



City of Hollywood

Hollywood City Hall
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Hollywood, FL 33020
<http://www.hollywoodfl.org>

Legislation Text

File #: R-2015-206, **Version:** 1

A Resolution Of The City Commission Of The City Of Hollywood, Florida, Authorizing The Appropriate City Officials To Issue The Attached Blanket Purchase Order Between Genuine Parts Company D/B/A Napa Auto Parts And The City Of Hollywood For The Supply And Delivery Of Automotive And Truck Parts, Accessories And Supplies For An Estimated Annual Expenditure Of \$159,400.00.

Staff Recommends: Approval of the Attached Resolution.

Explanation:

The Fleet Maintenance Division of the Public Works Department and the Fire Rescue & Beach Safety Department requires the establishment of an agreement for the purchase, supply and delivery of automotive and truck parts, accessories and supplies necessary to maintain the City's Police, General Services fleet vehicles and Fire Rescue general fleet vehicles.

The City's continuing goals are to reduce on hand inventories, improve operational efficiency, eliminate obsolescence and promote customer satisfaction.

Procurement Services identified three (3) competitively solicited governmental contracts for the purchase, supply and delivery of automotive and truck parts, accessories and supplies awarded to AutoZone via the National Intergovernmental Purchasing Alliance (NIPA), Contract No. 120003-DD, awarded to Carquest/Advanced Auto via the U.S. Communities Government Purchasing Alliance, Contract No. 1101149 and awarded to Genuine Parts Company d/b/a NAPA Auto Parts via the National Joint Powers Alliance (NJPA) Purchasing Groups, Contract No. 031212-GPC.

Procurement Services staff worked in conjunction with the Department of Public Works, Fleet Management Division and the Fire Rescue & Beach Safety Department (the Departments) staffs to identify and establish an auto and truck parts list of the approximately forty five (45) most common automotive and truck parts purchased during the past twelve (12) month period to be issued as an automotive parts price survey to the three (3) identified contract awarded vendors.

On April 9, 2015 Procurement Services staff issued a request to the three (3) vendors to complete and return the Automotive Parts Price Survey document with their contract unit prices to be completed and returned to Procurement Services no later than April 20, 2015.

In addition, Procurement Services requested that the three (3) vendors provide detailed information on their ordering and delivery process and identify the store or warehouse location which would be servicing the City and the contact person/s and the vendors contact information for the City's account

if selected.

On April 20, 2015 the completed Automotive Parts Price Survey document and the additional requested operational documentation and information was received by Procurement Services and was then forwarded to the Departments staffs to be reviewed and utilized in their evaluation process.

The three (3) vendor's submissions received were evaluated initially by Procurement Services staff and then by City staff from the Departments.

The Automotive Parts Price Survey document and the additional requested operational documentation and information submitted by Carquest/Advanced Auto was incomplete and therefore they were declared non responsive.

The Departments staffs reviewed the pricing and additional requested operational documentation and information received from NAPA and Auto Zone and have recommended that the City proceed with piggybacking the Genuine Parts Company d/b/a NAPA Auto Parts available via the National Joint Powers Alliance (NJPA) Purchasing Groups Contract No. 031212-GPC as the contract provides the best value to the City.

Napa Auto Parts will provide access to their store linked computers for looking up parts, interchanging part numbers, checking prices, checking the availability of the needed part and ordering the part.

Napa Auto Parts will provide the City with eighty percent (80%) of its parts requirements within one (1) hour or less as they will physically survey the City's fleet and list the most commonly replaced parts for each of the City's vehicles, which they will keep in their local store's inventory in order to reduce the need for the City to keep large inventories of auto and truck parts for the various Fleet Maintenance Divisions.

Genuine Parts Company D/B/A Napa Auto Parts has been supplying the City with automotive parts for several years with satisfactory results.

Section 38.40 (C)(5) of the Purchasing Ordinance allows the Director to procure, without following formal procedures, all goods and services which are subject of contracts with the state, its political subdivisions, the United States government, other governmental entities, or a corporation not for profit whose members are governmental entities, public officers, or any combination thereof, provided however, the goods and services are: (i) the subject of a price schedule negotiated by the state or the United States government, or (ii) the subject of a contract with another governmental entity or a corporation not for profit whose members are governmental entities, public officers, or any combination thereof, which contract is based strictly on competitive bids or competitive proposals and not on any preference.

The Director of Public Works, the Fire Chief and the Director of Procurement Services recommend that the City Commission approve the issuance of the attached blanket purchase order to Genuine Auto Parts D/B/A Napa Auto Parts for the purchase, supply and delivery of automotive and truck parts, accessories and supplies necessary to maintain the City's Police, General Services fleet vehicles (\$135,000.00) and Fire Rescue general fleet vehicles (\$24,400.00) for an initial one (1) year

period with one (1) additional one (1) year renewal period for an estimated annual expenditure of \$159,400.00.

Award is subject to the City's receipt and approval of all insurance certificates required by the City's Risk Manager, and indemnity to the City, along with signed Statement of Hold Harmless and Indemnity.

Funding has been provided in the fiscal year 2015 budget in the Department of Public Works Automotive Supplies Budget Account Numbers 57.5101.00102.590.005212 and 57.5101.00109.590.005212 and in the Fire Rescue & Beach Safety Department's Automotive Supplies Budget Account Number 01.2151.00000.522.005212, and funding will be budgeted in subsequent fiscal years.

Recommended for inclusion on the agenda by:

Wazir A. Ishmael, City Manager

Matthew Lalla, Director, Financial Services

Sylvia Glazer, Director, Public Works

Joel Wasserman, Director, Procurement Services