

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

Blue Sheet No. 20110342

1. ACTION REQUESTED/PURPOSE:

(A) Approve award of Formal Quotation No. Q-110171 Annual Purchase of Ford Automobiles, Sport Utility Vehicles, Passenger & Light Duty Vans, Light & Medium Duty Trucks, and Cab & Chassis for the Division of Fleet Management, to Sam Galloway Ford the sole quoter (a local vendor) offering the best discount off the "Dealer Selling Price" Column of the Karpower on Line new car Kelly Blue Book pricing software.
 (B) Board approval is also requested for the use of Option "A" for the installation of Dealer Installed Options.
 (C) The initial term of this quote is one year; also request authority to renew this quote for four additional one-year periods, at the same terms and conditions, if in the best interest of Lee County. While vehicle purchases have declined in the recent past, the county over the last five years has averaged approximately \$1, 248,120.00 annually for the purchase of vehicles. Funding will be available from the individual department or division's budget whom will be responsible for monitoring their individual expenditures.

2. FUNDING SOURCE:

Funds for this contract will be available from various different department/division accounts as vehicle needs arise.

3. WHAT ACTION ACCOMPLISHES:

This purchase will allow Fleet Management to provide various departments with reliable vehicles with which to perform a variety of County work functions. Fleet Management will be able to replace aging units, which are fully depreciated and increasingly unreliable, with new units capable of meeting the arduous demands of the various County departments/divisions.

4. MANAGEMENT RECOMMENDATION: Approve

5. Departmental Category: <DeptCategory>

6. Meeting Date: 5/17/2011

7. Agenda:

Consent

8. Requirement/Purpose: (specify)

- Statute
- Ordinance
- Admin Code AC-4-1
- Other

9. Request Initiated

Commissioner:

Department: FLEET MANAGEMENT

Division: No Divisions

By: Marilyn Rawlings

10. Background:

On April 5, 2011, the Division of Procurement received sealed quotations for the annual purchase of Ford Automobiles and Trucks for Fleet Management. On that date two responses were received one of which was a "No Bid". The quotation was reviewed and a recommendation is being made to award to Sam Galloway Ford as the quoter offering the County the best discount of the Kelly Blue Book pricing software.

Funding for this contract will be available from various departmental account strings.

Attachments:

- (1) Tabulation Sheet
- (2) Specifications
- (3) Sam Galloway Ford Quotation

11. Required Review:

<i>Marilyn Rawlings</i>	<i>Janet Sheehan</i>	<i>Thelma Davis</i>	<i>David Harris</i>	<Signature>	<Signature>
FLEET MANAGEMENT	Purchasing	Budget Analyst	Budget Services	<Department>	<Department>
<Signature>	<Signature>	<Signature>	<Signature>	<Signature>	<Signature>
<Department>	<Department>	<Department>	<Department>	<Department>	<Department>

12. Commission Action: