



## Cover Memorandum/Staff Report

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**File #:** 25-870

**Agenda Date:** 7/15/2025

**Item #:** 6.J.2.

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**TO:** Mayor and Commissioners  
**FROM:** Missie Barletto, Public Works Director  
**THROUGH:** Terrence R. Moore, ICMA-CM  
**DATE:** July 15, 2025

APPROVAL OF RESOLUTION NO. 127-25 TO AWARD AN AGREEMENT WITH TEN-8 FIRE & SAFETY, LLC FOR ORIGINAL EQUIPMENT MANUFACTURER PARTS AND RELATED SERVICE PURSUANT TO SOLE SOURCE APPROVAL IN THE AMOUNT OF \$120,000.00

**Recommended Action:**

Approval of Resolution No. 127-25 to award an Agreement with TEN-8 Fire & Safety, LLC for Original Equipment Manufacturer (OEM) Parts and Related Service pursuant to Sole Source Approval in the amount of \$120,000.00.

**Background:**

On June 10, 2025, the Fleet Maintenance Division of the Public Works Department (Fleet Maintenance) obtained Sole Source Approval for TEN-8 Fire & Safety, LLC (TEN-8) for OEM Parts and Related Services. TEN-8 is the City of Delray Beach's (City) authorized dealer for Pierce Manufacturing, Inc. brand fire apparatuses, of which the City owns and operates. OEM parts and related services are necessary to preserve the warranties of these vehicles therefore they must be purchased from TEN-8.

The agreement value is \$120,000.00 for the 24-month term of the agreement with no renewal options.

The City, at its sole discretion, reserves the right to terminate this agreement with or without cause immediately upon providing written notice to the contractor. Upon receipt of such notice, the contractor shall not incur any additional costs under the agreement. The City shall be liable only for reasonable costs incurred by the contractor prior to the date of the notice of termination. The City shall be the sole judge of "reasonable costs."

This motion is in accordance with City of Delray Beach Code of Ordinances Section 36.02, Commission Approval Required; and Purchasing Policies and Procedures, Limited or No Competition Acquisitions.

**Attachments:**

1. Resolution No. 127-25
2. Agreement SS2025-014
3. Exhibit A - Sole Source Approval
4. Exhibit B - Insurance
5. Legal Review

**City Attorney Review:**

Approved as to form and legal sufficiency.

**Funding Source/Financial Impact:**

Funding is available from 501-43-000-549.52-51 (Outside Service) and 501-43-000-549.52-52 (Outside Parts).

**Timing of Request:**

Timely approval is requested to facilitate timely repairs to public safety vehicles.