

**Charlotte County Board Of County Commissioners
Agenda Item Summary**

1 DEPARTMENT MAKING REQUEST

Purchasing

2 MEETING DATE

10/27/2009 9:00:00 AM

3 REQUESTED MOTION/ACTION

a) Approve Award of Bid #09-266, Ford OEM Repair Parts - Annual Contract, at the percentage mark-up bid, to Sarasota Ford of Sarasota, FL. The Term of contract is to be from date of award through and including September 30, 2010; and (b) Authorize the County Administrator to approve the renewal options for up to two additional one-year terms, at the same prices, terms and conditions, by mutual consent. This is an annual contract for the supply and deliver of Ford OEM Repair Parts to be utilized in the repair and/or maintenance of County owned Ford vehicles.

4 AGENDA

Consent

5 IS THIS ITEM BUDGETED (IF APPLICABLE) - Yes**Budget Action**

None.

Financial Impact Summary Statement

Funds are provided in Fleet Mgmt Fund and will be billed out to the appropriate department as necessary.

Detailed Analysis Attached -**Budget Officer -****6 BACKGROUND (Why is this Action Necessary, and What Action will be accomplished)**

This is an annual contract for the supply and deliver of Ford OEM Repair Parts to be utilized in the repair and/or maintenance of County owned Ford vehicles. This bid establishes a percentage mark-up on all Ford OEM Repair Parts (manufacturer's dealer *net cost* plus a percent). For bid evaluation purposes, the bids are based on the total cost to the County for the net purchase of \$60,000.00 worth of Ford OEM parts, including the Contractors percentage mark-up as indicated on the Bid Form.

Of the 24 Ford dealerships notified, 3 were located within Charlotte County. Of those 3 Ford dealerships located within Charlotte County, only Charlotte County Lincoln Mercury and Bay Harbor Ford submitted bids. Bay Harbor Ford was within 5% of the lowest bid received from Sarasota Ford and was offered the opportunity to submit a best and final offer in accordance with the local preference ordinance, but declined.

Therefore, it is requested that the Board award Bid #09-266, Ford OEM Repair Parts - Annual Contract, to the lowest responsive, responsible bidder, Sarasota Ford of Sarasota, FL.