

EXECUTIVE SUMMARY



TO: Bogdan 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: Christina Hepworth, Fleet Manager – Community Services

DATE: October 30, 2013

SUBJECT: Authorize the purchase of four (4) Replacement Vehicles for \$79,008.00 from Duncan Auto Sales

Action statement:

This resolution authorizes the purchase of four (4) vehicles for \$79,008.00 from Duncan Auto Sales

Four (4) 2014 Toyota Prius C (1203) from Duncan Auto Sales for \$18,968.00 each with the universal lap top stand (tripod base) option additional \$485.00 and a 375W Power Inverter with (2) 110v outlets to power laptop option additional \$299.00 installed for the final cost of \$79,008.00.

This purchase is authorized through City Ordinance Sec 2-797 (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. New vehicles will facilitate employee production, whereas frequent vehicle breakdowns would create a negative public perception of City government.

Purpose and Justification:

The vehicles currently being used by Code Enforcement are high mileage trucks that are difficult to maneuver in the Old Town area. The Code Enforcement, in the effort to

participate in the Green Initiative request the purchase of the Toyota Prius C, model 1203.

Options:

- 1) The City Commission could approve the purchase of four (4) Toyota Prius c with the universal laptop stand and power inverter installed from Duncan Auto, the local Toyota dealership as authorized by the City purchasing code Sec 2-798, Local Business Enterprise Preference. Duncan Auto, the local Toyota dealer has agreed to match the 2014 Sheriffs Association and Florida Association of Counties Bid Contract 13-21-0904 effective October 1, 2013-September 30, 2014.
- 2) The Commission could decline to approve the purchase of four (4) Toyota Prius c, with the universal laptop stand and power inverters installed from Duncan Auto, the local Toyota dealership; and continue to operate this department using the two (2) 2003 F-150 and two (2) 2005 F-150 trucks.

Financial Impact:

The FY14 Budget includes the purchase of four (4) Toyota Prius.

101-1900-519.6400	\$78,772.00
101-1900-519.6400	<u>\$ 1,220.00</u>
	\$79,992.00
Total Purchase Price	\$79,008.00
Under budget	\$ 984.00

Recommendation:

Staff recommends Option #1; the purchase of four (4) Toyota Prius c from Duncan Auto Sales for a total of \$79,008.00 pursuant to the quote obtained by Duncan Auto Sales matching the Florida Sheriffs Association and Florida Association of Counties Bid Contract and quote from Alan Jay Toyota.