



Legislation Text

---

File #: 23-0857, Version: 1

---

**TO:** Mayor Richard C. Irvin

**FROM:** Ian Wade, Capital Projects Manager

**DATE:** October 26, 2023

**SUBJECT:**

Resolution authorizing the Director of Purchasing to increase a Purchase Order with Oxie Valley Electric Supply, Aurora, IL to an amount not to exceed \$70,000 for supplies needed by the Electrical Division.

**PURPOSE:**

To increase a Purchase Order with Oxie Valley Electric Supply to an amount not to exceed \$70,000.

**BACKGROUND:**

Earlier this year the City published an Invitation to Bid (ITB) for annual pricing of supplies used by the Electrical Division during routine and ongoing maintenance of City infrastructure. Unit prices were received for specific anticipated supplies from two respondents. Purchase Orders were opened for both respondents in anticipation that the lowest price per item will be used unless delivery time becomes an issue, at which point the item would be purchased from the respondent with the next lowest price and necessary availability for that item.

Since the time of these contract awards, a handful of supplies have been needed which were either not included in the specific supplies requested in the ITB, were not available at either of the two contracted vendors, or were available for pickup in Rockdale, IL, which can be time prohibitive for the emergency/time-sensitive nature of certain repairs.

**DISCUSSION:**

Oxie Valley Electric Supply is a local vendor which has submitted bids for and been awarded this Electrical Supplies contract in the past but did not submit a response to this ITB this year. While our Electrical Division consistently attempts to purchase all supplies from the two vendors which responded this year (TCL Electrical & Lighting in North Aurora and Crescent Electric in Rockdale), certain situations and purchases have created the need to purchase from Oxie Valley.

Despite efforts to limit these one-off supply purchases, the Electrical Division has spent approximately \$39,000 to date at Oxie Valley. This request is intended to obtain the necessary formal approval to increase the purchase order to cover any remaining emergency needs prior to exceeding \$50,000 to an amount not to exceed a total of \$70,000 by year's end.

As a result of this recurring need, the City plans to rebid this contract in 2024 in hopes of including a local vendor such as Oxie Valley for any such immediate supply needs moving forward.

**IMPACT STATEMENT:**

Funding for materials, supplies, and LED light fixtures is budgeted in Supplies-Repairs/Maintenance/Street Lighting account 101-4020-418.65-07.

**RECOMMENDATIONS:**

I request the proposed resolution be adopted.

cc: Finance Committee



CITY OF AURORA, ILLINOIS

RESOLUTION NO. \_\_\_\_\_  
DATE OF PASSAGE \_\_\_\_\_

A Resolution authorizing the Director of Purchasing to increase a Purchase Order with Oxie Valley Electric Supply to an amount not to exceed \$70,000 for supplies needed for the Electrical Division. WHEREAS, the City of Aurora has a population of more than 25,000 persons and is, therefore, a home rule unit under subsection (a) of Section 6 of Article VII of the Illinois Constitution of 1970; and

WHEREAS, subject to said Section, a home rule unit may exercise any power and perform any function pertaining to its government and affairs for the protection of the public health, safety, morals, and welfare; and

WHEREAS, an Invitation to Bid (ITB) was published and the unit prices received from two non-local respondents were accepted and adopted for 2023 Electrical Supplies; and

WHEREAS, a handful of supplies have been needed which were either not included in the specific supplies requested in the ITB, were not available at either of the two contracted respondents, or were available for pickup at a location which is time prohibitive for the emergency/time-sensitive nature of the certain repairs; and

WHEREAS, Oxie Valley Electric Supply is a local vendor offering the necessary supplies; and

WHEREAS, funding for 2023 Electrical Supplies is budgeted in account 101-4020-418.65-07 and may be supplemented with accounts to be determined; and

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Aurora, Illinois, as follows: authorizing the Director of Purchasing to increase a Purchase Order with Oxie Valley Electric Supply, Aurora, IL to an amount not to exceed \$70,000 for supplies needed for the Electrical Division.