



CITY OF TARPON SPRINGS, FL

Procurement Services Department

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MEMORANDUM

TO: Honorable Mayor and Board of Commissioners
FROM: Janina Lewis, CPPO, NIGP-CPP, Procurement Services Director *JL*
DATE: 08/09/2022
SUBJECT: Award File No. 220158-N-JL, Food and Miscellaneous Supplies

RECOMMENDATION:

Award File No. 220158-N-JL, Food and Miscellaneous Supplies to Sam's Club, Inc. for the period September 1, 2022, through August 31, 2024, in annual amount of \$45,000 for City Wide use.

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.

The current price of the Sam's Club membership is \$100.00 with an additional \$40.00 for an add on card. The City currently pays a total of \$140.00 annually for the membership as this includes the City card and one additional for the Cops and Kids Center. A price comparison was performed against other local warehouses of the same type, and Sam's currently provides the best rates: BJ's membership is \$110 for Business rate plus additional fee for up to 8 other users; Costco – The Goldstar membership starts at \$120, additional fees for extra card holders were not listed and there were no perks listed, such as cash rewards or rebates (see attached information). The Sam's Club location is geographically located within 6.3 miles of the City, whereas the other warehouses; BJ's is 10 miles, and Costco is 14 miles away. With Sam's Club the City

earns cash rewards that can be used for purchases, currently for the year the City has earned \$54 and the overall total is up to \$174.

FUNDING: Funding will be identified as orders are placed.

Accepted by: _____ Attest: _____
City Manager City Clerk

Warehouse Price Comparisons

Sam's Club	BJ's Warehouse	Costco
\$100/\$40 additional cards (\$100 includes two user cards)	\$110/additional fees for up to 8 cards at a discounted rate	\$120/ additional card fees unknown (\$120 includes two user cards)
Distance: 6.3 Miles from City	Distance: 10 Miles from City	Distance: 14 Miles from City
Cash Rewards 2% on purchases/up to \$500/yr	2% Cash back rewards expire within 6 months	Unknown