



PUBLIC HEARING AGENDA ITEM

DATE OF PUBLIC HEARING: June 30, 2020
SUBJECT: Onsite Auto Parts, and General Automotive Lubricants
FROM: Raymond H. Gonzales, County Manager Chris Kline, Deputy County Manager Nancy Duncan, Budget and Finance Director Jennifer Tierney Hammer, Procurement and Contracts Manager
AGENCY/DEPARTMENT: Facilities and Fleet Management 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 Amendment Two to renew the agreement with Elliott Auto Supply, Inc., d.b.a. Factory Motor Parts for onsite auto parts, and general automotive lubricants.

BACKGROUND:

The Facilities and Fleet Management Department operates its own maintenance facility, and their parts inventory is vendor-owned, and housed at the Fleet maintenance facility. In conjunction, the County operates a second Fleet maintenance facility and their parts inventory is County-owned and housed at the Strasburg maintenance facility.

In 2017, the Board of County Commissioners approved an agreement with Elliott Auto Supply, Inc., d.b.a. Factory Motor Parts (Factory Motor Parts), to provide onsite auto parts and general automotive lubricants for the Fleet Division. Factory Auto Parts has requested a labor cost increase of 3.5%, which staff feels is fair and reasonable. The Facilities and Fleet Management Department is pleased with the Onsite Auto Parts and General Automotive Lubricants service provided by Factory Motor Parts.

It is recommended that the Board of County Commissioners approves Amendment Two to renew the agreement with Elliott Auto Supply, Inc., d.b.a. Factory Motor Parts in accordance with the original fee schedule plus a 3.5% labor increase for Onsite Auto Parts and General Automotive Lubricants Service. The budget for 2020 for Onsite Auto Parts and General Automotive Lubricants service is \$881,750.

AGENCIES, DEPARTMENTS OR OTHER OFFICES INVOLVED:

Facilities and Fleet Management Department

ATTACHED DOCUMENTS:

Resolution

FISCAL IMPACT:

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

Fund: 6			
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:	7425.07		\$50,000
	7240		\$76,750
	7490		\$755,000
Add'l Operating Expenditure not included in Current Budget:			
Current Budgeted Capital Expenditure:			
Add'l Capital Expenditure not included in Current Budget:			
Total Expenditures:			\$881,750

New FTEs requested: ☐ YES ☒ NO

Future Amendment Needed: ☐ YES ☒ NO

Additional Note: