

**AGENDA ITEM REPORT**

DATE: August 25, 2020
DEPARTMENT: Procurement Management
REQUESTER: Mary Tucker
TITLE: Award Contract for Automotive & Equipment Batteries - Countywide

I. MOTION REQUESTED

A) Award Invitation to Bid No. B200180MIF, Automotive & Equipment Batteries for the purchase and delivery of automotive and equipment batteries on an as needed basis, for an initial term of three years, as approved in the departments' annual adopted budgets, in the amount not to exceed \$130,000.00 annually to the following vendors: J & K Auto Parts, Inc. dba Napa Auto Parts, IEH Auto Parts, LLC dba Auto Plus Auto Parts, and Interstate Batteries of SWFL dba DTC Distributors, LLC.
 B) Authorize the Chair to execute the contract documents on behalf of the Board of County Commissioners.
 C) Grant the County Manager or designee the authority to renew the contracts for up to three years, and to execute all associated documents, as approved in the departments' annual adopted budgets, if doing so is in the best interest of Lee County, and there are no cost increases associated with the renewals.

II. ITEM SUMMARY

Awards contracts to J & K Auto Parts, Inc. dba Napa Auto Parts, IEH Auto Parts, LLC dba Auto Plus Auto Parts, and Interstate Batteries of SWFL dba DTC Distributors, LLC to provide the supply and delivery of automotive & equipment batteries to County departments, on an as-needed basis for an initial three-year period in an amount not to exceed \$130,000.00 per year. The contracts can be renewed for up to three years, upon the agreement of all parties. Total expenditures for these services for Fiscal Year 2018-2019 were \$129,100.00.

III. BACKGROUND AND IMPLICATIONS OF ACTIONA) Board Action and Other History

Procurement Management obtained bids for the project known as Invitation to Bid No. B200180MIF, Automotive & Equipment Batteries. On the bid deadline of June 10, 2020, Procurement Management received three submittals. After conducting an analysis of the bid submissions, J & K Auto Parts, Inc. dba Napa Auto Parts, IEH Auto Parts, LLC dba Auto Plus Auto Parts, and Interstate Batteries of SWFL dba DTC Distributors, LLC were determined to be the responsible and responsive bidders.

Staff recommends awarding contracts to J & K Auto Parts, Inc. dba Napa Auto Parts, IEH Auto Parts, LLC dba Auto Plus Auto Parts, and Interstate Batteries of SWFL dba DTC Distributors, LLC for use on an as-needed basis.

B) Policy IssuesC) BoCC GoalsD) AnalysisE) Options**IV. FINANCIAL INFORMATION**

A)	Current year dollar amount of item:	See notes below.
B)	Is this item approved in the current budget?	
C)	Is this a revenue or expense item?	
D)	Is this Discretionary or Mandatory?	
E)	Will this item impact future budgets? If yes, please include reasons in III(D) above.	
F)	Fund: Program: Project: Account Strings:	
G)	Fund Type?	
H)	Comments: Expenditures will be on an as needed basis, as approved in the departments' annual adopted budget.	

V. RECOMMENDATION

Approve

VI. TIMING/IMPLEMENTATION**VII. FOLLOW UP****ATTACHMENTS:**

Description	Upload Date	Type
DTC Distributors Contract	8/4/2020	Contract
IEH Autoparts Contract	8/4/2020	Contract
J&K Auto Parts Contract	8/4/2020	Contract

REVIEWERS:

Department	Reviewer	Action	Date
Procurement Management	Turner, Nicole	Approved	8/14/2020 - 11:29 AM
Budget Services	Henkel, Anne	Approved	8/14/2020 - 11:47 AM
Budget Services	Winton, Peter	Approved	8/14/2020 - 12:48 PM
County Attorney	Swindle, Amanda	Approved	8/14/2020 - 4:02 PM
County Manager	Winton, Peter	Approved	8/17/2020 - 10:56 AM