

15. Approval to Increase Spending Limits for Waxie Sanitary Supply

Recommendation:

That the Honorable City Council approve the increased cumulative total in the amount not-to-exceed \$135,000 for Waxie Sanitary Supply.



Item Number: 15

City Council / Board of Directors

Written Communications

Meeting of: May 6, 2025

Submitted By:

Robert Clemmer, Fire Chief

Subject:

Approval to Increase Spending Limits for Waxie Sanitary Supply

Recommendation:

That the Honorable City Council approve the increased cumulative total in the amount not-to-exceed \$135,000 for Waxie Sanitary Supply.

Fiscal Impact:

The City has currently expended \$121,544.22 cumulatively, and the Fire Department is requesting to spend an additional \$10,000. This will exceed the City Manager's authority limit of \$125,000. No additional appropriations are required as the additional \$10,000 will be funded from account no. 1002010-52110-96004 – Fire Supplies Misc/Cleaning.

Strategic Plan Goal:

This item aligns with Strategic Plan Goal A: Financial Sustainability. The increased amount of sanitary supplies allows staff to foster fiscal health through disciplined long-term planning.

Background:

Waxie Sanitary Supply (Waxie) provides cleaning and janitorial products necessary for maintaining the health and cleanliness of City facilities, including all five (5) fire stations, City Hall, Airport, and Parks & Recreation. These supplies include disinfectants, paper products, hand soap, various cleaning tools and products, and Personal Protective Equipment, among many others. For the 2024/2025 Fiscal Year, the Fire Department budgeted \$20,000 for cleaning supplies from Waxie based on average prior-year usage. However, due to increased operational demands, including expanded cleaning protocols, increased staff, increased in-house training and station tours, and higher supply costs, expenditures are approaching the budgeted threshold earlier than projected.

Discussion:

As of April 17, 2025, approximately \$19,578.75 of the Fire Department's current cleaning supplies budget for Waxie has been expended. Without additional funding, there is a risk of disruption in the availability of critical janitorial supplies, which could compromise facility cleanliness and staff/public safety. An additional \$10,000 will allow the Fire Department to maintain adequate stock levels and meet ongoing facility sanitation needs through the end of the fiscal year.

Although the Fire Department spendings will not exceed \$30,000, if approved, the cumulative amount citywide will exceed \$125,000, requiring City Council approval per Victorville Municipal Code (VMC) 2.28.060(d)(1). Waxie has an existing cooperative agreement (Attachment A) which has been approved by the Purchasing Division of the Finance Department. Purchases through a cooperative agreement can proceed without meeting bid requirements per VMC section 2.28.120.

Staff is available to answer any questions the Council may have.

Attachments: A. Cooperative Agreement

Attachment A



COMPREHENSIVE OPERATIONAL AND JANITORIAL SUPPLIES AND SOLUTIONS
Executive Summary

Lead Agency: REGION 14 ESC

Solicitation: 24-S824

RFP Issued: FEBRUARY 21, 2024

Response Due Date: APRIL 4, 2024

Proposals Received: #7

Awarded to: Acuity Specialty Products, Inc dba Zep Sales and Service, Network Services Company dba Network Distribution, Waxie's Enterprises, LLC and its affiliates, BradyPlus companies

The Region 14 ESC Department of Procurement issued RFP#24-S824 on February 21, 2024, to establish a national cooperative contract for Comprehensive Operational and Janitorial Supplies and Services.

The solicitation included cooperative purchasing language in Section I. Introduction:

National Contract

Region 14 ESC, as the Principal Procurement Agency, defined in Appendix B, has partnered with OMNIA Partners, Public Sector, Inc. ("OMNIA Partners") to make the resultant contract (also known as the "Master Agreement" in materials distributed by OMNIA Partners) from this solicitation available to other public agencies nationally, including state and local governmental entities, public and private primary, secondary and higher education entities, non-profit entities, and agencies for the public benefit ("Public Agencies"), through OMNIA Partners' cooperative purchasing program. Region 14 ESC is acting as the contracting agency for any other Public Agency that elects to utilize the resulting Master Agreement. Use of the Master Agreement by any Public Agency is preceded by their registration with OMNIA Partners (a "Participating Public Agency") and by using the Master Agreement, any such Participating Public Agency agrees that it is registered with OMNIA Partners, whether pursuant to the terms of a Master Intergovernmental Cooperative Purchasing Agreement, a form of which is attached hereto in Appendix B, or as otherwise agreed to. Appendix B contains additional information about OMNIA Partners and the cooperative purchasing program.

Notice of the solicitation was sent to potential offerors, as well as advertised in the following:

- Region 14 ESC website
- OMNIA Partners website
- USA Today, nationwide
- Arizona Business Gazette, AZ
- San Bernardino County Sun, CA
- Honolulu Star-Advertiser, HI
- The Herald-News – Will County (IL)
- The Advocate – New Orleans, LA

- The New Jersey Herald, NJ
- Albany Times Union, NY
- Daily Journal of Commerce, OR
- The State, SC
- Deseret News, UT
- Richmond Times-Dispatch, VA
- Seattle Daily Journal of Commerce, WA
- Abilene Reporter, TX
- Helena Independent Record, MT
- Las Vegas Review-Journal
- Kennebec Journal, ME

Socio-economic Outreach: To encourage participation of small businesses, minority owned businesses and women owned businesses were notified of the Invitation to Bid.

On April 4, 2024, proposals were received from the following offerors:

- Acuity Specialty Products, Inc dba Zep Sales and Service
- Network Services Company dba Network Distribution
- Peak Supply Solutions LLC
- Tennant Sales and Service Company
- Unipak Corporation
- Vertitiv Operating Company
- Waxie's Enterprises, LLC and its affiliates, BradyPlus companies

The proposals were evaluated by an evaluation committee. Using the evaluation criteria established in the RFP, the committee elected to enter into negotiations with Acuity Specialty Products, Inc dba Zep Sales and Service, Network Services Company dba Network Distribution, Waxie's Enterprises, LLC and its affiliates, BradyPlus companies and proceeding with contract awards upon successful completion of negotiations.

Geographic Preferences: No geographic preferences were included in the evaluation of the responses.

The Region 14 ESC, OMNIA Partners and the following offerors successfully negotiated a contract: Acuity Specialty Products, Inc dba Zep Sales and Service, Network Services Company dba Network Distribution, Waxie's Enterprises, LLC and its affiliates, BradyPlus companies. The Region 14 ESC executed the agreements, each with a contract effective date of June 1, 2024.

Contract includes: The suppliers provided federal funds certifications which are available on the OMNIA Partners website for review.

Term:

Initial three-year agreement from June 1, 2024 through May 31, 2027, with the option to renew for two (2) additional one-year periods through May 31, 2029.

Pricing/Discount: Discount off price lists

Evaluation Criteria	Point Value	Acuity Specialty Products, Inc d/b/a Zep Sales and Service	WAXIE's Enterprises LLC and its affiliates, BradyPLUS Companies	Network Distribution	Tennant Sales and Company Service Company
Pricing	40	35	35	32	25
Ability to service the contract	30	26	20	26	19
References	20	17	20	15	15
Value Added Products and Services	10	5	7	7	5
Total	100	83	82	80	64



Awarded Suppliers:

Acuity Specialty Products, Inc d/b/a Zep Sales and Service

WAXIE's Enterprises LLC and its affiliates, BradyPLUS Companies

Network Distribution

Evaluation Committee for Contract:

Emily Jeffrey

Evaluation Criteria	Point Value	Veritiv Operating Company	Unipak Corp.	Peak Supply Solutions LLC		
Pricing	40	25	10	10		
Ability to service the contract	30	15	8	5		
References	20	14	2	1		
Value Added Products and Services	10	6	0	0		
Total	100	60	20	16	0	0



Evaluation Committee for Contract:

Emily Jeffrey