

Agenda Report

June 20, 2016

TO: Honorable Mayor and City Council

FROM: Department of Public Works

SUBJECT: AUTHORIZE ISSUANCE OF A PURCHASE ORDER CONTRACT WITH GENUINE PARTS COMPANY FOR THE PURCHASE OF AUTO AND TRUCK PARTS WITH RELATED AUTO AND TRUCK EQUIPMENT, ACCESSORIES, SUPPLIES, AND SERVICES IN AN AMOUNT NOT TO EXCEED \$280,000 FOR ONE YEAR

RECOMMENDATION:

It is recommended that the City Council:

1. Find that this action is exempt under the California Environmental Quality Act (CEQA) in accordance with Section 15061(b)(3), the General Rule that CEQA only applies to projects that may have an effect on the environment;
2. Authorize a purchase order contract with Genuine Parts Company for auto and truck parts with related auto and truck equipment, accessories, supplies and services in an amount not to exceed \$280,000 for one year. Competitive Bidding is not required pursuant to City Charter Section 1002(H) contracts with other governmental entities or their contractors for labor, materials, supplies or services; and
3. It is further recommended that the City Council grant the proposed contract an exemption from the Competitive Selection process pursuant to Pasadena Municipal Code Section 4.08.049(B) contracts for which the City's best interests are served.

BACKGROUND:

The National Joint Powers Alliance (NJPA) issued a Request for Proposal (RFP) for auto and truck parts with related auto and truck equipment, accessories, supplies, and services in March 2012. Submissions were evaluated by the NJPA selection committee and scored on criteria such as pricing, warranty coverage, selection and variety of products offered. NAPA Auto Parts, doing business as Genuine Parts Company (GPC),

scored the highest with 936 points out of a possible 1,100, and was awarded the contract.

GPC has agreed to extend the prices, terms, and conditions between the NJPA and GPC to the City of Pasadena for a one-year period. The Department of Public Works, Building Systems and Fleet Management Division (BSFMD) has previously acquired auto and truck parts, accessories, and supplies from various vendors, including GPC, through annual purchase orders. The issuance of one purchase order through the GPC price agreement will consolidate the purchase of these parts and services and achieve efficiency through expanded service and decreased shipping time. Through this agreement, BSFMD will receive daily shipments from the local NAPA Auto Parts store in Pasadena. GPC offers a manufacturer's warranty on all NAPA brand parts. GPC provides a wide range of light, medium, and heavy duty parts and accessories that more comprehensively meet the needs of the City's fleet.

BSFMD has evaluated the list of parts, services, and supplies offered as part of the contract and determined that approximately \$280,000 is spent annually on these items through annual purchase orders from various vendors. Based on these costs, staff recommends the issuance of a one-year purchase order with GPC in an amount not to exceed \$280,000.

COUNCIL POLICY CONSIDERATION:

This purchase supports the City Council's strategic goal to maintain fiscal responsibility and stability.

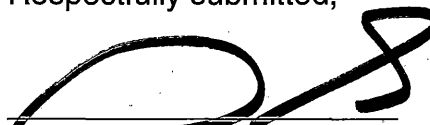
ENVIRONMENTAL IMPACT:

This action is exempt from CEQA pursuant to State CEQA Guidelines Section 15061 (b) (3), the General Rule that CEQA only applies to projects that may have an effect on the environment.

FISCAL IMPACT:

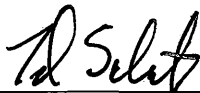
The cost of this action is \$280,000. Funding will be addressed by the utilization of existing budgeted appropriations in the Public Works Department, Building Systems and Fleet Management operating budget (accounts 810100-50322058 and 811400-50322058). There is no anticipated impact to other operational programs or capital projects as a result of this action.

Respectfully submitted,



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Prepared by:



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Approved by:



STEVE MERMELL
Interim City Manager