

STAFF REPORT UTILITY MEETING

AGENDA DATE: November 29, 2022

DEPARTMENT: Electric Utility

TITLE:

Purchase Order(s) to Federal Contracts Corp for the purchase and delivery of a 12,000 pound capacity forklift

SUMMARY:

Purchase Order(s) to Federal Contracts Corp for the purchase and delivery of a 12,000 pound capacity forklift under State of Florida Term Contract at a cost not to exceed \$69,000.

BACKGROUND AND JUSTIFICATION:

The City's Electric Utility Warehouse is seeking to replace its 5,700 pound capacity forklift with a new 12,000 pound capacity forklift. The current forklift was manufactured in 2003, and has spent most of its useful life outdoors. As a result of its age and heavy-duty use, it is now in poor mechanical condition. Additionally, the asset has been fully depreciated and is currently inoperable without more costly repair work. The new 12,000 pound capacity forklift would increase the Material Management Department's capabilities, while reducing or eliminating the ongoing need for rentals and/or assistance from the Electric Utility Line Department. Further, this would allow the highly-skilled Line Department employees to focus their efforts on directly providing safe and reliable electric service, opposed to loading and unloading materials in excess of the current weight threshold.

The State of Florida awarded Federal Contracts Corp with a State Term Contract for Construction and Industrial Equipment (Contract No.: 22100000-21-STC). The pricing and related discounts are from the State Term Contract. The State Term Contract is available for review at the Department of Management Services website at: www.dms.myflorida.com/business_operations/state_purchasing/state_contractsand_agreements/state_term_contract/construction_and_industrial_equipment/complete_contract_contracts/complete_contract_federal_contracts_corp//. The City is authorized to purchase the forklift through the State Term contract as a cooperative purchase, which only requires the City to issue a Purchase Order for the purchase.

MOTION:

Move to approve/disapprove Purchase Order(s) to Federal Contracts Corp for the purchase and delivery of a 12,000 pound capacity forklift at a cost not to exceed \$69,000.

ATTACHMENT(S):

Fiscal Impact Analysis
State of Florida Contract Price Quote Form

FISCAL IMPACT ANALYSIS

Five Year Summary of Fiscal Impact:

Fiscal Years	2023	2024	2025	2026	2027
Inflows					
Program Income	0	0	0	0	0
Grants	0	0	0	0	0
In Kind	0	0	0	0	0
Outflows					
Operating	0	0	0	0	0
Capital	\$69,000	0	0	0	0
Net Fiscal Impact	0	0	0	0	0
No. of Addn'l Full-Time Employee Positions	0	0	0	0	0

Contract Award - Existing Appropriation	
	Expenditure
Department	Electric
Division	Material Mgmt / Warehouse
GL Description	Machinery & Equipment
GL Account Number	421-6030-531-64-30
Project Number	EL2301
Requested Funds	\$69,000