



Town of Lake Park Town Commission

Agenda Request Form

Meeting Date: October 8, 2025

Originating Department: Public Works

Agenda Title: Emergency Equipment Rental (Extension) – Automated Side Loader – Big Truck Rental – \$20,600

Approved by Town Manager: _____ **Date:** _____

Cost of Item: \$20,600 (Two
Month Rental) **Funding Source:** Rentals

Account Number: 404-534-404-
001-408-597 44100 **Finance Signature:** Barbara A. Gould

Advertised: _____

Date: _____ **Newspaper:** _____

Attachments: Agenda Request Form

Please initial one:

_____ Yes, I have notified everyone.

_____ Not applicable in this case

Summary Explanation/Background:

The Public Works Department has a need to extend the use of a leased/rented Automated Side Loader (ASL) sanitation truck to ensure continued collection of residential sanitation waste collection throughout the Town, which has resulted due to the Town's two (2) automated side loader (ASL) sanitation trucks - Unit #72 and Unit #51 – facing unforeseen mechanical issues.

As a result, the Public Works Department has requested the Town Manager to authorize an emergency purchase/rental in accordance with the Town's Purchasing Code, Sec. 2-249. Alternative Source Selection:

2. Emergency Purchase: The Purchasing Agent may authorize an emergency purchase when a declaration of emergency has been issued or there is a threat of other substantial or potential loss to the Town that requires urgent action.

Note: The proposed emergency purchase/rental will extend the current lease/rental truck to ensure the continued and immediate collection of residential solid waste and related operations utilizing the Town's current vendor, Big Truck Rental, LLC, for an additional two (2) months, in an amount totaling \$20,600.

If approved, the emergency purchase/rental assistance will be extended until October 24, 2025.

Funding for this emergency purchase was obtained from the following sources:

- \$10,300 - FY 2025 Budget – Sanitation Fund - Rentals - Account 404-534-404-44100
- \$10,300 - FY 2026 Budget – Sanitation Fund - Rentals - Account 404-534-404-44100

Although this purchase is being requested to be approved as an Emergency Purchase under the Town's Purchasing Code, staff will continue to ensure that the proposed purchase will meet all requirements (as available) as provided within Sec. 2-246. Thresholds for the procurement of goods and services.

1. For goods and services with a value greater \$10,000, but less than \$35,000 (including posting on the Town's website, etc.).

The proposed Emergency Purchase has been prepared by the vendor and reviewed by the Public Works Director, the Finance Director and the Town Attorney.

The Town has previously worked with the proposed vendor and they have provided a quality product and good customer service.

Recommendation:

I move to approve the Emergency Purchase and authorize the Town Manager to execute an emergency purchase agreement with Big Truck Rental, LLC to provide an ASL vehicle for immediate rental in the amount of \$20,600 under the Town's Purchasing Code, Sec. 2-249. Alternative Source Selection – Emergency Purchase.