

## SUMMARY SHEET

### I. **Description of Item**

This Resolution is to approve a contract with Union Auto Parts for the on-site auto parts services for the Fiscal Year 2016/2017 for the Shelby County Government, Fleet Services. Union Auto Parts shall provide all necessary personnel, management, parts and supplies required to operate an efficient and effective on-site parts operation eight hours a day, five days per week, including any overtime hours required due to peak demand and/or emergency occurrences under the direction of the County Fleet Services.

### II. **Source and Amount of Funding**

Fleet Services: Fleet Services Funds Account No. 960-301903-6056.  
Amount Not to Exceed \$500,000.00.

### III. **How the Resolution Affects:**

- A. **Subawards** – N/A.
- B. **Personnel** - N/A
- C. **Equipment** – N/A
- D. **Contracts** - Awarded from RFP No. 16-004-68, On-Site Automotive Parts Warehouse, Shelby County Government, Fleet Services.

### IV. **Additional Information Relevant to approval of this item**

Attachments: Gratuity Form  
Attachment A - Award Letter, Award Memos  
Attachment B- Contract  
Exhibit A- RFP No. 16-004-68, Union Auto Parts Response

Union Auto Parts will provide the Certificate of Insurance and the Performance Bond & Labor/Material Bond in the amount of \$50,000.00 once the contract and resolution are approved and completed.

Union Auto Parts Vendor Number: A2061  
EOC Number: V-0718-26188