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# MEMORANDUM

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Date: April 8, 2020

To: The Honorable Chairman and Members  
Pima County Board of Supervisors

From: C.H. Huckelberry  
County Administrator 

Re: **Master Agreement No. MA-PO-20-143, multiple contractors, to provide for Original Equipment Manufacturer Automotive Parts**

The Master Agreement is for Original Equipment Manufacturer (OEM) parts on an as required basis. The County is not purchasing these parts as a part of the covered warranty. There are situations where the purchase of OEM parts is required or in the best interest of the County. One example is if a vehicle is under warranty, the County is responsible to replace wearable parts such as brake pads. We choose to use OEM parts to mitigate liability and maintain the warranty. A second example is purchase of larger parts such as an engine or transmission assembly. While these may still be under warranty, they are not covered by the warranty due to an accident.

The reason we use OEM parts in to ensure the manufacturer cannot void the warranty if we use other parts. Using "while maintaining the manufacturer's warranty" is not the clearest explanation.

CHH/mp

c: Jan Leshar, Chief Deputy County Administrator  
Mary Jo Furphy, Director, Procurement Department