

**CITY OF CAPE CORAL
REQUEST FOR SOLE SOURCE OR SINGLE SOURCE PURCHASE**

Requesting Department: Public Works - Fleet Services

Vendor Name: Altec Industries

Address: 3755 Interstate Park Road West, Riviera Beach, FL 33404

Phone: 561-686-8550 E-Mail: chris.kyser@altec.com

Price: \$ 30,000 Account: 516-30511-534120-30 (Outside Services) Fund: Fleet ISF

Description of item to be procured:

Repairs, maintenance, parts and inspections of Altec Bucket Trucks

1.) Uniqueness of vendor's item/service. How is this vendor the only vendor uniquely qualified to provide the product or service:

They are a sole source vendor for inspections, repair and maintenance of Altec Bucket trucks. They are the nearest authorized dealer of Altec original equipment for sales, service, parts and maintenance in the Cape Coral, Florida area. This is one of three Altec Mobile Services Field offices that is an authorized dealership in the state of Florida for sales, parts and service.

2.) Market Research. Describe other, similar sources or products available in the market, if any, and why they are not acceptable:

There are no other authorized repair services for these vehicles in this area.

3.) Proposed Actions. Describe the actions the department will take to overcome the present barriers to competition for any future acquisition of this product or service:

Fleet Services will continue to research vendors for maintenance and repairs of Altec branded equipment.

Fleet Manager's Signature: Signature: AG Forbes Date: 10/01/2024

APW Assistant Public Works Director's Signature: Daniel Grant Date: 10/01/24

Approval: Procurement Manager Wendie Roop (not to exceed \$50,000.00) Date: 9/26/24

Approval: City Manager _____ (not to exceed \$100,000.00) Date: _____

Council authorization required if exceeding \$100,000.00

Revised 1/6/2020- Per Ordinance #52-19, Article VII: Purchase and Sale of Real and Personal Property. Adopted 12/02/2019

Rec'd on



August 19, 2024

Vickie Alan
Accounts Coordinator
Fleet Management
City of Cape Coral
1015 Cultural Park Blvd
Cape Coral, FL 33990

Dear Vicki:

Altec Industries is the manufacturer of Altec power transmission aerial and digger units and is the only provider of genuine Altec OEM parts, sales, rental, and service.

Thank you.

Sincerely,

Marcus W. Tyrrell
Service Level Agreement Consultant
5202 East 36th Hwy.
St. Joseph, MO 64507
816-262-9957
marcus.tyrrell@altec.com



TO: Crystal Feast, Interim Finance Director
Wanda Roop, Procurement Manager

FROM: Damon Grant, Assistant Public Works Director *DG*

DATE: October 1, 2024

SUBJECT: Altec Industries – Vendor# 143
Purchase Order for Altec Bucket Trucks maintenance FY 2025

Background

Altec Industries is a sole source vendor. They are one of three authorized service providers in the State of Florida for sales, parts, and service for Altec branded bucket trucks.

Recommendation

Fleet Services would like to open a purchase order for fiscal year 2025 in the amount of up to \$30,000 with Altec Industries. This purchase order will be used for inspections, parts, and repairs needed on Altec bucket trucks. It's imperative that Fleet has these bucket trucks inspected to ensure proper maintenance is completed and that they are safe for operators.

Funding Availability

Funding is available through Fleet's Internal Service Fund-Fleet Operations, account string 516-30511-534120-30 (Outside Services). These costs are then billed to the individual departments that own the asset.

DG/va

Attachments:

Altec Sole Source Form 2025
Altec SS Letter FY25

c: AJ Forbes, Fleet Manager *AJF*
Milagros Rosario, Senior Buyer *MR*