



Hallandale Beach
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400 South Federal Hwy
Hallandale Beach, FL 33009

City of Hallandale Beach City Commission Agenda Cover Memo

Meeting Date:	October 19, 2016		Item Type: <small>(Enter X in box)</small>	Resolution x	Ordinance	Other
Fiscal Impact: <small>(Enter X in box)</small>	Yes	No	Ordinance Reading: <small>(Enter X in box)</small>		1st Reading	2nd Reading
	x		Public Hearing: <small>(Enter X in box)</small>		Yes	No
Funding Source:	530-4410-564010 – Automobiles (FLEET) 530-4410-564030 – Trucks-heavy (FLEET) 530-4410-564040 – Machinery and Parts (FLEET) 430-3310W-564010 (DPW Water) 001-7240-564020 (Parks)		Advertising Requirement: <small>(Enter X in box)</small>		Yes	No
						x
Account Balance:	530-4410-564010 - \$443,000 530-4410-564030 - \$1,570,000 530-4410-564040 - \$482,000 (\$443,500 for fleet equipment replacement) 443001-7240-564020 - \$41,000 \$2,456,500 from FLEET (Replacement) \$41,000 From PARKS (New) \$2,497,500 TOTAL		Quasi Judicial: <small>(Enter X in box)</small>		Yes	No
Project Number :	N/A		RFP/RFQ/Bid Number:		Florida Sheriffs Association Bid #15-23-0904 (Police rated, administrative, utility vehicles, trucks and vans) Florida Sherrifs Association Bid #15-13-0904 (Cab & Chassis & Other Fleet Equipment) Broward County Sheriff's Office Bid #13104030 (Emergency equipment for law enforcement vehicles) National Joint Powers Alliance Contract #102811-NAF (Public Safety, Vehicles, Fire Trucks & Equipment)	
Contract/P.O. Required: <small>(Enter X in box)</small>	Yes	No	Strategic Plan Priority Area: <small>(Enter X in box)</small>			
	x					
			Safety <input type="checkbox"/> Quality <input checked="" type="checkbox"/> Vibrant Appeal <input type="checkbox"/>			
Sponsor Name:	Daniel Rosemond, City Manager		Department: Public Works		Steven F. Parkinson, P.E., PWLF, Director	

Short Title:

Staff Summary:

Background:

The City Commission approved the establishment of a Fleet Fund during the 2012 City Commission/City Manager Budget Workshops. This Fund was established in order to serve as a centralized fund designed to simplify and optimize the efficiency of new City vehicle purchases and allow for their on-going maintenance. The establishment of the Fleet Fund also implemented a "Leasing Program" whereby each year the various City Departments that utilize Fleet vehicles would budget an amount appropriate for the on-going maintenance and programmed replacement of their vehicles. Funds for replacement vehicles exist in the Fleet Fund, whereas new vehicle requests by a specific department are funded through individual departmental sources.

As part of this initiative, a detailed (Fleet Maintenance and Replacement Program - FMRP) was developed, capturing optimal service life for each vehicle, combined with the point in time where the City could glean the highest resale value for each vehicle. In following the established program, the City anticipates that its fleet will gradually become newer and require less annual maintenance.

Current Situation:

The City uses multiple contracts in order to procure vehicles. The following paragraphs outline the various contracts that staff will utilize during the upcoming 16-17 fiscal year.

The National Joint Powers Alliance (NJPA) is a public agency that serves as a national municipal contracting agency. It has the authority to develop and offer cooperative purchasing services to its membership. The City of Hallandale Beach is a member organization (Member ID: 65491) and therefore is able to utilize NJPA cooperative purchasing contracts in order to provide cost savings and cost avoidances that would otherwise be impossible for a City of our size to realize.

NJPA issued RFP #102811 on September 6, 2011 (Exhibit 2). RFP #102811 was awarded to National Auto Fleet Group on January 17, 2012 (Exhibit 3). Staff wishes to utilize NJPA's Contract/Bid #102811-NAF, Public Safety, Vehicles, Fire Trucks and Equipment with National Auto Fleet Group in order to purchase vehicles during FY16-17. The contract is currently in its

5th year extension and will expire January 17, 2016 (Exhibit 4). Staff will bring forth an item to Commission in the future in order to continue to utilize NJPA contracts for vehicle purchases.

The Broward County Sheriff's Office (BSO) released Invitation to Bid #13104030 on June 21, 2013 (Exhibit 5). Strobes R Us was awarded contract ITB# 13104030 by the Broward Sheriff's Office on August 12, 2013 (Exhibit 6). The City utilizes the services of vendor Strobes R Us in order to obtain emergency equipment for select units purchased. The current contract was renewed on August 11, 2016 and is valid until August 11, 2017 (Exhibit 7). The City is able to utilize this contract to purchase emergency equipment for all units purchased, and has elected to do so this fiscal year. The Fleet Fund, as well as the General Fund will provide the funding necessary to procure replacement and new units as well as outfitting a portion of these units with emergency equipment during the 16-17 fiscal year.

The Florida Sheriff's Association (FSA) opened Bid #FSA16-VEL24.0, Police Rated, Administrative, Utility Vehicles, Trucks & Vans (Exhibit 8), and Bid #FSA16-VEH14.0, Cab & Chassis Trucks & Other Fleet Equipment (Exhibit 9), to all qualified vendors on August 16, 2016. As a result of this bid process, Contract #FSA16-VEL24.0 and Contract #FSA16-VEH14.0 (Exhibit 10) were awarded by the FSA on September 30, 2016 to a number of vehicle vendors (Exhibit 11). The City wishes to utilize these two contracts in order to procure vehicles during the 16-17 fiscal year.

At the September 22, 2016 Budget Meeting, the City Commission approved staff recommendations for the acquisition of 62 replacement and 2 new units, which include equipment, trucks, and vehicles for the 16-17 fiscal year (Exhibit 11). The total budgetary expenditure for the 64 approved units is \$2,497,500. The Fleet Fund will finance the 62 replacement units (\$2,456,500), whereas the General Fund will fund 2 additional New Units (\$41,000).

Analysis:

Staff wishes to utilize the following contracts in order to purchase sixty two (62) replacement units and two (2) new units during FY16-17:

- National Joint Powers Alliance Contract #102811-NAF with National Auto Fleet Group
- Florida Sheriff's Association Contract #FSA16-VEL24.0
- Florida Sheriff's Association Contract #FSA16-VEH14.0

And to outfit a portion of purchased vehicles with emergency equipment utilizing:

- Broward County Sheriff's Office Bid #13104030

Why Action is Necessary:

Pursuant to Chapter 23, Section 23-8 Exception to Bid Requirements, (6) Bids and Contracts from Other entities, and Section 23-9 Cooperative Purchasing, the City Manager is authorized to procure all supplies, materials, equipment and services from other governmental units, when the best interests of the City would be served subject to the requirement that any purchase in excess of \$50,000 requires City Commission approval.

As the aforementioned purchase will be in excess of the City Manager's purchasing authority, City Commission authorization is required.

Proposed Action:

Staff recommends approval of the attached resolution authorizing the City Manager to purchase sixty two (62) replacement units and two (2) new units during FY16-17 in an amount not to exceed \$2,497,500.

Attachment(s):

- Exhibit 1 – Resolution
- Exhibit 2 – NJPA Request for Proposals Contract/Bid #102811-NAF
- Exhibit 3 – NJPA Award Contract/Bid #102811-NAF
- Exhibit 4 – NJPA Extension Contract/Bid #102811-NAF
- Exhibit 5 – BSO ITB #13104030
- Exhibit 6 – BSO Award ITB #13104030
- Exhibit 7 – BSO Renewal ITB #13104030
- Exhibit 8 – FSA ITB FSA16-VEL24.0
- Exhibit 9 – FSA ITB FSA16-VEH14.0
- Exhibit 10 – FDA16-NEH14.0 Bid Award Announcement
- Exhibit 11 – FSA16-VEL24.0 Bid Award Announcement
- Exhibit 12 – Vehicle Replacement FY1617