



INTEROFFICE MEMORANDUM

May 30, 2017

TO: Mayor Teresa Jacobs
And Board of County Commissioners

FROM: Carrie Woodell, Manager, Procurement Division

CONTACT: Bryan Lucas, Manager,
Fleet Management Division
407-836-8202

SUBJECT: Approval of Contract Y17-1075-PD, Vactor Trucks Repair and Service

ACTION REQUESTED:

Approval of Contract Y17-1075-PD, Vactor Trucks Repair and Service, with Environmental Products of Florida, in the estimated annual contract award amount of \$400,000. Further request authorization for the Procurement Division to renew for four additional 1-year terms.

PROCUREMENT:

This contract will provide repair and service of the Vactor units and systems installed on the Vactor trucks with minimum down time.

FUNDING:

Funding will be made available in account numbers 5530 043 2035 4164.

APPROVALS:

The Fleet Management Division concurs with this recommendation.

DISCUSSION:

This contract will allow for original equipment manufactured (OEM) parts and service to be used in maintaining and servicing the vacuum units of the Vactor vehicles. By using only OEM parts the system warranty is maintained and guarantees system compatibility with all parts. In an effort to identify any authorized service providers, Procurement posted a statement on the County's web page for a period of ten days. Environmental Products of Florida was the only respondent to the inquiry.

Utilities uses these trucks for water and sewer line clean out, repairs, sewer spills, overflowing watered areas and other situations requiring the use of a vacuum to mitigate liquid spill that pose a threat to health and property damage of citizens. The units can be used as high pressure water jets or as large vacuum units.

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Public Works also uses this style of truck, but mostly for storm water clean outs and maintenance.

Utilities currently has six Vactor trucks with an average acquisition cost of \$472,700. These assets are heavily used and Utilities sees no future change in this usage. Utilities plans to purchase one to two additional units in the coming years, in an effort to replace older units.

This contract will allow Fleet to quickly and efficiently purchase parts and labor when required to maintain and repair these high priority trucks. This will ensure factory authorized parts will be supplied and factory authorized trained technicians will work on the units leading to decreased downtime.

General maintenance will not be performed under this contract, only maintenance and repair of the vacuum system and any associated components.

The price was determined to be fair and reasonable when compared to the prior service charges for the maintenance and repair of the Vactor trucks. Labor rates will be charged at \$100 per hour for shop labor and \$105 per hour for field service with a \$50 trip charge. The after hours labor rate is \$150 per hour and parts are charged at a 10% discount off list price. These rates are consistent with prior purchases. Based on historical usage the Fleet Management Division estimates the entire contracted amount will be used.