

# CITY OF TARPON SPRINGS, FL

Procurement Services Department

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## MEMORANDUM

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**TO:** Honorable Mayor and Board of Commissioners  
**THRU:** Jay Jackus, CPPO, CPPB, Procurement Services Director   
**FROM:** Cathy Morgan, CPPO, CPPB, Senior Procurement Analyst   
**DATE:** 06/20/2017  
**SUBJECT:** Award File No. 170138-N-CM, Food and Miscellaneous Supplies

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### RECOMMENDATION:

Award File No. 170138-N-CM, Food and Miscellaneous Supplies to Sam's Club, Inc. for the period September 1, 2017 through August 31, 2022 in annual amount of \$45,000 for City Wide use. Purchase Orders will only be issued against approved budgets.

### BACKGROUND:

The purpose of this contract is to provide for the purchase of food and miscellaneous items. Spot comparisons were made on select items at Sam's Club to the pricing offered on similar items available at local area supermarkets and the discount warehouse items were found to be the better value for these consumables. Items purchased for resale are sold at City sponsored events. Supplies are also purchased for use at the Cops and Kids Center; the Recreation Division's summer children's program and miscellaneous items for various other city departments.

**FUNDING:** Funding will be identified as orders are placed.

Accepted by: \_\_\_\_\_  
City Manager

Attest: \_\_\_\_\_  
City Clerk