

MEMORANDUM

January 21, 2026

TO: Honorable Mayor and City Commission

VIA: James Slaton, City Manager
Sarah B. Kirkland, Public Works Director

FROM: Holly Britt, Utilities Operations Manager

SUBJECT: Approval of Excavator purchase from Bobcat

SYNOPSIS: Staff requests commission approval to purchase an excavator from Bobcat to be able to complete everyday utility work within the Water Department.

STAFF RECOMMENDATION

It is recommended that the City Commission consider taking the following action:

1. Approve the excavator purchase of \$54,334.06 from Bobcat to assist in functions of the Water department.

BACKGROUND

Utility companies need mini excavators to have the ability to work in tight residential spaces to efficiently dig trenches for new lines (water, sewer), perform precision digging to locate existing utilities, and handle repairs with minimal disruption. This piece of equipment is essential for installing and maintaining underground infrastructure where large machines are unable to fit. Their compact size reduces ground damage, speeds up work, and allows for easier transport between diverse job sites.

The current budget has \$80,000.00 allocated for the purchase of an excavator. Staff recommends the commission take the following action, approve the purchase of an excavator from Bobcat Equipment in the amount of \$54,334.06.

OTHER OPTIONS

The Commission could choose to instruct staff not to purchase the equipment, thus hindering the productivity of staff.

FISCAL IMPACT

\$80,000 was placed in the current Capital Improvement Plan for the mini excavator.

ATTACHMENTS

Price quote Bobcat of Lakeland, Fl
Price quote Bobcat of Tampa, Fl.
Price quote Bobcat of Orlando, Fl.