



Town of Lake Park Town Commission

Agenda Request Form

Meeting Date: August 06, 2025

Originating Department: Public Works

Agenda Title: Emergency Equipment Rental – Automated Side Loader – Waste Collection Operations

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

Cost of Item: \$12,000.00 **Funding Source:** Sanitation Fund

Account Number: 404-44100 (Rentals) **Finance Signature:** Barbara A Gould

Advertised:

Date: _____ **Newspaper:** _____

Attachments: Big Truck Rental Inc. quote

Certificate of Coverage

Please initial one:

_____ Yes, I have notified everyone.

X Not applicable in this case

Summary Explanation/Background:

The Public Works Department has a need for an immediate and emergency purchase/rental of an automated side loader (ASL) sanitation truck to ensure continued collection of sanitation waste throughout the Town, which has resulted due to the Town's two (2) automated side loader (ASL) sanitation trucks - Unit #58 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 ensure the continued and immediate collection of residential solid waste and related operations.

In an effort to resolve this issues as quickly as possible, the Public Works Department has identified a potential vendor, Big Truck Rental, LLC, to assist with providing an ASL vehicle that will meet the Town's requirements to continue the collection of residential solid waste while the Town's two (2) ASL vehicles are being repaired.

The emergency purchase/rental proposal, in the amount of \$12,000 includes:

- One (1) ASL Truck for four (4) consecutive weeks

Funding to support this emergency purchase/rental is available with the FY 2026 Budget – Sanitation Fund (Account #404-534-404-44100 - \$22,414)

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 meets 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 \$12,000 under the Town's Purchasing Code, Sec. 2-249. Alternative Source Selection – Emergency Purchase.