

Boone County Purchasing

Liz Palazzolo, CPPO, C.P.M.
Senior Buyer



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MEMORANDUM

TO: Boone County Commission
FROM: Liz Palazzolo, Senior Buyer
DATE: April 17, 2024
RE: Award Contract C000768, Cooperative Contract PCA OD-305-20 with Q4 Industries LLC for Janitorial Products, Equipment and Related Items – Term & Supply for the Boone County Facilities Management Department

Purchasing requests approval for contract C000768 using co-operative contract PCA OD-305-20 for Janitorial Products, Equipment and Related Items with Q4 Industries LLC of Lenexa, Kansas. The Facilities Management Department intends to use the contract to purchase janitorial equipment, specifically two floor scrubbers with batteries, brushes and on-board charging. The contract is also available for other janitorial products purchases. If other purchases are made, an amendment to the contract will be prepared for those orders.

The contract period runs April 23, 2024 through May 05, 2025.

This is considered a Term and Supply contract for Facilities Management. The total of the two scrubbers will be \$25,367.86. Payment will reference 6101-Facilities Management Housekeeping & Custodial Services/91300- Machinery & Equipment.

/lp

c: Contract File