CITY COMMISSION
STAFF REPORT

DEPARTMENT: Utilities Department

DATE: September 25, 2025

SUBJECT: Recommendation to approve the piggyback of Sourcewell Contract No. 110421, awarded to Altec Industries, Inc. For Digger Derricks, Bucket Trucks, and Utility Equipment In The Amount Of $238,880.00 for Fiscal Year 2024-25, and the approved budgeted amount for each subsequent Fiscal Year of the contract term for purchasing vehicles and equipment in future. Furthermore, authorizing the execution of an agreement with the City of Pembroke Pines to rent a bucket truck for $1,300 per day, including the driver and the insurance, for a maximum of 30 nonconsecutive days in a year. - **Utilities**

CITY MANAGER RECOMMENDATION:
The City Manager recommended on May 13th, 2025, the purchase of the used bucket trucks in the amount of $102,300.00. This proposal was denied by the city commission, and we were directed to explore other which included the purchase of a new bucket truck or the rental agreement for said vehicle.

We have obtained agreements that provide for one or both options to be exercised by the City Commission.

Option I - Approve the piggyback of Sourcewell Contract No. 110421, awarded to Altec Industries, Inc., for a bucket truck in the amount of $238,880.00. This contract provides for the obtain to purchase vehicles in the future as approved by the commission.

Option II – An agreement with the City of Pembroke Pines to rent a bucket truck daily at a rate of $1,300 per day, including the driver and the insurance, for a maximum of 30 nonconsecutive days in a year.

BACKGROUND OF ITEM:
The Utilities Department currently has no functioning bucket truck. This limits the city's ability to handle important but irregular tasks such as tree trimming, parking lot light repairs, roof cleaning, and maintaining park safety nets. Without this equipment, routine and emergency maintenance is delayed, leaving gaps in service and creating operational inefficiencies.

ANALYSIS:
The Utilities Department has identified a bucket truck from Altec, Model LR8-60E70, with a working height of 75.3 feet. Acquisition of this unit will provide the city with a reliable and versatile tool to address maintenance needs as they arise, without dependence on rentals or delayed third-party services. Although the truck will not be required daily, its availability is critical to ensure the city can respond promptly to both scheduled and unforeseen tasks. The last bucket truck lasted 35 years, but it could no longer be certified for use.

Another option is to lease the bucket truck from the City of Pembroke Pines for $1,300 per day, including the driver and the insurance, for a maximum of 30 nonconsecutive days in a year.

PROCUREMENT:
Sourcewell issued Request for Proposal (RFP) No. 110421 on September 16, 2021, to establish a national cooperative contract for Public Utility Equipment with Related Accessories and supplies. On November 4, 2021, Sourcewell received and subsequently evaluated ten (10) proposals. Sourcewell awarded RFP No. 110421 to the following six (6) proposers:

A) Altec Industries, Inc.
B) Elliott Equipment
C) Terex Utilities, Inc.
D) The Charles Machine Works, Inc.
E) Time Manufacturing Company
F) Vermeer Corporation.

The solicitation was awarded on December 20, 2021, by Racine County Commissioners and executed on January 12, 2022. The initial term of the contract expires on December 27, 2025. The contract can be renewed for one additional one-year term upon the request of Sourcewell and a written agreement by Supplier. Altec expects to deliver this vehicle by the end of October 2025

This purchase will be made pursuant to Sec. 2-258(f) of the Cooper City Procurement Code.

FISCAL IMPACT:
The additional $24,978 needed to fully fund this purchase will come from the Salaries – Regular Line Item in our Tree Maintenance Department, which has a surplus due to two positions not being filled in FY2025. The remaining amounts below reflect the unencumbered balance in these line items after this transaction.

Leasing from Pembroke Pines @ $1,300/day could be funded from the Rental – Equipment Line Item in Tree Maintenance. There is a $5,614 balance in FY25. Additional Funds could be acquired from the same salaries – Regular Line Item being used for the purchase option. There is an additional $40K available after the $24,978 earmarked for the bucket truck purchase.

General Ledger Acct. Number	Budgeted Amount	Requested Amount	Remaining Amount
001-317-564400-564 **Equipment & Machinery-Vehicles**	$213,902	$24,978	$238,880
001-317-512100-512 **Salaries - Regular**	$175,211	-$24,978	$59,996.83

DELEGATED AUTHORITY:
If this item is approved, the City Manager or City Manager's designee will have the authority to execute all contract amendments and contract renewals in the amount of $20,000.00 or less and the City Mayor or City Mayor's designee will have the authority to execute all contract amendments and contract renewals in excess of $20,000.00, pursuant to Sec. 2-255(3)(4) of the Cooper City Procurement Code.

ATTACHMENTS:
- **A.** RFP No. 110421-ALT – Piggyback Agreement
- **B.** RFP No. 110421-ALT – Contract Extension
- **C.** RFP No. 110421-ALT – Executed Contract
- **D.** RFP No. 110421-ALT – Price Information
- **E.** RFP No. 110421-ALT – Board Resolutions
- **F.** RFP No. 110421-ALT – Evaluation
- **G.** RFP No. 110421-ALT – Solicitation
- **H.** Proposal from Altec
- **I.** Budget Amendment
- **J.** Resolution 25-68 – Approving the agreement with the City of Pembroke Pines for the use of their bucket truck
- **K.** Resolution 25-69 – Approving the agreement with Altec to purchase a bucket truck.