



CITY COMMISSION STAFF REPORT

DEPARTMENT: Utilities Department

DATE: February 13, 2024

SUBJECT: Motion to approve and authorize the purchase of a 2024 Ford F-350 Super CAB Truck for the Utilities Department from Alan Jay Automotive Management, Inc., using Florida State Term Contract #25100000-23-STC for Utility Equipment in the amount not to exceed \$66,607.60. - **Utilities**

CITY MANAGER RECOMMENDATION:

The City Manager recommends the approval and authorization for the purchase of a 2024 Ford F-350 Super CAB Truck for the Utilities Department from Alan Jay Automotive Management, Inc., using Florida State Term Contract #25100000-23-STC for Utility Equipment, in the amount not to exceed \$66,607.60. Recognizing its importance in wastewater collection and transmission, the City Commission has approved this truck in the FY 2024 budget.

Section 2-258 (f) of the City Code allows Purchases of goods or services from contracts awarded by other governmental entities.

BACKGROUND OF ITEM:

The imperative for replacing Truck #9387 in the Wastewater Collection and Transmission Division extends beyond addressing its high mileage and persistent mechanical issues. It is crucial for the overall efficiency and operational effectiveness of the City's utilities infrastructure. This vehicle, now surpassing 11 years in service, has incurred repair costs exceeding \$15,000.

Given the Fleet Department's rating system, which commences at 25 and increases with the vehicle's age and mileage, the current Truck #9387 rate is at 50, well beyond the threshold indicating that replacement is long overdue. Recognizing the direct impact of this truck on the maintenance and functionality of the City's utility infrastructure, its timely replacement is imperative to ensure that all components operate at optimal efficiency. By investing in a new truck we aim to fortify our commitment to the seamless functioning of utility services, mitigating operational disruptions and enhancing the overall reliability of our utility system.

ANALYSIS:

N/A

FISCAL IMPACT:

The requested purchase of a new truck is an approved item in the FY 2024 budget. There is sufficient funding available in the Water and Sewer Utility Fund.

| <u>General Ledger Acct. Number</u> | <u>Budgeted Amount</u> | <u>Requested Amount</u> | <u>Remaining Amount</u> |
|------------------------------------|------------------------|-------------------------|-------------------------|
| 450-930-564520-535 | \$65,000.00 | \$65,000.00 | 0 |
| 450-930-535410-535 | \$6,000.00 | \$1,607.60 | \$4,392.40 |

ALTERNATIVES:

If the decision is against purchasing the new truck, alternatives include leasing, temporary rental, optimized maintenance, resource redistribution, or collaboration with nearby municipalities to ensure continued operational efficiency in the Wastewater Collection and Transmission Division.

ATTACHMENTS:

1. Alan Jay Automotive Management, Inc. - FL State Term Contract 25100000-23-STC
2. FL State Term Contract 25100000-23-STC, Exhibit B - Group 6 - Medium Duty Trucks
3. Alan Jay Automotive Management, Inc. Quote (Ford F350)
4. Comparative Quote – Duval Ford (FSA 23-VEL-31 / FSA 23-VEH21)
5. Memorandum from Purchasing Division
6. Vendor Compliance

| Workflow History | | | |
|---------------------------|--|------------------------------------|----------------------|
| User | Task | Action | Date/Time |
| Allen, Tedra | NEW ITEM: Not Yet Routed | Route to Purchasing | 01/29/24 02:13 PM |
| Dodgen, Brandon | Assigned to Purchasing | COMPLETE: Forward to City Clerk | 01/29/24 04:40 PM |
| Allen, Tedra | Assigned to City Clerk | Route to Finance Director | 01/29/24 04:48 PM |
| cfoervices@coopercity.gov | Assigned to Finance Director | COMPLETE: Forward to City Attorney | 01/30/24 09:03 AM |
| Allen, Tedra | Assigned to Attorney | Return to Original Submitter | 01/30/24 09:24 AM |
| Allen, Tedra | Returned to Original Submitter by Attorney | Route to City Manager | 01/30/24 09:29 AM |
| Allen, Tedra | Assigned to City Manager | Route to Attorney | 01/30/24 09:30 AM |
| Horowitz, Jacob | Assigned to Attorney | COMPLETE: Forward to City Manager | 01/30/24 09:30 AM |
| Eggleston, Ryan | Assigned to City Manager | COMPLETE: Forward to City Clerk | 01/30/24 09:39 AM |
| Allen, Tedra | Assigned to City Clerk | APPROVE ITEM: End Workflow | 02/01/24 09:30 AM |
| Allen, Tedra | END WORKFLOW - APPROVED | | 02/01/24 09:49 AM |

