

## SUMMARY

### **I. Description of Item**

Shelby County Government has the continued need to purchase janitorial supplies for various departments within Shelby County Government.

Sealed bids were requested and received on April 18, 2016, and the Purchasing Department recommended the subject bid award to Action Chemical, American Paper & Twine Company, Bob Barker, Housekeepers Supply, and Staples Advantage (Memphis, TN) on May 12, 2016.

### **II. Source and Amount of Funding**

The total estimated amount of this award is \$243,597.48.

#### **County Operating Funds - \$243,597.48**

Vendors may request price increases subject to the manufacturers' price increases for each renewal period, subject to approval of the Purchasing Department.

Purchase orders will be issued by the Purchasing Department upon submission of a requisition by each user department, and subject to the availability of funds at the time the purchase order is issued.

### **III. Contract Items**

- A. Type of Contract – Purchase Order
- B. Terms - The period of award is from July 1, 2016 through June 30, 2017. The bid contains options to renew for two (2) additional one (1) year periods from July 1, 2017 to June 30, 2018, and from July 1, 2018 to June 30, 2019.

### **IV. Additional Information Relevant to Approval of this Item**

The Administration recommends approval of this Resolution.