



## THE CITY OF KEY WEST

Post Office Box 1409 Key West, FL 33041-1409 (305) 809-3700

MEMORANDUM

**TO:** Patti McLaughlin, City Manager  
Todd Stoughton, Asst. City Manager

**FROM:** Michael Turner, Community Services Deputy Director

**DATE:** October 19, 2022

**SUBJECT:** Authorize the purchase of three (3) 2023 Ford F-150 with Liftgate for \$131,967 and a 2023 Ford Transit Connect Cargo Mini-Van for \$30,165 from Duval Ford, LLC for a total of \$162,132.

**ACTION STATEMENT:** Authorize the purchase of three(3) 2023 Ford F-150 with Liftgate for \$131,967 and a 2023 Ford Transit Connect Cargo Mini-Van for \$30,165 from Duval Ford, LLC for a total of \$162,132 via the Florida Sheriffs Association and Florida Association of Counties, Cab & Chassis Trucks & Other Fleet Equipment without formal competitive procurement under Sec 2-797 (3) Purchases and acquisitions under contracts of federal government and the state or its political subdivisions.

**BACKGROUND:**

The Community Services Department request for these vehicles was approved by the City Commission for Fiscal Year 22-23.

The terms and conditions of the original contract are extended and guaranteed to any and all units of local governments and political subdivisions including, but not limited to, county, local county board of public instruction, municipalities and/or police agencies, other local public or public safety agencies or authorities within the State of Florida.

The vehicles are all listed in the Florida Sheriffs Association and Florida Association of Counties. There are options listed as add/delete in the bid that allow the end user to configure the equipment according to his/her requirements.

City staff has determined through informal solicitation that the contract price is fair and reasonable. The required equipment is not available locally.

**PURPOSE AND JUSTIFICATION:** The vehicles are used by community services to maintain Mallory Square, the Key West Cemetery, bathrooms, and facilities, as well as miscellaneous parks.

*Key to the Caribbean – Average yearly temperature 77° F.*

**OPTIONS:**

1. Approve the purchase of three(3) 2023 Ford F-150 with Liftgate for \$131,967 and a 2023 Ford Transit Connect Cargo Mini-Van for \$30,165 from Duval Ford, LLC for a total of \$162,132.
2. Disapprove the purchase of three(3) 2023 Ford F-150 with Liftgate for \$131,967 and a 2023 Ford Transit Connect Cargo Mini-Van for \$30,165 from Duval Ford, LLC for a total of \$162,132.

**FINANCIAL IMPACT:**

Purchase of one (1) 2023 Ford F150s with Liftgate and one (1) 2023 Ford Transit Mini Van are funded under Infrastructure Surtax/Public Works/Machinery and Equipment 101-1905-519-64 for \$60,000. Purchase of two (2) 2023 Ford F-150 with Liftgates are funded under Infrastructure Surtax/Parks and Recreation/Machinery and Equipment 101-7201-572-64 for \$70,000. A total of \$130,000 was budgeted in Fiscal Year 2022-2023 in Community Services Departments for Machinery and Equipment for these vehicles. The total cost of these vehicles equals \$162,132 which is \$32,132 over budget. The overage of \$32,132 will be transferred from Infrastructure operating reserves 101-1900-519-9803 as follows \$14,154 to 101-1905-519-6400 and \$17,978 to 101-7201-572-6400.

**RECOMMENDATION:**

Staff recommends approval Option 1; Approve the purchase of three(3) 2023 Ford F-150 with Liftgate for \$131,967 and a 2023 Ford Transit Connect Cargo Mini-Van for \$30,165 from Duval Ford, LLC for a total of \$162,132.