



AGENDA ITEM

Financial Services

REPORT TO: Work Session (08/24/26)

REPORT TO: Voting Meeting (08/27/26)

ITEM NO: 555/2026

SUBJECT: Approve the award of IFB #022-47 Office and Janitorial Supplies Annual Contract for various County departments to Advanced Office Solutions of Gainesville, GA; North Georgia Business Products, Inc. (dba McGarity's Business Products) of Gainesville, GA; Perimeter Office Products of Lawrenceville, GA; and Staples Contract & Commercial, LLC of Framingham, MA. The estimated annual cost is \$171,810.00.

Meetings:

Work Session Date: 08/24/26

Voting Meeting Date: 08/27/26

Executive Summary:

Presenter: TS

Recommendation:
Approve.

Purpose of Request:

Approve the award of IFB #022-47 Office and Janitorial Supplies Annual Contract for various County departments to Advanced Office Solutions of Gainesville, GA; North Georgia Business Products, Inc. (dba McGarity's Business Products) of Gainesville, GA; Perimeter Office Products of Lawrenceville, GA; and Staples Contract & Commercial, LLC of Framingham, MA. The estimated annual cost is \$171,810.00.

History:

Hall County has not had a janitorial supplies contract for many years. This will combine two (2) areas of need into one (1) contract and will be a convenience contract for all County departments.

All vendors are in good standing with the County.

Facts and Issues:

This will be year one (1) of a possible five (5) year contract.

This contract will establish a pool of vendors that will provide all County departments the ability to purchase office and janitorial supplies with internet based order processing capabilities.

Options:

Funding Requested

\$ 171,810.00

Are funds within current budget?

Yes

Source of Funds	Various
Does the action involve a Resolution, Ordinance, Contract, Agreement, etc.?	Yes
Has it been reviewed by the County Attorney?	Yes
Is there a deadline for this item?	

Approvals:

Buyer	Submit	Purchasing	Budget
JD	JD	AY	JM
Finance	Attorney	Administration	Clerk
TS	JL	CR	JR

Attachments:

Financial Supplement
 Bid Tab
 Signature Request Cover Sheet
 Contract - Staples
 Contract - Perimeter Office
 Contract - McGarity's
 Contract - Advanced Office



**HALL COUNTY BOARD OF COMMISSIONERS
FINANCIAL SUPPLEMENT REPORT**

AGENDA ITEM 555/2026

Funds Requested: \$ 171,810.00

Request Budgeted: Yes

Proposed Source of Funding:

Budget Transfer Requested:

Various

No

Funding Source Items:

Fiscal Year	Fund	Division	Account	Amount
2027	TBD	TBD	531100-GENERAL SUPPLIES AND MATERIALS	\$171,810.00

Budget Transfer Items:

Additional Information/Comments:

Contact for Questions: TS

Phone: 770-531-3900