



**Hallandale Beach**  
PROGRESS. INNOVATION. OPPORTUNITY.

400 South Federal Hwy  
Hallandale Beach, FL 33009

## City of Hallandale Beach City Commission Agenda Cover Memo

<b>Meeting Date:</b>	October 19, 2016		<b>Item Type:</b> <small>(Enter X in box)</small>	<b>Resolution</b>  X	<b>Ordinance</b>	<b>Other</b>
<b>Fiscal Impact:</b> <small>(Enter X in box)</small>	<b>Yes</b>	<b>No</b>	<b>Ordinance Reading:</b> <small>(Enter X in box)</small>	<b>1<sup>st</sup> Reading</b>		<b>2<sup>nd</sup> Reading</b>
	X		<b>Public Hearing:</b> <small>(Enter X in box)</small>	<b>Yes</b>	<b>No</b> X	<b>Yes</b>
<b>Funding Source:</b>	001-141200 - Inventory – Garage Parts 4410-552240 – Motor Vehicle Parts & Supplies		<b>Advertising Requirement:</b> <small>(Enter X in box)</small>	<b>Yes</b>		<b>No</b>  X
<b>Account Balance:</b>	FY 2016-2017 Budget:  4410-552240: \$309,000		<b>Quasi Judicial:</b> <small>(Enter X in box)</small>	<b>Yes</b>		<b>No</b>
<b>Project Number :</b>	N/A		<b>RFP/RFQ/Bid Number:</b>	NJPA Contracts #031212-GPC and #102811-NAF		
<b>Contract/P.O. Required:</b> <small>(Enter X in box)</small>	<b>Yes</b>	<b>No</b>	<b>Strategic Plan Priority Area:</b> <small>(Enter X in box)</small>			
	X		<b>Safety</b> <input type="checkbox"/> <b>Quality</b> <input checked="" type="checkbox"/> <b>Vibrant Appeal</b> <input type="checkbox"/>			
<b>Sponsor Name:</b>	Daniel Rosemond, City Manager		<b>Department:</b> Public Works	Steven F. Parkinson, P.E., PWLF, Director		

**Short Title:**

A RESOLUTION OF THE MAYOR AND CITY COMMISSION OF THE CITY OF HALLANDALE BEACH, FLORIDA AUTHORIZING THE CITY MANAGER TO PURCHASE AUTO AND TRUCK PARTS, ACCESSORIES, SUPPLIES AND SERVICERS UTILIZING CONTRACT #031212-GPC IN AN AMOUNT NOT TO EXCEED EIGHTY THOUSAND (\$80,000.00) DOLLARS BETWEEN NAPA AND THE NJPA; AUTHORIZING THE CITY MANAGER TO EXECUTE ALL RELATED DOCUMENTS TO EFFECTUATE

THE PURCHASE AS PROVIDED FOR IN FISCAL YEAR 2016-2017 BUDGET; AND PROVIDING FOR AN EFFECTIVE DATE.

### **Staff Summary:**

#### **Background:**

The National Joint Powers Alliance (NJPA) is a public agency that serves as a national municipal contracting agency. It has the authority to develop and offer cooperative purchasing services to its membership. The City of Hallandale Beach is a member organization (Member ID: 65491) and therefore is able to utilize NJPA cooperative purchasing contracts in order to provide cost savings and cost avoidances that would otherwise be impossible for a City of our size to realize.

The NJPA formally advertised RFP #031212 on March 13, 2012 to establish a contract for equipment, auto and truck parts and related equipment, auto and truck, accessories, supplies and services (Exhibit 2). As a result of this bid process, Contract #031212-GPC was awarded by the NJPA on April 12, 2012 to NAPA - Genuine Parts Company (Exhibit 3). This Contract is subject to an annual renewal at the option of both parties. The Contract is currently in its 5<sup>th</sup> year of the 5-year renewal and extends the purchasing agreement from April 12, 2016 to April 12, 2017 (Exhibit 4). In the past, the City of Hallandale Beach has utilized these type of contracts and staff recommends continuing these practices during the upcoming fiscal year.

#### **Current Situation:**

As in the past, staff wishes to continue to utilize NAPA NJPA Contract# 031212-GPC for the primary purchase of parts. The expenditures for the current fiscal year as well as the two previous fiscal years can be seen below:

Current fiscal year NAPA expenditure: \$59,885.19

FY14-15 expenditure: \$48,801.20

FY13-14 expenditure: \$3,125.16 (the City was not using the NJPA contract at this time, therefore was procuring auto parts from multiple sources)

Staff anticipates the FY 16-17 NAPA expenditure for equipment, auto and truck related replacement parts to be \$80,000. This amount is higher than in previous years due to the fact that staff wishes to update the City's fleet auto part inventory.

This spending will be charged to the Motor Vehicle Parts and Supplies account (4410-552240). As previously mentioned, the 5<sup>th</sup> year renewal term has been released and NAPA was awarded an additional 5 year term. The current contract period runs between April 12, 2016 and April 12,

2017. Staff will bring forth a subsequent item for Commission review upon the expiration of this contract.

**Fiscal Impact:**

The estimated cost is \$80,000. Funds have been budgeted for the FY2017 budget.

**Why Action is Necessary:**

Pursuant to Chapter 23, Section 23-8 Exception to Bid Requirements, (6) Bids and Contracts from Other entities, and Section 23-9 Cooperative Purchasing, the City Manager is authorized to procure all supplies, materials, equipment and services from other governmental units, when the best interests of the City would be served subject to the requirement that any purchase in excess of \$50,000 requires City Commission approval.

As the aforementioned purchase will be in excess of the City Manager's purchasing authority, City Commission authorization is required.

**Proposed Action:**

Staff recommends approval of the attached Resolution authorizing the City Manager to purchase equipment, auto and truck replacement parts from the use of Contract #031212-GPC between NAPA and the NJPA, in an amount not to exceed \$80,000.

**Attachment(s):**

Exhibit 1 – Resolution

Exhibit 2 – NJPA RFP #031212 Auto and Truck Parts

Exhibit 3 – NJPA Genuine Parts Company Proposal Offering and Acceptance and Award

Exhibit 4 – NJPA NAPA Current Contract Renewal 1617