



## MEMORANDUM

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Date: May 2, 2023

To: Honorable Mayor and Commissioners

Via: Albert P. Childress  
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 \$90,000 for fire apparatus emergency repairs and parts.**

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### **Introduction**

This resolution approves an increase to the blanket purchase order from the budgeted amount of \$60,000 to \$90,000 for emergency repairs and parts of fire rescue 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 2004 to 2020. 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 require frequent parts and repairs to remain in service.

Ten-8 Fire and Safety is called upon to perform repairs too extensive for City Fleet services and repairs requiring 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 22-244 approved an allowable expenditure of up to \$60,000 with Ten-8 for emergency repairs for FY 22-23 on November 1, 2022. Blanket purchase order # 97398 was established for Ten-8 Fire and Safety, account # 001-2201-522.46

To date, the fire department has utilized \$50,547 for repairs. An estimated \$25,755 in pending invoices leaves a budget shortfall of \$15,755 owed to Ten-8. Based on trends and equipment evaluation, the

remaining balance (est. \$14,245) of this transfer is required to maintain the day-to-day operations of fire rescue apparatus for the remainder of FY 22-23.

**Procurement**

Funding for this proposed increase of \$30,000 is allocated in account #001-2201-522.46.

**Recommendation**

Staff recommends the Mayor and Commission approve this resolution authorizing a Purchasing Exception pursuant to Section 2-797 of the Code of Ordinances to allow an increase to the blanket purchase order of \$60,000 to \$90,000 with Ten-8 Fire and Safety for emergency repairs and parts for fire apparatus.

Exhibits:

Exhibit A – Resolution 22-244