



# Pinellas County

## Staff Report

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File #: 20-469A, Version: 1

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### **Subject:**

Seventh Amendment to the purchase authorization with Genuine Parts Company d/b/a NAPA Auto Parts for the supply of vehicle and equipment parts.

### **Recommended Action:**

Approval of the Seventh Amendment to the purchase authorization with Genuine Parts Company d/b/a NAPA Auto Parts (NAPA) for a vehicle and equipment parts management system.

- This purchase authorization provides the Fleet Management Division of Administrative Services with all the parts required to support the maintenance and repair of vehicles in the County Fleet.
- The Seventh Amendment extends the purchase authorization through July 21, 2025 to co-terminate with the Sourcewell contract extension with NAPA.
- The Seventh Amendment also revises pricing to include more favorable parts pricing to the County.
- Sourcewell is a public agency serving as a national municipal contracting organization established under the State of Minnesota.
- Locally, Hillsborough and Polk counties and the cities of St. Petersburg and Pinellas Park utilize this Sourcewell NAPA contract to provide parts for their respective fleet operations.
- The outsourcing of Fleet Management's parts supply and parts inventory eliminates inventory shrinkage and obsolescence as NAPA operates a parts warehouse on Fleet Management property and is responsible for manning the warehouse, and the disbursement and inventory of all parts.
- Before the NAPA contract was utilized, over thirty County contracts were required to provide Fleet Management with parts requirements requiring inventory management and control by Fleet Management personnel.
- The Board of County Commissioners approved the use of this contract on November 18, 2014.

Contract No. 134-0296-PB(AM) increase in the amount of \$11,603,826.00 for a revised contract value of \$20,283,826.00; with an annual amount of \$1,901,608.69; effective through July 21, 2025. Authorize the Chairman to sign and the Clerk of the Circuit Court to attest.

### **Strategic Plan:**

Deliver First Class Services to the Public and Our Customers

5.2 Be responsible stewards of the public's resources

5.3 Ensure effective and efficient delivery of county services and support

5.4 Strive to exceed customer expectations

### **Summary:**

The Seventh Amendment to the purchase authorization with NAPA provides an extension through July 21, 2025 for the supply of a parts management system necessary for the maintenance and repair of County vehicles and equipment. The Seventh Amendment allows the County purchase authorization to co-terminate with the NAPA Sourcewell contract. The Amendment also provides improved product pricing and payment terms.

This contract provides the Fleet Management Division of Administrative Services an all-encompassing outsourcing of parts and inventory operations which includes staffing, parts procurement, storage, inventory control, and parts delivery to sub-shops.

**Background Information:**

Contract No. 134-0296-PB(PF) Vehicle and Equipment Parts Management System approved Board of County Commissioners November, 18, 2014.

Prior amendments to this purchase authorization:

On April 28, 2015, the First Amendment was approved to provide NAPA the authority to purchase obsolete County Fleet Management parts inventory.

On November 5, 2016, and November 2, 2017 the Second and Third Amendments were approved to extend the purchase authorization through November 17, 2017 and November 17, 2018, respectively.

On January 23, 2018, the County Administrator executed the Fourth Amendment to the purchase authorization which provided a mechanism to reduce contract part pricing through increased discount rates as compared to those listed in the original agreement.

On October 16, 2018, the County Administrator approved the Fifth Amendment to extend the purchase authorization through November 17, 2019.

On November 12, 2019, the Board of County Commissioners approved the Sixth Amendment to extend the purchase authorization through July 21, 2020.

This Contract provides Fleet Management with all the parts required to support the maintenance and repair of vehicles in the County Fleet.

Pricing is per Sourcewell Contract No. 010511-GBC.

**Fiscal Impact:**

Approved to date expenditure not to exceed: \$8,680,000.00

Seventh Amendment expenditure not to exceed: \$11,603,826.00

Total revised estimated expenditure not to exceed: \$\$20,283,826.00

Estimated annual expenditure not to exceed: \$1,901,608.59

Funding is derived from the Fleet Management operating budget.

**Staff Member Responsible:**

Joe Lauro, Director, Administrative Services

Donald Moore, Manager, Fleet Operations

Merry Celeste, Division Director, Purchasing and Risk Management, Administrative Services

**Partners:**

N/A

**Attachments:**

Seventh Amendment