



City of Boynton Beach Agenda Item Request Form

Meeting Date: 07/15/2025

Proposed Resolution No. R25-175- Approving a second Amendment increasing the annual expenditure for the Sole Source Agreement with South Florida Emergency Vehicles for the purchase of parts, equipment, maintenance, and repair of Sutphen Fire trucks and ambulances, from \$200,000 to an amount not to exceed \$300,000.

Requested Action: Staff recommends approval of Proposed Resolution No. R25-175.

Explanation of Request: On October 1, 2024, the City Commission approved Resolution R24-232, authorizing a Sole Source Agreement with South Florida Emergency Vehicles for the purchase of parts, equipment, maintenance, and repair services for Sutphen fire trucks and ambulances. The agreement included an annual expenditure limit of \$100,000 and is set to expire on September 23, 2027.

On March 18, 2025, the City Commission approved Resolution R25-076, amending Resolution R24-232 to include the Warehouse Division, increasing the annual expenditure to \$200,000. This amendment followed the City's decision to discontinue the use of Napa for OEM parts procurement.

South Florida Emergency Vehicles is the exclusive authorized provider of OEM parts and services for Sutphen fire apparatus and ambulances.

Due to an increase in repair needs for fire trucks and rescue units, as well as rising costs of parts and services, the Public Works Department—along with the Warehouse Division—is requesting an increase in the annual expenditure limit to an amount not to exceed \$300,000.

Timely access to OEM parts and repair services is critical to maintaining the operational readiness of the Fire Rescue fleet and ensuring public safety.

This purchase is being made pursuant to the Sole Source Procurement Exemption outlined in Section X, Alternatives to Formal Sealed Bids, of the procurement policy. This section permits sole-source services and purchases when it is determined that only one viable source is available. Such circumstances may include, but are not limited to, repairs or additions from the original equipment manufacturer, exclusive regional suppliers, franchised or licensed distributors, or proprietary items. The vendor has submitted the required documentation to the City, and the Procurement Division has affirmed that the documentation for this purchase meets the Sole Source Procurement Exemption criteria.

How will this affect city programs or services? Enable the City to continue utilizing Sutphen's services.

Budgeted Item: Yes

Account Line Item and Description: FM - PARTS - 501-5000-590.09-82

Fiscal Impact: This expenditure increase will help ensure the continuity of fire and emergency services by maintaining the Fire Rescue fleet in reliable working condition.

Attachments:

[R25-175 Agenda_Item_3197-](#)

[2025_Resolution_for_South_Florida_Emergency_Vehicles__LLC.docx](#)

[Exhibit A to Resolution - Signed Amd #2](#)

[R24-232](#)

[R25-076](#)

[Boynton Beach, FL - Sole Source June 2025.pdf](#)