



Department of Public Utilities  
Public Utilities Administration  
Inter-Office Memorandum

**DATE:** June 28, 2023

**FILE:** PU-23-98

**TO:** George R. Keller, Jr. CPPT  
City Manager

**VIA:** <sup>DS</sup>  
*AR* Adam Reichbach  
Assistant City Manager for Finance and Administration

**VIA:** <sup>DS</sup>  
*GC* Gus Zambrano  
Assistant City Manager for Sustainable Development

<sup>DS</sup>  
*JS* **THRU:** <sup>DS</sup>  
*SS* Steve Stewart  
Director, Procurement and Contract Compliance

<sup>DS</sup>  
*VM* **FROM:** <sup>DS</sup>  
*VM* Vincent Morello, P.E.  
Director, Public Utilities

**SUBJECT:** Recommendation to Approve the Execution of Blanket Purchase Agreements with United Rentals, Sunbelt Rentals, and Herc Rentals for the Rental of Low, Regular, and Heavy Equipment in an amount up to \$100,000.00 each, during the period of June 1, 2023, to November 30, 2023. The Procurement Method used is Emergency. The total amount approved for all three agreements is up to \$300,000.

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**ISSUE:**

The Public Utilities Department (Department) has an urgent need to rent a range of low, regular, and heavy equipment. These rentals constitute a Departmental emergency due to the need to rapidly prepare for Hurricane Season and potential storm events. These supplies are needed to ensure the continuous operation and maintenance of critical infrastructure within the city, including the drinking water supply and distribution system, sewage treatment facility, and stormwater management system. Should a storm occur without the Department having this equipment available, the situation would pose a threat to the health and safety of the public.

**AUTHORITY:**

**§ 38.41 COMPETITIVE SOLICITATIONS REQUIRED; EXCEPTIONS**

**(C)(1) Emergency purchases:**

*In urgent cases of compelling emergency that require the immediate purchase of goods, supplies, materials, equipment or services, the CPO is authorized to secure, when possible, emergency goods, supplies, materials, equipment or services by open market procedure. **All such emergency purchases must receive prior administrative approval except for the most urgent situations presenting a clear and present substantial threat to life or property where immediate action is required.***

Funding has been provided in the fiscal year 2023 budget in Account Numbers:

- 442.409901.53600.564530.000743.000.000 - \$8,978.40
- 442.409903.53600.552240.000701.000.000 - \$114,167.60
- 443.419901.53800.552240.001492.000.000 - \$133,370.02

**RECOMMENDATION:**

Authorize the Execution of Blanket Purchase Agreements with United Rentals, Sunbelt Rentals, and Herc Rentals for the Rental of Low, Regular, and Heavy Equipment in amounts of up to \$100,000.00 each for a total of up to \$300,000 for all three agreements.

DocuSigned by:

*George R. Keller Jr., CPPT*

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7/11/2023

APPROVED BY: George R. Keller, Jr. CPPT  
City Manager

Date: \_\_\_\_\_

Attachments: United Rentals Quote #219401094  
United Rentals Quote #219414059  
Sunbelt Rentals Quote  
Herc Rentals Quote #55088774  
COI's & Risk Approval