



THE CITY OF KEY WEST

201 William Street Key West, FL 33040 (305) 809-3790

EXECUTIVE SUMMARY

TO: Jim Scholl, City Manager

FROM: Key West Bight Management Board
Doug Bradshaw, Director of Port and Marine Services

CC: Sarah Spurlock, Assistant City Manager
Greg Veliz, Assistant City Manager

DATE: February 23, 2016

SUBJECT: Purchase of a 450AJ Articulating Boom Lift for Key West Bight and City Marina at Garrison Bight per Key West City Ordinance Section 2-797(3).

ACTION STATEMENT

Approving the purchase of a 450AJ Articulating Boom Lift for Key West Bight and City Marina at Garrison Bight from JLG Industries, Inc. for \$55,094.23 per Key West City Ordinance Section 2-797(3) and making all necessary budget transfers.

PROJECT ISSUE

The Key West Bight and City Marina maintenance staff have the need weekly to be able to trim trees, perform maintenance on buildings, maintain signage/flags, and maintain lighting and cameras throughout the marinas. Many times the use of a ladder is not sufficient to reach the heights needed to perform the work. Staff in the past has either rented equipment or utilized the City's bucket truck. While this works on an occasional basis, it is not ideal for use on a weekly basis and the work tends to be put off until equipment is available. In order to become more efficient and perform the routine maintenance, the marinas plan on purchasing a boom lift. Key West Bight will utilize the lift 75% of the time and City Marina 25%.

Staff investigated several types of lifts and determined based on use and budget (\$35,000) that a trailer mounted boom lift capable of reaching heights of 50 feet best suited the needs of the maintenance staff. The cost of this unit was \$34,713.09. This information was presented to the Bight Board at their January 13, 2016 meeting. However, Board Member Steve Henson, based on extensive experience with boom lifts, suggested that an independent drivable boom lift is much more efficient as set up time is minimal compared to a towable boom and the ability to move it from one location to another quickly outweighs the cost savings of a towable boom. The other Bight Board members were in agreement. Staff

researched drivable boom lifts and presented the findings at the February 10, 2016 meeting. Several models were presented with slightly different capabilities. Each was priced in the low \$50,000 range.

Board members voted unanimously to recommend the purchase of the 450AJ Articulating Boom Lift from JLG Industries, Inc. Staff researched pricing for the lift and determined that the unit was offered for the best price under a contract approved by the US General Services Administration (GSA), \$55,094.23. The same unit averaged just over \$68,000 on the open market.

GSA assists with procurement work for other government agencies. As part of this effort, it maintains the large GSA Schedules, which other agencies can use to buy goods and services. The GSA Schedule can be thought of as a collection of pre-negotiated contracts. Procurement managers from government agencies can view these agreements and make purchases from the GSA Schedule knowing that all legal obligations have been taken care of by GSA. Key West City Ordinance Section 2-797(3), allows purchases and acquisitions under contracts of federal government and the state or its political subdivisions to be exempt from the requirements of the formal competitive procurement.

OPTIONS

There are three options:

1. Purchase the 450AJ Articulating Boom Lift from JLG Industries, Inc. for \$55,094.23 per Key West City Ordinance Section 2-797(3). This allows for the most expedient purchase of the boom lift. GSA pricing has been formally bid and meets the requirements of the City purchasing code
2. Approve the purchase of a different boom lift.
3. Deny the purchase and provide direction to the City Manager.

FINANCIAL ISSUES

The cost for purchase of the 450AJ Articulating Boom Lift is \$55,094.23. This price includes the freight. Key West Bight has budgeted \$35,000 for the lift in account # 405-7501-575-6400. While not originally budgeted at City Marina, staff has identified \$13,000 in account 413-7551-575-6400 that can be used toward the purchase. Staff had budgeted an extra \$7,000 for washers/dryers in case one was needed, \$2,000 left from cost savings realized during purchase of 2 utility vehicles, and \$4,000 by only purchasing 5 step down stairs for Amberjack Pier this year. Staff feels the need for the boom lift outweighs each of these purchases. The remaining \$7,094.23 will come from the Key West Bight unrestricted operating reserves.

RECOMMENDATION

The Key West Bight Management Board recommends approving the purchase of a 450AJ Articulating Boom Lift for Key West Bight and City Marina at Garrison Bight from JLG Industries, Inc. for \$55,094.23 per Key West City Ordinance Section 2-797(3) and making all necessary budget transfers.