

PALM DESERT HOUSING AUTHORITY STAFF REPORT

MEETING DATE: May 23, 2024

PREPARED BY: Celina Cabrera, Management Analyst

REQUEST: AUTHORIZE THE USE OF LOWE'S HOME CENTERS, INC., HOME DEPOT U.S.A., INC., HD SUPPLY FACILITIES MAINTENANCE, AND SHERWIN WILLIAMS FOR PURCHASE OF MATERIALS, SUPPLIES, PAINT AND APPLIANCES FOR PALM DESERT HOUSING AUTHORITY PROPERTIES FOR FISCAL YEAR 2024/25

RECOMMENDATION:

1. Authorize the use of Lowe's Home Centers, Inc., for the reoccurring purchase of materials, supplies, and appliances, by property management, pursuant to Section 3.30.160(E) of the Palm Desert Municipal Code for FY 2024/2025 in an amount not to exceed \$230,000.
2. Authorize the use of Home Depot U.S.A., Inc. for the reoccurring purchase of materials and supplies, by property management, pursuant to Section 3.30.160(E) of the Palm Desert Municipal Code for FY 2024/2025 in an amount not to exceed \$60,000.
3. Authorize the use of HD Supply Facilities Maintenance for the reoccurring purchase of materials and supplies, by property management, pursuant to Section 3.30.160(E) of the Palm Desert Municipal Code for FY 2024/2025 in an amount not to exceed \$320,000.
4. Authorize the use of The Sherwin-Williams Company for the reoccurring purchase of paint and supplies, by property management, pursuant to Section 3.30.160(E) of the Palm Desert Municipal Code for FY 2024/2025 in an amount not to exceed \$80,000.
5. Authorize the disposal and recycling of inefficient, damaged, obsolete, and non-functioning appliances as appropriate in accordance with Environmental Protection Agency ("EPA") standards and declare as surplus at the time of removal from the properties.

BACKGROUND/ANALYSIS:

The Palm Desert Housing Authority ("Authority") property management conducts reoccurring purchases of a variety of items for the Authority owned properties throughout the year such as cabinets, countertops, garbage disposals, light fixtures, paint, building materials, plumbing parts/supplies (toilet seats, stoppers, faucet spouts, etc.), hardware, bathroom fixtures (toilets, sinks, vanities, medicine cabinets), janitorial supplies (gloves, vacuum bags, cleaners, etc.), light bulbs, thermostat controls, A/C filters, general building items, hand held general purpose tools, varying appliances (including but not limited to refrigerators with freezer, microwaves, freestanding ranges, range hoods, dishwashers and other appliance accessories), and any other necessary miscellaneous maintenance, repair and operating supplies.

Since 2012, the Authority has secured national government cooperative pricing by being members to the national cooperative Omnia Partners ("OMNIA"). Lowe's, Home Depot, HD Supply, and Sherwin Williams are national cooperative contract holders and have confirmed to extend their national cooperative contract pricing and terms to the Authority. Palm Desert

Municipal Code Section 3.30.160(E) allows for participation in cooperatives when a competitive bid has already been completed.

The procurement of appliances from Lowe's includes delivery and whenever appropriate, the removal and recycling of old appliances. Staff requests authorization to dispose of or recycle all appliances removed from the Properties in accordance with EPA standards for responsible appliance disposal at the appropriate recycling centers. Such disposed of or recycled inefficient, damaged, obsolete, and non-functioning appliances are also requested to be declared as surplus at the time they are removed from the Properties.

Requested amounts for each of the vendors are based on the average change over the previous three years actual expenditures plus a 7% increase.

Legal Review:

This report has been reviewed by the City Attorney's office.

Appointed Body Recommendation:

The Housing Commission will review this recommendation at its regular meeting of May 8, 2024. Upon request, a verbal report will be provided at the Authority's regular meeting of May 23, 2024.

FINANCIAL IMPACT:

Funds have been included in the Housing Authority FY 2024/2025 proposed budget in the appropriate Authority accounts for each of the properties. There is no financial impact to the General Fund from this action.

ATTACHMENTS:

1. Omnia Partners Participation Letter- Lowe's Home Centers, Inc.
2. Omnia Partners Participation Letter- Home Depot U.S.A., Inc.
3. Omnia Partners Participation Letter- HD Supply Facilities Maintenance
4. Omnia Partners Participation Letter- Sherwin Williams