



## Town of Lake Park Town Commission

### Agenda Request Form

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**Meeting Date:** March 25, 2026

**Originating Department:** Public Works

**Agenda Title:** Resolution 23-03-26 - Agreement - 96-Gallon Carts (RFQ #106-2026) - Toter, LLC - \$15,524.77

**Approved by Town Manager:** \_\_\_\_\_ **Date:** \_\_\_\_\_

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**Cost of Item:** \$15,524.77      **Funding Source:** Sanitation

**Account Number:** 404-534-404-

**001-408-597**      52400      **Finance Signature:** Barbara A. Gould

**Advertised:**

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

**Attachments:** Agenda Request Form

Resolution

Toter, LLC - WQ-10374028

Wastequip RFQ Submittal

Agreement with Wastequip

**Please initial one:**

\_\_\_\_\_ Yes, I have notified everyone.

DB Not applicable in this case

**Summary Explanation/Background:**

The Public Works Department has identified a need to purchase replacement 96-gallon residential sanitation carts to maintain reliable and efficient residential sanitation collection services throughout the Town. The proposed purchase will replace existing units that are severely damaged that are beyond refurbishment and/or otherwise in need of replacement to support continued service operations.

As a result, the Town issued a Request for Quotation (RFQ #106-2026 – February 12, 2026) in accordance with the Town’s Procurement Policy. The intent of this RFQ is to solicit competitive pricing from qualified manufacturers to provide 96-gallon (sanitation) universal and nestable carts, together with the required hot stamp markings, to support sanitation operations.

The Town received the following quotes in response to RFQ #107-2026:

- Toter, LLC \$15,524.77

To ensure the lowest possible price, staff recommends that the Town purchase the equipment from Toter, LLC in the amount of for \$15,524.77. If approved, the Town Commission would accept Iron Container's approved pricing, including all terms, conditions, and pricing therein. The Town will not expend more than the amount within the approved budget as it may be adopted/amended each year for these goods and services over the term of this contract.

The proposed purchase follows the Town of Lake Park's Purchasing Code, Sec. 2-246, Thresholds for the Procurement of Goods and Services:

1. The town commission hereby establishes \$35,000 as the threshold at which a formal competitive solicitation process shall be used, unless otherwise provided for herein. A formal competitive solicitation process shall be employed for all invitations to bid, requests for proposals, requests for qualifications, or requests for information. When employing these formal competitive solicitations, the invitation or request shall be published such that it is available simultaneously to all Offerors and shall include the time and date for the town's receipt of bids, proposals, and replies. All formal competitive solicitations shall include provisions relating to compliance with the regulations of the Palm Beach County Office of Inspector General.

Note: Various documents related to this Request for Quotation process are either attached and/or available for review by contacting the Town Clerk's Office, including RFQ #106-2026, vendor submittals, and related procurement records, as required.

Funding to support this purchase is available within the Town's Fiscal Year 2026 Budget - Sanitation Fund.

If approved, the proposed purchase is expected to be received by May 8, 2026 and is covered under a twelve (12) month Manufacturer's Limited Warranty, which includes protection against defects in materials and workmanship for twelve months from the date of delivery.

The proposed Agreement was prepared by the Operations Manager and the Public Works Director and reviewed by the proposed vendor, Toter, LLC, the Finance Director and the Town Attorney.

The Town has previously worked with the proposed vendor and the vendor has delivered a high-quality product and provided good customer service.

**Recommended Motion:**

I move to approve Resolution 23-03-26 and authorize the Town to enter into an Agreement with Toter, LLC for the purchase of 96-Gallon Carts, in the amount of \$15,524.77; and authorize the Mayor to execute the Agreement.