



## **EXECUTIVE SUMMARY**

**DATE:** 8 November 2018  
**TO:** Jim Scholl, City Manager  
**FROM:** Alan Averette, Division Chief of Operations  
**SUBJECT:** Executive Summary – Purchase of 3 Ford Explorers

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### **PROJECT**

The department proposed and was allocated \$ 60,000.00 in Fire Department Infrastructure Surtax Fund 101-2201-522-6400 to purchase 2 new Fire Department vehicles, and an additional \$32,000.00 in EMS Surtax Fund 101-2601-526-6400 for a vehicle in the EMS Division in accordance with our strategic plan. We propose the purchase of three (3) Ford Explorers under FSA Bid No. 18-VEL26.0 for Fire/Rescue Vehicles and Other Fleet Equipment. The bid was awarded on behalf of the Florida Sheriff's Association for participating Agencies in the State of Florida and is commonly referred to as the FSA Bid. Total cost for all 3 Ford Explorers is \$82,164.00. This price includes building the vehicles to our specifications and the necessary equipment to be installed. The FSA bid was won by Duval Ford LLC.

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 three trucks independently
- It eliminates the necessity for duplicating the bid process

### **OPTIONS:**

- Purchase the 3 Ford Explorers under the FSA bid contract
- Competitively bid the purchase (2 identical bids obtained)
- Do not purchase the vehicles at all

### **ADVANTAGES:**

Purchasing the Ford Explorers under the bid will accomplish the following:

- Provides the vehicles in a timely and cost-effective manner
- Incorporates important firefighter and public safety features
- They will replace unit # 1001,4033 and 5045 that are more than 10 years old and are experiencing escalating repair and maintenance costs as response vehicles.

**DISADVANTAGES:**

- No apparent disadvantages present themselves

**FINANCIAL IMPACT:**

Rising costs for production are expected to continue. A delay will increase the future cost for a replacement of the Operation Chief, Emergency Management Chief and EMS Chief Vehicles. Repair and maintenance costs can be expected to increase for the existing units.

\$ 60,000.00 was allocated in Fire Department Infrastructure Surtax Fund 101-2201-522-6400 and \$32,000.00 in EMS Surtax Fund 101-2601-526-6400 for the FY 18-19 budget for this purchase. The cost to Duval Ford LLC is \$82,164.00. The cost of graphics and lettering to be done by a local vendor will be below the allocated amount.

**RECOMMENDATION:**

The Key West Fire Department strongly recommends the purchase of three (3) Ford Explorers under the FSA Bid No. 18-VEL26.0 from Duval Ford LLC.