



## THE CITY OF KEY WEST

Post Office Box 1409 Key West, FL 33041-1409 (305) 809-3700

MEMORANDUM

**TO:** Jim Scholl, City Manager  
**FROM:** John Fallon, Fleet Services Manager  
**VIA:** Greg Veliz, Assistant City Manager  
Marcus Davila, Director of Community Services  
**DATE:** January 30, 2018  
**SUBJECT:** Purchase of one (1) Ford F-250

**ACTION STATEMENT:** Authorizes the purchase of one (1) Ford F-250 from Duval Ford for \$25,729.00, 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. FSA17-VEL25.0.

**BACKGROUND:**

On October 1, 2017, the Florida Sheriffs Association and the Florida Association of Counties published a memorandum stating they have successfully conducted its 25th 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 13, 2017 through September 30, 2018.

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. FSA17-VEL25.0.

The Ford F-250 listed in the Florida Sheriffs Association and Florida Association of Counties Bid No. FSA17-VEL25.0 is a 2018 Ford F-250 (p.2078). 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 2017-2018 operating budget is \$26,000.00 and is funded by account number 401-3503-535-64. This vehicle is for use by the Utilities Department.