



Board of County Commissioners

Meeting: 07/27/21 09:00 AM
Department: Purchasing & Contracts
Prepared By: Patty Hall

AGENDA ITEM

Initiator: Toni Brady
DOC ID: 18589 A
Legal Request Number: 2021-157
Bid/Contract Number: 21-RG0014/PH

TITLE

Award of Contract to Vector Fleet Management, LLC, for Contractor Operated Parts Store (RFP No. 21-RG0014/PH; Amount: \$616,979.00)

BRIEF OVERVIEW

On April 14, 2021, the Purchasing and Contracts Department issued a Request for Proposals (RFP No. 21-RG0014/PH) for Contractor Operated Parts Store (COPARS) for the Fleet Department. The term of the resulting contract is for three (3) years.

The County intends to award one (1) contract to the highest ranked proposing firm. Two (2) proposals were received on the opening date of May 19, 2021, from the following firms (in alphabetical order):

1. Genuine Parts Company (NAPA) - Tampa, FL
2. Vector Fleet Management, LLC - Charlotte, NC

A Professional Services Review Committee (PSRC) comprised of Jannina Elkin, Transit Coordinator; Helen Gornes, Grant Compliance Specialist; and Mario Perez, Fleet Acting Supervisor/Lead Technician, met on June 16, 2021 to review and rank the two (2) written Proposals.

The PSRC consensus scoring actions resulted in a short list of these two (2) firms in highest ranking order:

FIRM NAME	TOTAL AVG. POINTS
1. Vector Fleet Management, LLC	85.33
2. Genuine Parts Company (NAPA)	74.89

Staff entered into negotiations for RFP No. 21-RG0014/PH with Vector Fleet Management, LLC and has successfully completed negotiations.

FINANCIAL IMPACT

5071-08021-5305212 Oper Supp Parts (past 2 years average of \$665,822/year), 5071-08021-5305213 Oper Supp Fee on Parts (past 2 years average of \$65,873/year) and 5071-08021-5303401 Contracted Services (past 2 years average of \$94,959/year).

LEGAL NOTE

The Board has the authority to take the recommended action pursuant to Part II, Chapter 2, Article V of the Hernando County Code of Ordinances.

RECOMMENDATION

It is recommended that the Board approve negotiated Contract No. 21-RG0014/PH with Vector Fleet Management, LLC for Contractor Operated Parts Store (COPARS) in the estimated annual amount of \$616,979.00 and authorize the Chief Procurement Officer to approve change orders up to the Board’s approved annual department budget and as amended.

REVIEW PROCESS

Toni Brady	Completed	07/12/2021 12:55 PM
Brenda Peshel	Completed	07/14/2021 8:29 AM
Carina Hall	Completed	07/14/2021 9:14 AM
Helen Gornes	Completed	07/12/2021 2:23 PM
Gordon Onderdonk	Completed	07/14/2021 10:17 AM
Pamela Hare	Completed	07/13/2021 2:31 PM
Maureen Sikora	Completed	07/14/2021 8:00 AM
Jenine Wimer	Completed	07/14/2021 10:29 AM
Tobey Phillips	Completed	07/14/2021 2:10 PM
Jeffrey Rogers	Completed	07/18/2021 8:28 PM
Colleen Conko	Completed	07/19/2021 2:42 PM
Board of County Commissioners	Completed	07/27/2021 9:00 AM

RESULT: **ADOPTED [3 TO 0]**
MOVER: Elizabeth Narverud, Commissioner
SECONDER: Wayne Dukes, Commissioner
AYES: Steve Champion, Wayne Dukes, Elizabeth Narverud
ABSENT: John Allocco, Jeff Holcomb