



City of Rochester Hills
AGENDA SUMMARY
FINANCIAL ITEMS

1000 Rochester Hills Dr.
Rochester Hills, MI 48309
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www.rochesterhills.org

Legislative File No: 2024-0348

TO: Mayor and City Council Members
FROM: Bill Fritz, P. E., Director of Public Services
DATE: July 29, 2024
SUBJECT: Auto and Truck Parts

REQUEST:

City Council authorization for a blanket purchase order for auto and truck parts from Autowares Group of Companies, DBA Maxi Automotive Supply, Shelby Township, Michigan and other auto parts vendors as required in accordance with the purchasing ordinance in the amount not-to-exceed \$105,000.00 through July 31, 2027.

REASON FOR PURCHASE:

Request for Proposals were solicited on the MITN e-procurement system. Seven proposals were received.

The Request for Proposals called for pricing for a core list of 45 different auto parts from various manufacturers and a pricing structure by manufacturer. The list includes preventive maintenance parts (filters, batteries, wiper blades, etc.), auto and truck repair parts, rebuilt components and heavy-duty parts required for the maintenance of the City's fleet. Additionally, the request required vendors to explain how they would meet our stringent delivery requirements for stock parts and emergency needs.

A committee made up of the Department of Public Services Fleet staff evaluated responses received. Autowares Group of Companies, DBA Maxi Automotive Supply, proposal demonstrated exceptional capacity and qualifications as a supplier, ranking them the highest in evaluation.

It is recommended Autowares Group of Companies, DBA Maxi Automotive Supply be awarded as the supplier for preventative maintenance and repair parts. Auto Value was chosen as the supplier because of their capacity to provide the City a vast product offering, their knowledge of auto/truck repair was extensive, they have nine (9) warehouses and three hundred (300) stores to service the City. The Shelby Township location has 8 delivery vehicles running daily, and are able to deliver normal orders in less than one hour, and emergency orders in less than 20 minutes. DPS Fleet Services has experience with Auto Value's sales and management staff members, and recognize that they have a commitment to customer service.

Autowares Group of Companies, DBA Maxi Automotive Supply has performed for the past five (5) years in a professional and satisfactory manner.

PROCESS:

Vendor Name and Address:

Autowares Group of Companies,
DBA Maxi Automotive Supply
50679 Design Lane – Suite/Unit B
Shelby Township, MI 48315

Reason for Selection:

Best Value

Method of Purchase:

Blanket Purchase Order

BUDGET:

Funding is included in the FY 2024 Adopted Budget and the FY 2025-2027 Projected Budgets

Fund Name	Department Account No	Account No. Description	Budget Amount	Cost	Remaining Budget
Fleet	631.938000	Maintenance: Vehicle	\$105,000	\$105,000	\$0

RECOMMENDATION:

City Council is requested to authorize a blanket purchase order for auto and trucks parts from Autowares Group of Companies, DBA” Maxi Automotive Supply, Shelby Township, Michigan and other auto parts vendors as required in accordance with the purchasing ordinance in the amount not-to-exceed \$105,000.00 through July 31, 2027.

APPROVALS:	SIGNATURE	DATE
Department Review		
Department Director		
Budget Content: Chief Financial Officer		
Purchasing Process: Procurement Manager		
Mayor		
City Clerk		

Contract Reviewed by City Attorney Yes N/A