




MEMORANDUM

Date: November 9, 2023

To: Honorable Mayor and Commissioners

Via: Albert P. Childress 
City Manager

From: Edward Perez
Deputy Chief

Subject: **Purchase of (2) Ford F-150s for Key West Fire Dept.**

Introduction

Authorize the purchase of (2) Ford F-150s at a unit/vehicle cost of \$59,944.22 from Duval Ford, pursuant to the Bradford County Sheriff's Office (BCSO) Purchasing contract BCSO 22-27-1.0 at a total cost of \$119,888.43. This purchase is made pursuant to City of Key West Ordinance Section 2-797(3), purchases and acquisitions under contracts of the federal government and the state or its political subdivisions.

Background

The Key West Fire Department is budgeted this fiscal year (FY23/24) to purchase (2) Ford F-150 response vehicles for use by the Fire Marshal and Emergency Management offices. This purchase will provide modern, reliable vehicles necessary to safely respond to emergency calls for service and support the daily operations of the KWFD.

The (2) F-150s listed for purchase will meet the specific needs of the fire department, with the quoted cost of these vehicles including all necessary options and emergency equipment to be supplied and installed by Duval Ford, per BCSO 22-27-1.0.

Duval Ford was awarded the contract (BCSO 22-27-1.0) for the Bradford County, Florida, Sheriff's Office in a competitive process. Contract number BCSO 22-27-1.0 calls for vehicles priced at 1.65 % over Ford factory invoices minus all applicable state and federal government

concessions and a 20 - 29 % mark-up on dealer-installed factory and aftermarket equipment. Duval Ford and Bradford County, FL staff have provided the City of Key West with the opportunity to piggyback off this contract.

After diligent review, staff has determined that this purchase with Duval Ford is fair and reasonable, and a delivery estimate of 6-8 months is acceptable as the rising costs for production and limited availability of vehicles and supplies are expected to continue.

Procurement

A total of \$116,000 is budgeted in the Fire Department Infrastructure Surtax Fund, 101-2201-522-6400, for the Fiscal Year 2023-24 to add these (2) vehicles to the fleet. The total cost of (2) Ford F-150s purchase is \$119,888.43, leaving a remaining balance of \$3,888.43 that will be paid using surplus funds from other machinery and equipment capital projects within the Fire Department.

Recommendation

Authorize the purchase of (2) Ford F-150s at a unit/vehicle cost of \$59, 944.22 from Duval Ford, pursuant to the Bradford County Sheriff's Office (BCSO) Purchasing contract BCSO 22-27-1.0 at a total cost of \$119,888.43, pursuant to City of Key West Ordinance Section 2-797(3), purchases and acquisitions under contracts of the federal government and the state or its political subdivisions.

Exhibits:

Exhibit A – Cover Memo

Exhibit B – Duval Ford Proposal

Exhibit C – BCSO Contract 22-27-1.0