



Legislation Text

File #: 17-137, Version: 1

TO: Mayor and Commissioners
FROM: John Morgan, Environmental Services Director
THROUGH: Chief Neal de Jesus, Interim City Manager
DATE: February 21, 2017

PRIOR APPROVAL OF FISCAL YEAR 2017 SPENDING LIMIT GREATER THAN \$25,000 WITH BOCA RATON SMALL ENGINES, INC.

Recommended Action:

Motion to Approve multiple acquisitions of less than \$25,000 each to Boca Raton Small Engines, Inc. for outdoor power equipment and portable power parts and services in a total not-to-exceed amount of \$50,000 for Fiscal Year 2017.

Background:

The Public Works Division in the Environmental Services Department and Parks Maintenance Division have an on-going requirement for outdoor power equipment and portable power parts and services in order to properly maintain the City fleet of equipment. Boca Raton Small Engines, Inc. frequently provides the lowest quotes for these types of goods and services and the Public Works Division is requesting approval to use Boca Raton Small Engines, Inc. for multiple purchases during Fiscal Year 2017 in a not to exceed amount of \$50,000. To date in Fiscal Year 2017, Boca Raton Small Engines, Inc. has been awarded orders totaling \$17,390.84.

Spending amount over the past three years

2016 - \$32,584.64
2015 - \$31,112.53
2014 - \$34,892.35

By approving the recommended motion, the Commission is recognizing that multiple small and unpredictable purchase decisions that are likely to occur over the course of the year will total over \$25,000. This amount of spending requires prior Commission approval under the City Code of Ordinances, Chapter 36, Section 36.03(B), *"Multiple Acquisitions From Vendor Exceeding Twenty-Five Thousand Dollars (\$25,000.00) in Any Fiscal Year"*.

City Attorney Review:

Approved as to form and legal sufficiency.

Finance Department Review:

Finance recommends approval.

Funding Source:

Funding is available from several operating expense accounts.