



**AGENDA ACTION FORM**

**Consideration of a Resolution to Issue a Blanket Order to NAPA Auto Parts for Various Vehicle/Equipment Parts Utilizing Sourcewell Contracts**

To: Board of Mayor and Aldermen  
From: Chris McCartt, City Manager *CM*

Action Form No.: AF-75-2025  
Work Session: March 31, 2025  
First Reading: N/A  
Final Adoption: April 1, 2025  
Staff Work By: Steve Leonard  
Presentation By: R. McReynolds

**Recommendation:**

Approve the Resolution.

**Executive Summary:**

The City of Kingsport Fleet Maintenance Department has been purchasing non-inventory items from NAPA Auto Parts for vehicles and equipment over the past few years. Our cost is exceeding \$50,000 spending limit and now requires Board of Mayor and Aldermen approval. The recommendation is to continue to purchase from NAPA Auto Parts utilizing the Sourcewell Contract #032521-GPC for the purchase of various parts as needed for vehicles and equipment. The original contract expiration date is May 19, 2025, but it has been extended for another year through May 19, 2026.

With Sourcewell, agencies can utilize competitively solicited contracts to help save time and resources while still meeting purchasing requirements. All cooperative purchasing contracts from Sourcewell have been competitively solicited by a lead public agency and meet rigorous cooperative standards and supplier commitments. Each supplier commits to delivering their best overall government pricing so that the City of Kingsport can buy with confidence.

Please see the Sourcewell Cooperative Contract and Contract Extension.

Funding is identified in Project/Account # 51150085013023

**Attachments:**

- 1. Resolution
- 2. Sourcewell Contract & Extension

	Y	N	O
Baker	—	—	—
Cooper	—	—	—
Duncan	—	—	—
George	—	—	—
Mayes	—	—	—
Phillips	—	—	—
Montgomery	—	—	—