

## Information for Town Council Meeting on February 8, 2022

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TO: Mayor and Town Council

VIA: Kirk W. Blouin, Town Manager

VIA: Jane Le Clainche, CPA, Director of Finance

FROM: Dean Mealy, II CPPO Town Purchasing Manager

RE: Resolution Approving a Purchase Order to Duval Ford LLC in the Amount of \$71,517 and Establishing a Project Budget of \$72,000; **Resolution No. 023-2021**

DATE: 27 January 2022

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### **STAFF RECOMMENDATION**

Staff recommends Town Council approve a Purchase Order to Duval Ford LLC in the Amount of \$71,517 and Establishing a Project Budget of \$72,000.

### **SUMMARY EXPLANATION/BACKGROUND**

PAR 3 had a GMC Tilt Bed Truck used for trips to the dump, pickup of fertilizer and dirt. When it was taken in for service in November 2021, it was determined that the truck was so badly rusted that it was taken out of service.

Recreation/PAR 3 still have an on-going need to for this piece of equipment to support operations of the facilities.

### **METHOD OF PROCUREMENT**

Purchasing reached out to the two firms on the Florida Sheriff Association Contract for vehicles, Duval Ford LLC and Orlando Freightliner. Due to supply issues, only Duval Ford LLC was able to provide pricing as established by the State of Florida Contract.

The Florida Sheriff Association Contract provides best pricing to governmental agencies.

The unit sought for use at PAR 3 was available with all associated requirements specified by the Town.

### **FISCAL IMPACT/FUNDING SOURCE**

Recreation/PAR 3 currently has \$30,000 accumulated within the Equipment Replacement Fund for replacement of this asset. Since this is an unplanned replacement, it will require a transfer of \$30,000 from the Equipment Replacement Fund Contingency with the additional funding

requiring a \$42,000 transfer from the General Fund contingency.

**USER DEPARTMENT CONCURRENCE**

The Recreation Department is in full concurrence with this recommendation.

**DUE DILIGENCE**

Due Diligence was conducted to determine vendor responsibility, including corporate status and that there are no performance and compliance issues.

**TOWN ATTORNEY REVIEW**

This format has been utilized by the Town in previous recommendations and was approved by the Town Attorney.

CC: Carolyn Stone, Assistant Town Manager  
Mark Bresnahan, Division Director, Recreation  
Rod Lovett, Assistant Director  
Tim Campbell, Golf Course Superintendent