



THE CITY OF KEY WEST

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

MEMORANDUM

TO: Patti McLauchlin, City Manager
Todd Stoughton, Asst. City Manager

FROM: Michael Turner, Community Services Deputy Director

DATE: December 29, 2022

SUBJECT: Authorize the purchase of three (3) 2023 Ford F-250s with Liftgates for \$64,685 each from Duval Ford, LLC for a total of \$194,055.

ACTION STATEMENT: Authorize the purchase of three(3) 2023 Ford F-250s with Liftgates for \$64,685 each from Duval Ford, LLC for a total of \$194,055 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's request for the purchase of these vehicles was approved in the Fiscal Year 22-23 budget by the City Commission.

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 their 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, City Hall, athletic fields 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-250s with Liftgates for \$64,685 each from Duval Ford, LLC for a total of \$194,055.
2. Disapprove the purchase of three(3) 2023 Ford F-250s with Liftgates for \$64,685 each from Duval Ford, LLC for a total of \$194,055.

FINANCIAL IMPACT:

Purchase of two (2) 2023 Ford F250s with Liftgates are funded under Infrastructure Surtax/Public Works/Machinery and Equipment 101-1905-519-64 for \$100,000. Purchase of one (1) 2023 Ford F-250 is funded under Infrastructure Surtax/Parks and Recreation /Machinery and Equipment 101-7201-572-64 for \$50,000. A total of \$150,000 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 \$194,055 which is \$44,055 over budget. The overage of \$44,055 will be transferred from Infrastructure operating reserves, account number 101-1900-519-9803, to account 101-1905-519-6400 in the amount of \$29,370 and account number 101-7201-572-6400 in the amount of \$14,685.

RECOMMENDATION:

Staff recommends approval Option 1; Approve the purchase of three(3) 2023 Ford F-250s with Liftgates for \$64,685 from Duval Ford, LLC for a total of \$194,055.