

## OMB Contract Review

<b>Contract Name</b>	First Amendment to the purchase authorization agreement with Duval Ford for vehicle and equipment replacement.				
<b>GRANICUS</b>	23-0212D	<b>Contract #</b>	N/A	<b>Date:</b>	04/17/2023

**Mark all Applicable Boxes:**

Type of Contract									
<b>CIP</b>		<b>Grant</b>		<b>Other</b>	<b>X</b>	<b>Revenue</b>		<b>Project</b>	

**Contract information:**

<b>New Contract (Y/N)</b>	N	<b>Original Contract Amount</b>	\$ 2,640,890.15
<b>Fund(s)</b>	Multiple Funds	<b>Amount of Change</b>	\$ 459,031.38
<b>Cos Center(s)</b>	Multiple Centers	<b>Contract Amount</b>	\$ 3,099,921.98
<b>Program(s)</b>	Multiple Programs	<b>Amount Available</b>	\$ 17,461,890.00
<b>Account(s)</b>	Multiple Accounts	<b>Included in Applicable Budget? (Y/N)</b>	<b>Y</b>
<b>Fiscal Year(s)</b>	FY23		

### Description & Comments

(What is it, any issues found, is there a financial impact to current/next FY, does this contract vary from previous FY, etc.)

**Summary**

- Delays due to supply chain issues and inflation have driven the cost of vehicles higher in recent years.
- This amendment will increase the not-to-exceed threshold for Duval Ford by \$459,031.38, or 17.4%, to \$3,099,921.53.
- This is for vehicles that were approved through the vehicle purchase plan in FY22 but failed to meet delivery in FY23. They are now experiencing increased costs compared to the original price.
- This amendment is not budgeted for in FY23, but will be absorbed by Vehicle Replacement Plan (VRP) and the operating budgets of purchasing departments.

**Background**

This contract was originally approved by the Pinellas County Board of County Commissioners (BCC) on December 7, 2021, for \$5,663,579.63 and included multiple vendors, including Duval Ford (Duval). Duval was approved at \$2,640,890.15 and the higher cost of vehicles has made this total obsolete. First Amendment raises Duval's contract by \$459,031.38, or 17.4% for a total not-to-exceed threshold of \$3,099,921.53.

Since approval, \$1,807,102.11 has been spent with Duval, leaving a potential \$833,788.04<sup>1</sup> available. \$1,450,638.19 was expensed in FY22 and \$356,463.92 has been expensed in FY23 (as of April 14, 2023).

This request is not part of the traditional vehicle purchase plan that is submitted by Fleet Management annually (22-2037A). Instead, this is to allow for the procurement of vehicles and heavy equipment that were approved in prior purchase plans but were unable to be procured due to supply chain issues and now have increased costs. Inflation and supply

<sup>1</sup> This contract did not receive a traditional agreement that would record in OPUS what has been expensed and what is remaining.

chain issues have caused an increase in vehicle costs, which is now driving the need for this amendment.

An adjustment of \$2,855,299.00 was made to the FY23 Budget before final BCC approval to account for the numerous vehicles that were scheduled to be procured in FY22 but failed to meet delivery. This adjustment has allowed for budgeted funds this amendment and the vehicles to be procured following its approval. Fleet anticipates 18 vehicles will be impacted by this approval with a total increased cost of \$477,521.72 (Table I). The increase costs impact nine Fleet Management (Vehicle Replacement Plan), one Public Works (new), and eight Utilities (Enterprise) vehicles.

FY23 Procurement Summary				
Department	Fund	Old Price	New Price	Difference
Fleet Management - Vehicle Replacement Plan	5002	\$ 354,477.26	\$ 569,766.58	\$ 215,289.32
Public Works	1001	\$ 63,753.00	\$ 87,990.00	\$ 24,237.00
Utilities - Enterprise	4031/4051	\$ 669,192.00	\$ 907,187.40	\$ 237,995.40
Total		\$ 1,087,422.26	\$ 1,564,943.98	\$ 477,521.72

Table 1: FY23 Procurement Summary

This amendment is not budgeted for in FY23, but will be absorbed by the Vehicle Replacement Plan and operating budgets of purchasing departments. This amendment is expected to meet the operational and procurement needs of the impacted department.

**Analyst: Shane Kunze**

**Ok to Sign:**

#### Instructions/Checklist

1. Upon receipt of a contract and notification in Granicus, review the Agenda and Contract for language and accuracy. Make sure there are available funds, the dept is not overextending itself, was it planned, etc.
2. Complete the form above using the contract document and the County accounting & budgeting systems.
3. Use the Staff Report section to give a brief summary of the contract and include your thoughts and pertinent information.
4. Upload to Granicus as a numbered attachment.
5. Upload a copy of the contract review into the appropriate contract review SharePoint folder. (OMB/OMB Document Library/Contract.RVW/)