

12. Blanket Purchase Order with The Home Depot

Recommendation:

Approve the issuance of a blanket Purchase Order with The Home Depot in an amount not-to-exceed \$190,000 to procure supplies for the Public Works Department and Vernon Public Utilities for operational needs and special projects for Fiscal Year (FY) 2025-2026.

City Council Agenda Report

Meeting Date: June 17, 2025
From: Daniel S. Wall, P.E., Director of Public Works
Department: Public Works
Submitted by: Cynthia Cano, Administrative Secretary

Subject

Blanket Purchase Order with The Home Depot

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Background

The Public Works Department and Vernon Public Utilities (VPU) regularly procure supplies to support their operations. To streamline this process, both departments typically establish blanket purchase orders with vendors at the beginning of each fiscal year.

For FY 2024-25, Public Works initiated several special projects that have required increased expenditures on supplies. These projects include street island improvements, beautification of City Hall, and an enhanced graffiti elimination program—all of which demand significant quantities of paint and related materials. These initiatives are currently ongoing and will continue throughout FY 2025-26. To manage costs effectively, Public Works is prioritizing the use of in-house staff for these projects in lieu of outsourcing to contractors.

To ensure both departments can efficiently acquire the necessary materials and supplies for ongoing operations and upcoming special projects in FY 2025-26, staff is requesting City Council approval for a blanket purchase order with The Home Depot in an amount not to exceed \$190,000.

The Home Depot is the closest major supplier to the City and offers a consistently high level of inventory, a wide selection of product brands, and the breadth of tools, equipment and supplies required by staff. Using alternative vendors for select purchases would increase staff time and travel, thereby reducing efficiency.

This purchase order qualifies for an exemption from competitive bidding in accordance with Vernon Municipal Code (VMC) Section 3.32.110(A)(5)(b), as The Home Depot is a registered participant in the OMNIA Partners cooperative purchasing program. The City's Director of Finance has determined that it is to the advantage of the City to utilize the OMNIA contract (Contract No. 16154) for this procurement. OMNIA Partners is the nation's largest cooperative purchasing organization for the public sector, with all contracts competitively solicited and publicly awarded in compliance with relevant procurement laws and regulations.

As the total purchase amount exceeds \$100,000, City Council approval is required pursuant to VMC Section 3.32.030(A).

Fiscal Impact

The fiscal impact is not-to-exceed \$190,000. Sufficient funds for the cost of materials and supplies are available in the Supplies and Repairs Account of the Public Works and VPU Departments for FY 2025-26.

Attachments

None.