



**DEPARTMENT OF  
GENERAL SERVICES**

Wes Moore, Governor · Aruna Miller, Lt. Governor · Atif Chaudhry, Secretary

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**OFFICE OF STATE PROCUREMENT  
PROCUREMENT OFFICER'S WRITTEN DETERMINATION**

**TO:** Mike Myers, Associate Director **DATE:** September 13, 2023

**FROM:** David Renfro, Procurement Officer

**SUBJECT:** Request to Review and Approve Intergovernmental Cooperative Purchasing Agreement (ICPA)

**AGENCY:** Statewide **ADPICS:** BPO 00B4600108

**ITEM:** Fleet-Related Maintenance Equipment, Supplies, Services, and Inventory Management Solutions **COST:** IDIQ

**RE:** ICPA Snap-On Industrial (Contract No. 013020-SNP)

In accordance with COMAR 21.05.09.03B, which states that: "A primary procurement unit may purchase its requirements from another government entity's contract if that contract is an intergovernmental cooperative purchasing agreement and is available for use by the primary procurement unit," your approval is requested to issue an indefinite delivery indefinite quantity (IDIQ) contract for Fleet-Related Maintenance Equipment, Supplies, Services, and Inventory Management Solutions to Snap-On Industrial pursuant to its contract with Sourcewell's Master Contract, Contract No. 013020-SNP. The Fleet-Related Maintenance Equipment, Supplies, Services, and Inventory Management Solutions include but are not limited to Vehicle lifts and Garage and fleet Maintenance equipment with associated parts, supplies, and warranty services. Critical equipment to be used in maintaining the fleet vehicles that service the State, local, and municipal governments. If approved, this indefinite quantity Statewide contract will have a term concurrent to the Sourcewell's Master Contract.

The proposed contract meets the requirements of the ICPA under COMAR 21.05.09.01B (2)(a). The process to solicit the goods and services to be provided under this contract would take a significantly more extended period of time than participating in the completed ICPA, mainly since Sourcewell has already completed a competitive bid process. Additionally, the amount of time in the award process is reduced, and this method promotes administrative efficiencies and provides cost benefits to the State as it relates to COMAR 21.05.09.04B. Moreover, participating in this ICPA is not intended to evade the purposes set forth under COMAR 21.01.01.03. The State will enter into a requirements type contract, authorizing State and Local agencies to place orders against this awarded contract. Thus, the value of the contract will be determined by the orders issued.

The Sourcewell's Fleet-Related Maintenance Equipment, Supplies, Services, and Inventory Management Solutions Master Contract was procured in 2019 via a Request for Proposals (RFP) to achieve more favorable pricing than is obtainable by a single entity because of the collective volume of potential purchases by numerous governmental entities. Sourcewell's RFP, led by the State of Minnesota, resulted in fourteen (14) proposals received The Fleet-Related Maintenance Equipment, Supplies, Services, and Inventory Management Solutions.



The Snap-On Industrial contract was awarded on April 14, 2020, and expires on April 13, 2024, with one (1) one (1) year renewal option. The State of Maryland renewals will be based on the master contract terms and conditions and market research conducted at the time of renewal and at the discretion of Sourcewell's purchasing officer issuing the RFP, which resulted in the ICPA. Awarding this ICPA will provide a contract for all locations within the State of Maryland.

The State of Maryland will receive fair and reasonable prices that were competitively bid. The proposed contract meets the requirements of the ICPA under COMAR 21.05.09.01B (2) (a). Market research was conducted, and it has been determined that the pricing was within equitable price ranges.

Therefore, based on COMAR 21.05.09.05, your approval is requested to award this contract to Snap-On Industrial in accordance with Sourcewell's Master Agreement No. 013020-SNP and Blanket Purchase Order 00B4600108.

<b>Determination By:</b>	<i>David Renfro</i>	_____
	<b>David Renfro, Procurement Officer</b>	<b>Date</b>
<b>Reviewed By:</b>	<i>MAPVJ</i>	_____
	<a href="#">Mike Haifley (Oct 11, 2023 08:30 EDT)</a>	_____
	<b>Mike Haifley, Acting Chief Procurement Officer</b>	<b>Date</b>
<b>Approved By:</b>	<i>Atif Chaudhry</i>	_____
	<b>Atif Chaudhry, Secretary</b>	<b>Date</b>












# POD - Snap-On (2)

Final Audit Report

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