



MEMORANDUM

Date: November 14, 2024

To: Honorable Mayor and Commissioners

Via: Todd Stoughton
Interim City Manager

From: Marcus Davila
Director of Community Services

Subject: **Authorize the purchase of a one (1) Diesel Forklift and one (1) Electric Forklift from Kelly Tractor Co.**

Introduction

Authorize the purchase of one (1) Caterpillar EC25N Electric Forklift for \$53,089.00 and one (1) Caterpillar DP30N5 Diesel Forklift for \$55,860.00 from Kelly Tractor Co. for a total of \$108,949.00 via the Florida Sheriffs Association and Florida Association of Counties, FSA23-EQU21.0 Equipment without formal competitive procurement under Sec 2-797 (3) Purchases and acquisitions under contracts of federal government and the state or its political subdivisions.

Background

The Community Services department is constantly using forklifts, and the current ones are aged and need to be replaced. The electric forklift will be replacing the one used at the Community Services building. It is used inside the building with loading, unloading and organizing storage. Since it is used indoors it must be electric. The Diesel forklift will be replacing the current one used at the Fleet building.

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.

The vehicles are all listed in the Florida Sheriffs Association and Florida Association of Counties. 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 have determined through informal solicitation that the contract price is fair and reasonable. The required equipment is not available locally.

Procurement

Purchase of one (1) Diesel Forklift is funded under the General Fund/Fleet Service Management/Machinery and Equipment 001-1904-519-64 for \$60,000.00. Purchase of one (1) Electric Forklift is funded under the General Fund/Public Works/Machinery and Equipment 001-1905-519-64 for \$60,000.00.

Recommendation

The City Manager recommends authorizing the purchase of one(1) Electric Forklift for \$53,089 and one(1) Diesel Forklift for \$55,860.00 from Kelly Tractor Co. for a total of \$108,949.00.

Attachments:

Resolution

Fleet Diesel Forklift Quote

Public Works Electric Forklift Quote

Florida Sheriffs Contract