



## THE CITY OF KEY WEST

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MEMORANDUM

**TO:** Jim Scholl, City Manager

**FROM:** John Fallon, Fleet Services Manager

**VIA:** Greg Veliz, Assistant City Manager  
Rod Delostrinos, Director of Community Services

**DATE:** December 7, 2016

**SUBJECT:** Purchase of two (2) Ford F-250 and one (1) Ford Explorer

**ACTION STATEMENT:** Authorizes the purchase of two (2) Ford F-250's and one (1) Ford Explorer from Duval Ford for \$88,965.00, Pursuant to the City of Key West code section 2-797 (3), purchases and acquisitions under contracts of federal government and the state or its political subdivisions, via the Florida Sheriffs Association and Florida Association of Counties Bid No. FSA16-VEL24.0.

**BACKGROUND:**

On October 1, 2016 the Florida Sheriffs Association and the Florida Association of Counties published a memorandum stating they have successfully conducted its 24th statewide competitive bid for vehicles which includes trucks, backhoes, motor graders, agriculture type tractors, skid steer loaders and regenerative air street sweepers. The contract is effective beginning October 1, 2016 through September 30, 2017.

The terms and conditions of the original contract are extended and guaranteed to any and all units of local governments and political subdivisions including, but not limited to, county, local county board of public instruction, municipalities and/or police agencies, other local public or public safety agencies or authorities within the State of Florida as listed on page 2 of the Florida Sheriffs Association and Florida Association of Counties Bid No. FSA16-VEL24.0.

The Ford F-250 listed in the Florida Sheriffs Association and Florida Association of Counties Bid No. FSA16-VEL24.0 is a 2017 Ford F-250 (p.1084 & 1136). This is the base model. There are options listed as add/delete in the bid that allow the end user to configure the equipment according to his/her requirements.

*Key to the Caribbean – Average yearly temperature 77° F.*

The Ford Explorer listed in the Florida Sheriffs Association and Florida Association of Counties Bid No. FSA16-VEL24.0 is a 2017 Ford F-250 (p.409). This is the base model. There are options listed as add/delete in the bid that allow the end user to configure the equipment according to his/her requirements

City staff has determined through informal solicitation that the contract price is fair and reasonable. The required equipment is not available locally.

**PURPOSE AND JUSTIFICATION:** The City of Key West relies on various departments and internal functions to operate on a daily basis. These job functions require regular travel throughout the City to perform a variety of work related tasks. The reliability of transportation and equipment for these positions directly impacts the performance of many departments throughout the entire City.

**FINANCIAL IMPACT:**

The total in the FY 2016-2017 operating budget includes a \$25,000 appropriation for the Ford Explorer and a \$35,000 appropriation for the one (1) of the requested two (2) Ford F-250's. Both the Explorer and the F-250 are funded under account number 401-3503-535-6400. The FY 2016-17 operating budget does not contain an appropriation for the second Ford F250. The requested F-250 will replace a 2004 F-350 due to the additional manpower being applied to the inlet cleaning program. Increased use has sped the degradation of the aged vehicle and started to slow productivity. The use of Sewer operating reserves is the recommended funding source for the Ford F250 and a budget transfer will be required.