



Contra
Costa
County

To: Board of Supervisors
From: Brian M. Balbas, Public Works Director/Chief Engineer
Date: July 13, 2021

Subject: Purchase Order Amendment with The Home Depot Pro (formally SupplyWorks)

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Purchasing Agent or designee, to execute, on behalf of the Public Works Director, an amendment to purchase order #016485 with The Home Depot Pro (formally SupplyWorks), effective July 13, 2021, to extend the term from June 30, 2021 through September 30, 2021 for building material and janitorial supplies, with no change to the payment limit of \$2,000,000, Countywide.

FISCAL IMPACT:

There is no fiscal impact with this action. The amendment is to extend the term only with no change to the payment limit. Contract costs are budgeted in the Facilities Maintenance Budget.

BACKGROUND:

Public Works Materials Management is responsible for the purchase of materials and supplies for Custodial Services and Facilities Maintenance. The purchase order is utilized for custodial supplies, cabinets, appliances, furniture, construction and remodeling materials, repairs, office supplies and shop parts.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY

☐ RECOMMENDATION OF BOARD

ADMINISTRATOR

COMMITTEE

Action of Board On: **07/13/2021** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYE: John Gioia, District I Supervisor
Candace Andersen, District II Supervisor
Diane Burgis, District III Supervisor
Karen Mitchoff, District IV Supervisor
Federal D. Glover, District V Supervisor

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: July 13, 2021

Monica Nino, County Administrator and Clerk of the Board of Supervisors

Contact: Kevin Lachapelle,
(925) 313-7082

By: Laura Cassell, Deputy

cc:

On May 18, 2021, the Board approved a blanket purchase order and participating addendum with Home Depot USA, Inc., to be used by all County Departments. The acceptance agreement and participating

BACKGROUND: (CONT'D)

addendum are still being reviewed and executed. This purchase order amendment will allow Facilities Services to continue to purchase building materials and janitorial supplies for County buildings until September 30, 2021, while the blanket purchase order and addendum approved on May 18th are being executed.

CONSEQUENCE OF NEGATIVE ACTION:

If the amendment to the purchase order is not approved, then purchasing material and supplies through The Home Depot Pro (formerly SupplyWorks) will discontinue.