



RFP-0446

On-Site Parts Department and Supplier for the Jefferson Parish Department of Fleet Management

Submitted By: Peter Purpura / Art Fischer NAPA Auto Parts | Genuine Parts
Company

INNOVATIVE FLEET SOLUTIONS

- ◆ Expert Inventory Management
- ◆ Lower Transaction Costs
- ◆ Increase Shop Productivity



Learn More at www.NAPA-ibs.com

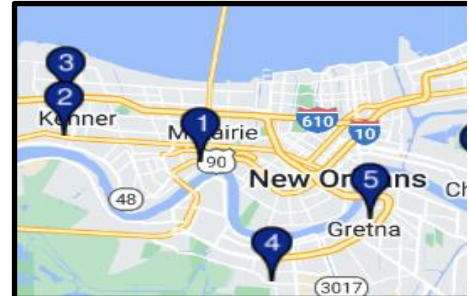


Integrated
Business Solutions.
PARTS. PEOPLE. PRODUCTIVITY.

POWERED BY 

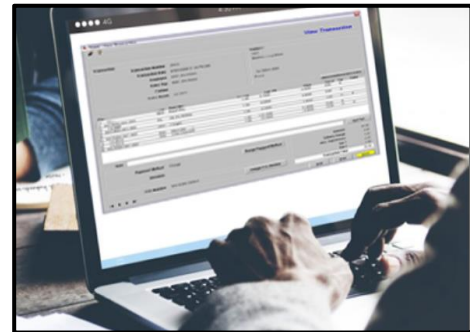
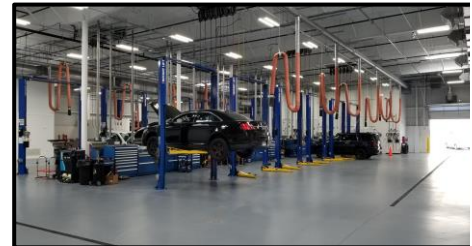
Transaction Cost Reduction

- We deal with hundreds of vendors to provide full coverage
- Only one statement per month
- Invoice reconciliation services
- Streamlined paperwork for accounting



Customized Inventory Management

- Inventory analysis
- Obsolete inventory reduction planning
- Barcoding
- Min/max review



Fleet Software Integration

- Seamless integration of your fleet system with our inventory system
- All parts issued guaranteed to be on work orders
- Invoice reconciliation support
- Full-time national IT support





Contents

Section 1: Cover Letter.....	3
Section 2: RFP Background Purpose Goals Objectives (RFP Pages 4-6).....	4
Section 3a: Proposer Minimum Requirements (RFP Page 5).....	4
Section 3b. References.....	6
Section 4a-c: Technical Proposal.....	6
Section 4d: Proposer Qualifications and Experience	12
Section 4e: Innovative Concepts.....	12
Section 4f: Project Schedule	13
4f.1 NAPA IBS Implementation Schedule:.....	14
.....	15
Section 4g: Financial Profile	15
Section 4h: Price Proposal	16
PART 2 – SCOPE OF SERVICES	16
Section 2.1a: Purpose	16
Section 2.1b: Background	16
SECTION 2C: STATEMENT OF WORK SERVICES TO BE PERFORMED	16
2a. Supply Required Parts	16
2b. Parts Requisitions.....	16
2c. Parts Identification	16
2d. Receiving and Distributing Parts	16
2e. Backorder Parts.....	17
2f. Emergency Order Parts.....	17
2g. Credits	17
2h. Stock Parts Inventory Level.....	17
2i. Fabricated Parts	18
2j. Vendor Lists.....	18
2k. Maintenance of Parts Inventories.....	18
2l. Quality of Parts to be Furnished	18
2m. Hazardous Materials	18
2n. Contract Management: Parish’s Responsibilities	19
2o. Contract Management: Contractors Responsibilities	19
2p. Staffing	19
2q. Warranty Requirements	19



2r. Management Information Systems	20
2s. Use of Existing Parish Facilities.....	21
2t. Exclusions.....	21
2u. Reports: Record keeping, Reference Material, Reporting Requirements	21
2v. Working Hours and Emergency Services.....	22
2w. Training.....	22
2x. Invoicing	22
2y. Fleet Management’s Strategic Goals	23
2z. NAPA IBS Strategic Goals.....	23
Appendix	24
A1. Warranty Reclamation Case Study	24
A2. Shop Training NAPA AutoTech.....	25
.....	25
A3. HUB IBS Software Overview	26
A4. Fleet Centric Reporting NAPA STARS Reporting Examples.....	27
A5. Sample Vehicle Out of Service Daily Report	28
A6. Sample Parts on Order by Equipment Number Daily Report Sample	29
A7. Fill Rate Tracking Reporting	30
A8. Daily Transaction Reports.....	31
A9. Inventory Snapshot Reporting	32
A10. Part Savings Comparison Daily Reporting.....	33
A11. Measuring Fill Rates.....	34
A12. Jefferson Parish License.....	35
A13. List of Exceptions open to negotiation	36
A14. Genuine Parts Financial Profile and Financial Statements	39
PART 4 APPENDICES JEFFERSON PARISH	47
4A. Insurance Requirements (Current COI)	47
4B. Pricing Schedule	48
4C. Signature Page	52
4D. Corporate Resolution.....	53
4E. Request for Proposal Affidavit	54



Section 1: Cover Letter

LETTER OF INTRODUCTION

Thank you for the opportunity to submit the following response to you RFP on behalf of NAPA Auto and Truck Parts. We have been perfecting our On-Site Fleet Parts Solution “*NAPA INTEGRATED BUSINESS SOLUTIONS*” or “**NAPA IBS**” now for decades and today we are privileged to service hundreds of fleets throughout the nation with NAPA IBS On-Site turkey parts department services. www.NAPA-IBS.com

To the Administration of Jefferson Parish

Partnering with NAPA IBS aligns the Parish to Genuine Parts Company, our parent company, which is a Fortune 250 company with a long history of financial strength, ethical practices, successful partnerships, and customer care. With that kind of low-risk alliance, you can rest easy knowing that we the experience and stability needed to perpetuate your good name with the work that we do and keep all of your internal and community stakeholders happy. Our national and regional references will indicate a long history of integrity, and our systems offer the Parish an unprecedented amount of transparency and oversight through simple and clear reporting. NAPA Auto and Truck parts has been in Jefferson Parish for 80 years. In 1962 we broke ground on a regional distribution center in Jefferson to serve Louisiana, Alabama, and Mississippi NAPA stores. Today our warehouse is still in operation, and we employ over 150 highly motivated teammates that work out of our locations in Jefferson Parish.

To the Procurement Professionals at Jefferson Parish

NAPA IBS helps Simplify the procurement process drastically by your fleet parts ordering to be through one supplier. This creates a streamlined purchasing system that aides cost control by using our national buying power to source parts at the best possible prices. We constantly monitor a vendor base of more than 1,300 manufacturers and dealers and make sure your cost stays within budget. Furthermore, we own all of your inventory until you need it, reducing your inventory investment and freeing up precious budget dollars.

To the Fleet Management of Jefferson Parish

Our number one mission in managing your parts department is simple: get the parts you need when you need them. By putting our 30+ years of on-site vendor managed inventory together with our 94 years of supply-chain within the auto and truck parts sector, coupled with our investment in technology & reporting exclusively for fleet efficiencies we can help keep your technicians turning wrenches instead of waiting on parts. Reducing downtime with increased fill rates will keep your fleet operation running smoothly and efficiently. Lastly, we have existing CFA Fleet Software integrations in place to other municipal on-site parts operations as well as provide full time internal IT support 24/7 to support this integration. NAPA will not charge the Parish a dime to implement and has a robust knowledge of how to execute the interface on day one of operation.

Best regards,

Art Fischer

Southeast Division Vice President



Section 2: RFP | Background | Purpose | Goals | Objectives (RFP Pages 4-6)

NAPA understands the Purpose, Goals, and Objectives of RFP 0446 and the desire to make enhancements to efficiencies in the Department of Fleet Management.

Today the Parish employs roughly 14 Mechanics / Technicians, 5 Clerks, and 6 Supervisors. One of our strategic goals is to remove a minimum of One Hour per day of inefficiencies to each of these positions which will result in hundreds of thousands of dollars annually in new productivity.

Mechanics – Can do what they do best by turning wrenches and mitigate time waiting on parts, part requisitions, and purchase order generation. NAPA has the technical capability of modeling an inventory to exceed the on-hand demand internal fill rates that will keep the Mechanics in their service bays.

Clerks – Can mitigate reconciliation of PO's, managing vendor invoices and statements and shift focus to service and efficiency of the Fleet Management Enterprise.

Supervisors – Will not have to chase down parts and deal with vendor issues enabling the management team to manage and put more focus on their core managerial goals.



Section 3a: Proposer Minimum Requirements (RFP Page 5)

NAPA and the Genuine Parts Company officially formed its Integrated Business Solutions (NAPA IBS) On-Site Fleet Parts business model roughly 30 years ago. NAPA IBS has steadily grown over the last three decades and today it has its own IT department, Strategic Parts Sourcing Team, IBS Software Systems tailored to Fleet centric reporting, dedicated management team for on-site fleet best practices and contract compliance.



NAPA is perfectly aligned to support Jefferson Parish as well as its current IBS clients due to its robust internal supply chain of billions of dollars of Fleet Inventory. More importantly NAPA's warehouse in Jefferson Parish at *500 Shrewsbury Rd. Jefferson LA* has millions of dollars in fleet parts inventory assets and is only a 5-minute drive to the Parish East bank Fleet Management center and 20 minutes from the West Bank Fleet Shop that will also enjoy service from our Marrero branch warehouse store. Having the largest Fleet Parts warehouse in Jefferson Parish is important however equally as important is having local Jefferson Parish NAPA management and support teams just up Jefferson Highway will prove to be a critical asset to the Parish.

RFP 1.4 NAPA IBS powered by the NAPA Auto & Truck Parts and the Genuine Parts Company can exceed the **RFP minimum requirements** set forth in section 1.4. We have roughly 30 years of true On-Site Fleet Parts Management experience and have hundreds of IBS locations in North America today. We will provide the required references in section 6 of our response but know that our clientele list of current IBS customers includes: The Parish of New York Parish (largest municipal fleet in the US), The Parish of Chicago, The Parish of Sacramento, and dozens of award-winning county fleets such as Cobb & Gwinnett Counties in Atlanta, or Hillsboro County in Tampa.

- A. NAPA currently holds all of the permits, Licenses, and Insurance Documents as requested including our Jefferson Parish Business License.
- B. In the appendix of our response please find our Jefferson Parish business license as well as our certificate of Insurance with the Parish of Jefferson stated as the certificate holder.
- C. NAPA is a dealer and service facility for the largest manufacturers in the in the fleet parts sector.
- D. NAPA Currently employs over 100 highly motivated team members in Jefferson Parish all of whom will contribute resources, services, and infrastructure to Jefferson. Additionally NAPA has an executive management team who are officed in Jefferson and will provide oversight to the proposed on-site parts location and will directly interact with the Fleet Management team.
- E. **Warranties:** NAPA as a direct distributor can furnish warranty policies on all its internal parts. Today the Parish can view NAPA branded parts warranties by part number within its national website: www.napaonline.com. As we will demonstrate in our technology section, we have the capability to capture and report on warranties within our proprietary IBS software program called HUB. HUB software from NAPA IBS actively gives our on-site counter staff the ability to alert us when a part is redundantly requested for the same Jefferson Parish equipment asset and will drive up warranty reclamation for the Parish. Additionally NAPA will conduct ongoing Quarterly Business Reviews with Fleet Management and report on warranty dollars captured as a KPI.



Section 3b. References

NAPA is providing the three required references per page 6 of the RFP. We are carving out similar references within other parish / county municipal entities with similar scopes of project, all have NAPA IBS On-Ste parts management, and all have a similar vehicle/equipment count. Please know that NAPA IBS has hundreds of IBS locations predominantly in the municipal government sector such as Parish's, Counties, Universities and School Districts, State Departments of Transportation etc. NAPA also has numerous IBS locations within the private sector such as Delta Airlines or even Disney World in Orlando. Further references can be furnished on request of Jefferson Parish.

Cobb County Georgia

Services over 2500 vehicles and equipment | NAPA Provides On-Site Parts Department

Fleet Director: Mr. Al Curtis | Al.Curtis@cobbcounty.org | (770) 528-1114

1940 County Services Parkway Marietta, GA 30008

Polk County Florida

Services over 2400 vehicles and equipment | NAPA Provides On-Site Parts Department

Fleet Director: Mr. Robert Biller | RobertBiller@polk-county.net | (863) 534-5660

2490 Bob Phillips Rd. Bartow, FL 33830

Gwinnett County Georgia

Services over 2800 vehicles and equipment | NAPA Provides On-Site Parts Department

Fleet Manager: Mr. Lang Sheets | lang.sheets@gwinnettcountry.com | (678) 442-3300

75 Langley Road Lawrenceville GA 30046

Section 4a-c: Technical Proposal

Project Approach

NAPA Auto Parts has been on-site operating turnkey parts operations since 1992 and has a vast knowledge of implementing successful on-site parts management parts department with a simple objective:

1. MANAGEMENT ALL OF THE PART NEEDS & INVENTORY
2. REDUCE YOUR OVERALL PARTS COSTS
3. REDUCE TRANSACTIONAL AND ADMINISTRATIVE COST
3. IMPROVE YOUR SHOP PRODUCTIVITY

Our Approach and steps begin with inventory and staffing analysis pre-work:

1. Administer accurate levels of inventory
2. Inventory recovery and stock-up
3. Offer varying level of parts, from OE to aftermarket to proprietary depending on fleet need and requirements.
4. Manage availability of inventory/sense of urgency on emergency & critical use vehicles
5. Recruit parts room personnel sufficiently experienced to service a diverse fleet
6. Train staff for operational experience
7. Engage with diverse, committed vendor relationships providing superior products / service
- 8.



Utilize technology capable of integration and managing complex parts environment. 9. Create a long term, trusting relationship that benefits Jefferson Parish and its tax-payers.

As such, we fully align ourselves with the expected goals and outcomes put forth by the Parish. For example, by administering accurate levels of inventory, having a stock up plan with various parts directly correlates and supports the Parish's Strategic Goal of achieving a Fleet Availability Rate of 90%. By managing availability of inventory and recognizing that there are emergency vehicles and critical use vehicles, our on-site team can be better prepared to support a preventative maintenance program for all vehicles. Having a fully trained staff that shows up every day and has solid relationships with outside suppliers puts NAPA in position to support scheduled and unscheduled repair and of course best in class technology will ultimately increase and improve technician efficiency.

Parts availability and fill rate is one of the most important and vital KPI that we track in our HUB point of sale system. The Parish desires a Fill Rate of 85% on demand; 5% within 4 hours; 10% within 72 hours of the request. Throughout our response we will make references to Key Performance Indicators that we assist the Management Team with. Our onsite managers are trained in parts management best practices and will be disciplined in meeting and exceeding the Fill Rate requirements from the Parish. With our New Orleans (Jefferson), LA distribution center, our National contracts with OE vendors and our existing relationships with local and regional vendors, NAPA is well positioned to continue meeting and exceeding the desired fill rates required by the Parish.

Reasonable controls which may impact Fill Rate: (i) products from a single source provider that are out of stock; (ii) products on extended backorder from the manufacturer; (iii) products that have to be, or that are requested to be, rebuilt; (iv) products that have to be fabricated; (v) non-NAPA labor disputes, strikes, and other events beyond NAPA's reasonable control; and (vi) conditions out of NAPA's reasonable control, such as adverse traffic conditions, distance to suppliers, logistic conflict with existing delivery demands, etc. All of these events may delay the pickup of products that are procured from offsite locations and NAPA request to not be held liable in any manner for such delayed deliveries. NAPA's employees shall make such deliveries in a manner consistent with safe and responsible driving practices.

Jefferson Parish Fleet Management Facilities: NAPA proposed to follow the Parishes lead with establishing a hub in the East bank Facility and Satellite Location in the Westbank Facility. As requested, our store manger will start and end his day on the East Bank and more stocking depth will be housed on the East Bank however the West Bank location will have a full complement of common parts (PM Parts) and this West Bank Inventory will be updated on a daily basis. The West Bank shop will also enjoy hotshot deliveries form both of our nearby wholesale NAPA locations as well as the HUB shop making hotshot deliveries on an as needed basis. We will do a through evaluation of any and all distinguishing equipment assets that may commonly be serviced within both locations or in cases where specialized equipment is primarily executed on one or the other garage and model our incoming inventory appropriately. Regardless of what side the river we are servicing our on-site team will be furnished with cellular devices so the lines of communication will stay open each day.

Parts:

The quality of the parts we sell is a large component of what keeps our success going. We constantly monitor part performance by tracking part lifespans, warranties and returns, obsolescence, turnover and more. We provide exactly the parts you want, whether OE or aftermarket, and make sure they perform up to expectations. If something isn't performing, we'll catch it through our tracking systems or through open communications with Jefferson Parish Fleet Management.



People:

The backbone of a well-run operation **is its people**. IBS puts a strong emphasis on continuous training of our staff to keep them motivated, productive, and prepared to handle any task the job throws their way. We put excessive diligence into selecting the right people to place on your contract, so you are assured you have people you trust who will get the job done right.

Satisfaction:

Customer satisfaction is the ultimate goal of any service provider, and we go above and beyond to assure the quality of the overall service we provide. Our contract management team will sit down with you and our local management team on a regular basis and conduct a formal review of our relationship and your satisfaction with the operation. All quarterly business reviews are documented and reviewed by IBS Headquarters and any issues identified are remedied as quickly as possible. A good partnership is a living, changing thing so we are constantly look for ways to improve.

Optimized Inventory Establishment – It's really all about the inventory. The crux of this whole RFP, and the single most important goal of our Integrate Business Solutions (IBS) program, is to have the right inventory on the shelf in your parts rooms, owned by us, and waiting for you to request it. GPC IBS will accomplish this by analyzing the current fleet of vehicles and equipment. We will look at the most commonly replaced parts, wear parts, critical-need parts. Inventory will be entered into our point-of sale system and tracked continuously to achieve optimal performance. Inventory will be owned by GPC until it is needed by the Parish for a work order, at which point it will be issued and invoiced. NAPA seeks to achieve 4 turns a year on its inventory.

Best-In-Class Operational Standards – To go along with having the experienced personnel, and due to the number of successfully operating IBS sites throughout the US; we already have well-established operational standards that will align both existing Parish policies and procedures, as well as with the operational expectations as laid out in the RFP. This includes but is not limited to inventory order fill levels, service levels, Parish procurement regulations, emergency services, green initiatives, safety standards and training, waste handling, quality assurance, warranty procedures and Key Performance Indicator (KPI) metrics.

Thorough Supplier Management – Key to any successful fleet parts room operation are the relationships with quality vendors. We will conduct thorough research into the JP vendor current vendor base, our network of established local/regional/national vendors, GPC's internal supply chain and other local, small, minority- and woman-owned businesses to create a mix of suppliers that gets the fleet the parts you need at the best prices and terms. We will engage your existing vendors in this overall inventory management solution; as well as bringing you "options" from our database of over 1,400 vendors that we currently have relationships with.

IBS HUB (Point-of-Sale) *a GPC Exclusive* - The IBS HUB is the point-of-sale interface for IBS parts room staff. It monitors inventory levels, min/max levels, pricing, ordering, cost and barcoding information and integrates with your fleet management software **CFA** to ensure ever part issued is attached to a work order and is invoiced correctly. HUB also includes a proprietary reporting system that provides daily to monthly reporting on specific KPIs that make IBS and your facilities run more efficiently and productively. Reporting includes IBS parts room performance, Parish garage and technician efficiency, spending, fleet availability, special orders and more.



Exclusive Technology Setup – Given the intricacies and complexities of integrating technology with inventory, a diverse fleet, service-level demands, etc.; we can offer the Parish the advantages that come with having system-wide established technology, proprietary IBS technology systems including IBS HUB point-of-sale and reporting system, VIEW inventory transfer system and FULL necessary integrations with your current fleet management system. Our GPC / IBS inventory management solutions program has already established complete integration with **CFA** in several fleet sites nationwide, that will allow us to provide customer benefits no other provider can deliver. We will also work directly with the Parish on our internal infrastructure needs. Any reoccurring maintenance fees or additional costs required by CFA would be the responsibility of the Parish. Until our systems are fully integrated, we will provide and input information into the CFA fleet operating system as instructed.

Efficient Stock Ordering - Stock orders will be submitted and processed daily according to min/max levels established by both the Parish and GPC and will be monitored constantly by our point-of-sale system. Special orders for parts not currently on the shelf will be processed as they come in and will be fulfilled through whichever local vendor will deliver the part quickest and at the most reasonable price.

Continuous Cost & Efficiency Improvement – The GPC IBS will constantly monitor established Key Performance Indicators (KPI's) to ensure we are doing the best job we can to meet all Parish service requirements. Regular business reviews will be scheduled with Parish management and GPC management to review wins, concerns and make action plans going forward. Extensive ongoing training options are available to the Parish through the GPC IBS program as well. These training courses can help to make your technicians more efficient and productive through up-to-date product and repair maintenance procedures, techniques, and product knowledge.

Consistent, continual communication & follow-up - It is a primary objective throughout the implementation and project management processes to always be in full communication with Parish Fleet management about progress, issues, opportunities, and project status. Our dedicated Managers will work onsite in the identified facility to be accessible on demand and will coordinate with our on-site IBS Site Manager to ensure action items are addressed efficiently.

Services to be Performed

NAPA Auto Parts is fully committed to provide an **efficient and effective parts operation** at the Parish's Fleet Maintenance Facility to include the following items: Staffing, Maintenance, Original Equipment Manufacturer (O.E.M.) parts, aftermarket parts, lubricants and specified tires necessary to support Parish vehicles and equipment.

Supply Required Parts - NAPA Auto Parts shall furnish all parts, materials, supplies, and fluids required for the operation and maintenance of all Parish vehicles and equipment maintained by the Parish. NAPA Auto Parts shall identify, establish, and manage all necessary sources of supply, as well as place, process, and track all orders. NAPA will only charge the Parish for parts disbursed to authorized Parish maintenance personnel for use on Parish vehicles or other maintenance related activities. NAPA Auto Parts will provide the Parish a copy of the invoice at the time of purchase listing the actual parts purchased, the cost of such parts, and the date and time of purchase. The Parish employee shall print name, date and sign the invoice. The invoice shall reference the work order number. No parts shall be issued to Parish personnel without a parts requisition issued by the Parish. Parts supplied will meet or exceed the quality of the parts furnished by the original equipment manufacturer (O.E.M or approved equivalent). If the original equipment manufacturer has updated the quality of the parts for current production, parts purchased after the change will meet or exceed the updated quality specification. Rebuilt/remanufactured parts will conform to the manufacturer's reconditioning tolerances. NAPA will use commercially reasonable efforts to ensure that the parts supplied by NAPA to meet or exceed the quality of the parts furnished by the original equipment manufacturer (O.E.M or approved equivalent).



Quality of Parts

A minimum of Grade 8 is required on all fasteners. All hydraulic equipment, components, and parts must meet the Joint Industry Council (JIC) and Society of Automotive Engineers (SAE) specifications. The Parish reserves the right to inspect the quality of materials, supplies, and equipment proposed to be furnished and to reject any item deemed not to meet original equipment standards and performance. NAPA will use commercially reasonable efforts to cause the applicable manufacturer to ensure that a minimum of Grade 8 is used on all fasteners and that all hydraulic equipment and components meet JIC and SAE specifications.

Disposition of Existing Parts Inventory

Upon termination, expiration, or non-renewal of the Agreement, Contractor shall have the option to require the Parish to purchase all non-NAPA branded inventory owned by Contractor and located in each on-site parts room at Contractor's current product acquisition cost, and Parish shall have the option to purchase all NAPA branded inventory, owned by Contractor, and located in the on-site parts room(s) at the Current NAPA Jobber Acquisition Cost. Upon Parish's request, Contractor shall provide Parish with a listing of all NAPA and non-NAPA branded inventory owned by Contractor and located in the on-site parts room(s). "Current NAPA Jobber Acquisition Cost" shall mean Contractor's current store replacement price as set forth on Contractor's Confidential Jobber Cost and Suggested Resales price list.

Hazardous Materials

NAPA will arrange for third parties to handle the disposal and/or recycling of items but will not be directly involved in the actual disposal of such items. NAPA shall use reasonable commercial efforts to assist the Parish in processing any claim that may arise against such third party associated with the disposal of the items.

Project Manager/Staffing

Our proposal and staffing will demonstrate our understanding of Jefferson Parish's needs, our depth of experience working with your current fleet operation, and our unique ability to achieve the best possible solutions for those needs. Our Integrated Business Solutions (IBS) service model that we have in place is founded on staffing your parts room with the most knowledgeable and highly trained parts experts (2 ASE Certified Parts Professionals), implementing cutting edge technology systems that will increase efficiency and reduce technician and vehicle downtime, meticulously managing vendor relationships to leverage buying power and negotiate the best pricing for the Parish, and building a strategic partnership where our goals are wholly aligned with yours.

Our staffing proposal is based on the noted operating hours of parts counter services from 7:00 am – 3:00 pm, Monday through Friday. The cost of providing the technical expertise, parts acquisition, accounts management and other services required by the agreement, will be charged to the Parish on a monthly basis. Other Non-targeted services (i.e. overtime, freight) will be charged on a time and materials basis and on approval from Parish Fleet.

- * On weekends we will have a 24 hour rotation of employees that are on call for emergency situations.
- * Labor wage will be equivalent to time and a half of designated employees hourly wage
- * Hourly wage schedule will be provided upon request

Management Information Systems

The IBS HUB, a NAPA IBS exclusive technology platform, revolutionizes the way that NAPA conducts business with government fleet customers. The IBS HUB replaces typical invoicing/point-of-sale technology and replaces it with a work order and inventory management tool that has point-of-sale functionality built into it. All functionality inside of the IBS HUB was designed to make our NAPA IBS team members more efficient in routine processes so that they can focus on the important task of procuring parts to help keep your fleet up and running. The IBS HUB directly impacts how an IBS operates, removing inefficient time-consuming activities and replacing them with intuitive interactive processes. Improvements that the Parish gains through the IBS HUB include, but are not limited to:



- **Integrates with the Parishes CFA system** | Order Management (Work Orders)
- Inventory Management
- Local Supplier Management
- Inventory Barcoding
- Inventory Receiving and Reconciliation
- Automated, Accurate and Consistent Reporting.
- Ease of Integration
- IBS Network Wide Supply Chain Visibility
- Parts Status, On Order/Backorder
- Parts Usage
- Cost
- Billing Information
- Historical Data
- Invoice Date • Work Order Number
- Invoice Number • Part Quantities
- Line Code • Per Part Price
- Part Number • Price Totals
- Part Description

Record Keeping

NAPA agrees to the Record Keeping, Reference Material and Reporting Requirements that is being requested on Page 8, section 12. Reports with noted exceptions submitted in the Exceptions section.

Emergency Services

There may be events beyond the reasonable control of NAPA that prevent NAPA from being on site in one hour, however, NAPA will use commercially reasonable efforts, subject to safe and responsible driving practices. Any overtime expense (calculated at time and one half) will be charged on a cost basis to the Parish for emergency services. As indicated in our staffing plan, a rotation will be set up to cover emergency and after hours support.

Training

NAPA will continue to offer training to Parish employees. Some past training has been Gates Hydraulic Hose product training; Air Brakes product training; several NAPA Auto Tech Training sessions for technicians. Custom technician training solutions – We are dedicated to helping productivity in the shop through shop training – paced at the speed of the shop. Whether it is on-line, on-site or classroom study, NAPA IBS has tools to keep your fleet technicians and fleet managers on the cutting edge.

www.NAPATraining.com See sample Online Learning Course Offering in Appendix.

Invoicing



NAPA will continue to bill on a daily basis parts and supplies that the Parish uses. All normally stocked items will be furnished FOB Destination, Prepaid & Allowed, and all non-stock items, non-locally available items, special/custom and emergency orders will be furnished FOB Destination, Prepaid & Added, which means that Contractor initially pays the freight and then adds the freight charges to its invoice to the Parish for reimbursement when Parish approved and applicable.



Section 4d: Proposer Qualifications and Experience

Genuine Parts Company (GPC), NYSE (GPC) founded in 1928, is a service organization engaged in the distribution of automotive replacement parts, industrial replacement parts, office products and electrical/electronic materials. The Company serves millions of customers from both company owned NAPA Auto Parts stores along with independently owned stores. In addition to our US footprint, GPC operates distribution networks in Canada, Mexico, Central America, Australia, New Zealand and Western Europe. NAPA Auto Parts is the business unit within Genuine Parts Company that supports hundreds of fleets operations across the country through a vendor managed inventory program that we call Integrated Business Solutions (IBS). NAPA has approximately 380 IBS sites in the US that service primarily municipal and state fleets. In our reference section we describe having the privilege to service numerous County, City, State, and Private Sector fleets. NAPA IBS is the category leader in Fleet Parts Inventory Management due to its 30 years of experience, robust channels of internal distribution, vast internal supply of fleet parts, and most importantly its local brick and mortar and local team of highly motivated employees right here in Jefferson Parish.

Genuine Parts Company has approximately 55,000 employees and services tens of thousands of customers in the USA.

AUTOMOTIVE		INDUSTRIAL	ELECTRICAL
			
<p>NAPA IBS customers get the buying power of a \$15 billion company by buying directly from the manufacturer at independent owner cost, just like a NAPA store does. Genuine Parts Company's (GPC) Automotive Parts Group, it's largest division, gives you access to more than 420,000 light, medium, heavy duty and replacement parts through its nationwide distribution infrastructure.</p> <p>www.motionindustries.com</p>		<p>The Industrial Parts Group, which operates under the name Motion Industries, gives you access to over 5.6 million items from 550 operations located throughout the United States and Canada. As an IBS customer, you can take advantage of Motion Industries products with a direct distribution deal to buy from our own MRO company that offers a broad inventory of major brands, state-of-the-art business technologies including online ordering, and highly developed supply chain and logistical capabilities.</p> <p>www.motionindustries.com</p>	
			
<p>As an IBS customer, you also have access to NAPA's Heavy Vehicle Parts Group offerings. This group provides heavy duty vehicle parts to the whole NAPA system, as well as IBS locations, direct from name brand proven heavy duty suppliers</p> <p>www.tractionhd.com</p>	<p>NAPA Integrated Business Solutions is the industry leader in providing Vendor Managed Inventory (VMI) solutions to government and private fleet maintenance operations. With more than 380 IBS sites located within customer facilities, more than \$130 million in currently managed inventory, and an extensive brick-and-mortar and distribution infrastructure, NAPA IBS has the experience and resources to handle the parts and supply needs of fleets of any size or complexity. Current fleet categories under contract include City and County fleets including police, fire, ambulance and solid waste, State and Department of Transportation fleets, Private Trucking and Construction fleets, Transit fleets, Utility fleets, School Bus and University fleets, Airline Ground Support Equipment fleets and more.</p> <p>www.NAPA-IBS.com</p>	<p>Motion Industries is a wholly owned subsidiary of GPC and one of North America's leading distributors of process materials, production supplies, specialty wire and cable, and value added fabricated parts supplying the electrical OEM, motor repair and various assembly markets with over 100,000 critical products. NAPA IBS customers, though Motion, have access to one of the leaders in customized apparatus repair and assembly.</p> <p>www.motionindustries.com</p>	

Section 4e: Innovative Concepts

Part of the technological benefit of partnering with NAPA Integrated Business Solutions is access to our proprietary Point-of-Sale, inventory control and reporting system, IBS HUB, which accesses inventory across the whole country from anywhere that it is



implemented. IBS HUB, which was designed and developed exclusively for NAPA IBS facilities, is currently in use in over 300 NAPA IBS operations.

Exclusive Technology Setup – Given the intricacies and complexities of integrating technology with inventory, a diverse fleet, service-level demands, etc.; we can offer the Parish the advantages that come with having system-wide established technology, proprietary IBS technology systems including IBS HUB point-of-sale and reporting system, inventory transfer system and FULL necessary integrations with your current fleet management system. Our GPC / IBS inventory management solutions program has already established complete integration with **CFA** in several fleet sites nationwide, that will allow us to provide customer benefits no other provider can deliver. We will also work directly with the Parish on our internal infrastructure needs. Any reoccurring maintenance fees or additional costs required by CFA would be the responsibility of the Parish. Until our systems are fully integrated, we will provide and input information into the CFA fleet operating system as instructed.

NAPA's IBS HUB Point-of-Sale System is a proprietary point-of-sale, inventory control, reporting and parts room management system that has been customized specifically for our IBS customers. It is a system exclusive to GPC that ensures your inventory performance is continuously optimized for your operation and that our management team and yours is always aware of the status of all aspects of the business. Some unique features of IBS HUB include: Master Interchange • Inventory Control • Custom Pricing • Parts In-Stock & On Order • Parts on Backorder • Automatic Stocking Levels & Stock Ordering • Cost Controls • Bar Coding Alignment • Historical Tracking of Parts Used for Specific Units In addition to being a requisite tool in managing a parts room, IBS HUB also has robust reporting capabilities that will always keep the Parish in the know and in control of how the operation is running. Daily, weekly, monthly and annual reporting will allow Parish Fleet to: • More accurately plan and track your budget • Track and monitor facility performance • Track and monitor technician performance • Review daily spending • See current fleet availability and downtime • Track special orders at any point in the ordering process. All of the above benefits and more are realized through a stable of automated and on-demand reports that include but are not limited to: Customer Summary Report • Daily Status Report • Parts on Order/Unit Status Report • Daily Transaction Report • Vehicle Out of Service Report • Fill Rate Report • Cost Comparison Report • Inventory Snapshot Report

NAPA IBS VIEW *Virtual Inventory Exchange Warehouse* software enables all of national IBS locations to comparison shop like parts and vendors and establish lowest cost options across thousands of vendors and millions of part numbers. For example should our counter team at Jefferson Parish find the need to source a original equipment, sole-source, or proprietary item VIEW can search all of IBS databases nationally and select the vendor with the best pricing. In short VIEW brings the buying power of municipal fleets such as NYC to Jefferson Parish.

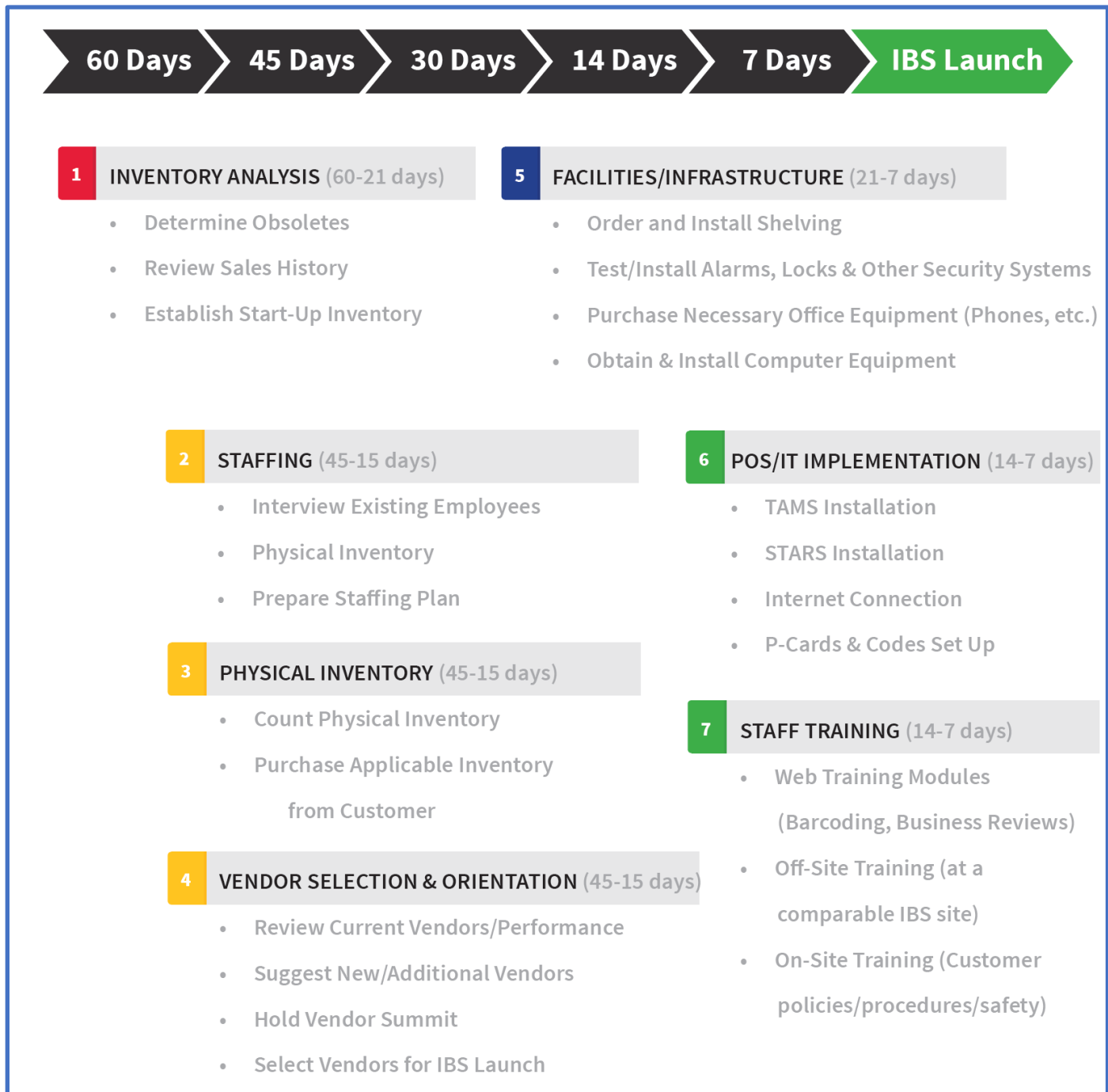
Section 4f: Project Schedule

NAPA has an experienced candidate ready to deploy as On-Site Parts Department Lead. The Implementation of the project will be structured by our **IBS Specialist** and in charge of implementation and continuous improvement (Local in Jefferson Parish), **Our District Manager** will serve as project manager and in charge of sustainability and on-going communication with the Fleet Management team (Local in Jefferson Parish), **Our District Operations Manager** will serve the Parish with generation of financial reporting and oversight to our inventory effectiveness (Local in Jefferson Parish), **Our Safety and Audit manager** will give oversight to best practices with inventory, training, and safety initiatives (Local in



Jefferson Parish), Our IBS On-Site Manager will be in charge of daily operations and communication with Parish Management and Technicians.

4f.1 NAPA IBS Implementation Schedule:





RFP 0446 – On-Site Parts Department and Supplier for the Jefferson Parish Department of Fleet Management



To convert your parts storage facility to a NAPA IBS store, we will use our local and regional management and operations resources to provide our customer with a smooth transition and the customer will bear no portion of our implementation costs. IBS's inventory transfer and management plan will be address in five stages: Preparation, Transition, Finalization, Ongoing Management and Tools & Reporting. Once a contract is fully executed, we will begin implementation of the five stages, bringing IBS into full operation of the parts and supply service operation. Below are the steps we will take in each of the implementation stages:

60 Days	PREPARATION <ul style="list-style-type: none">• Identify inventory team to manage the project• Obtain inventory usage and fleet info from customer• Analyze data to build startup inventory	
45 Days	TRANSITION <ul style="list-style-type: none">• Present inventory findings and suggested inventory plan• Mutually agree on inventory plan / vendor strategy• Implement structural/shelving/storage additions or changes based on projected inventory level changes	
30 Days	FINALIZATION <ul style="list-style-type: none">• Review billing best practices with customer team• Load inventory line codes into IBS point-of-sale system• Test fleet software integration• Conduct on-site training• Barcode all existing product under NAPA management	
1 Day	PROJECT LAUNCH <ul style="list-style-type: none">• Perform physical inventory of all existing products in customer's ownership• Mutual Inventory Sign Off between IBS and customer• Transition inventory to IBS management	
Ongoing	TOOLS & REPORTING <ul style="list-style-type: none">• Deliver key reports on inventory turnover, special orders, inventory performance, min/max reviews, fill rates• STARS tracking of IBS store overall performance, customer savings and other KPIs• Conduct regular business reviews to measure customer satisfaction	

Section 4g: Financial Profile

See Our Financials in the Appendix and please visit www.gpc.com for a complete resource that demonstrates our financial stability and our annual report.



Section 4h: Price Proposal

See Our separate attachment titled Price Proposal

PART 2 – SCOPE OF SERVICES

Section 2.1a: Purpose

NAPA understands and acknowledges the Purpose, expectations, and scope as defined in the RFP

Section 2.1b: Background

NAPA understands, acknowledges, and appreciates the background furnished within this section.

SECTION 2C: STATEMENT OF WORK | SERVICES TO BE PERFORMED

2a. Supply Required Parts

NAPA understands the scope of this project and has the proven experience to source all parts needs of municipal fleets. Tracking and reporting are addressed in several sections of our response. We also understand that parts can be available in multiple tiers of quality, form, function, and fit. NAPA IBS is brand agnostic meaning the Parish will have the oversight on choice of manufacturer or tier of quality and value. No parts will be invoiced to the Parish until they are handed to an authorized Parish Fleet staff member.

2b. Parts Requisitions

Responsible Parts Ordering – Parish technicians will order parts on demand by submitting a request to the IBS parts counter. Items in stock will be issued directly to the technician, at which point they will be invoiced in our point-of-sale system and reflected on the associated work order. Parts requests not in stock or requiring special orders will be sourced and delivered to the technician when available and will be trackable throughout the order process. All parts issued will have a Parish generated work order number and NAPA will memorialize the asset equipment number on all transactions which will be visible on each invoice as well as archived into perpetuity for reporting and reporting transparency. We do expect to receive requisitions for items such as shop supplies, consumables, and tools that will be clearly partitioned from work order parts for responsible reporting.

2c. Parts Identification

NAPA IBS expects to run a professional Fleet Parts turnkey operation on-site at Jefferson Parish should it be awarded the opportunity to do so. NAPA will staff this proposed in-house parts department with a capable ASE certified parts professional in addition to NAPA's TAMS operating system and its extensive parts cataloging. We understand that it our responsibility to identify 100% of the parts request from the Fleet Management team. We will employ both our own cataloging system that includes hundreds of thousands fleet application interchanges and graphical illustrations to efficiently and accurately identify parts to enable new efficiencies to lower Parish payroll and improve Parish production.

2d. Receiving and Distributing Parts

All parts issued to Jefferson Parish will be memorialized on an invoice that contains all pertinent and requested information such as date, part number, part description, part quantity, cost, time stamp, work order number or management approval, Parish designated equipment number as well as a custom message field should further detail be needed. Our software archives this data into perpetuity (and backed up daily to one of our regional data centers). Reporting that



includes all of the aforementioned data can be generated on demand as well as exported into an audit friendly format in MS Excel. Our proposed **Integration with the Parish CFA software** system will sync essential part data from our system directly to the Parish work order. Reconciliation reporting to compare CFA data to NAPA invoicing will be provided as check and balance and built-in audit tool. Our Price list are built into our on-site software and available on demand. Our parts segments are partitioned by classification and usage so distinguishing commonly used parts is easily accessible within our reporting tools. Reporting and Transparency for audits is a strength of NAPA IBS and all transactional data is permanently and perpetually archived and assessable to Jefferson Parish.

2e. Backorder Parts

NAPA will provide daily reporting and communication on backorders. NAPA has an internal policy that prohibits any invoicing of a part until the part is delivered to the proper authority. NAPA will work with the Fleet Management team to determine the best practices of how to apply a part on backorder to an open or even closed work order. NAPA has the capability of holding an order in suspense and not invoices until the work order is completely satisfied.

2f. Emergency Order Parts

NAPA recognizes Jefferson Parish as First Responder and will need parts distribution in times of natural disasters such as our unfortunate circumstances with hurricanes for instance. Please know that we are also corporate citizens of Jefferson Parish and have contingency plans to support the Parish through our internal multiple channels of distribution and storm planning procedures. We are routinely the first vendor to open parts distribution in Jefferson Parish and also support neighboring first responders such as JPSO, Entergy, State agencies, and the City of New Orleans. Since we have regional distribution centers, we have contingencies to shift our channels of distribution directly to the nearest distribution center that hasn't been impacted by a storm or similar event and pull this off in 24 hours. Whether a hurricane or repairs to a street sweeper in Mardi Gras season NAPA will be prepared. We acknowledge and commit to abide by the procedures set forth by the Parish in this section.

2g. Credits

The guidelines stated by the Parish in this section fall in line with our current standard operating procedures regarding credits. All credits including, warranties, and cores, reference the original work order as well as the original NAPA ticket number. We memorialize part numbers, descriptions, quantities, and dates in addition to the corresponding work order or invoice/ticket number. Lastly, we can partition and provide comprehensive and transparent reporting on all credits issued. Warranty and Core dollars are tracked and measured as a quarterly KPI on your behalf.

2h. Stock Parts Inventory Level

NAPA will utilize its proprietary software called **PULSE** which will capture 100% of basic preventive maintenance parts (common parts) on light, medium, and most HD vehicles by utilizing the VINs (Vehicle Identification Numbers) of the Parish fleet. Since we have the internal know-how to identify and order 100% of common part coverage in just minutes, we can focus on stocking high failure rate parts, hard to find parts, and parts for specially equipment. Our proprietary HUB Software automatically generates a daily fill rate report that is easy to interpret and shows out of stock requested items daily in addition to any interval the Fleet Management team requests. NAPA IBS captures fill rates daily as a KPI proactively. Additionally NAPA captures inventory effectiveness report that measure by-inventory segment how well our on-site inventory is performing.



2i. Fabricated Parts

Jefferson Parish describes Hydraulic Hose fabrication as the most common area in this parts segment. NAPA is a distributor of Gates as well as Weatherhead hydraulic hoses and has all the machinery to fabricate and assemble custom hydraulic hoses. Should the demand for hydraulic hose assembly warrant NAPA to put the equipment, cabinetry, and inventory to fabricate hydraulic hoses on-site at the East bank fleet center NAPA will do so and at no expense to Jefferson Parish. NAPA currently fabricates custom hydraulic hoses at both of its nearby store locations

2j. Vendor Lists

IBS performs rigorous analysis on all vendors to determine who will be the best fit to supply your parts rooms. We monitor vendor performance through pricing audits, warranty claims and recoveries, service timing and any other metrics that matter to the Parish. If you or we determine a vendor is not performing up to expectations, we will address the issue immediately and reoptimize our solution to get you exactly what you want. We have strong, long-lasting relationships with hundreds of vendors in the State of Louisiana and nationwide.

2k. Maintenance of Parts Inventories

NAPA as Contractor will build the Inventory stocking model tailored specifically to the Jefferson Parish fleet assets in such a way that NAPA's inventory will yield the highest internal fill rates possible to meet and exceed the fill rate expectations in this RFP and produce the efficiencies the Fleet Department desires. NAPA will rotate and update its inventory on a perpetual basis and in conjunction with Parish fleet asset changes. We have a highly intelligent software that automatically detects min/max stocking levels to ensure the inventory is always updated with parts on hand as well as stocking coverage and stocking depth. We ask the Parish to use Contractor as its Primary Supplier of the parts, supplies, and/or equipment (the "Inventory") to serve the needs of the Parish under the awarded contract. For purposes hereof, "Primary Supplier" shall mean the parts supplier that provides a minimum of ninety percent (90%) of the Inventory needs of the Parish.

2l. Quality of Parts to be Furnished

As a provider of a service, NAPA's **quality assurance program** is more than just making sure the parts we sell work properly. In short, quality assurance means guaranteeing that what you signed up for in your contract gets delivered on time, at the price agreed upon and to your requirements or specifications. Under the surface, though, there is a lot that we do to make sure that all happens and our customers continue to tell us that it works.

2m. Hazardous Materials

As a national distributor we have standard operating procedures regarding disposal of potentially hazardous materials such as battery cores that abide by EPA and local regulations. Additionally NAPA has SDS/MSDS (Safety Data Sheets) on all of its lubricants, chemicals, paints, and other potentially hazardous products in my introduce to the premises. All NAPA employees are required to take and pass hazardous materials NAPA will arrange for third parties to handle the disposal and/or recycling of items but will not be directly involved in the actual disposal of such items. NAPA shall use reasonable commercial efforts to assist the Parish in processing any claim that may arise against such third party associated with the disposal of the items.



2n. Contract Management: Parish's Responsibilities

NAPA IBS has a dedicated contract manager for its US Southeast IBS operations and this individual resides in Jefferson Parish and will be directly accessible to the Parish Fleet Manager to provide contract management support. NAPA also has in place a District Manager who will be the project manager along with our Operations Manager and Audit Manager all who are officed in Jefferson, and all will be engaged with the scope of project, reporting needs, oversight to the on-site employees, and conducting business reviews and internal safety, inventory, and loss prevention audits.

2o. Contract Management: Contractors Responsibilities

Customer satisfaction is the ultimate goal of any service provider, and we go above and beyond to assure the quality of the overall service we provide. Our contract management team will sit down with you and our local management team on a regular basis and conduct a formal review of our relationship and your satisfaction with the operation. All quarterly business reviews are documented and reviewed by IBS Headquarters and any issues identified are remedied as quickly as possible. A good partnership is a living, changing thing so we are constantly look for ways to improve. In 2021, NAPA IBS scored an average of 4/5 stars in our quarterly business reviews on average nationally which represents Exceeding Expectations by Fleet Management.

2p. Staffing

Experienced Staffing – Critical to any successful inventory and supply-chain management operation are the people. The people that the Parish is entrusting its parts operation to need to have a level of experience not only in the intricacies of inventory management; but also, the vehicle and equipment knowledge that comes with years of managing these types of fleet part rooms. Our on-site personnel, while experienced enough to handle any day-to-day challenge that arises, will also have the back-up of a regional management-level support staff as well as senior management in our Jefferson Parish Distribution Center and support from our Southeast divisional staff as well as our corporate headquarters support team. NAPA will also cross-train backup staff to ensure coverage in emergencies, vacations, or other potential absences.

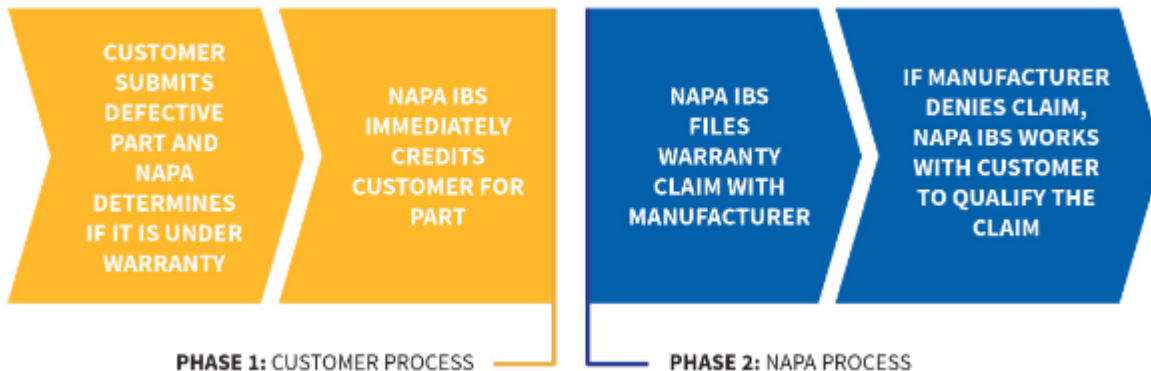
2q. Warranty Requirements

NAPA will process all warranties on parts it issues and track the warranty reclamation in accordance with the proper work order & Parish equipment number for reporting on a monthly basis. NAPA branded product warranty policies can be found on our national website www.napaonline.com within each part number we internally distribute.

NAPA is a distributor of products only. As such, NAPA does not make direct warranties regarding the products to its customers. Additionally the Parish reserves the right to have NAPA use specific choices amongst vendors which may present isolated cases where NAPA or the Parish have to request warranty information at the time of request. NAPA will, however, pass through all available warranty benefits from the applicable manufacturer to the Parish. NAPA shall maintain warranty records of items sold to Fleet Maintenance and issue any credits, including labor and parts, which are due to the Parish covered under these warranties. This information shall be reported to Fleet Maintenance on a monthly basis. All items supplied pursuant to this contract are subject to the terms of written warranties provided by the manufacturer of each product, and Contractor shall use reasonable commercial efforts to assist the Parish in processing all warranty claims that the Parish may have against a manufacturer. The manufacturer's warranty will be the sole and exclusive remedy of the Parish in connection with any claims concerning the products supplied to Parish pursuant to the contract. ALL OTHER WARRANTIES, BOTH EXPRESS AND IMPLIED, INCLUDING ANY IMPLIED WARRANTIES OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE, ARE HEREBY EXCLUDED. Copies of the manufacturers' warranties are available to Parish upon request.



HOW WE PROCESS WARRANTIES :



2r. Management Information Systems

Management Information Systems

The IBS HUB, a NAPA IBS exclusive technology platform, revolutionizes the way that NAPA conducts business with government fleet customers. The IBS HUB replaces typical invoicing/point-of-sale technology and replaces it with a work order and inventory management tool that has point-of-sale functionality built into it. All functionality inside of the IBS HUB was designed to make our NAPA IBS team members more efficient in routine processes so that they can focus on the important task of procuring parts to help keep your fleet up and running.

The IBS HUB directly impacts how an IBS operates, removing inefficient time-consuming activities and replacing them with intuitive interactive processes. Improvements that Jefferson Parish Fleet Management gains through the IBS HUB include, but are not limited to:

- Order Management (Work Orders)
- Vehicles waiting on parts reporting
- Vehicles that are out of service due to parts pending
- Parts Savings – provides a sustainable data base and report to Fleet Management to measure parts that NAPA has found a better price on
- Daily Fill Rates
- Automatically identifies redundant parts request on a specific vehicle or equipment asset to **seek our warranty opportunities** and find precious budget dollars.
- Inventory Management
- Local Supplier Management
- Inventory Barcoding
- Inventory Receiving and Reconciliation
- Automated, Accurate and Consistent Reporting.
- Ease of Integration
- IBS Network Wide Supply Chain Visibility
- Parts Status, On Order/Backorder
- Parts Usage
- Cost
- Billing Information
- Historical Data
- Ad-Hoc reporting and MS Export capabilities
- Provides Audit Reporting



CFA Integration:

NAPA's Point of Sale system integrates with **CFA's fleet management** software by providing a daily NAPA created a special version of the ESB/TIBCO POSReconciliation exclusively for our clients establishing CFA to NAPA IBS Integrations. Since this web-service returns invoice information, this is exactly what Jefferson Parish needs. The file is then imported into the CFA fleet management system to be processed and reconciled with CFA work orders. The invoice data contains detailed transaction information, including:

- Invoice Date • Work Order Number
- Invoice Number • Part Quantities
- Line Code • Per Part Price
- Part Number • Price Totals
- Part Description

NAPA's hardware and software has been successfully tested with CFA and the blueprint has already been built so the integration should be seamless. NAPA will not charge Jefferson Parish for its internal IT services to implement the NAPA IBS / CFA Integration. From what we understand CFA integration expenses may be like our own where we do not charge for our side of the IT integration. Currently NAPA does not have the exact scope of what Jefferson Parish's vision is on the CFA integration nor do we have an understanding of how current of a software version of CFA the Parish has today and in what standing the Parish is currently in with CFA. Do know that NAPA will not charge the Parish any IT expenses from its IT Department to execute on this project. Additional NAPA has experience with CFA integrations which are in place today so the blueprint is already built which should have the effect of lowering any expense from the CFA side if any.

Invoicing

NAPA will continue to bill on a daily basis parts and supplies that the Parish uses. All normally stocked items will be furnished FOB Destination, Prepaid & Allowed, and all non-stock items, non-locally available items, special/custom and emergency orders will be furnished FOB Destination, Prepaid & Added, which means that Contractor initially pays the freight and then adds the freight charges to its invoice to the Parish for reimbursement.

2s. Use of Existing Parish Facilities

NAPA Auto Parts will maintain a clean and orderly parts room. In our 30 years of onsite operations, NAPA has never been cited for an unclean or disorderly parts room. NAPA Auto Parts has never been cited for not following client rules.

2t. Exclusions

NAPA understands the exclusions noted: Fuel, Windshields, and Welding Gas. NAPA understands the requirement to own the inventories. NAPA agrees to manage the Parish owned inventory valued at approximately \$7,000 and has a standard operating procedure to aid the Parish with the current inventory at no cost.

2u. Reports: Record keeping, Reference Material, Reporting Requirements

- **Records** – *NAPA archives all transactions and can report in detail within a MS Excel environment.*
- **Reference Files & Procedures** – *NAPA maintains cataloging and reference files within our software.*
- **Daily and Monthly Reports** – *NAPA will produce the reports requested in addition to a monthly audited operational statement that demonstrates our operational cost to the Parish and provides auditable transparency to ensure the Parish is only paying for parts and services rendered.*
- **Annual Report** – *NAPA will produce an annual summary of the period and summarize expenditures and savings.*



- **Ad Hoc Reporting** – *NAPA has a robust Ad Hoc reporting platform and can produce custom reporting that best fits the goals of Jefferson Parish.*
- **Weekly Warranty Report** – *NAPA perpetually memorizes warranty and cores and reporting in this category will be furnished to the Parish. Warranty and Core reclamation are one of internal KPI's that we measure on your behalf and reports can be generated on demand daily.*

2v. Working Hours and Emergency Services

NAPA acknowledges the operating hours of the Jefferson Parish Fleet Management Department and its need to extend the hours of operation on an as needed basis. NAPA will on occasion have the need to bring in inventory audit teams however at no cost to the Parish and will cause no business disruption. NAPA recognizes Jefferson Parish as First Responder and will need parts distribution in times of natural disasters such as our unfortunate circumstances with hurricanes for instance. NAPA does abide by federal labor laws and does pay time and a half to non-salaried (hourly employees that will be passed on to the Parish in a manner that likely doesn't differ from the current Parish pay scales and policies. Any overtime expense (calculated at time and one half) will be charged on a cost basis to the Parish for emergency services. As indicated in our staffing plan, a rotation will be set up to cover emergency and after hours support.

Please know that we are also corporate citizens of Jefferson Parish and have contingency plans to support the Parish through our internal multiple channels of distribution and storm planning procedures. We are routinely the first vendor to open parts distribution in Jefferson Parish and also support neighboring first responders such as JPSO, Entergy, State agencies, and the City of New Orleans. Since we have regional distribution centers, we have contingencies to shift our channels of distribution directly to the nearest distribution center that hasn't been impacted by a storm or similar event and pull this off in 24 hours. Whether a hurricane or repairs to a street sweeper in Mardi Gras season NAPA will be prepared. We acknowledge and commit to abide by the procedures set forth by the Parish in this section.

2w. Training

NAPA will continue to offer training to Parish employees. Some recent training held in Jefferson has been Gates Hydraulic Hose product training; Air Brakes product training; several NAPA Auto Tech Training sessions for technicians. Custom technician training solutions – We are dedicated to helping productivity in the shop through shop training – paced at the speed of the shop. Whether it is on-line, on-site or classroom study, NAPA IBS has tools to keep your fleet technicians and fleet managers on the cutting edge.

www.NAPATraining.com & www.NAPAAutoTech.com

2x. Invoicing

Easy Billing & Invoicing – The Parish will receive one monthly invoice from GPC that consolidates all our suppliers and manufacturers into one easy-to-manage bill that will include all parts billing with backup, as well as the monthly operational expenses. Individual invoices for parts orders will be processed by our team daily with backup provided. Consolidated and Transparent Invoicing reporting can be customized to best fit the reconciliation needs of the Parish. NAPA as current local distributor with the Parishes largest inventory just up the street has no intention to charge the Parish freight on common parts. We have a perpetual re-ordering system and will be offering delivery free of charge.



2y. Fleet Management's Strategic Goals

NAPA acknowledges and has an appreciation of the Jefferson Parish Strategic Goals. NAPA IBS will complement these goals and assist the Parish Fleet Management team to: Improve efficiencies and streamline processes, Introduce Private Sector investment into the Parish to enhance asset management while mitigating probable inventory losses, create new efficiencies and present new ideas and best practices with fleet parts that will free up Parish management to focus on customer satisfaction.

2z. NAPA IBS Strategic Goals



We understand the Strategic Goals of the Jefferson Parish Fleet Management Department. Our Goals and KPI's will complement and enhance the goals of the Parish. The Graphic above demonstrates our goals.


Along with transparency and detailed reporting NAPA IBS will enable the Parish to:

- Gain a minimum of one additional hour of production per mechanic per day.
- Mitigate lost and obsolete parts
- Mitigate the Parish investment in inventory assets and expenses associated with auditing inventory.
- Reduce costly administrative time associated with managing vendors and purchase orders on small ticket items.



Appendix


A1. Warranty Reclamation Case Study



WARRANTY CASE STUDY


At NAPA IBS, we work hard to get you every dollar back that you deserve. Due to this unwavering ideal, we have been able to recover millions of dollars in warranty claims that go right into our customers' pockets. In the past two years alone, we have recovered more than \$4 million in warranty claims from across our entire vendorbase.

CITY OF CHICAGO, IL



The NAPA IBS solution was implemented in the City of Chicago, IL in 2000 and is a perfect example of the kind of warranty dollars we are able to recover for our customers. In the first 17 years after the IBS opening, the City of Chicago Department of Fleet Management has recovered more than \$900,000 in warranty claims on parts. Prior to the NAPA IBS operation being in place, the City did not receive any warranty recovery on parts sold to the Department of Fleet Management. Not only do we help you recover large dollar amounts when necessary, we improve the way you do business.

YEAR	QUANTITY SOLD	WARRANTY DOLLARS RECOVERED
2000	3	\$171.52
2001	78	\$12,642.62
2002	201	\$31,790.60
2003	388	\$40,457.49
2004	398	\$37,709.95
2005	464	\$58,170.92
2006	775	\$87,870.76
2007	912	\$90,441.25
2008	352	\$51,252.21
2009	482	\$80,933.71
2010	341	\$79,654.16
2011	361	\$58,387.93
2012	388	\$55,844.25
2013	376	\$59,419.02
2014	269	\$50,055.89
2015	351	\$44,531.76
2016	371	\$68,666.20
TOTAL	6,510	\$908,000.24



Integrated Business Solutions
POWERED BY NAPA



A2. Shop Training | NAPA AutoTech

IBS AUTOTECH TRAINING

AVAILABLE TRAINING SUMMARY

At NAPA, we are dedicated to continuously improving the knowledge and skills of our staff members and yours because the better your fleet operation performs, the better we are doing our job. We accomplish this by owning our own training company, NAPA Training, that can offer you the expert training you need to keep operating to your maximum potential.


Our training company offers dozens of pre-planned training modules onsite, offsite and online, many of which are completely free of charge to the customer, or we will work with you to develop a customized training plan that is perfectly tailored to your needs and your schedule.



**Integrated
Business
Solutions.**
POWERED BY



A3. HUB IBS Software Overview




IBS HUB POINT-OF-SALE TECHNOLOGY

Part of the technological benefit of partnering with NAPA Integrated Business Solutions is access to our proprietary Point-of-Sale, inventory control and reporting system, IBS HUB, which accesses inventory across the whole country from anywhere that it is implemented. IBS HUB, which was designed and developed exclusively for NAPA IBS facilities, is currently in use in over 100 NAPA IBS operations.








FEATURES OF OUR POINT-OF-SALE, BILLING AND INVENTORY MANAGEMENT SYSTEM INCLUDE :

- Master Interchange
- Inventory Control
- Custom Pricing
- Parts in Stock and On Order
- Parts on Backorder Information
- Lost Sales Report & Analysis
- Automatic Stock Levels By Part
- Parts Cost
- Utilizes bar code formats specified for NAPA part numbers
- Historical tracking of parts issued to your specific equipment units



All of the above features work together to create a digital environment where a customer can see all aspects of the business at work. This transparency into our operations is a large driving factor in IBS's success and that of our customers. Beyond what is listed above, IBS HUB offers the exclusive capability to create customized integrations on request.

Part Status Summary

 3	 29	 14	 68	 0	 1	 21
Research Required	Unassigned	Sourcing Part	Part on Order	Part on Backorder	Needs Acknowledgement	Ready to be Invoiced

Customer Refco. (WO)*
432

Status: Open | Created Date: 2018-01-24 04:21 PM | Source: IBS Portal | Employee: Michael Roemer

Shop Name*
AH - HEAVY

Customer Technician*
RASHEEM BRADY


Customer A/R Number*
4737 - GWINNETT COSUPPORT SERVICES


Vehicle Information				
Asset Category	Description	Make	Model	Year
NaN	27HP COMPACT FARM TRACTOR W/LOADER	JOHN DEERE	3005	2010
VIN Number (s)	Serial Number (Primary)	Unit Number*	Vehicle Status*	
	LV0005G200000	401500	Up	

Part Requests

Task: 03 - Replace with New Engine / Motor Systems Group/045 - Power Plant | Task Group: 045-021

Task Code	Part Num	Line	Part Desc	Req Qty	Unit Price	Total Price	Status	Comments
045-021	CH13415	JDP	NEUTRAL SAFETY SWITCH	1	\$44.30	\$44.30	Part on Order	N/A



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A4. Fleet Centric Reporting NAPA STARS Reporting Examples



SAVINGS TRACKING AND REPORTING SYSTEM (STARS)



NAPA Integrated Business Solutions' proprietary Savings Tracking and Reporting System (STARS) is one of the keystones of what differentiates us from our competition. STARS gives our customers and our management team up-to-date reporting capabilities in all of the most critical factors and performance metrics for your business and ours. STARS includes reporting on daily work order status, parts orders, fleet units down, daily transactions, inventory levels, fill rates and cost savings and compares them all against the IBS standards set forth in our contract. Before opening your new IBS store, our Information Technology, Operations and Management teams will work with you to set you up with free STARS reporting so you are tracking everything from the first part sold. From then on, STARS reports will be a significant focal point of the Quarterly Business Reviews our management team will have with yours to discuss our performance. STARS is an exclusive offering that promotes the IBS values of open communication, transparency, constant improvement and performance tracking and optimization.

Below are examples of the reports STARS can provide :

- Customer Summary Report
- Daily Status Report
- Parts on Order/Unit Status Report
- Daily Transaction Report
- Vehicle Out of Service Report
- Fill Rate Report
- Cost Comparison Report
- Inventory Snapshot Report



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A5. Sample Vehicle Out of Service Daily Report



SAVINGS TRACKING AND REPORTING SYSTEM (STARS)

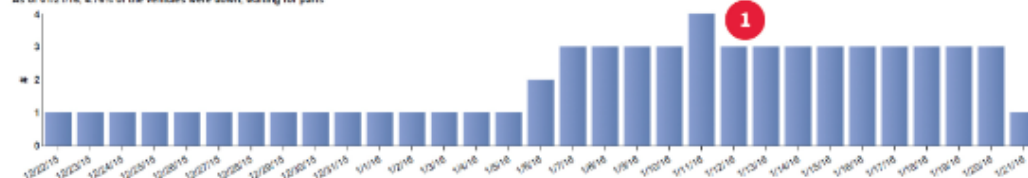
STARS REPORT #5 : VEHICLE OUT OF SERVICE REPORT

This report shows the trend in vehicles that are out of service, compared with the allowable percentage down based on customer standards and contract agreements. It provides fleet management a daily graph of maximum allowable fleet down for parts percentages versus actual fleet down percentage.

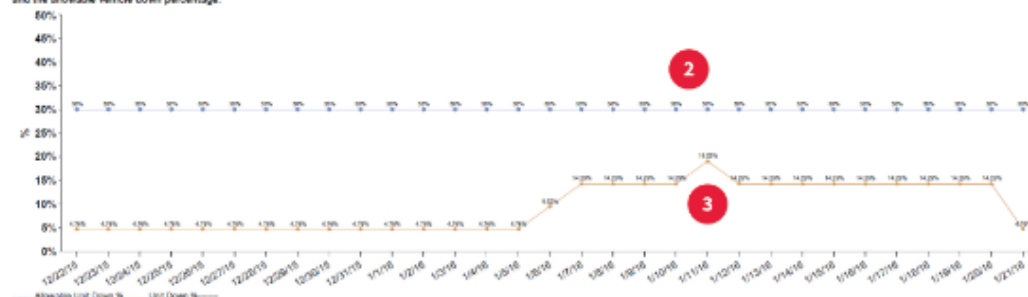


The report highlights the percentage of units that are down compared to the maximum allowable percentage down.

The graph below shows the number of vehicles out of service by day for [redacted] over the last 30 days. As of 01/21/16, 4.76% of the vehicles were down, waiting for parts.



The graph below shows the percent of vehicles out of service by day for PWE - McCarty over the last 30 days and the allowable vehicle down percentage.



- 1 Total number of units down for parts by day.
- 2 Allowable percentage (20% above, based on contract agreement) of vehicles down.
- 3 Actual percentage of vehicles down (less than 0.5% above).



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A6. Sample Parts on Order by Equipment Number Daily Report Sample



SAVINGS TRACKING AND REPORTING SYSTEM (STARS)

STARS REPORT #3 : PARTS ON ORDER/UNIT STATUS REPORT

Provides details on fleet availability and status of open items on work orders and special orders. Includes details of all open parts requests by the customer and aging information on open parts orders. This allows us to identify if parts orders remain open past the expected delivery date and which vehicles are down because they are waiting on a parts order.

Parts on Order / Units Status Report, 1/21/16

This report lists the **1** open order by Work Order, Unit Number **2** providing pertinent details about the orders, such as quantities, vendor, ETA, and order status **3**.

1	Work Order Number: 4110-2015-3634	Unit Number: 32870	Unit: 1993 CLARK Gps-30	Employee: Maxwell, Brian	Technician: Neil, Paul					
	Notes: 8035 SCOT OUT FOR REPAIR									
1	Product Line: RRR	Part Number: REPAIR HYD CYL	Part Description: REPAIR HYD CYL CLARK	Quantity: 1	Vendor: RAMPS HYDRAULICS	Order Date: 12/9/15	Expected Due Date: 2/15/16	Revised Due Date: -	Weekday Age: 15	Order Status: Part on Order
2	Work Order Number: 4110-2016-214	Unit Number: 30052	Unit: UNKNOWN MA	Employee: Maxwell, Brian	Technician: Mayer, John					
	Notes: 8102 WMO PLATES HAVE TO CUSTOM FAB									
1	Product Line: SCF	Part Number: 8010 PLATE	Part Description: FABRICATE W/10 PLATES	Quantity: 100	Vendor: MMR PRODUCTS	Order Date: 01/21/16	Expected Due Date: 02/05/16	Revised Due Date: -	Weekday Age: 5	Order Status: Part on Order
3	Work Order Number: 4110-2016-234	Unit Number: 50852	Unit: 2015 International 7400 SFA 4x2	Employee: Maxwell, Brian	Technician: Mayer, John					
	Notes: 8089 special order									
1	Product Line: SSP	Part Number: 14054	Part Description: SALEHILL LEVEL LIFT CHAIN	Quantity: 1	Vendor: KAPPENBERGER TRUCK EQUIPMENT	Order Date: 01/20/16	Expected Due Date: 01/29/16	Revised Due Date: -	Weekday Age: 1	Order Status: Part on Order
4	Work Order Number: 4110-2016-50	Unit Number: 46732	Unit: 2014 HONDA WX10	Employee: Maxwell, Brian	Technician: Fowles, Anthony					
	Notes: 8083									
1	Product Line: SSM	Part Number: 781515911	Part Description: SUCTION PLATE HONDA	Quantity: 1	Vendor: BUD HERBERT	Order Date: 01/06/16	Expected Due Date: 01/14/16	Revised Due Date: -	Weekday Age: 11	Order Status: Part on Order
5	Work Order Number: 4110-2016-96	Unit Number: 53645	Unit: 2005 TORO 4100 D	Employee: Maxwell, Brian	Technician: Schmidt, Carl / Ron					
	Notes: 8033									
1	Product Line: 470	Part Number: 86-6773	Part Description: FILTER BASIC TORO	Quantity: 1	Vendor: CENTURY EQUIPMENT	Order Date: 01/06/16	Expected Due Date: 01/05/16	Revised Due Date: -	Weekday Age: 9	Order Status: Part on Order
2	Product Line: 470	Part Number: 86-6777	Part Description: FILTER DRAIN TORO	Quantity: 1	Vendor: CENTURY EQUIPMENT	Order Date: 01/06/16	Expected Due Date: 01/05/16	Revised Due Date: -	Weekday Age: 9	Order Status: Part on Order

- 1** Open work order number.
- 2** Down unit details.
- 3** IBS employee and customer technician names.
- 4** Part on order details.
- 5** Vendor information.
- 6** Order status and timing information.





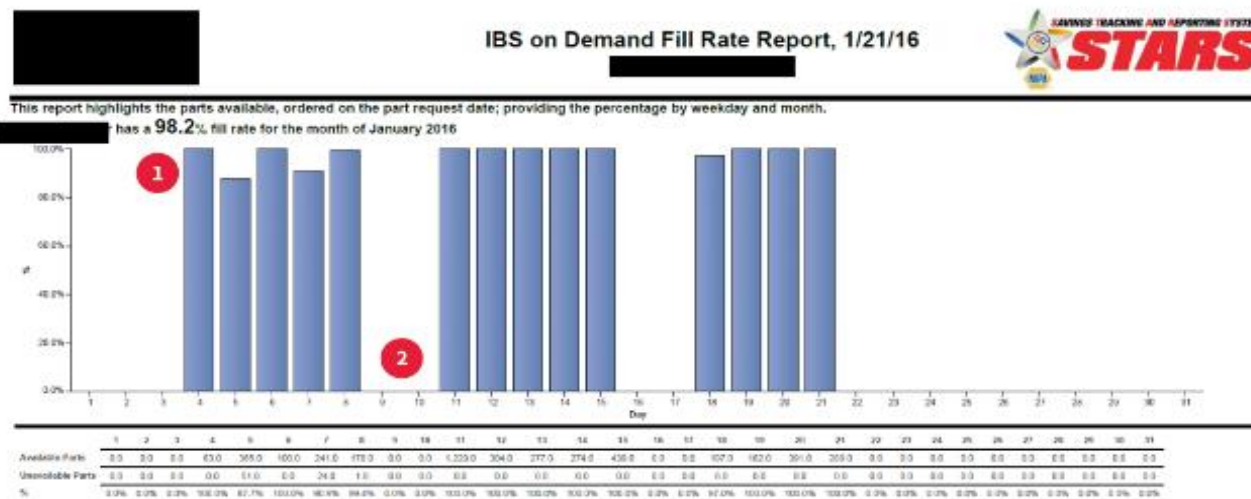
A7. Fill Rate Tracking Reporting



SAVINGS TRACKING AND REPORTING SYSTEM (STARS)

STARS REPORT #6 : FILL RATE REPORT

Calculates and presents parts fill rates by site. This is a summary of parts available on-demand versus parts unavailable and on order. It includes daily and month-to-date calculations. Fill rates are one of the most commonly used and important Key Performance Indicators in our business as they show our customer what percentage of parts are fulfilled on the spot.



- 1 On-demand fill rate as a percentage (98.8% average above).
- 2 Gaps in the chart are days where the operation is closed so there is no fill rate.
- 3 Details on number of available parts on demand versus unavailable parts, used to calculate the percentages in the graph.





A8. Daily Transaction Reports



SAVINGS TRACKING AND REPORTING SYSTEM (STARS)

STARS REPORT #4 : DAILY TRANSACTION REPORT

Provides customer with a daily report detailing the parts and supplies issued during the previous day and a summary of the parts and supplies issued month-to-date. By location, this report shows work order number, vehicle description, technician name, part line code, product SKU, part description, transaction date, quantity billed, price and extended price.

Daily Transaction Detail and MTD Recap Report, 01/21/16



The report lists the transactions that occurred on 01/21/16, including purchases, new returns, cores and warranties. Also highlighted is the monthly transaction summary.

-From Jan-01-2016 to Jan-21-2016 Vehicle Issued 1,578.0 parts and supplies, totaling \$28,019.27

-On Jan-21-2016, [REDACTED] Issued 129 parts and supplies, totaling \$9,488.15 The Jan-21-2016 details are shown below.

Invoice Number	1	Work Order	Unit Number	Vehicle Description	Technician	Product Line	SKU	Part Description	2	3	Quantity Billed	Price	Extended Price
41	10177	36192	303274	GOPU CD183M-4	-	JLD	RS11420	OIL FILTER			1.0	\$11.26	\$11.26
42	10177	36192	303274	GOPU CD183M-4	-	ROC	4945	WASH MOTOR OIL QUART			3.0	\$2.70	\$8.10
43	10178	36192	303274	GOPU CD183M-4	-	WPM	5181	WETLUB WAXEN			2.0	\$5.25	\$10.50
44	10178	36192	303274	GOPU CD183M-4	-	JLD	RS20420	FUEL FILTER			1.0	\$36.20	\$36.20
46	10179	36202	303514	2010 FORD F150XLT176C2W	-	ROC	4945	WASH MOTOR OIL QUART			3.0	\$2.70	\$8.10
46	10179	36202	303514	2010 FORD F150XLT176C2W	-	W-D	F1000	OIL FILTER			1.0	\$4.42	\$4.42
47	10180	36203	303514	2010 FORD F150XLT176C2W	-	WPM	60022	ACCUPT CONVENTIONAL			2.0	\$5.84	\$11.68
											129.0		\$9,488.15

- 1 Part details are sorted by Invoice Number
- 2 Product Details : Product Line, SKU and Description
- 3 Quantity and Pricing Detail



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A9. Inventory Snapshot Reporting



SAVINGS TRACKING AND REPORTING SYSTEM (STARS)

STARS REPORT #8 : INVENTORY SNAPSHOT REPORT

This provides a summary, updated monthly, of total inventory stocked on-site at your IBS store. It includes total inventory on-hand, in units and in dollars, and allows easy identification of fastest moving inventory. The chart also differentiates between NAPA-owned inventory and customer-owned inventory.

Inventory Snapshot Report, 01/21/16



This report is a snapshot of the inventory position and owner, as of 01/21/16

- On 01/21/16, City of Kissimmee had a total inventory of \$250,834.11
 - [REDACTED] had a total inventory of \$10,241.15, which is 4.1% of total inventory.
 - NAPA has a total inventory of \$240,592.96, which is 95.9% of total inventory.
- A further breakdown, 01/21/16, [REDACTED] is as follows.



This chart illustrates the Total Inventory Value

Current Inventory Values

	QOH	Inventory Value
NAPA	17,337	\$240,592.96
[REDACTED]	1,106	\$10,241.15
Summary	18,443	\$250,834.11

1

2

- 1 Inventory unit quantity on hand. The top row is NAPA-owned and the bottom row is customer-owned.
- 2 Total inventory value for NAPA-owned and customer-owned inventory.
- 3 The chart shows the percentage of total inventory value owned by NAPA and by the customer.



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A10. Part Savings Comparison Daily Reporting



SAVINGS TRACKING AND REPORTING SYSTEM (STARS)

STARS REPORT #7 : COST COMPARISON DETAIL REPORT

The goal of this report is to show specific parts cost comparisons and other savings metrics realized by our customer. This allows us to set specific cost savings goals by site and measure the progress monthly. The report will track all superseded parts and show SKU level comparisons. The Cost Comparison Report provides true transparency in our pricing and shows you exactly how much you are saving compared with your previous pricing model.

GPC Parts Cost Comparison Detail Report , 3/17/14

This report highlights the parts price comparison for parts issued on 3/17/14. The total savings, on the reporting date is (\$2,433.58)

Previous Product Line: LMP-TEST

Invoice Number	Product Line Code	Product SKU	Part	Part Issued Quantity	Part Price	Extended Price	Previous Line Code	Previous Part	Savings Description	# of parts Superseded	Previous Price	Previous Extended Price	Difference
1	LMP	8803	HALOGEN CAPSULE	1.0	\$4.00	\$4.00	LMP-TEST	8803-T	RANDOM TEST	1	10	\$10.00	\$6.00
2	11889	194	BULB	2	\$0.25	\$0.50	1	194-T	RANDOM TEST	1	10	\$10.00	\$9.74
3	11890	H804	HALOGEN LAMP	1.0	\$0.00	\$0.00	LMP-TEST	H804-T	RANDOM TEST	1	10	\$10.00	\$1.34
				3.0		\$13.81						\$15.15	

Previous Product Line: MAC-TEST

Invoice Number	Product Line Code	Product SKU	Part	Part Issued Quantity	Part Price	Extended Price	Previous Line Code	Previous Part	Savings Description	# of parts Superseded	Previous Price	Previous Extended Price	Difference
1	11890	MAC	4800 NON-CHLOR BRAKE CLIP	2.0	\$1.89	\$3.78	MAC-TEST	4800-T	RANDOM TEST	2	10	\$20.00	\$16.22
2	11894	MAC	4800 NON-CHLOR BRAKE CLIP	2.0	\$1.89	\$3.78	MAC-TEST	4800-T	RANDOM TEST	2	10	\$20.00	\$16.22
				4.0		\$7.56						\$40.00	\$32.44

Previous Product Line: NBH-TEST

Invoice Number	Product Line Code	Product SKU	Part	Part Issued Quantity	Part Price	Extended Price	Previous Line Code	Previous Part	Savings Description	# of parts Superseded	Previous Price	Previous Extended Price	Difference
1	11897	NBH	35165 IDLER PULLEY	1.0	\$10.25	\$10.25	NBH-TEST	35165-T	RANDOM TEST	1	10	\$10.00	(\$0.25)
2	11897	NBH	35452 DRIFT TENSIONER ADJY	1.0	\$26.99	\$26.99	NBH-TEST	35452-T	RANDOM TEST	1	10	\$10.00	(\$26.99)
				2.0		\$40.24						\$20.00	(\$20.24)

Previous Product Line: NFR-TEST

Invoice Number	Product Line Code	Product SKU	Part	Part Issued Quantity	Part Price	Extended Price	Previous Line Code	Previous Part	Savings Description	# of parts Superseded	Previous Price	Previous Extended Price	Difference
1	11870	NFR	ZK30000 AC MACHINE S	1.0	\$0.00	\$0.00	NFR-TEST	ZK30000-T	RANDOM TEST	2	10	\$10.00	\$0.00
2	11870	NFR	ZK30000 AC MACHINE S	2.0	\$0.00	\$0.00	NFR-TEST	ZK30000-T	RANDOM TEST	2	10	\$20.00	\$10.00

- 1 Actual part ordered detail: line code, SKU, description.
- 2 Actual part order pricing detail.
- 3 Previous part ordered detail.
- 4 Previous part ordered pricing detail.
- 5 Total price difference for particular part (Current price x quantity – Previous price x quantity)
- 6 Total price difference across entire product line.



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A11. Measuring Fill Rates



FILL RATE MEASUREMENT

One of many trademarks of the NAPA Integrated Business Solutions program for fleet and warehouse operations is our ability to track and report regular parts fill rates on the parts and supplies we maintain for fleet operations. In fact, we believe in fill rate requirements so much that we make it a requirement in our IBS contract. This allows us to give our operations a daily report card in fill rate activity, the real measurement of our program. By tracking every transaction and being integrated into the operation, we can provide valuable information to our fleet IBS customers on the status requests for parts.

What is Fill Rate?

At NAPA, we define fill rate as the number of parts supplied over the counter in a given time period divided by the total number of parts ordered in that same period.

On-Demand Parts Supplied: 45 SKUs
Total Parts Ordered: 48 SKUs

Daily Fill Rate 94%

What is On Demand?

To us, on demand means parts that are stocked on site and are issued to the customer across the counter right at the time of order. Parts ordered that are not available “on demand” are ordered by IBS staff from key vendors and are generally filled within 24 hours.

With the wide range of fleets we service, NAPA IBS supports different fill rate requirements in each contract. The IBS standard, after initial mobilization, inventory and vendor agreements, service changes and integration, is to achieve 90 percent fill rates for on-demand, standard-use items within a specified fill rate timeframe based on the customer. From our experience, there will always be non-standard parts requests - some special orders, some new product sourcing, and some special build requests - that are not able to be filled on demand. NAPA IBS sites work with customers in the first weeks of an operation to analyze current inventory and purchase history to build and invest in a model to hit the customer's productivity goals. Within the first 120 days of operation, depending on differing scope and inventory needs, we are usually able to deliver 80 percent of all parts requests on demand as we work through prior fleet data, current inventory, and vendor selection in the new project. Within the first 6 to 12 months of operation we target a 90 percent plus fill rate on demand.



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A12. Jefferson Parish License

FOR PUBLIC DISPLAY - NOT TRANSFERABLE

ISSUED BY
SHERIFF AND EX-OFFICIO TAX COLLECTOR-JEFFERSON PARISH, LOUISIANA

2022 Occupational License Tax

GENUINE PARTS CO
ATLANTA A&DP CTR
PO BOX 4907
NORCROSS, GA 30091



License # **650928202**

Account # **16043354**

Location Address
500 SHREWSBURY RD
JEFFERSON, LA

Business Class 423120
Motor Vehicle Supplies and New Parts Merchant Wholesalers

License Class 1750
Wholesale/Service/Rental/etc.

Tax	Interest	Penalty	Other	Total	Payment
\$6,000.00	\$120.00	\$600.00	\$0.00	\$6,720.00	\$6,720.00



JOSEPH P. LOPINTO, III
SHERIFF & TAX COLLECTOR



Gregory A. Ruppert, Director
Bureau of Revenue and Taxation

Pursuant to Jefferson Parish Code of Ordinances Chapter 35, Article VI, Section 35-153, the issuance of this occupational license to the person or firm named hereon is a receipt for payment of said tax and entitles the recipient to operate a business at the location shown, provided said business is operated within the confines of the application thereof, and does not violate any parish or state criminal, health, or zoning laws. This license will expire December 31, 2022.

RENEWAL APPLICATIONS ARE DUE PRIOR TO MARCH 1.



A13. List of Exceptions open to negotiation

LIST OF EXCEPTIONS

JEFFERSON PARISH GOVERNMENT RFP 0446 ON-SITE PARTS DEPARTMENT AND SUPPLIER FOR THE JEFFERSON PARISH DEPARTMENT OF FLEET MANAGEMENT

GENUINE PARTS COMPANY

Genuine Parts Company d/b/a NAPA (hereinafter “Contractor”, “GPC” or “NAPA”) requests the following exceptions to the above referenced RFP in conjunction with its RFP response, and requests that the provisions referenced herein not apply and that these exceptions take precedence and govern over the terms set forth in the provisions of the RFP.

PLEASE NOTE THAT ALL REQUESTED CHANGES/CONCERNS ARE OPEN FOR DISCUSSION/NEGOTIATION.

Request for Proposal, Part I, Section 1.4 (page 4) – NAPA requests that the third and fourth sentences of this section (the third sentence beginning with, “The proposer shall warrant”) be removed and replaced with the following: “All items supplied to the Parish are subject to the terms of written warranties provided by the manufacturer of each part, and Proposer shall use reasonable commercial efforts to assist the Parish in processing all warranty claims that the Parish may have against a manufacturer. The manufacturer’s warranty will be the sole and exclusive remedy of the Parish in connection with any claims concerning the parts supplied to the Parish. ALL OTHER WARRANTIES, BOTH EXPRESS AND IMPLIED, INCLUDING ANY IMPLIED WARRANTIES OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE, ARE HEREBY EXCLUDED. Copies of the manufacturers’ warranties are available to the Parish upon request.”

Request for Proposal, Part I, Section 1.26 (page 13) – NAPA requests an exception to the requirements relating to garage liability.

Request for Proposal, Part I, Section 1.28 (page 13) – NAPA requests that this section be modified to include the following after the first sentence of this section: “Notwithstanding the foregoing, the Parish shall use Proposer as its Primary Supplier of the inventory, parts, and equipment under this Agreement. The Parish may purchase any item outside this Agreement where it is determined to be more economical or timely so long as the purchase of aforesaid part or parts does not result in the Proposer no longer being the Primary Supplier of the Parish. “Primary Supplier” means the supplier that provides a minimum of 80% of the inventory needs of the Parish.”

Request for Proposal, Part I, Section 1.32 (page 16) – NAPA requests that NAPA’s obligations in this section shall not apply to the extent of the negligence of any indemnified party, and that the last sentence of this section be removed.

Request for Proposal, Part I, Section 1.34 (page 17) – NAPA requests that item (C) be made mutual and provide a 10 day cure period, and that item (D) be made mutual, but require NAPA to provide sixty (60) days’ notice of its intent to terminate the contract for convenience. NAPA also requests that the following be added as item (E): “Upon termination, expiration, or non-renewal of the contract, notwithstanding anything in the contract to the contrary, Proposer shall have the option to require the Parish to purchase all non-NAPA branded inventory owned by Proposer and located in the Parish facilities at Proposer’s current acquisition cost, and the Parish shall have the option to purchase all NAPA branded inventory, owned by Proposer and located in the Parish facilities at Proposer’s current acquisition cost. Upon the Parish’s request, Proposer shall provide the Parish with a listing of all NAPA and non-NAPA branded inventory owned by Proposer and located in the Parish facilities.” (There will be inventory that NAPA will purchase specifically for Customer’s facility that cannot be incorporated back into NAPA’s chain of distribution (i.e., non-NAPA branded inventory) and NAPA cannot agree to take



the inventory loss associated with these Customer-specific inventory items.). NAPA requests that the provisions of Section 2.1.T which are inconsistent with this obligation be removed (i.e. two sentences, the first of which begins with, “The Department of Fleet Management reserves the option to purchase any, all, or none...”).

Request for Proposal, Part II, Section 2.1.C.2.D (page 22) – NAPA requests that the requirements of this section which would require a price averaging method or reporting of the same be removed.

Request for Proposal, Part II, Section 2.1.C.2.G (page 23) – NAPA requests that this section be revised to provide that all items must be unused and in saleable condition in their original packaging to be eligible for returns, and in the case of Non-NAPA inventory, be eligible for return with the applicable manufacturer or supplier.

Request for Proposal, Part II, Section 2.1.C.2.J (page 24) – NAPA requests that the phrase “the best value” in the second line of this section be replaced with the word “competitive” and that the last two sentences of this section be removed. NAPA applies any applicable discounts or credits at the point of sale.

Request for Proposal, Part II, Section 2.1.C.2.K (page 24) – NAPA requests that the last sentence of the second paragraph of this section be removed, and that the phrase “used by” in the second line of the third paragraph be replaced with the phrase “issued to.”

Request for Proposal, Part II, Section 2.1.C.2.L (page 24) – NAPA requests that this section be made subject to the provisions of Section 1.4, as modified above.

Request for Proposal, Part II, Section 2.1.C.2.M (page 25) – NAPA requests that this section be replaced as follows: “Proposer agrees to arrange for third parties to handle the disposal and/or recycling of hazardous materials but will not be directly involved in the actual disposal of such items, or have any liability arising from such disposal. Proposer shall, however, use reasonable commercial efforts to assist the Parish in processing any claim that may arise against such third party associated with the disposal of the items. Upon request and to the extent made available by the applicable manufacturer, Proposer agrees to provide MSDS / SDS sheets for all chemicals stored on site procured, or issued by Proposer, in a reasonably acceptable electronic format.”

Request for Proposal, Part II, Section 2.1.C.2.Q (pages 26-27) – NAPA requests that the word “proposer” in the first sentence of this section be replaced with the word “manufacturer”, and that the word “full” be removed from the second sentence. NAPA requests that the third sentence be removed, and that the provisions of Section 1.4 above control with respect to product warranties.

Request for Proposal, Part II, Section 2.1.C.2.R (page 27) – NAPA requests that this section be revised to provide that NAPA will fully fund its internal IT expenses associated with the CFA integration on behalf of Jefferson Parish; however, NAPA cannot commit to funding the CFA until the scope of the project is clearly laid out. Please understand that CFA is a contractor of the parish, and we cannot commit to the parishes current standing with CFA or their capability to execute the integration within the scope which is currently unknown.

Request for Proposal, Part II, Section 2.1.C.2.S (pages 27-28) – NAPA cannot agree to take on all responsibility for identifying hazards that may exist on premises owned, maintained, and controlled by the Parish. NAPA can agree to notify the Parish of any facially obvious condition which it may encounter but cannot be held responsible for identifying hazardous conditions that are inherent in the location, or are not obvious to a guest on the premises. Based on past ownership, the Parish is in a better position to determine potential environmental, OSHA, and safety problems with the location, and should retain responsibility for all costs incurred from inspections and corrections of deficiencies.

NAPA also requests the right to charge the Parish for consumables, telephone service, internet service and any subscriptions the Parish desires as part of operational expenses within its cost proposal.



Request for Proposal, Part II, Section 2.1.C.2.T (pages 28-29) – NAPA requests that the last sentence of this section exclude the buyback obligation described above.

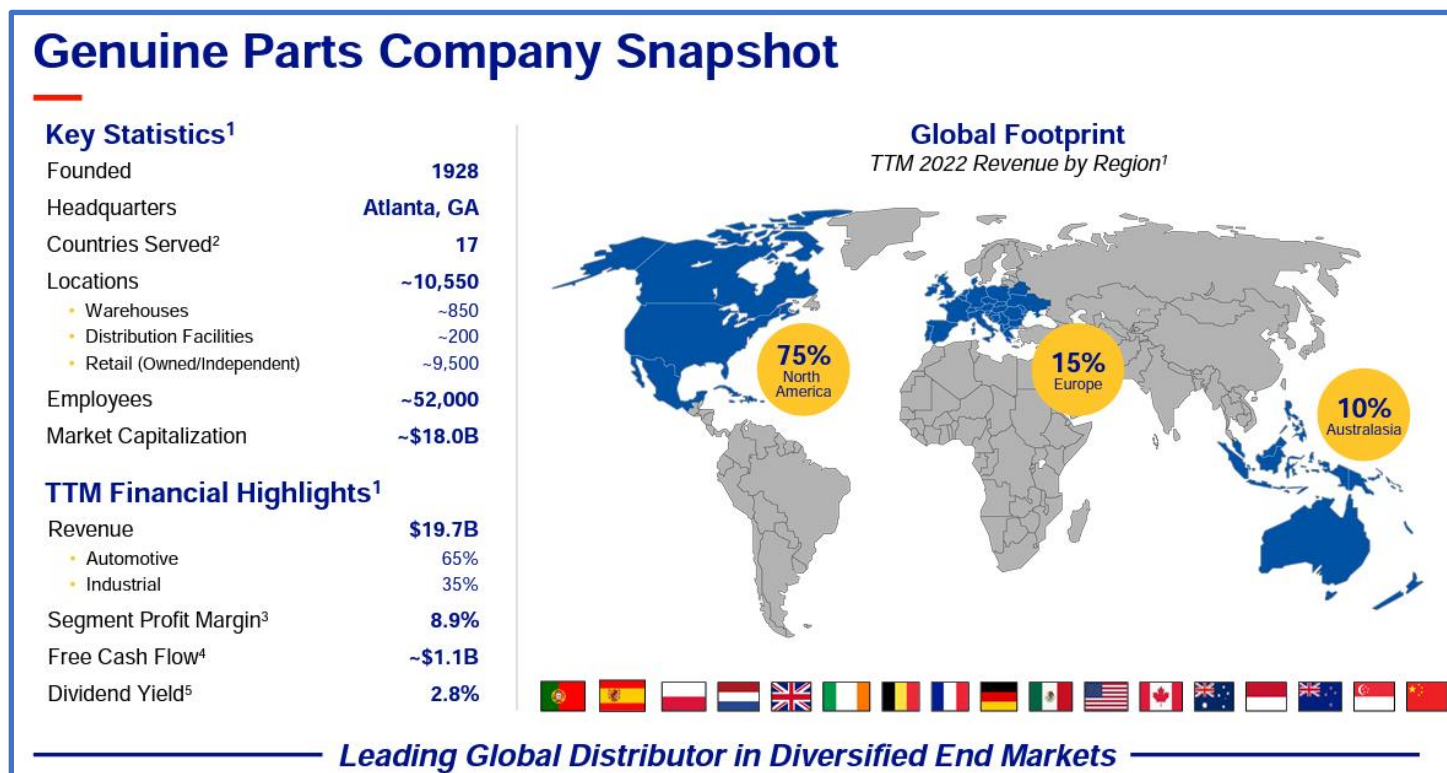
Request for Proposal, Part II, Section 2.1.C.2.V (pages 30-31) – NAPA requests that the services noted in the first paragraph of this section be subject to reimbursement (at NAPA’s cost with no markup) as part of NAPA’s operational costs.

Request for Proposal, Part VI, Attachment A (pages 36-37) – NAPA requests the provisions relating to “DEDUCTIBLES” at the bottom of page 36 be removed and that the garage liability requirements at the top of page 37 likewise be removed.

Resolution No. 136353, General Conditions – NAPA requests the opportunity to discuss and negotiate certain of the provisions of Resolution No. 136353. NAPA notes that many of the provisions of the General Conditions have applicability to construction contracts only, and some are inconsistent with the terms of the RFP. NAPA requests, therefore, that inapplicable sections or inconsistent sections be omitted from the parties’ agreement. NAPA is willing to provide an itemized list of proposed changes for the Parish’s review immediately upon request. Notwithstanding the foregoing, NAPA will agree to all of the provisions which the Parish has specifically noted as non-negotiable in Section 1.22(B) of the RFP (page12).



A14. Genuine Parts Financial Profile and Financial Statements





AUTOMOTIVE PARTS GROUP

66% OF TOTAL GPC NET SALES



The Automotive Parts Group distributes automotive replacement parts, accessories and service items throughout North America, Europe and Australasia.

- In North America, more than 650,000 parts are sold primarily under the NAPA brand name, widely recognized for quality parts, quality service and knowledgeable people.
- In Europe, the Company is rolling out the NAPA brand of quality products and services each country under a variety of banners:
 - France - GROUPE AUTO France, Precidium Group and Pièces Auto
 - U.K. - GROUP AUTO UK and UAN
 - Republic of Ireland - GROUPE AUTO Ireland
 - Germany - Alliance Automotive Group Germany
 - Poland - GROUPE AUTO Polska
 - The Netherlands & Belgium - PartsPoint and Precidium
- GPC Asia Pacific serves the Australasian markets primarily under the Repco and NAPA brand names.

Through our global automotive network, we serve both the Retail (DIY) and Commercial (DIFM) automotive aftermarket segments with products and services for substantially all domestic and foreign motor vehicle models.



ATLANTA, GA
napaonline.com

U.S.

- 52 NAPA Distribution Centers
- 5,808 NAPA AUTO PARTS stores (1,280 company-owned)
- 23 TRACTION Heavy Duty Parts stores (all company-owned)

CANADA

- 13 Distribution Centers
- 836 NAPA and Heavy Vehicle stores (208 company-owned)
- 24 Import Parts Facilities (all company-owned)

MEXICO

- 13 Stores

ALLIANCE AUTOMOTIVE GROUP

LONDON, ENGLAND
allianceautomotivegroup.eu

FRANCE

- 17 Distribution Centers
- 1,078 Stores (252 company-owned)

U.K.

- 34 Distribution Centers
- 810 Stores (231 company-owned)

REPUBLIC OF IRELAND

- 2 Distribution Centers

GERMANY

- 11 Distribution Centers
- 50 Stores (all company-owned)

POLAND

- 178 Stores

THE NETHERLANDS & BELGIUM

- 8 Distribution Centers
- 180 Stores (133 company-owned)



MELBOURNE, AUSTRALIA
repco.com.au

AUSTRALASIA

- 13 Distribution Centers
- 408 AUTO PARTS Stores and Branches in AU
- 100 AUTO PARTS Stores and Branches in NZ (ALUNZ all company-owned)



MAJOR PRODUCTS

- Automotive Replacement Parts
- Farm and Marine Parts
- Heavy Duty Parts
- Paint and Refinishing Supplies
- Tools and Equipment
- Automotive Accessories



INDUSTRIAL PARTS GROUP

34% OF TOTAL GPC NET SALES



The Industrial Parts Group is represented by Motion Industries in North America and Mi Asia Pac in Australasia.

Our Industrial Group provides access to more than 12 million industrial replacement parts and supplies for more than 170,000 MRO (maintenance, repair and operations) and OEM (original equipment manufacturer) customers in all types of industries. These include equipment and machinery, food and beverage, primary metals, pulp and paper, mining and automotive, among others.

Motion NA acquired Kaman Distribution Group, a leader in the industrial market, in January 2022. This strategic and highly synergistic combination significantly enhances our scale and strengthens our market leading position, creating a premier leader in industrial solutions.



BIRMINGHAM, AL
motionindustries.com

U.S., CANADA & MEXICO

- 15 Distribution Centers
- 483 Branches
- 55 Service Centers

SERVICE CAPABILITIES

- 24/7/365 Product Delivery
- Repair and Fabrication
- Quality Processes (ISO)
- Technical Expertise
- Asset Repair Tracking
- Application and Design



SYDNEY, AUSTRALIA
motionsiasipac.com

AUSTRALIA, NEW ZEALAND, INDONESIA & SINGAPORE

- 9 Distribution Centers
- 140 Branches
- 1 Service Center

- Inventory Management & Logistics
- Training Programs
- E-business Technologies
- Storeroom & Replenishment Tracking



MAJOR PRODUCTS

- Bearings
- Mechanical & Electrical Power Transmission Products
- Electrical & Industrial Automation
- Hydraulic and Industrial Hose
- Hydraulic and Pneumatic Components
- Industrial and Safety Supplies
- Material Handling Products
- Seals & Pumps



UNITED STATES SECURITIES AND EXCHANGE COMMISSION
Washington, D.C. 20549
Form 10-K

☒ **ANNUAL REPORT PURSUANT TO SECTION 13 OR 15(d) OF THE SECURITIES EXCHANGE ACT OF 1934**

For the fiscal year ended December 31, 2021

Or

☐ **TRANSITION REPORT PURSUANT TO SECTION 13 OR 15(d) OF THE SECURITIES EXCHANGE ACT OF 1934**

For the transition period from _____ to _____

Commission file number: 1-5690

GENUINE PARTS COMPANY

(Exact name of registrant as specified in its charter)

GA

(State or other jurisdiction of incorporation or organization)

58-0254510

(I.R.S. Employer Identification No.)

2999 WILDWOOD PARKWAY, ATLANTA, GA

(Address of principal executive offices)

30339

(Zip Code)

678-934-5000

(Registrant's telephone number, including area code)

Securities registered pursuant to Section 12(b) of the Act:

Title of each class	Trading Symbol(s)	Name of each exchange on which registered
Common Stock, \$1.00 par value per share	GPC	New York Stock Exchange

Securities registered pursuant to Section 12(g) of the Act:

None

Indicate by check mark if the registrant is a well-known seasoned issuer, as defined in Rule 405 of the Securities Act. Yes ☒ No ☐

Indicate by check mark if the registrant is not required to file reports pursuant to Section 13 or Section 15(d) of the Exchange Act. Yes ☐ No ☒

Indicate by check mark whether the registrant (1) has filed all reports required to be filed by Section 13 or 15(d) of the Securities Exchange Act of 1934 during the preceding 12 months (or for such shorter period that the registrant was required to file such reports), and (2) has been subject to such filing requirements for the past 90 days. Yes ☒ No ☐

Indicate by check mark whether the registrant has submitted electronically every Interactive Data File required to be submitted pursuant to Rule 405 of Regulation S-T (§ 232.495 of this chapter) during the preceding 12 months (or for such shorter period that the registrant was required to submit such files). Yes ☒ No ☐

Indicate by check mark whether the registrant is a large accelerated filer, an accelerated filer, a non-accelerated filer, a smaller reporting company or an emerging growth company. See the definitions of "large accelerated filer," "accelerated filer," "smaller reporting company" and "emerging growth company" in Rule 12b-2 of the Exchange Act.

Large accelerated filer ☒ Accelerated filer ☐ Non-accelerated filer ☐ Smaller reporting company ☐
Emerging growth company ☐

If an emerging growth company, indicate by check mark if the registrant has elected not to use the extended transition period for complying with any new or revised financial accounting standards provided pursuant to Section 13(a) of the Exchange Act. ☐

Indicate by check mark whether the Registrant has filed a report on and attestation to its management's assessment of the effectiveness of its internal control over financial reporting under Section 404(b) of the Sarbanes-Oxley Act (15 U.S.C. 7262(b)) by the registered public accounting firm that prepared or issued its audit report. ☒

Indicate by check mark whether the registrant is a shell company (as defined in Rule 12b-2 of the Act). Yes ☐ No ☒

As of June 30, 2021, the aggregate market value of the registrant's common stock held by non-affiliates of the registrant was approximately \$17.5 billion based on the closing sale price as reported on the New York Stock Exchange.

There were 141,963,257 shares of the Company's common stock outstanding as of February 14, 2022.

DOCUMENTS INCORPORATED BY REFERENCE

Specifically identified portions of the Company's definitive Proxy Statement for the Annual Meeting of Shareholders to be held on April 28, 2022 are incorporated by reference into Part III of this Form 10-K.



Genuine Parts Company and Subsidiaries
Consolidated Balance Sheets
(In Thousands, Except Share Data and per Share Amounts)

	As of December 31,	
	2021	2020
Assets		
Current assets:		
Cash and cash equivalents	\$ 714,701	\$ 990,166
Trade accounts receivable, net	1,797,955	1,556,966
Merchandise inventories, net	3,889,919	3,506,271
Prepaid expenses and other current assets	1,353,847	1,060,360
Total current assets	7,756,422	7,113,763
Goodwill	1,915,307	1,917,477
Other intangible assets, net	1,406,401	1,498,257
Deferred tax assets	829	65,658
Operating lease assets	1,053,689	1,038,877
Other assets	985,055	644,140
Property, plant and equipment, net	1,234,399	1,162,043
Total assets	<u>\$14,352,102</u>	<u>\$13,440,215</u>
Liabilities and equity		
Current liabilities:		
Trade accounts payable	\$ 4,804,939	\$ 4,128,084
Current portion of debt	—	160,531
Other current liabilities	1,660,768	1,491,426
Dividends payable	115,876	114,043
Total current liabilities	6,581,583	5,894,084
Long-term debt	2,409,363	2,516,614
Operating lease liabilities	789,175	789,294
Pension and other post-retirement benefit liabilities	265,134	265,687
Deferred tax liabilities	280,778	212,910
Other long-term liabilities	522,779	543,623
Equity:		
Preferred stock, par value \$1 per share — authorized 10,000,000 shares; none issued	—	—
Common stock, par value \$1 per share — authorized 450,000,000 shares; issued and outstanding — 2021 — 142,180,683 shares and 2020 — 144,354,335 shares	142,181	144,354
Additional paid-in capital	119,975	117,165
Accumulated other comprehensive loss	(857,739)	(1,036,502)
Retained earnings	4,086,325	3,979,779
Total parent equity	3,490,742	3,204,796
Noncontrolling interests in subsidiaries	12,548	13,207
Total equity	<u>3,503,290</u>	<u>3,218,003</u>
Total liabilities and equity	<u>\$14,352,102</u>	<u>\$13,440,215</u>



Genuine Parts Company and Subsidiaries
Consolidated Statements of Income
(In Thousands, Except per Share Amounts)

	Year Ended December 31,		
	2021	2020	2019
Net sales	\$18,870,510	\$16,537,433	\$17,522,234
Cost of goods sold	12,236,374	10,882,592	11,662,551
Gross profit	6,634,136	5,654,841	5,859,683
Operating expenses:			
Selling, administrative and other expenses	5,162,506	4,386,739	4,577,610
Depreciation and amortization	290,971	272,842	257,263
Provision for doubtful accounts	17,739	23,577	13,876
Restructuring costs	—	50,019	100,023
Goodwill impairment charge	—	506,721	—
Total operating expenses	5,471,216	5,239,898	4,948,772
Non-operating (income) expenses:			
Interest expense, net	62,150	91,048	91,405
Other	(99,576)	(55,473)	(82,534)
Special termination costs	—	—	42,757
Total non-operating (income) expenses	(37,426)	35,575	51,628
Income before income taxes	1,200,346	379,368	859,283
Income taxes	301,556	215,973	212,808
Net income from continuing operations	898,790	163,395	646,475
Net loss from discontinued operations	—	(192,497)	(25,390)
Net income (loss)	\$ 898,790	\$ (29,102)	\$ 621,085
Basic earnings (loss) per share:			
Continuing operations	\$ 6.27	\$ 1.13	\$ 4.44
Discontinued operations	—	(1.33)	(0.18)
Basic earnings (loss) per share	\$ 6.27	\$ (0.20)	\$ 4.26
Diluted earnings (loss) per share:			
Continuing operations	\$ 6.23	\$ 1.13	\$ 4.42
Discontinued operations	—	(1.33)	(0.18)
Diluted earnings (loss) per share	\$ 6.23	\$ (0.20)	\$ 4.24
Weighted average common shares outstanding	143,435	144,474	145,736
Dilutive effect of stock options and non-vested restricted stock awards	786	641	681
Weighted average common shares outstanding — assuming dilution	144,221	145,115	146,417



Genuine Parts Company and Subsidiaries
Consolidated Statements of Comprehensive Income
(In Thousands, Except per Share Amounts)

	Year Ended December 31,		
	2021	2020	2019
Net income (loss)	\$ 898,790	\$ (29,102)	\$621,085
Other comprehensive income (loss), net of income taxes:			
Foreign currency translation adjustments	(65,843)	102,595	67,902
Cash flow hedge adjustments, net of income taxes in 2021 — \$5,535, 2020 — \$3,453, and 2019 — \$5,932	14,965	(9,336)	(16,039)
Pension and postretirement benefit adjustments, net of income taxes of 2021 — \$84,650, 2020 — \$4,639, and 2019 — \$5,036	229,641	11,547	44,433
Other comprehensive income, net of tax	178,763	104,806	96,296
Comprehensive income	<u>\$1,077,553</u>	<u>\$ 75,704</u>	<u>\$717,381</u>



Genuine Parts Company and Subsidiaries
Consolidated Statements of Income and Comprehensive Income
(In Thousands, Except per Share Amounts)

	Year Ended December 31,		
	2019	2018	2017
Net sales	\$19,392,305	\$18,735,073	\$16,308,801
Cost of goods sold	13,076,036	12,751,286	11,402,403
Gross margin	6,316,269	5,983,787	4,906,398
Operating expenses:			
Selling, administrative, and other expenses	4,934,167	4,615,290	3,726,233
Depreciation and amortization	270,288	241,635	167,691
Provision for doubtful accounts	14,905	17,147	13,932
Restructuring costs	112,184	—	—
Goodwill impairment charge	81,968	—	—
Total operating expenses	5,413,512	4,874,072	3,907,856
Non-operating expenses (income):			
Interest expense	95,711	101,925	41,486
Other	(66,011)	(67,822)	(52,212)
Special termination costs	42,757	—	—
Total non-operating expenses (income)	72,457	34,103	(10,726)
Income before income taxes	830,300	1,075,612	1,009,268
Income taxes	209,215	265,138	392,511
Net income	\$ 621,085	\$ 810,474	\$ 616,757
Basic net income per common share	\$ 4.26	\$ 5.53	\$ 4.19
Diluted net income per common share	\$ 4.24	\$ 5.50	\$ 4.18
Weighted average common shares outstanding	145,736	146,657	147,140
Dilutive effect of stock options and nonvested restricted stock awards	681	584	561
Weighted average common shares outstanding — assuming dilution	146,417	147,241	147,701
Net income	\$ 621,085	\$ 810,474	\$ 616,757
Other comprehensive income (loss), net of tax:			
Foreign currency translation adjustment	38,246	(233,235)	137,694
Net gain (loss) on cash flow and net investment hedges, net of income taxes of 2019 — \$16,600; 2018 — \$10,398; 2017 — \$9,711	13,617	28,114	(17,388)
Pension and postretirement benefit adjustments, net of income taxes of 2019 — \$5,036; 2018 — \$21,297; 2017 — \$20,539	44,433	(57,365)	40,123
Other comprehensive income (loss), net of tax	96,296	(262,486)	160,429
Comprehensive income	\$ 717,381	\$ 547,988	\$ 777,186



Genuine Parts Company and Subsidiaries
Consolidated Balance Sheets
(In Thousands, Except Share Data and per Share Amounts)

	As of December 31,	
	2019	2018
Assets		
Current assets:		
Cash and cash equivalents	\$ 276,992	\$ 333,547
Trade accounts receivable, net	2,635,155	2,493,636
Merchandise inventories, net	3,831,183	3,609,389
Prepaid expenses and other current assets	1,195,286	1,139,118
Total current assets	7,938,616	7,575,690
Goodwill	2,293,519	2,128,776
Other intangible assets, net	1,568,926	1,411,642
Deferred tax assets	54,851	29,509
Operating lease assets	1,075,969	—
Other assets	498,965	510,192
Property, plant and equipment, net	1,214,783	1,027,231
Total assets	<u>\$14,645,629</u>	<u>\$12,683,040</u>
Liabilities and equity		
Current liabilities:		
Trade accounts payable	\$ 4,106,163	\$ 3,995,789
Current portion of debt	624,043	711,147
Other current liabilities	1,553,063	1,088,428
Dividends payable	110,851	105,369
Total current liabilities	6,394,120	5,900,733
Long-term debt	2,802,056	2,432,133
Operating lease liabilities	825,567	—
Pension and other post-retirement benefit liabilities	249,832	235,228
Deferred tax liabilities	232,902	196,843
Other long-term liabilities	445,652	446,112
Equity:		
Preferred stock, par value \$1 per share — authorized 10,000,000 shares; none issued	—	—
Common stock, par value \$1 per share — authorized 450,000,000 shares; issued and outstanding — 2019 — 145,378,158 shares and 2018 — 145,936,613 shares	145,378	145,937
Additional paid-in capital	98,777	78,380
Accumulated other comprehensive loss	(1,141,308)	(1,115,078)
Retained earnings	4,571,860	4,341,212
Total parent equity	3,674,707	3,450,451
Noncontrolling interests in subsidiaries	20,793	21,540
Total equity	3,695,500	3,471,991
Total liabilities and equity	<u>\$14,645,629</u>	<u>\$12,683,040</u>



RFP 0446 – On-Site Parts Department and Supplier for the Jefferson Parish Department of Fleet Management



PART 4 APPENDICES JEFFERSON PARISH

4A. Insurance Requirements (Current COI)

ACORD		CERTIFICATE OF LIABILITY INSURANCE		DATE (MM/DD/YYYY) 09/14/2022															
<p>THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.</p> <p>IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).</p>																			
<p>PRODUCER Aon Risk Services South, Inc. Atlanta GA Office 3550 Lenox Road NE Suite 1700 Atlanta GA 30326 USA</p>		<p>CONTACT NAME: PHONE (A/C No. Ext): 866-283-7122 FAX (A/C No.): 800-363-0105 E-MAIL ADDRESS:</p>																	
<p>INSURED GENUINE PARTS CO & SUBSIDIARIES - NAPA Auto Parts, Motion Industries, Balkamp, Rayloc, AST Bearings, Ruby Industrial Technologies, et al, 2999 Wildwood Parkway Atlanta GA 30339 USA</p>		<p>INSURER(S) AFFORDING COVERAGE</p> <table border="1"><thead><tr><th>INSURER</th><th>NAIC #</th></tr></thead><tbody><tr><td>INSURER A: Safety National Casualty Corp</td><td>15105</td></tr><tr><td>INSURER B: Old Republic Insurance Company</td><td>24147</td></tr><tr><td>INSURER C:</td><td></td></tr><tr><td>INSURER D:</td><td></td></tr><tr><td>INSURER E:</td><td></td></tr><tr><td>INSURER F:</td><td></td></tr></tbody></table>		INSURER	NAIC #	INSURER A: Safety National Casualty Corp	15105	INSURER B: Old Republic Insurance Company	24147	INSURER C:		INSURER D:		INSURER E:		INSURER F:			
INSURER	NAIC #																		
INSURER A: Safety National Casualty Corp	15105																		
INSURER B: Old Republic Insurance Company	24147																		
INSURER C:																			
INSURER D:																			
INSURER E:																			
INSURER F:																			
<p>COVERAGES CERTIFICATE NUMBER: 570095293852 REVISION NUMBER:</p>																			
<p>THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS. Limits shown are as requested</p>																			
INSR LN	TYPE OF INSURANCE	ADDL INSR	SUBR WBS	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS												
B	COMMERCIAL GENERAL LIABILITY <input checked="" type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO- JECT <input type="checkbox"/> LOC OTHER:			MAZY31404822	09/01/2022	09/01/2023	EACH OCCURRENCE \$2,000,000 DAMAGE TO RENTED PREMISES (EA OCCURRENCE) \$2,000,000 MED EXP (Any one person) \$5,000 PERSONAL & ADV INJURY \$2,000,000 GENERAL AGGREGATE \$3,000,000 PRODUCTS - COMP/OP AGG \$3,000,000												
A	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED <input type="checkbox"/> AUTOB ONLY <input type="checkbox"/> HRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED <input type="checkbox"/> AUTOS ONLY			MMTB 314047-22	09/01/2022	09/01/2023	DOMESTIC BODILY LIMIT (Per accident) \$5,000,000 BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident)												
	UMBRELLA LIAB EXCESS LIAB DED RETENTION						EACH OCCURRENCE AGGREGATE												
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/ MEMBER EXCLUDED? (Mandatory in WA) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N N	N/A	LDS4049768 AOS SP4066107 EXCESS WC - OH SIR applies per policy terms & conditions	01/01/2022 01/01/2022	01/01/2023 01/01/2023	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH E.L. EACH ACCIDENT \$1,000,000 E.L. DISEASE-EMPLOYEE \$1,000,000 E.L. DISEASE-POLICY LIMIT \$1,000,000												
<p>DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)</p> <p>Certificate holder Includes: The Parish of Jefferson, its Districts, Departments and Agencies under the direction of the Parish President and the Parish Council. RE: 50-00122954, Automotive Offsite Parts. The Parish of Jefferson, its Districts, Departments and Agencies under the direction of the Parish President and the Parish Council are included as Additional Insured in accordance with the policy provisions of the General Liability policy.</p>																			
CERTIFICATE HOLDER				CANCELLATION															
<p>The Parish of Jefferson Dept. of Fleet Management 4901 Jefferson Hwy., Suite A Jefferson LA 70121 USA</p>				<p>SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.</p> <p>AUTHORIZED REPRESENTATIVE</p> <p><i>Aon Risk Services South Inc</i></p>															

Holder Identifier :

Certificate No : 570095293852





4B. Pricing Schedule

ATTACHMENT B

PRICING SCHEDULE

SMALL AND HEAVY-DUTY EQUIPMENT PARTS

NAME OF FIRM GENUINE PARTS COMPANY DBA NAPA

The price for the items listed are for evaluation purposes only so that the lowest cost per type of item may be established.

PART DESCRIPTION	DISCOUNT PERCENTAGE OFF LIST PRICE
1. Air Filter- 2018 Dodge Ram 2500 5.7 engine Part No. 2725 Manufacturer: Napa Gold Filters	Price per unit <u>\$12.02</u> Discount off list price <u>82%</u> Manufacturer name <u>NAPA (Wix Premium)</u>
2. Aerosol Cleaners and Removers- Part Number: PTX80578 Decal/Paint Remover Spray Manufacturer: Permatex	Price per unit <u>\$8.74</u> Discount off list price <u>64%</u> Manufacturer name <u>PERMATEX</u>
3. Belts, Hoses, and Pulleys- 2017 Ford F-250 Part: 51810 Belt Manufacturer: Gates	Price per unit: <u>\$59.44</u> Discount off list price <u>65%</u> Manufacturer Name <u>NAPA (GATES)</u>
4. Brake pads and shoes (non-asbestos) 2017 Dodge Journey Part No. 55800X Brake Pad Manufacturer: Napa Ceramic <u>55800X / 55800X</u>	Price per unit: <u>\$24.91</u> Discount off list price <u>66%</u> Manufacture name <u>NAPA</u>



RFP 0446 – On-Site Parts Department and Supplier for the Jefferson Parish Department of Fleet Management



5. Cameras 2017 Dodge Journey Part No. Paw109 Manufacturer: Echlin	Price per unit: <u>\$ 171.77</u> Discount off list price <u>72%</u> Manufacturer name <u>Echlin</u>
6. Fuses and circuit breakers Part No. ATC-20-20 Amp Fuse Manufacturer: Bussmann	Price per unit: <u>.29</u> Discount off list price <u>66%</u> Manufacturer name <u>Bussmann</u>
7. Generator Parts 2017 Ford Explorer-Alternator Part No. GL-8787 Manufacturer: Motorcraft	Price per unit: <u>\$ 135.37</u> Discount off list price <u>66%</u> Manufacturer name <u>NAPA Rayloc</u>
8. Gaskets and O-Rings 2020 Dodge 1500 Part No. VS50625R Gasket Mounting O-Rings Manufacturer: Felpro	Price per unit: <u>\$ 24.71</u> Discount off list price <u>63%</u> Manufacturer name <u>Felpro</u>
9. Lights, Lamps, and Lenses 2017 Ford F-150 Part No. BL3213404B Tail Light Manufacturer: Motor Craft	Price per unit: <u>\$ 98.74</u> Discount off list price <u>57%</u> Manufacturer name <u>Ford</u>
10. Spark Plug and Injector Parts 2017 Ford Explorer Part No. XP5863 Spark Plug Manufacturer: Autolight	Price per unit: <u>\$ 5.65</u> Discount off list price <u>60%</u> Manufacturer name <u>Autolight</u>



RFP 0446 – On-Site Parts Department and Supplier for the Jefferson Parish Department of Fleet Management



11. Wiper Blades and Arm Parts 2017 Ford Explorer Part No. 6022 Wiper Blade Manufacturer: Napa	Price: <u>\$6.96</u> Discount off list price <u>69%</u> Manufacturer name <u>NAPA</u>
12. Battery Accessories 2017 Ford Explorer Part No. 926-879 Manufacturer: Dorman	Price per unit: <u>\$12.19</u> Discount off list price <u>60%</u> Manufacturer name <u>Dorman</u>
13. DEF Fluids Diesel Exhaust Fluid Part No. DEF002 Manufacturer: Peak	Price per unit: <u>\$11.83</u> Discount off list price <u>65%</u> Manufacturer name <u>NAPA</u>
14. Fuel Filters and Water Separators 2016 Ford F-250 Diesel Engine Part No. 33615 Filter Manufacturer: WIX	Price per unit: <u>\$41.19</u> Discount off list price <u>82%</u> Manufacturer name <u>NAPA Wix Premium</u>
15. Ignition Parts 2018 Dodge Ram 1500 with 5.7 Part No. IGC0164 Coil Manufacturer: Hitachia	Price per unit: <u>\$20.69</u> Discount off list price <u>66%</u> Manufacturer name <u>Eatin</u>
16. Lawn Equipment Repair Parts Stihl Weed Eater Zama Carburetor Part No. HUZTL C1Q-597 Manufacturer: Stihl	Price per unit: <u>\$17.88</u> Discount off list price <u>64%</u> Manufacturer name <u>STIHL</u>



RFP 0446 – On-Site Parts Department and Supplier for the Jefferson Parish Department of Fleet Management



17. Oil (Full Synthetic) Part No. 550045126 Manufacturer: Shell Rotella	Price per gallon: <u>\$21.92</u> Discount off list price <u>56%</u> Manufacturer name <u>SHELL</u>
18. Seats and Upholstery Parts Parts No. 2130 Vinyl Repair Kit Manufacturer: J-B Weld	Price per unit: <u>\$10.80</u> Discount off list price <u>73%</u> Manufacturer name <u>JB WELD</u>
19. Switches/Solenoid 2009 Ford F-150 Part Number 924-867 Switch Manufacturer: Dorman	Price per unit: <u>\$22.34</u> Discount off list price <u>67%</u> Manufacturer name <u>DORMAN</u>
20. Brake Away Switch Part No. 89102 Trailer Brake Manufacturer: NAPA	Price per unit: <u>\$10.12</u> Discount off list price <u>67%</u> Manufacturer name <u>NAPA.</u>
21. Employee Wages: Parts Supervisor	Pay rate per hour: <u>\$21.60</u>
22. Employee Wages (<u>PARTS PROFESSIONAL</u>) Counter/Runner Personnel	Pay rate per hour: <u>\$17.00</u>
Total	Total Amount: <u>\$757.58</u>



4C. Signature Page

Request for Proposals # 0446

On-Site Parts Department and Supplier for the Department of Fleet Management

SIGNATURE PAGE

The Jefferson Parish Department of Purchasing is soliciting Request for Proposals (RFP'S) from qualified proposers who are interested in providing an On-Site Parts Department and Supplier for the Jefferson Parish Fleet Management Department.

Request for Proposals will be received until 3:30 p.m. Local Time on: September 16, 2022.

Acknowledge Receipt of Addenda: Number: _____
Number: _____
Number: _____
Number: _____
Number: _____
Number: _____

Name of Proposer: GENUINE PARTS CO. DBA: NAPA AUTO PARTS

Address: 500 SHREWSBURY RD.
JEFFERSON, LA 70121

Phone Number: 504-884-2315 Fax Number _____

Type Name of Person Authorized to Sign: ART FISCHER

Title of Person Authorized to Sign: Vice President

Signature of Person Authorized to Sign: _____

Email Address of Person Authorized to Sign: ART_FISCHER@GENPT.COM

Date: 9-12-22

This RFP signature page must be signed by an authorized Representative of the Company/Firm for proposal to be valid. Signing indicates you have read and comply with the Instructions and Conditions.



4D. Corporate Resolution

CERTIFICATE OF CORPORATE RESOLUTION

The undersigned, JENNIFER ELLIS, hereby certifies that she is Corporate Secretary of Genuine Parts Company, a Georgia corporation (the "Corporation"), and that at a meeting of the Board of Directors of said Corporation duly held on April 29, 2021, and at which a quorum was present, the following resolution was unanimously adopted and that the same is in full force and effect and has not been rescinded or modified:

"RESOLVED, that Art Fischer, Division Vice President, Automotive Parts Group, Genuine Parts Company, is hereby appointed, constituted and designated as agent and attorney-in-fact of the Corporation with full power and authority to act on behalf of this Corporation including but not limited to, the execution of all contracts, bids, papers, documents, affidavits, bonds, sureties issued pursuant to the business of the Corporation, this Corporation hereby ratifying, approving, confirming and accepting each and every such act performed by the said agent and attorney-in-fact."

IN WITNESS WHEREOF, I have hereunto set my hand, this 26th day of May, 2021.

(CORPORATE SEAL)



JENNIFER ELLIS
Corporate Secretary
Genuine Parts Company



4E. Request for Proposal Affidavit

Request for Proposal

AFFIDAVIT

STATE OF Louisiana

PARISH/COUNTY OF St. Tammany

BEFORE ME, the undersigned authority, personally came and appeared: ART FISHER
_____, (Affiant) who after being by me duly sworn, deposed and said that he/she
is the fully authorized Division Vice President of Genius Parts Co. (Entity), the party
who submitted a proposal in response to RFP Number RFP 0439, to the Parish of Jefferson.

Affiant further said:

Campaign Contribution Disclosures

(Choose A or B, if option A is indicated please include the required attachment):

Choice A _____ Attached hereto is a list of all campaign contributions, including the date and amount of each contribution, made to current or former elected officials of the Parish of Jefferson by Entity, Affiant, and/or officers, directors and owners, including employees, owning 25% or more of the Entity during the two-year period immediately preceding the date of this affidavit or the current term of the elected official, whichever is greater. Further, Entity, Affiant, and/or Entity Owners have not made any contributions to or in support of current or former members of the Jefferson Parish Council or the Jefferson Parish President through or in the name of another person or legal entity, either directly or indirectly.

Choice B ✓ there are NO campaign contributions made which would require disclosure under Choice A of this section.



Affiant further said:

Debt Disclosures

(Choose A or B, if option A is indicated please include the required attachment):

Choice A _____ Attached hereto is a list of all debts owed by the affiant to any elected or appointed official of the Parish of Jefferson, and any and all debts owed by any elected or appointed official of the Parish to the Affiant.

Choice B ☒ There are **NO** debts which would require disclosure under Choice A of this section.

Affiant further said:

Solicitation of Campaign Contribution Disclosures

(Choose A or B, if option A is indicated please include the required attachment):

Choice A _____ Attached hereto is a list of all elected officials of the Parish of Jefferson, whether still holding office at the time of the affidavit or not, where the elected official, individually, either by **telephone or by personal contact**, solicited a campaign contribution or other monetary consideration from the Entity, including the Entity's officers, directors and owners, and employees owning twenty-five percent (25%) or more of the Entity, during the two-year period immediately preceding the date the affidavit is signed. Further, to the extent known to the Affiant, the date of any such solicitation is included on the attached list.

Choice B ☒ there are **NO** solicitations for campaign contributions which would require disclosure under Choice A of this section.

Affiant further said:

That Affiant has employed no person, corporation, firm, association, or other organization, either directly or indirectly, to secure the public contract under which he received payment, other than persons regularly employed by the Affiant whose services in connection with the construction, alteration or demolition of the public building or project or in securing the public contract were in the regular course of their duties for Affiant; and



That no part of the contract price received by Affiant was paid or will be paid to any person, corporation, firm, association, or other organization for soliciting the contract, other than the payment of their normal compensation to persons regularly employed by the Affiant whose services in connection with the construction, alteration or demolition of the public building or project were in the regular course of their duties for Affiant.

Affiant further said:

Subcontractor Disclosures

(Choose A or B, if option A is indicated please include the required attachment):

Choice A _____ Affiant further said that attached is a listing of all subcontractors, excluding full time employees, who may assist in providing professional services for the aforementioned RFP.

Choice B ✓ There are **NO** subcontractors which would require disclosure under Choice A of this section.



Signature of Affiant

Arthur Fischer III

Printed Name of Affiant

SWORN AND SUBSCRIBED TO BEFORE ME

ON THE 6th DAY OF July, 2022



Notary Public

Scott David Brownell

Printed Name of Notary

26223

~~Notary~~ Bar Roll Number

My commission expires upon death.