



MEMORANDUM

FINANCE AND FLEET DEPARTMENT

To: Honorable Mayor and Members of the City Council
Through: Ben Williamson, City Manager
From: Kevin Reinartz, Fleet Operations Manager
CC: Jawaria Tareen, Deputy City Manager
Jay Patel, Director of Finance and Fleet
Date: December 9, 2025
Subject: Resolution No. 2025-223 – Master agreement to purchase fleet parts and supplies from multiple vendors using cooperative purchasing and interlocal agreements (BuyBoard, Sourcewell, and OMNIA Partners)

Background

In Fiscal Year 2025, the City transitioned from utilizing NAPA Integrated Business Solutions as the City's in-house parts provider model (in place since 2004) to a fully in-house employee responsible for managing and procuring all fleet parts. This change is projected to yield significant long-term cost savings and provide greater control over inventory and vendor selection.

Resolution No. 2025-223

The proposed resolution is a strategic component of this new in-house parts management model. Instead of relying on a single, primary vendor, the resolution authorizes the use of multiple established cooperative purchasing agreements (BuyBoard, Sourcewell, and OMNIA Partners) to obtain the best value, availability, and pricing for specific parts across various vendors. This approach provides maximum flexibility while remaining fully compliant with Texas procurement law, as these cooperative contracts have already been competitively bid.

The total authorized amount for FY 2025-26 is \$950,000. This budget is distributed across nine pre-approved vendors; each selected for their specialized offerings and their affiliation with one of the City's approved cooperative purchasing organizations.

Vendor	Cooperative Contract	Max Authorized Amount (FY 2025-26)	Primary Function
FastLap Tire and Auto Center	BuyBoard (729-24)	\$150,000	Tires, Tubes, Supplies, and Equipment
MHC Kenworth	Sourcewell (061521-KEN)	\$150,000	Heavy-Duty Trucks, Parts, and Services

Vendor	Cooperative Contract	Max Authorized Amount (FY 2025-26)	Primary Function
O'Reilly Auto Parts	Sourcwell (100124-ORA)	\$150,000	Automotive Parts
Amazon Business	OMNIA Partners (R-TC-17006)	\$150,000	Online Marketplace (Diverse Parts/Supplies)
Five Star Ford	BuyBoard (724-23)	\$100,000	OEM Ford Parts, Maintenance
Five Star Chevrolet	BuyBoard (724-23)	\$100,000	OEM Chevrolet Parts, Maintenance
Grapevine DJC	BuyBoard (724-23)	\$75,000	OEM Chrysler/Jeep/Dodge Parts
Siddons-Martin Emergency Group	BuyBoard (524-17) and/or Sourcwell (091521-SME)	\$75,000	Emergency Vehicles, Fire Truck Parts, and Accessories
TOTAL		\$950,000	

Action Requested:

Consider approving Resolution No. 2025-223 authorizing the City Manager to purchase fleet parts and supplies from multiple vendors using cooperative purchasing and interlocal agreements (BuyBoard, Sourcwell, and OMNIA Partners) in an amount not to exceed \$950,000 for Fiscal Year 2025-26; and take appropriate action.

Financial Considerations:

The FY 2025-26 budget includes \$ 1,140,000 for the purchase of parts to be used in city-owned vehicles and equipment, providing sufficient funding for necessary repairs, maintenance, and fleet operations throughout the fiscal year.