



MEMORANDUM

Date: January 6, 2026

To: Honorable Mayor and Commissioners

Via: Brian L. Barroso
City Manager

CC: Christina Bervaldi
Director of Finance

From: Lucas Torres-Bull
Procurement Manager

Subject: **Authorizing pursuant to Section 2-771(3)(c) of the Code of Ordinances the disposal of three (3) surplus and obsolete City-owned vehicles, set forth in the attached "Exhibit A - Vehicle List" through a bulk sale bid request process to the highest bidder.**

Introduction

Staff respectfully recommends that the City Commission approve the disposal of three (3) City owned vehicles, pursuant to City of Key West Code of Ordinances, Subdivision II , Authority of Purchasing Agent, Section 2-771 -(3)(c), The City Manager shall have the authority to sell, trade or otherwise dispose of surplus and obsolete personal property belonging to the City either by sale, barter or exchange or by sealed bid, public auction, cannibalization, trade-in or any other means of disposal as may be appropriate and in the best interests of the city. Disposal of surplus or obsolete personal property with acquisition prices in excess of \$50,000.00 per item shall be made only after approval by the City Commission.

Background

The City has been storing obsolete and decommissioned vehicles at City facilities. A listing of these vehicles recommended for bulk pick-up and sale is attached for review. These ambulances were originally purchased at the inception of the Key West Fire Department's EMS Division and, after years of continuous frontline service, have exceeded their useful life as Advanced Life Support (ALS) response vehicles. Each unit has since been replaced within the active fleet and is now fully decommissioned and stored pending final disposal.

Cost

Approval of the vehicle disposal carries no direct financial impact to the City. However, the bulk sale of these surplus vehicles is anticipated to generate revenue, with proceeds returned to the appropriate City funds in accordance with established surplus and asset disposal procedures. While the exact amount cannot be determined in advance, the sale is expected to result in a positive financial return based on market conditions and prior bulk disposal outcomes.

Recommendation

City staff respectfully recommend that the City Commission approve the disposal of three (3) City-owned surplus vehicles and authorize staff to proceed with issuing a bid request for their bulk sale. This recommendation is made pursuant to the City of Key West Code of Ordinances, Subdivision II, Authority of Purchasing Agent, Section 2-771(3)(c).