



PUBLIC HEARING AGENDA ITEM

DATE OF PUBLIC HEARING: May 2, 2017
SUBJECT: Onsite Auto Parts, Tires and General Automotive Lubricants
FROM: Raymond Gonzalez, Interim County Manager; Bryan Ostler, Interim Deputy County Manager; Benjamin Dahlman, Finance Director; Kim Roland, Purchasing Manager
AGENCY/DEPARTMENT: Fleet Department
HEARD AT STUDY SESSION ON: N/A
AUTHORIZATION TO MOVE FORWARD: <input type="checkbox"/> YES <input type="checkbox"/> NO
RECOMMENDED ACTION: That the Board of County Commissioners approves a proposal award with Factory Motor Parts to provide onsite auto parts, tires and general automotive lubricants to the Adams County Fleet Department

BACKGROUND:

In February of 2017, Adams County partnered with the City of Westminster to elicit proposals from qualified contractors to provide onsite auto parts, tires and general lubricants to the Fleet Departments of each entity. The partnership was formed because each entity utilizes similar contracted turnkey operations, which help to maximize operational efficiencies and cost savings, and the agreements with their current contractors were due to expire in May of 2017. In conducting the solicitation process as a cooperative, the City and County hoped to receive better value proposals than if the services were solicited separately by each entity. The County currently spends an estimated \$642,000.00 annually on replacement auto parts.

On February 23, 2017 a formal Request for Proposal (RFP) was issued on the Rocky Mountain ePurchasing System by the County for these services. Proposals were opened on March 16, 2017 with three firms, Napa Auto Parts, O'Reilly Auto Parts and Factory Motor Parts submitting responses.

The responses were evaluated on the following criteria:

- Project Costs (labor & fees)
- Third Party Part Costs
- Contractor Compliance with Code and Policy
- Operational Reporting
- Contractor Background
- Contractor References
- Personnel Experience
- Faster System Integration

After the initial scoring phase of evaluation, the responding contractors were asked to provide short presentations regarding their proposed services to the evaluation committee. Upon completion of the presentation phase of evaluation, the committee determined that the proposal submitted by Factory Motor Parts provided the best value to the City and County for the following reasons:

- Project Costs: The project costs (labor & fees) submitted by Factory Motor Parts were the lowest of the three respondents.
- Quality of the parts being offered: Factory Motor Parts is the wholesale provider of A/C Delco parts used on General Motors vehicles & Motorcraft parts used on Ford vehicles.
- Faster System Integration: Factory Motor Parts is trained to input parts sales into the Faster database used for vehicle asset tracking by Fleet Management.
- Contractor Background: Factory Motor Parts has been the parts provider for the last three years at Adams County. Continuous improvement processes have been in place during the last year and will continue into the future.

It is recommended that the Board of County Commissioners approve a proposal award to Factory Motor Parts to provide onsite auto parts, tires and general automotive lubricants to the Adams County Fleet Department.

AGENCIES, DEPARTMENTS OR OTHER OFFICES INVOLVED:

Fleet Department

ATTACHED DOCUMENTS:

Resolution
Evaluation Summary Sheet

FISCAL IMPACT:

Please check if there is no fiscal impact ☒. If there is fiscal impact, please fully complete the section below.

Fund: 00006**Cost Center:** 9111, 9114 & 9115

	Object Account	Subledger	Amount
Current Budgeted Revenue:			
Additional Revenue not included in Current Budget:			
Total Revenues:			

	Object Account	Subledger	Amount
Current Budgeted Operating Expenditure:	7490, 7485, 7425		\$942,000
Add'l Operating Expenditure not included in Current Budget:			
Current Budgeted Capital Expenditure:			
Add'l Capital Expenditure not included in Current Budget:			
Total Expenditures:			\$942,000

New FTEs requested: ☐ YES ☒ NO

Future Amendment Needed: ☐ YES ☒ NO

Budget includes Parts, Tires and Oil/Lubricant

9114.7490	\$555,000
9115.7490	135,000
9111.7485	202,000
9111.7425	<u>50,000</u>
Total	\$942,000