



Procurement Management Department

Commission Agenda Staff Report

Date: February 17, 2026

Resolution No.: 2026-XX

To: Mayor and City Commission

From: Darvin Williams, City Manager

Prepared By: Shereece George Depusoir, Chief Procurement Officer

Agenda Title: Resolution Approving a Piggyback Contract and Authorizing Purchases from Amazon Marketplace, through Amazon Services, LLC dba Amazon Business for Citywide Purchasing and Administrative and Operational Material and Supply Needs in an Annual Amount Not to Exceed \$250,000.

Background

The City of North Miami Beach utilizes Amazon Business as a purchasing resource to support the efficient acquisition of goods required for daily municipal operations. The Amazon Business Marketplace provides City departments with timely access to a broad range of competitively priced products, supporting operational continuity and improved turnaround times.

Omnia Partners, a national cooperative purchasing organization, through its lead agency, Prince William County Public Schools, competitively solicited and awarded Contract R-TC-17006, *Online Marketplace for Purchases of Products and Services*, to Amazon Services, LLC, d/b/a Amazon Business, with a contract term through January 18, 2028.

The City intends to utilize this piggyback contract to procure a wide range of goods necessary to support daily operations across City departments. Leveraging this cooperative contract streamlines purchasing, reduces procurement cycle times, expands product access, and supports cost-effective acquisitions in accordance with City policies and budgetary appropriations.

Through the Amazon Business annual membership, the City receives ongoing benefits including free shipping, rebates, applicable tax exemptions, and business-only pricing. Procurement administers purchasing controls and guardrails to ensure compliance with City procurement requirements.

As a strategic partner, Amazon Business also supports supplier diversity by encouraging participation from small, local, and diverse businesses through outreach, training, and marketplace tools designed to expand access to public-sector purchasing opportunities.

Documented Cost Benefits

- Over \$3,000 in shipping savings during the prior fiscal year through Business Prime
- Over \$3,800 in Prime-related discount savings
- FY 2026 office supply discounts of up to 25%, representing an estimated \$4,000 in value based on current office supply spending
- Active rebate program through August 31, 2026, offering up to 3% back on total annual spend

Strategic Cost Savings

Incorporating Amazon Business into the City's broader procurement strategy supports operational efficiency and cost savings, particularly for low-dollar, high-volume purchases such as office supplies, maintenance, repair, and operations (MRO) items, technology, books, and community engagement materials. Purchasing trends reflect a shift from single-source retail vendors to a multi-seller, price-competitive marketplace. Redirecting approximately 15–20% of comparable Office Depot and Home Depot purchases to Amazon Business at an estimated 10% lower net pricing has contributed to improved value through competitive pricing, product availability, variety, and accessibility.

Recommendation

The Chief Procurement Officer recommends that the City Commission approve and authorize the City Manager or designee to approve the Purchase Order with Amazon Business in accordance with City procurement policies and approved budgetary appropriations.

Fiscal Impact

Estimated annual spend for Amazon Business marketplace purchases to facilitate administrative and operational material and supply needs is a not to exceed amount of \$250,000.00 citywide.

Requesting authorization for City departments to procure goods and services under this contract on an as-needed basis, subject to available FY26 budgeted funds.

FY26 Approved department budgets utilized: Operating Supplies, Office Supplies, Books, Educational Programs