



City of Delray Beach

100 N.W. 1st Avenue
Delray Beach, FL 33444

Cover Memorandum/Staff Report

File #: 25-1692

Agenda Date: 1/6/2026

Item #: 6.L.4.

TO: Mayor and Commissioners
FROM: Missie Barletto, Public Works Director
THROUGH: Terrence R. Moore, ICMA-CM
DATE: January 6, 2026

APPROVAL OF RESOLUTION NO. 12-26 TO AWARD AN AGREEMENT WITH SOUTHERN SEWER EQUIPMENT SALES AND SERVICE, INC. FOR ORIGINAL EQUIPMENT MANUFACTURER (OEM) PARTS AND SERVICES PURSUANT TO SOLE SOURCE APPROVAL IN THE AMOUNT OF \$90,000

Recommended Action:

Motion to approve Resolution No. 12-26 to award an agreement with Southern Sewer Equipment Sales and Service, Inc. for OEM parts and services for VacCon sewer vac trucks and Global Environmental street sweepers pursuant to Sole Source Approval in the amount of \$90,000.00; authorizing the City Manager to execute any amendments and/or renewals thereto and take any and all actions necessary to effectuate the intent of this resolution; providing an effective date; and for other purposes.

Background:

The Public Works Department / Fleet Division is responsible for the maintenance of four (4) sewer vac trucks and one (1) street sweeper truck, manufactured by VacCon and Global Environmental, respectively. Southern Sewer Equipment Sales and Service, Inc. (SSES) is the only factory-authorized dealer for OEM parts and services for both VacCon and Global specialty vehicles. The City has utilized SSES via the sole source procurement method since 2017.

The agreement term will commence upon approval by City Commission and shall remain in effect for two years, as long as the contractor remains a Sole Source.

Staff estimates that approximately \$45,000 will be spent annually on maintenance and related services. Services will be performed by SSES on an as-needed basis. The cumulative agreement value is provided below:

Agreement Value SS 2026-004		
Initial Term	Upon Execution - January 6, 2028	\$90,000.00
TOTAL		\$90,000.00

This motion is in accordance with City Code of Ordinances Section 36.02, Commission Approval Required and Purchasing Policies and Procedures,

Attachments:

1. Resolution No. 12-26
2. Exhibit A to Resolution No. 12-26
3. Agreement SS 2026-004
4. Legal Review Checklist

City Attorney Review:

Approved as to form and legal sufficiency.

Funding Source/Financial Impact:

Funding is available from 501-43-000-549.52-51 and 501-43-000-549.52-52.

Timing of Request:

Approval Required