



Metropolitan Water Reclamation District of Greater Chicago

100 East Erie Street
Chicago, IL 60611

Legislation Text

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TRANSMITTAL LETTER FOR BOARD MEETING OF MARCH 15, 2018

COMMITTEE ON PROCUREMENT

Mr. David St. Pierre, Executive Director

Issue a purchase order and enter into an agreement with Auto Plus - Pep Boys to provide automobile preventive maintenance and repair services for 245 Fleet Vehicles, under National Joint Power Alliance (NJPA) Contract 062916-PEP, in an amount not to exceed \$537,688.00, Account 101-15000-612860, Requisition 1489243

Dear Sir:

Authorization is requested to issue a purchase order and enter into an agreement with Auto Plus - Pep Boys, a joint venture, to provide automobile preventive maintenance and repair services for 245 Fleet Vehicles that are included in the General Administration Fleet, under National Joint Power Alliance (NJPA) Contract 062916-PEP. There are thirty-six (36) Pep Boys locations within the Chicagoland area. This purchase order will begin on June 1, 2018 and expire on September 6, 2020.

The NJPA currently has a competitively bid contract with Auto Plus - Pep Boys to provide automotive and truck replacement parts and tires with related equipment, accessories, and services. On May 19, 2011, the Board of Commissioners granted authority to participate in the NJPA purchasing cooperative. The invitation to bid was issued to establish a contract to enable all state agencies and authorized local governmental units to procure automotive and truck replacement parts and tires with related equipment, accessories, and services during the contract period. The term of the contract awarded to Auto Plus - Pep Boys began on September 6, 2016 and expires on September 6, 2020.

The goal of this purchase order will be to provide automobile preventive maintenance and repair services. The services will include oil changes, brake repairs, battery replacements, engine diagnostics, repairs, and tune-ups, steering and suspension repairs, tire repairs and replacements, along with other necessary automobile repair services. The NJPA contract with Auto Plus - Pep Boys includes a 10% discount on retail service prices for parts and shop labor rates. The requested purchase order amount of \$537,688.00 is based on monthly estimated automobile preventive maintenance and repair expenditures of approximately \$19,914.00 for 27 months.

NJPA awarded this contact to Auto Plus - Pep Boys as a joint venture between IEH Auto Parts LLC dba Auto Plus Auto Parts and The Pep Boys Manny, Moe & Jack of California. IEH Auto Parts LLC and The Pep Boys Manny, Moe & Jack of California are registered and in good standing with the State of Illinois.

In view of the foregoing it is recommended that the Director of Procurement and Materials Management be authorized to issue a purchase order to Auto Plus - Pep Boys, under National Joint Power Alliance (NJPA) Contract 062916-PEP, in an amount not to exceed \$537,688.00.

Funds for the 2018 estimated expenditure in the amount of \$139,400.00, are available in Account 101-15000-612860. The estimated expenditures for 2019 and 2020 are \$238,973.00 and \$159,315.00, respectively and

are contingent on the Board of Commissioners' approval of the District's budget for those years.

Requested, Eileen M. McElligott, Administrative Services Officer, JRM:LSA

Recommended, Darlene A. LoCascio, Director of Procurement and Materials Management

Respectfully Submitted, Barbara J. McGowan, Chairman Committee on Procurement

Disposition of this agenda item will be documented in the official Regular Board Meeting Minutes of the Board of Commissioners for March 15, 2018