



## Town of Lake Park Town Commission

### Agenda Request Form

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**Meeting Date:** September 6, 2023

**Originating Department:** Public Works

**Agenda Title:** Request for Authorization for the Town Manager to Spend Budgeted Funds from the Stormwater Fund Budget and Execute a Work Order for the Purchase and Installation of Safety and Maintenance Equipment for the Town's Stormwater Division 2023 Ford Transit-350 Cargo Van.

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**Approved by Town Manager:** John D'Agostino Digitally signed by John D'Agostino  
DN: cn=John D'Agostino, o=Town of Lake Park, ou=Town Manager,  
email=jdagostino@lakeparkflorida.gov, c=US  
Date: 2023.08.30 15:19:42 -04'00' **Date:** \_\_\_\_\_

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**Cost of Item:** \$15,872.97 **Funding Source:** Equipment Leases

**Account Number:** 402-53-538- **Finance Signature:** Jeffrey P. Duvall Digitally signed by Jeffrey P. Duvall  
DN: cn=Jeffrey P. Duvall, o, ou,  
email=jduvall@lakeparkflorida.gov, c=US  
Date: 2023.08.24 17:09:28 -04'00'


**Advertised:**

**Date:** N/A **Newspaper:** \_\_\_\_\_

**Attachments:** 1. Agenda Request Form  
2. Quote No. WPB-SO07347, as provided by Advanced Work Vans

**Please initial one:**

Yes, I have notified everyone

 Not applicable in this case

### Summary Explanation/Background:

The Public Works Department's Stormwater Division requires specialized vehicles to facilitate safe and efficient maintenance of the Town's drainage infrastructure. Historically, these requirements have been met through a combination of leased and leased-to-own vehicles and equipment.

The Town's current provider of such vehicles is Enterprise Fleet Management.

Additionally, the Town Commission previously authorized two additional full-time employees for the Stormwater Division; however, no vehicle allocations for these additional employees were included in previous budget years.

As part of FY-2024 budget preparation, department staff researched and requested a cargo van to better support the wide-ranging maintenance operations for the division. Accordingly, the van must now be outfitted with safety and maintenance equipment, including emergency/safety lighting, workstation with tool drawers, ladder rack, insulated walls, and ceiling, among other enhancements.



*Figure 2. Cargo Van Exterior*



*Figure 2. Cargo Van Interior*

The proposed upgrades, totaling **\$15,872.97**, will promote safety, productivity, and efficiency for assigned maintenance personnel, while also protecting fragile, temperature sensitive and costly inspection equipment.

Advanced Work Vans is a sole-source authorized vendor for Enterprise Fleet Management.

The Town Manager recommends approval.

### **Recommended Motion:**

I move to Authorize the Town Manager to Spend Budgeted Funds from the Stormwater Fund Budget and Execute a Work Order for the Purchase and Installation of Safety and Maintenance Equipment for the Town's Stormwater Division 2023 Ford Transit-350 Cargo Van.