



City of Kansas City, Missouri

Docket Memo

Ordinance/Resolution #: 260298

Submitted Department/Preparer: General Services

Revised 01/30/25

Docket memos are required on all ordinances initiated by a Department Director. More information can be found in [Administrative Regulation \(AR\) 4-1](#).

Executive Summary

Authorizing the Manager of Procurement Services to execute a Piggyback contract that will exceed the \$1,000,000.00 contract threshold with Genuine Parts Company dba NAPA to provide parts and operate three storerooms in City facilities through April 30, 2027; authorizing the Manager of Procurement Services to amend the contract and exercise the City's seven (7) one-year renewal options; and authorizing the Director of General Services and the Director of Aviation to execute lease(s) and extend the leases for use of City storerooms in City facilities.

Discussion

Genuine Parts Company dba NAPA won a competitively solicited contract awarded by Sourcewell; and The City and NAPA have negotiated a new contract based on the Sourcewell Contract using the Sourcewell contract 090624-GPC, as a starting point and customizing a contract that meets the unique needs of the CITY; and the City's and NAPA's negotiations resulted in additional savings

Fiscal Impact

1. Is this legislation included in the adopted budget? ☒ Yes ☐ No

2. What is the funding source?

Fleet Services Fund
7151-071910-626300
7151-071910-626320
7151-071910-626250

3. How does the legislation affect the current fiscal year?

The impact will not be noticed as the budget was already approved and the Napa PO is funded until April 30, 2026.

4. Does the legislation have a fiscal impact in future fiscal years? Please notate the difference between one-time and recurring costs.
Recurring
5. Does the legislation generate revenue, leverage outside funding, or deliver a return on investment?
No

Office of Management and Budget Review

(OMB Staff will complete this section.)

1. This legislation is supported by the general fund. ☐ Yes ☒ No
2. This fund has a structural imbalance. ☐ Yes ☒ No
3. Account string has been verified/confirmed. ☒ Yes ☐ No

Additional Discussion (if needed)

None

Citywide Business Plan (CWBP) Impact

1. View the [Adopted 2025-2029 Citywide Business Plan](#)
2. Which CWBP goal is most impacted by this legislation?
Finance and Governance (Press tab after selecting.)
3. Which objectives are impacted by this legislation (select all that apply):
- ☒ Ensure City Government is responsive, representative, engaged, and transparent; particularly when faced with unforeseen challenges.
 - ☐ Operate an efficient City government workforce through effective employee recruitment, development, retention, and engagement.
 - ☐ Present a realistic view of financial indicators for improved communications on impact to the City.
 - ☐
 - ☐
 - ☐

Prior Legislation

N/A

Service Level Impacts

Aids the City in the repair and maintenance of City vehicles and equipment. Fleet Services and other City Fleets receive daily reports on status of parts ordered, Napa employee roster of attendance, GPS tracking of Napa vehicles to ensure prompt delivery times are met, Daily and Monthly reconciliation of parts entered into the Fleet software.

Staff Recommendation

General Services

Select One: ☒ Sponsored
☐ Directive: Res/Ord # [Click to enter Res/Ord. No.](#)

Select One: ☒ Recommend
☐ Do Not Recommend
☐ Not Applicable

This contract allows Fleet to maintain vehicles.

Other Impacts

1. What will be the potential health impacts to any affected groups?
N/A
2. How have those groups been engaged and involved in the development of this ordinance?
N/A
3. How does this legislation contribute to a sustainable Kansas City?
Aids the City in the repair and maintenance of City vehicles and equipment.
4. Does this legislation create or preserve new housing units?
No (Press tab after selecting)

[Click or tap here to enter text.](#)

Click or tap here to enter text.

5. Department staff certifies the submission of any application Affirmative Action Plans or Certificates of Compliance, Contractor Utilization Plans (CUPs), and Letters of Intent to Subcontract (LOIs) to CREO prior to, or simultaneously with, the legislation entry request in Legistar.

Yes - I have submitted documents for CREO Review (Press tab after selecting)
Please attach or copy and paste CREO's review.

Click or tap here to enter text.

6. Does this legislation seek to approve a contract resulting from an Invitation for Bid?

No(Press tab after selecting)

Click or tap here to enter text.

7. Does this legislation seek to approve a contract resulting from a Request for Proposal/Qualification (RFP/Q)?
No(Press tab after selecting)