



EXECUTIVE SUMMARY

DATE: August 14, 2014
TO: J. Scholl, Interim City Manager
Sarah Hannah-Spurlock, Assistant City Manager
FROM: Michael Davila, Division Chief of Operations
SUBJECT: Executive Summary – Purchase of Ambulances

PROJECT

In June of this year, the City Commission approved the implementation of the Key West Fire Department Emergency Medical Service Division. In proposed FY 14-15 budget, staff allocated \$400,000 to purchase ambulances. Due to a delay in supply of the commercial chassis utilized in ambulance fabrication, all vendors have indicated 120-150 day build times. As such, we propose to order the ambulances now to avoid delays in service initiation.

We propose the purchase of three Horton Ambulances under the Sheriffs' Association (FSA) Bid No. 11-10-1202 for Fire/Rescue Vehicles and Other Fleet Equipment. The bid was awarded on behalf of the Florida Fire Chiefs' Association, Florida Sheriffs' Association, and the Florida Association of Counties for participating agencies in the State of Florida and is commonly referred to as the FSA Bid.

Hall-Mark Fire Apparatus is the authorized Horton dealer for the State of Florida and is the listed dealer in the FSA Contract. They will coordinate the sale, and prepare and equip the ambulances for delivery. The initial truck and equipment cost without exercising a pre-payment option is \$391,791. This price includes building the ambulances to our specifications and the necessary equipment to be installed on the ambulances. A 100% prepayment will offer a \$4500 (\$1500 each) discount.

Hall-Mark has also identified an additional used 2009 Ford E-450 Medtec ambulance for \$8,209 to ensure we obtain all of the ambulances needed to initiate this Key West Fire Department Emergency Medical Service. This used ambulance is not part of the FSA Bid contract, but the price compares favorably with other ambulances of similar age and configurations.

The Fire Department proposes these Horton Ambulances for the following reasons:

- The company has 45 years of experience in constructing ambulances
- Horton Ambulances incorporate important safety features desired
- These Horton ambulances will be designed specifically to negotiate our small streets and corners safely

- While Horton is not the least expensive line, it is not the most expensive. When features standard on Horton's are added to the competitors' line of ambulances, it represents a balance of quality and price
- Hall-Mark has consistently delivered orders in a timely and efficient manner according to their references
- This purchase will continue our goal of providing EMS care to our community

Under the provisions of the Procurement Ordinance, the Department proposes to purchase under the bid for the following reasons:

- The bid provides a price level that Key West could not achieve purchasing only one truck independently
- It eliminates the necessity for duplicating the bid process

Recommendation:

Authorizing the purchase of three Horton 453 ambulances pursuant to Section 2-797 (3) of the Code of Ordinances and FSA Contract #11-10-1202, in an amount not to exceed \$391,791. We also propose to purchase one used 2009 Medtec ambulance for \$8,209. Upon exercising the prepayment option, which offers a \$4500 discount, the total cost for all four ambulances will be \$395,500.

In addition, authorize a budget amendment and authorize the city manager to execute all necessary documents.

Financial Impact:

The total cost for four ambulances is \$395,500. As noted, \$400,000 was initially allocated in the Infrastructure Fund for the proposed FY 14-15 budget for this purchase. Because the ambulances must be purchased this fiscal year, however, a budget amendment is required transferring the money from the Infrastructure Surtax Reserves, 101-1900-519.94-00 to the Infrastructure Surtax Fire Department Machinery and Equipment, 101-2201-522-6200.