

STAFF REPORT REGULAR MEETING

AGENDA DATE: January 20, 2026

DEPARTMENT: Public Works

TITLE:

Purchase Order with Kelly Tractor Co. for a Caterpillar 420 Backhoe Loader for the Public Works Department

SUMMARY:

This Purchase Order authorizes the City to purchase one (1) Caterpillar 420 Backhoe Loader from Kelly Tractor Co. through the Florida Sheriff's Association Contract No. FSA23-EQU21.1 (Equipment) at a total cost not to exceed \$131,560.00.

BACKGROUND AND JUSTIFICATION:

The Public Works Department requires a new backhoe loader to support daily maintenance, construction, and infrastructure repair activities throughout the City. This equipment will be utilized for excavation, trenching, material handling, and utility-related work and will help maintain operational efficiency and service responsiveness.

The Caterpillar 420 Backhoe Loader will be purchased through the Florida Sheriff's Association cooperative purchasing program, which satisfies procurement requirements by utilizing competitively solicited contract pricing. The proposed unit meets the City's operational needs and equipment standards and includes necessary attachments, operator safety features, and upgraded options suitable for municipal use.

MOTION:

Move to approve/disapprove the purchase order with Kelly Tractor Co. for the purchase of a Caterpillar 420 Backhoe Loader for the Public Works Department at a cost not to exceed \$131,560.00.

ATTACHMENT(S):

Fiscal Impact Analysis
Proposal

FISCAL IMPACT ANALYSIS

Five Year Summary of Fiscal Impact:

Fiscal Years	2026	2027	2028	2029	2030
Inflows/Revenues					
Appropriated (Budgeted)	0	0	0	0	0
Program Income	0	0	0	0	0
Grants	0	0	0	0	0
In Kind	0	0	0	0	0
Outflows/Expenditures					
Appropriated (Budgeted)	\$131,560.00	0	0	0	0
Operating	0	0	0	0	0
Capital	0	0	0	0	0
Net Fiscal Impact <i>(If not budgeted)</i>	0	0	0	0	0
No. of Addn'l Full-Time Employee Positions	0	0	0	0	0

Contract Award - Existing Appropriation (Budgeted)	
	Expenditure
Department	Public Works
Division	Cemetery
GL Description	Other / Machinery & Equipment
GL Account Number	301-5050-539.64-00
Project Number	GV2602
Requested Funds	\$131,560.00
Remaining Balance	\$8,440.00
Source of Revenue (i.e. Paygo. Current Revenue, Bond Money, Grants, etc.)	Fund Balance (Cemetery Savings)