

**Lee County Board Of County Commissioners  
Agenda Item Summary**

**Blue Sheet No. 20130778**

**ACTION REQUESTED/PURPOSE:**

- A) Approve an annual expenditure of \$135,000.00 under Project No. W-120422 regarding the Maintenance, Repair Service and Parts for Caterpillar Equipment for Solid Waste from the awarded vendor, Kelly Tractor Company.
- B) Grant permission to continue using the Waiver on an as needed basis.
- C) Retroactively approve the expenditure of \$25,000.00, via Purchase Order #13337500, issued to Kelly Tractor Company on September 3, 2013 under Emergency No. EE130646.

**FUNDING SOURCE:**

Fund: Solid Waste System Ops-Disposal Facilities-Vehicle Mtc.

**WHAT ACTION ACCOMPLISHES:**

This action will allow Solid Waste to continue purchasing required Services and Parts from Kelly Tractor Company, the sole provider of the required Caterpillar equipment, parts and service maintenance in this area.

**MANAGEMENT RECOMMENDATION:** Approve.

**Departmental Category:** A8A

**Meeting Date:** 9/24/2013

<b>Agenda:</b>  Administrative	<b>Requirement/Purpose: (specify)</b>	<b>Request Initiated Commissioner:</b> <b>Department:</b> SOLID WASTE <b>Division:</b> No Divisions <b>By:</b> Lindsey Sampson
	<input type="checkbox"/> Statute <input type="checkbox"/> Ordinance <input checked="" type="checkbox"/> Admin Code AC-4-1 <input type="checkbox"/> Other	

**Background:**

On August 29, 2013, Procurement Management received a Purchase Order revision for the Procurement Management Director's approval from the Solid Waste Division to purchase items for equipment maintenance using the quote approved under project No. W-120422. The Solid Waster Division was informed that the requested purchase would exceed the authorized administrative approval level of \$100,000.00. In response, the Director of Solid Waste Division requested Procurement to prepare a request for formal Board approval of the waiver and an increase in the estimated annual expenditure from \$100,000 to \$135,000.

The proposed increase in the annual expenditure level will allow Solid Waste to meet its maintenance needs for the remainder of FY2013; it also includes the emergency purchase order approval in the amount of \$25,000.00 (approved as EE130646).

Funds will be available in the following account string: OB5340840100.504620.243

- Attachment: 1. Justification for sole source waiver form  
2. Sole source letter from Caterpillar

**11. Required Review:**

<i>Lindsey Sampson</i>	<i>Robert Franceschini</i>	<i>Thelma Davis</i>	<i>Peter Winton</i>	<i>Dawn Perry-Lehnert</i>	<i>Doug Meurer</i>
SOLID WASTE	Purchasing	Budget Analyst	Budget Services	County Attorney	Public Works Director

**12. Commission Action:**