**RESOLUTION NO. _____**

**A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF KEY WEST, FLORIDA RATIFYING THE CITY MANAGER'S EXECUTION OF AN EMERGENCY CHANGE ORDER TO FLORIDA KEYS EVR INCREASING THE CONTRACT VALUE BY $18,472.28 (UNDER PURCHASE ORDER #P104114) PURSUANT TO THE CITY'S PROCUREMENT POLICY AND SEC.797(2) OF THE CODE OF ORDINANCES OF THE CITY OF KEY WEST, FLORIDA; AUTHORIZING THE CITY MANAGER TO EXECUTE ANY NECESSARY RELATED DOCUMENTS, BUDGET TRANSFERS AND/OR ADJUSTMENTS, UPON CONSENT OF THE CITY ATTORNEY; AND PROVIDING FOR AN EFFECTIVE DATE.**

WHEREAS, On March 31, 2025 the City of Key West issued Purchase Order P104114, with a not-to-exceed value of $41,585.00, to Florida Keys EVR for needed maintenance and repairs to Fire and EMS Apparatus. Given the specialized nature of the required services, and the urgency surrounding emergency vehicle up-time, a Purchase Order Exemption was processed and approved through Frevvo, authorizing a sole-source engagement with Florida Keys EVR; and

WHEREAS, Florida Keys EVR is the only known local provider with certified Emergency Vehicle Technician (EVT) personnel capable of delivering on-call, emergency and routine maintenance and repair services for the City's Fire and EMS fleet; and

WHEREAS, rate sheets provided by the vendor were reviewed by the City's Fleet Manager, who confirmed that the rates were fair, reasonable and aligned with industry standards for specialized emergency vehicle services; and

WHEREAS,; during the current fiscal year, multiple emergency vehicles were assessed and identified as requiring urgent maintenance or repair. A detailed breakdown is provided below:

1) Engine 1
   - Check engine light on, command zone displays a DEF code.
   - Requires annual pump service by EVT.

2) Engine 2
   - Requires annual pump service by EVT.

3) Engine 3 (Out of service, currently at Quality Auto on Stock Island)
   - Requires new front tires
   - Severe oil leak, Ten-8 advises truck requires service at Cummins service center.
   - Coolant is leaking/consumed somewhere in motor or DEF system, requires service at Cummins service center.
   - Air leak
   - Fire pump is leaking water from discharge valve, requires repair by EVT.
   - Requires annual pump service by EVT.

4) Engine 5 (Reserve)
   - Requires annual pump service by EVT.
   - Fire pump water leak, requires repair by EVT.

5) Engine 6 (In service, st.3)
   - Passenger side mirror housing cracked, requires replacement.
   - Steering wheel is damaged, requires replacement.
   - Air leak
   - Fuel gauge is stuck, requires repair.
   - Check engine light on.
   - Check transmission light on.
   - Requires annual pump service by EVT.

6) Engine 9 (Out of service, currently at Ten-8 repair facility in Pompano Beach)
   - Requires annual pump service by EVT.
   - Fire pump water leak requires repair by EVT.
   - Foam discharge, requires repair by EVT
   - Multiple air leaks
   - Coolant fluid leak
   - Cab roof leak
   - Truck will not Regen

7) Ladder 1
- Nozzle control on the aerial tip requires replacement by EVT.

8) Rescue 3
- Front tires are "chopping." front end requires checked, new front tires.

9) Rescue 1
- Power steering leak

10) Rescue 5286 (Out of service)
- Power steering pump issue

WHEREAS, due to the accumulation of these essential repair needs, the cost of services rendered by Florida Keys EVR has exceeded the original purchase order limit of $41,585.00 and City staff now request a change order in the amount of $18,472.28, increasing the overall contract value accordingly; and

WHEREAS, the additional funding reflected in the total Change Order amount of $18,472.28 will allow the City to settle outstanding invoices and maintaín continuity of emergency operations; and

WHEREAS, the Fire Department has budgeted on-goíng Emergency Vehicle Repair Services to the following accounts: 0012201-5224600 and 0012604-5264600; and

WHEREAS, Emergency Vehicle Repair Services for both Fire/EMS were budgeted under the followíng accounts; and

| Account Number | Original PO Allocation |
|---|---|
| 0012201-5224600 (Fire) | $33,795.00 |
| 0012601-5264600 (EMS) | $7,790.00 |

WHEREAS, pursuant to Section 2-797(2) *Emergency Procurement*. of the Code of Ordinances of the City of Key West, Florida, City staff are requesting the Commission ratify the City's Manager's execution of an Emergency Change Order to Florida Keys EVR in the amount of $18,472.28 to provide critical mechanical maintenance and repairs to the City's emergency response vehicles;

NOW THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF KEY WEST, FLORIDA, AS FOLLOWS:

Section 1: That the City Commission hereby ratifies the City Manager's execution of an Emergency Change Order to Florida Keys EVR in the amount of $18,472.28, increasing the total contract amount from $41,585.00 to $60,057.28, to provide critical mechanical maintenance and repairs to the City's emergency response vehicles, pursuant to Section 2-797(2), *Emergency procurement*, of the City's Code of ordinances.

Section 2: That funds in the amount of $1,100,000.00 are budgeted for this acquisition and allocated in FY 25/26 Fire Department Infrastructure Fund under Budget account 101-2201-522-6400.

Section 3: That the City Manager is hereby authorized to execute any necessary related documents, budget transfers and adjustments, upon consent of the City Attorney.

Section 4: That this Resolution shall go into effect immediately upon its passage and adoption and authentication by the signature of the Presiding Officer and the Clerk of the Commission.

Passed and adopted by the City Commission at a meeting held this _____ day of _____, 2025.

Authenticated by the Presiding Officer and Clerk of the Commission on the _____day of _____, 2025.

Filed with the Clerk on _____, 2025.

| | |
|---|---|
| Mayor Danise Henriquez | _____ |
| Vice Mayor Donald "Donie" Lee | _____ |
| Commissioner Lissette Carey | _____ |
| Commissioner Aaron Castillo | _____ |
| Commissioner Monica Haskell | _____ |
| Commissioner Mary Lou Hoover | _____ |
| Commissioner Sam Kaufman | _____ |

_____
DANISE HENRIQUEZ, MAYOR

ATTEST:

_____
KERI O'BRIEN, CITY CLERK