



# City of Eustis

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TO: Eustis City Commission

FROM: Tom Carrino, City Manager

DATE: November 7, 2024

RE: Resolution Number 24-98: Approval of Annual Purchases in Excess of \$50,000

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## **Introduction:**

The City Purchasing Ordinance requires that City Commission approve any purchase exceeding \$50,000. Resolution Number 24-98 authorizes three (3) annual purchases in excess of \$50,000 each for products that are essential to the Public Works Street, Sidewalk, and Parks Maintenance Programs.

## **Background:**

1. The Public Works Department has always utilized temporary labor services to some extent to allow for the adjustment of workforce capabilities for various projects. The Department utilizes the laborers for a range of tasks when deemed safe and cost effective. The proposed vendor is People Ready based on the low quote of \$21.25/hour for semi-skilled labor. Labor Finders proposed \$23.92/hour for semi-skilled labor. A quote request was also sent to PRT, but there was no response. The cost of these services will potentially exceed \$50,000 and was included in the approved budget for the 2024-2025 fiscal year. Staff is requesting to award the contract to People Ready.
2. The Public Works Department expects to spend in excess of \$50,000 for lime rock to complete the fiscal year 2024-2025 resurfacing projects and other projects, which may arise throughout the fiscal year. The proposed vendor is Dixie Lime & Stone Company, the only company to respond. There were two other requests issued, Bucky's and CEMEX, but neither responded. Staff is requesting to award the contract to Dixie Lime & Stone Company.
3. The Public Works Department uses two different qualities of mulch during the year. Cypress Landscaping Mulch is used for general purposes throughout the City's landscaping. Boyett Mulch & Timber is the lowest quote out of two vendors with a proposed cost of \$22.00 per cubic yard for Cypress Mulch. Browne quoted \$26.75 for the same product. The Yard Stop did not respond. Staff is requesting to award the contract to Boyett Mulch & Timer.

For children's playground mulch, a quality better than cypress mulch is used, ADA Approved Certified Engineered Wood Fiber Playground Mulch. Request for quotes for playground mulch were issued to three (3) different companies: Boyett Mulch & Timber, Miracle, and The Yard Stop. Boyett Mulch & Timber was the only one to respond at \$24.00 per cubic yard, the same as the past two years. The purchase of mulch was included in the approved budget for this fiscal year. Staff is requesting to award the contract to Boyett Mulch & Timer. The total cost for Cypress Landscaping Mulch and Children's Playground Mulch combined has the potential of exceeding \$50,000.

The City purchasing policies require that the Commission approve any purchase that exceeds \$50,000.

**Recommended Action:**

Staff recommends approval of this resolution.

**Budget/Staff Impact:**

The funds for the proposed purchases have been included in the approved Fiscal Year 2024/2025 budget.

**Prepared By:**

Sally Mayer – Public Utilities Admin

**Attachments:**

Resolution Number 24-98

- Quote Comparisons Available Upon Request