:	<u>\$10,000.00</u>
Revised Purchase Order Total:	\$60,000.00

This purchase is exempt from the County's competitive bidding requirements pursuant to Section 22.3-302 (13) of the Alachua County Procurement Code, 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), providing the vendor extends the same terms and conditions of the Contract to the County; however, since the dollar amount of the purchase exceeds the purchasing authority of the Procurement Manager, this is being submitted for Board consideration and approval.