

# EXECUTIVE SUMMARY



**To:** Jim Scholl, City Manager  
**From:** Norman Whitaker, Director / KWDoT  
**Date:** November 23, 2015  
**Subject:** Purchase of Equipment for the New Transit Facility

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## **Action Statement:**

Request City Commission approval for the purchase of one (1) Diesel Particulate Filter Cleaner in an amount not to exceed \$30,000.00 from Premium Auto Parts of Key West, LLC and (1) Yale Model GP050VX Diesel Forklift in the amount of \$32,855.00 from MacKinnon Equipment and Services, pursuant to City of Key West Code of Ordinances Sections 2-797.4 (b), Best Interests of the City. Three (3) written quotes were secured for both the filter cleaner and the forklift and it is believed that a formal invitation to bid process would have not resulted in a more favorable price for the two pieces of equipment referenced than the written quotations received.

Request City Commission approval of (1) 2016 Chevrolet 3500 Diesel Service Truck with Knapheide Body and Lift gate in an amount of \$76,984.45 from Niles Sales and Service of Key West. Said truck was initially quoted by Alan Jay Fleet Sales pursuant to City of Key West Code of Ordinances Sections 2-797.3 (a)(b)(c), Purchases and Acquisitions Under Contracts of Federal Government and the State or its Political Subdivisions, Florida Sheriff's Association Bid # 12-23-0904 & 15-13-0904. As required by Section 2-797.3 the City of Key West offered the local dealer for the service truck the ability to match the Florida Sheriff's Association Bid price. Niles Sales and Service affirmatively replied and their quote is attached for your inspection.

The Alan Jay Fleet Sales quote contains \$19,635.00 of non-identified contract options as it relates to the 2016 Chevrolet 3500 Diesel Service Truck. Such options were not part of the options offered to prospective purchasers under Florida Sheriff's Association Bid # 12-23-0904 & 15-13-0904 but still available from the dealer. The City of Key West Department of Transportation has reviewed the non-identified contract options and is confident option prices quoted by Alan Jay Fleet Sales are competitive and comparable or lower than if the non-identified contract options were purchased from another vendor or dealer. Additionally, installation of the non-identified contract options would be problematic if installed by another dealer.

## **Project History:**

The City Commissioners approved Resolution 15-318 accepting Grant ARN97 in the amount of \$1,173,661.00 to be used for purchase of replacement buses for the fixed route transit system and needed equipment for the new transit facility.

The Department of Transportation needs to place orders in a timely manner to provide for receipt of the above requested items in time for the new transit facility opening. All the above items have been budgeted for the FY15-16 budget.

## **Advantage / Disadvantages**

The advantages for approving this agreement are as follows:

- KWT will be able to continue providing an efficient public transit system.
- Faster and less down time and cost savings by having Diesel Particulate Filters cleaned in facility than sent to Miami for cleaning.
- Able to clean all city vehicles that have Diesel Particulate Filters.
- Diesel forklift needed to unload deliveries and move large and heavy items safely.
- Service truck to replace two 2003 vehicles that are in service.

- Better fuel mileage and less emissions than older service trucks.
- All equipment needed on one vehicle instead of two.

The disadvantages for not approving this agreement are as follows:

- Long down time and expense of sending Diesel Particulate Filters to Miami for cleaning.
- Scheduling Public Works to bring a forklift over to transit facility when something needs to be unloaded or moved, resulting in loss of productivity.
- Added charges from shipping companies for use of their lift gate.
- Unsafe moving of heavy items that may cause injury.
- Diesel truck that is not up to current emission standards and gasoline truck that puts out more emissions than a clean diesel.
- Using two trucks at a break down (1) lift gate and (1) utility bed with tools not secured, resulting in increased fuel and labor costs.

### **Fiscal Impact:**

The equipment above will be funded by FDOT grants and has been budgeted for FY2015-2016. FDOT has granted the City of Key West some flexibility in the purchase price of equipment items enumerated in Grant ARN97, Attachment 1, provided that the overall cost of the listed equipment pieces does not exceed the \$1,171,734.00 authorized total or the grantee does seek reimbursement for equipment items not listed in Attachment 1.

### **Recommendation:**

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