



Agenda Item Request Form

ITEM: Consideration of approval to enter into a two-year contract with Panama City Automotive Group - John Lee Nissan, for the preventive maintenance of City vehicles.

BACKGROUND INFORMATION: An Invitation to Bid (ITB) was advertised by the City to secure competitive bids for the preventive maintenance of City vehicles. One proposal was received and evaluated by City staff for price and responsiveness. The submitted bid from Panama City Automotive Group - John Lee Nissan met the qualifications listed in the ITB with pricing secured at or below the current expiring contract pricing. City staff, with input across multiple departments, recommend entering into a two-year contract with two one year renewals.

DEPARTMENT HEAD RECOMMENDATION: Staff recommends approval.

Budget Impact

Budgeted? Yes: No: How Much budgeted? Yes

If more, where do you suggest funds come from?

Funds are used across multiple City departments

Cost Center

Personnel \$ [Click here to enter text.](#)

Operating \$ [Click here to enter text.](#)

Capital \$ [Click here to enter text.](#)

Revenue \$ [Click here to enter text.](#)

Prepared By: Shawn Selph Date: 6/21/2023

Requested By: Jonathan Hayes Date: 6/21/2023

Approved By: Brandy Waldron Date: 6/21/2023

