AGENDA ITEM NO. 6.9.

City of Garden Grove

INTER-DEPARTMENT MEMORANDUM

To:	Matthew J. Fertal	From:	William E. Murray
Dept:	City Manager	Dept:	Public Works
Subject:	AUTHORIZE INCREASES IN PURCHASE ORDERS WITH FACTORY MOTOR PARTS, AUTO PARTS DISTRIBUTORS, AND O-REILLY AUTO PARTS FOR MISCELLANEOUS AUTO PARTS	Date:	May 13, 2014

OBJECTIVE

To secure City Council authorization to increase the purchase orders with Factory Motor Parts, Auto Parts Distributors and O'Reilly Auto Parts for the purchase of miscellaneous auto parts for an additional total of $65,000.

BACKGROUND/DISCUSSION

On August 13, 2013, City Council approved purchase orders with Factory Motor Parts, Auto Parts Distributors and O'Reilly Auto Parts to provide auto parts to maintain the City's fleet of vehicles. The purchase orders were for a period of five (5) years with the annual cost not to exceed $150,000 per year.

Due to the economic downturn and the decision to postpone new vehicle purchases, the quantity of repair parts required to maintain the City's aging fleet has increased. As a result, the annual monetary threshold specified in the purchase orders has been exhausted. Staff is requesting City Council's approval for an additional $65,000 to carry the purchase orders through to the next term.

FINANCIAL IMPACT

The financial impact is $65,000 to the Fleet Management Fund.

RECOMMENDATION

It is recommended that the City Council:

- Authorize the Finance Director to increase the amounts of the purchase orders with Factory Motor Parts, Auto Parts Distributors, and O'Reilly Auto Parts for the purchase of miscellaneous auto parts for an additional total of $65,000.

for

WILLIAM E. MURRAY, P.E.
Public Works Director

By: Phillip Carter
Equipment Supervisor

Approved for Agenda Listing

Matthew Fertal

Matthew Fertal
City Manager