



City of Eustis

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TO: EUSTIS CITY COMMISSION

FROM: Tom Carrino, City Manager

DATE: July 18, 2024

RE: Resolution Number 24-56: Bid Award #009-24 and Approval of a Purchase in Excess of \$50,000 for Fire Station Number 22 Emergency Generator

Introduction:

Resolution Number 24-56 authorizes the award of Bid #009-24 to CJ's Sales & Services of Ocala, FL in the amount of \$51,877.78 for an emergency generator at Fire Station Number 22 and authorizes the City Manager to execute an agreement with CJ's Sales & Services.

Background:

The back-up generator at Fire Station Number 22 is 21+ years old. It requires constant maintenance and it has exceeded its lifespan, leaving the fire station unprotected from loss of power. Fire Station Number 22 must have backup power to ensure the continuity of City emergency response operations. A new generator will allow the fire station to remain operational during future power outages.

In anticipation of purchasing the new generator, staff has secured a Hazard Mitigation Grant from the State of Florida Division of Emergency Management (FDEM), Contract #H0935, for the amount of \$28,221.90. This amount will be awarded to the City of Eustis as reimbursement after we purchase the generator. (see attached)

City Bid Number 009-24 was published on May 24, 2024, requesting proposals for a 60kW 120/240 one-phase generator to include a complete setup, including the removal of the current generator and installation of a new one that meets the specifications of the old one. The existing concrete slab is sufficient to hold the new machine, and the copper wiring that connects the old automatic transfer switch (ATS) to the building is to be re-used. Any connections between the new ATS and the generator will be new.

Bid opening was on June 19, 2024 at 3 p.m. The City received three offers with the lowest bid coming in from CJ's Sales and Service of Ocala, Florida at \$51,877.78. The approved 2023-2024 budget has \$25,000 programmed for the purchase of a new generator in account #010-8600-522-60-14. Staff is requesting a budget amendment for the remaining balance of \$28,221.90 recognizing the HMPG Grant revenue.

The City Purchasing Ordinance requires that the Commission approve any purchase that exceeds \$50,000.

Recommended Action:

Staff recommends approval of Resolution Number 24-56.

Budget/Staff Impact:

Partial funds for this purchase were included in the approved 2023-2024 Capital Improvement Budget. For the remaining balance, Staff is requesting a budget amendment of \$26,877.78 to recognize the HMPG Grant revenue as shown below:

2023-2024

BUDGET AMENDMENT:

GRANT REVENUE = \$28,221.90
into
Acct #010-8600-522-60-14

<u>2023-2024 Budget</u>		<u>This Amendment</u>		<u>Revised Budget</u>
\$25,000	+	\$28,221.90	=	\$53,221.90

Prepared By:

Sally Mayer, Administrative Assistant, Public Utilities

Reviewed By:

Rick Gierok, P.E. - Director, Public Works and Utilities
Daniel Millan, Staff Engineer

Attachments:

Resolution Number 24-56
HMPG Grant Award Contract Number H0935

Bid #009-24 Specifications – upon request