

EXECUTIVE SUMMARY



TO: Bogdon Vitas, City Manager

COPIES: David Fernandez, Assistant City Manager
Mark Finigan, Assistant City Manager
Greg Veliz, Director Community Services
Rod Delostrinos, Deputy Director Community Services

FROM: Eduardo Herrera, Fleet Manager

DATE: March 14th, 2013

SUBJECT: **Authorize the purchase of eleven (11) Replacement Vehicles for \$206,539.00 from Duval Ford, Don Reid Ford, and Alan Jay Ford.**

Action statement:

This resolution authorizes the purchase of three (3) vehicles for \$52,968.00 from Duval Ford via the 2012/13 Florida Sheriff Bid Award Contract #12-20-0905:

- (2) 2013 Ford Escape SUVs – (Parking Enforcement & Mail Courier)
- (1) 2013 Ford F150 Pickup – (Parking Enforcement)

This resolution also authorizes the purchase of five (5) vehicles for \$85,591.00 from Don Reid Ford via the 2012/13 Florida State Bid Contract #071-000-13-1:

- (4) 2013 Ford Fusion Sedans – (Parking Enforcement)
- (1) 2013 Ford F250 Regular Cab Pickup – (Community Services)

This resolution also authorizes the purchase of three (3) vehicles for \$67,980.00 from Alan Jay Ford via the 2012/13 Florida Sheriff Bid Award Contract #12-20-0905:

- (3) 2013 Ford F250 Crew Cab Pickups – (Community Services)

This purchase is authorized through City Ordinance Sec 7-797 (3).

Strategic Plan/Business Plan:

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.

A key intended outcome within the Organizational Excellence section of our Strategic Plan involves improving public confidence in City government. New vehicles will facilitate employee production, whereas frequent vehicle breakdowns would create a negative public perception of City government. The new vehicles will also be E85 "Flex Fuel" capable providing a decreased environmental impact when using E85 fuel.

Background:

Parking enforcement

Parking enforcement generates approximately \$4.6 million in revenue for the City of Key West on an annual basis. They write an average of 30,000 citations per year from parking spots throughout the city.

Recently, parking staff has had to make adjustments due to a deteriorating fleet of vehicles. Parking enforcement recently retired vehicle 742 which has seen 13 years of continued service. They also have five (5) 2006 Chevy Cobalts, 2 of which have been down for extensive maintenance, that have operating hours that exceed many older police units. These particular models operate under difficult conditions, including continual start/stop, and excessive stationary running. In order to continue to provide the City of Key West with much needed revenues and continued enforcement of our parking laws, staff is requesting vehicles that better suit the needs of their department.

Staff is recommending the purchase of one (1) Ford Escape SUV, to serve the parking technician who carries sensitive electronic equipment and will require space as well as protection for the equipment. Staff recommends one (1) Ford F150 Pickup to service the other parking meter specialist who transports bulkier outdoor equipment and materials for meter removal and installation. Staff also recommends four (4) Ford Fusion sedans for Parking Enforcement Specialists to provide reliable service, safety and security for working staff. After consulting with both Parking and Fleet departments, staff is confident these vehicles will serve Parking Enforcement well.

Community Services

The Community Services department is the second largest department in the City, and as such, handles a variety of jobs throughout our organization.

Currently, the mail courier uses a 1997 S-10 Pickup truck to deliver mail throughout the city and as far as Rockland Key. This truck has been in operation for over 16 years. In this time, it has had over \$4,000 in part replacements and over 120 man hours of labor. It has exceeded its life expectancy by a number of years, and due to previous budgetary constraints it has not seen a replacement allotment. The department aims to replace this vehicle with a 2013 Ford Escape which will better serve the function of the position, providing rain protection and security for mail and packages being delivered.

There are four (4) other vehicles in the department that are over ten (10) years old and beginning to experience a number of maintenance issues. Fleet Policy Life Cycle recommends a replacement every 7-10 years on fleet vehicles. These vehicles have experienced a number of component failures and maintenance costs are steadily increasing. Annual maintenance costs are beginning to exceed the value of the vehicle. The department aims to replace these vehicles with four (4) 2013 F250 Super Duty trucks. These trucks are designed for commercial heavy duty use and will provide the department with capable equipment and much needed reliability.

In reference to the City's Green Policy, all departments are required to consider vehicles with the highest fuel efficiency ratings; however, life cycle costing shall also be factored into the overall consideration, along with fuel efficiency and a variety of maintenance and training factors. (Page 3, Policy 2.0 1-22-2008) The recommended vehicles are all E85 "Flex Fuel" capable, and this feature is at no additional cost to the city.

Purpose and Justification:

The vehicles described are necessary to the operations of the Parking Enforcement and Community Services Departments. This purchase will allow for replacement of vehicles that will be removed from operation because they are no longer cost effective to maintain.

We have a build date constraint from Ford that would require some of the vehicles be ordered prior to April 12th, 2013, otherwise the vehicles would fall under the 2014 build spec which has the potential to alter the pricing and delay delivery.

Vehicle specifications and cost are as follows (two options):

(2) 2013 Ford Escape SUVs Base – (Parking Enforcement & Mail Courier)	\$18,253 ea
(4) 2013 Ford Fusion Sedans Base – (Parking Enforcement)	\$16,649 ea
(1) 2013 Ford F150 Reg Cab Pickup – (Parking Enforcement)	\$16,462 ea
(3) 2013 Ford F250 Crew Cab Pickups – (Community Services)	\$22,660 ea
(1) 2013 Ford F250 Reg Cab Pickup – (Community Services)	\$18,995 ea

Options:

- 1) An option is to purchase the vehicles from Duval Ford, Don Reid Ford and Alan Jay Ford on the 2012/13 Florida Sherriff Bid Award Contract #12-20-0905 and the 2012/13 Florida State Bid Contract #071-000-13-1, per City Ordinance Sec 2-797 for \$206,539.00. This option would allow for the City of Key West to purchase the needed vehicles according to the exact specifications required and at the lowest cost to the City. The purchase of these vehicles provides important tools for public safety and worker efficiency.
- 2) The City may opt to forgo the purchase of the vehicles. This would result in the increased public safety risks and cost to maintain the aging fleet.

Financial Impact:

The FY 12/13 Budget includes the purchase of the following vehicles:

Parking Enforcement Account #	101-1900-519-64.00	\$101,311.00
Fleet Account #	001-1904-519-64.00	\$105,228.00

Recommendation:

Staff recommends option #1, approve the purchase of eleven (11) replacement vehicles from Duval Ford, Don Reid Ford, and Alan Jay Ford for a total of \$206,539.00 pursuant to the 2012/13 Florida Sherriff Bid Award Contract #12-20-0905 and the 2012/13 Florida State Bid Contract #071-000-13-1.