



**COUNTY OF NEVADA**  
**COMMUNITY DEVELOPMENT AGENCY**  
**DEPARTMENT OF PUBLIC WORKS**  
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Sean Powers  
Community Development Agency Director

Trisha Tillotson  
Director of Public Works

**NEVADA COUNTY BOARD OF SUPERVISORS**  
**Board Agenda Memo**

**MEETING DATE:** June 09, 2020

**TO:** Board of Supervisors

**FROM:** Josh Hylinski, Fleet Services Manager

**SUBJECT:** **Resolution Approving and Authorizing Execution of Amendment No. 4 to Agreement BFO18104 with Riebes Auto Parts, LLC, for a Vendor Managed Inventory Parts Facility Operation, Extending the Expiration of the Contract through June 30, 2021 with the Option to Renew the Contract for Three Additional Years, and Increasing the Contract Not to Exceed Maximum Total Contract Amount to \$1,684,628 with the Option to Increase the Not to Exceed Maximum Total Contract Amount by \$540,000 Per Year for Three Additional Years.**

**RECOMMENDATION:** Adopt the Resolution

**FUNDING:** This agreement directly impacts the Fleet Services budget. Costs associated with this agreement will be spread to County Departments that utilize vehicles by the Fleet Services Division.

**BACKGROUND:**

On March 13, 2018, the Nevada County Board of Supervisors adopted Resolution 18-104 approving an agreement with Riebes Auto Parts, LLC., for a vendor managed inventory parts facility operation for the period of April 1, 2018, through June 30, 2019. On January 8, 2019, the Board adopted Resolution 19-015 approving Amendment No. 1 reducing the maximum total contract amount to \$534,972 (original total \$650,832 minus tire cost of \$115,860). On June 11, 2019, the Board adopted Resolution 19-247 approving Amendment No. 2 extending the contract agreement through June 30, 2020 and increasing the maximum total contract amount to \$969,628 (original amended total \$534,972 plus Fiscal Year 2019/20 total of \$434,656). On June 25, 2019, the Board adopted Resolution 19-339 approving Amendment No. 3 increasing the maximum total contract amount to \$1,027,628 (amended total \$969,628 plus \$58,000).

With an aging fleet and heavy equipment needing more extensive repairs than anticipated, the maximum total contract amount of \$434,656 for the current Fiscal Year 2019/20 has been exceeded. Fortunately, with the repairs we have made this year, more costly equipment failures and down time should be prevented in the future. Amendment No.4 is proposed to: 1) extend the expiration of the contract to June 30, 2021, with the option to renew the contract for three additional years; 2) increase the not to exceed maximum total contract amount to \$1,684,628 (amended total \$1,027,628 plus \$117,000 for a Fiscal Year 2019/20 total of \$551,656 plus \$540,000 for Fiscal Year 2020/21) with the option of increasing the not to exceed maximum total contract amount by \$540,000 per year for three additional years.

**Item Initiated by:** Josh Hylinski, Fleet Manager

**Approved by:** Trisha Tillotson, Director of Public Works

Submittal Date: May 11, 2020

Revision Date: May 21, 2020