



THE CITY OF KEY WEST

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

MEMORANDUM

TO: Jim Scholl, City Manager

FROM: Christina Hepworth, Fleet Manager—Community Services

VIA: Greg Veliz, Assistant City Manager- Operations
Sarah Spurlock, Assistant City Manager- Administration
Rod Delostrinos, Director of Community Services

DATE: March 12, 2015

SUBJECT: Approval to increase blanket purchase order to \$43,200 for tires from Banner Tires of Key West, Inc.

ACTION STATEMENT: Approving an increase to the blanket purchase order from \$25,000 to \$43,200 for vehicle tire purchase. This action would encumber the amount of \$18,200.

BACKGROUND: The approved FY 15 budget for fleet and transit vehicle tires is \$67,400. A blanket purchase order for Banner Tires of Key West, Inc. was approved for \$25,000 in November of 2014 (Resolution 14-321).

PURPOSE & JUSTIFICATION: The purchase of quality vehicle tires is essential to safety and optimal vehicle operation.

OPTIONS:

1. Approve the increase of blanket purchase order to \$43,200 for tires.
2. Disapprove the increase of blanket purchase order to \$43,200 for tires. This option could adversely impact operator and public safety.

FINANCIAL IMPACT: The funds for vehicle tire purchase in the amount of \$67,400 are allocated in FY 15 budget.

RECOMMENDATION:

Staff recommends option # 1 to approve the increase of blanket purchase order for tires from \$25,000 to \$43,200.