



## Cover Memorandum/Staff Report

**File #:** 25-1568

**Agenda Date:** 12/8/2025

**Item #:** 6.Q.2.

**TO:** Mayor and Commissioners  
**FROM:** Missie Barletto, Public Works Director  
**THROUGH:** Terrence R. Moore, ICMA-CM  
**DATE:** December 8, 2025

APPROVAL OF RESOLUTION NO. 221-25 TO AWARD AN AGREEMENT WITH AL PACKER, INC. FOR THE PURCHASE OF FORD OWNER MANUFACTURER (OEM) VEHICLE PARTS AND SUPPLIES UTILIZING SOURCEWELL REQUEST FOR PROPOSAL (RFP) NO. 080124 IN THE AMOUNT OF \$720,000.00

**Recommended Action:**

Motion to approve Resolution No. 221-25 to award an agreement to Al Packer, Inc., for the purchase of Ford OEM vehicles parts and supplies utilizing Sourcewell RFP No. 080124 in the amount of \$720,000.00; 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 Fleet Maintenance Division (Fleet) of Public Works is responsible for maintaining and repairing all City of Delray Beach (City) vehicles. Many of these vehicles are Ford manufactured and require OEM parts and/or contracted repairs.

On December June 13, 2024, Sourcewell, a State of Minnesota local government agency and service cooperative that offers cooperative procurement solutions to government entities, issued RFP No. 080124 for Ford OEM Vehicle Parts and Supplies.

On November 14, 2024, Sourcewell awarded Master Services Agreement No. 080124-FMC to Ford Motor Company pursuant to the RFP. The agreement allows for any designated Ford Pro Dealership to participate in contract pricing, providing for products and services at many local dealerships. The agreement is valid through November 14, 2028, and may be extended for three (3) additional one-year periods.

The requested agreement value is as follows:

Initial Term	Upon Execution - November 14, 2028	\$360,000.00
Renewal Term #1	November 15, 2028 - November 14, 2029	\$120,000.00
Renewal Term #2	November 15, 2029 - November 14, 2030	\$120,000.00

Final Renewal	November 15, 2030 - November 14, 2031	\$120,000.00
TOTAL		\$720,000.00

In a continued effort to maintain the City's fleet in a safe and reliable manner, Fleet is requesting approval to purchase from Al Packer, Inc. (Al Packer) utilizing Sourcewell RFP No. 101520 to ensure uninterrupted access to parts and repair services.

This motion is in accordance with the Code of Ordinances Chapter 36.02, Commission Approval Required; and Purchasing Policies and Procedures, Accessing Contracts from Other Government Agencies and Not-for-Profit Organizations.

**Attachments:**

1. Resolution No. 221-25
2. Exhibit A - Agreement No. P2026-009
3. Exhibit B - Insurance
4. Legal Review Checklist
5. Sourcewell RFP No. 080124 Pricing List
6. Sourcewell Master Services Agreement No. 080124-FMC
7. Sourcewell RFP No. 080124

**City Attorney Review:**

Approved as form and legal sufficiency.

**Funding Source/Financial Impact:**

Funding is available from 501-43-000-549.52-52 (Operating Supplies C.G./Outside Parts) and 501-43-000-549.52-51 (Operating Supplies C.G./Outside Service)

**Timing of Request:**

Approval of these agreements is time sensitive to avoid an interruption in parts and service procurement for the City's fleet vehicles, most of which are Ford manufactured.