



MEMORANDUM

Date: June 4, 2025

To: Honorable Mayor and Commissioners

Via: Brian L. Barroso
City Manager

From: Alan Averette
Fire Chief

Subject: **Approval to increase blanket purchase order to Ten-8 Fire and Safety in an amount not to exceed \$190,000 for fire apparatus emergency repairs and parts.**

Introduction

This resolution approves an increase to the blanket purchase order from the budgeted amount of \$90,000 to \$190,000 for emergency repairs, parts, and servicing of fire rescue and EMS apparatus, authorizing necessary budget transfer and amendment.

Background

The City of Key West Fire Department owns and operates fifteen fire rescue apparatus ranging in age from 2007 to 2023. These specialized fire rescue apparatuses are critical to the fire department's ability to respond to an average of 7,000 emergency calls for service annually. Due to this high call volume and substantial operating hours, our apparatus requires frequent parts and repairs to remain in service.

Ten-8 Fire and Safety is called upon to perform repairs that are too extensive for City Fleet services and repairs that require a certified Emergency Vehicle Technician. Ten-8 is established as Florida's sole source dealer, warranty service, and parts provider of Pierce apparatuses. Parts and repair prices offered by Ten-8 Fire and Safety are considered fair, reasonable, and consistent with similar vendors' costs.

The prior City Commission authorization via resolution 24-244 approved an allowable expenditure of up to \$90,000 with Ten-8 for FY 24-25 parts and emergency repairs on October 10, 2024. Blanket purchase order # 103190 was established for Ten-8 Fire and Safety, account # 001-2201-522-4600.

The fire department has utilized \$102,928 for parts and repairs. An estimated \$25,000 in pending invoices leaves a funding deficit of (\$37,928). Based on trends, equipment evaluation, and known repair needs, the

remaining balance (est. \$62,072) of this transfer is required to maintain the day-to-day operations of the fire rescue apparatus for FY 24-25.

Procurement

Partial funding for this proposed increase of \$100,000 is currently allocated in General Fund/EMS/Repairs & Maintenance, account number 001-2601-526-4600, the remainder of the funding will be reallocated from the Fire Department capital purchases account 001-2201-522-6400.

Recommendation

Staff recommend the Mayor and Commission authorize an increase to the blanket purchase order with Ten-8 Fire and Safety for emergency repairs, parts, and servicing for fire and EMS apparatus from \$90,000 to \$190,000, authorizing any budget transfers and amendments.

Exhibits:

Exhibit A – Resolution 24-244