

CITY OF HALLANDALE BEACH, FLORIDA
MEMORANDUM


DATE: December 31, 2019

TO: Michel Michel, Deputy Police Chief

Note: All parties below will only receive the award recommendation memorandum via email.

CC: Terence Thouez, Captain Support Services
Sonia Quinones, Police Chief

Greg Chavarria, City Manager
Dr. Jeremy Earle, Assistant City Manager/CRA Executive Director
Keven Klopp, Assistant City Manager

FROM: Andrea Lues, Procurement Director 

SUBJECT: **Award Recommendation Memorandum: Re-Bid # FY 2017-2018-014-001 City of Hallandale Beach Police Department Uniform Purchases**

This project continues to be under a Cone of Silence. There is to be no communication with any of the Firms until the date and time of the City Commission meeting when the award or rejection of the solicitation will be made.

If you have any questions on any of the items below, please contact the Procurement Director immediately for clarification.

Due to the size of the documents for this Project, the USB drive has been forwarded to you via interoffice mail with a copy of all the following documents:

1. Two (2) Proposals received in response to this Bid. These include the references which must be reviewed and addressed by the Project Manager.
2. Award Recommendation Memorandum.
3. Addenda # 1 - # 3.
4. Summary Bid Price Sheet.
5. Bid document.
6. Non-Mandatory Pre-Bid Conference Sign-In Sheet 12/9/2019.
7. City Clerks List of Firm's Proposing 12/19/2019.
8. Best and Final Offer (BAFO) Local Vendor Preference.

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1. **Duties and Responsibilities:**

The Project Manager is responsible for preparing the agenda cover memo for recommendation of award of Contract to the City Commission. Contact the City Clerk if there are any questions on the agenda process.

2. **Agenda Process:**

As part of the agenda process, please provide the following items to the City Attorney's Office for creation of the Resolution:

- a. Award Recommendation Memorandum
- b. Bid document
- c. Agenda Cover Memo
- d. Recommended Firm's Variances is not applicable for any firm
- e. Recommended Firm's Legal Proceedings is not applicable for any firm
- f. All backup referenced in the Agenda Cover Memo

3. **Rejection of responses to the Bid:**

If the Bid is to be rejected, an agenda item must be prepared for the rejection. This is in accordance with Procurement Code Section 23-12, (4) Rejection of Bids.

4. **Attendance of recommended Firm(s) to the Commission meeting:**

The Procurement Department will invite the recommended Firm(s) for award of contract(s) to the City Commission meeting if requested by the City Manager's Office. You **must** email Andrea Lues alues@cohb.org, if the Firm(s) are to be invited and to advise of the date of the City Commission meeting.

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5. Negotiated Agreement:

The Project Manager and Department Director may proceed with negotiations, if applicable, after the Resolution for recommendation of award of contract has been executed. All insurance and bonding requirements must in place prior to commencement of any work, as required in the Bid. The Purchase Order must be received by the awarded vendor before any commencement of work. If you have any questions, please contact the Procurement Department.

6. Legal Proceedings:

No legal proceedings were stated by any of the proposing firms.

7. Firm's previous performance to the City:

The Procurement Department has no performance evaluations on file for any of the proposing firms.

8. References:

With each of the Firm's proposals there are references which have been provided. The Project Manager must review the references provided for the Firm that will be recommended for award of contract. If there any questions, concerns or other on this matter the Project Manager and Department Director must contact the Procurement Director.

9. Variances:

No variances were presented by any of the proposing firms.

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Bid Summary Information

Release Date of Re-Bid: November 21, 2019

The release notice for the Bid was sent via email to over eighteen (18) vendors from the City's Vendor list. The Bid was also advertised in the Hallandale Beach Chamber of Commerce website, City's website, DEMANDSTAR website, and City and HBCRA Social Media pages. The Bid was also advertised through the Miami Minority Business Development Agency Business Center, the U.S. Small Business Administration, and the Broward County Community Relations and Outreach Section Office of Economic and Small Business Development.

Non-Mandatory Pre-Bid Conference: December 9, 2019 at 11:00 A.M.

No vendors attended the non-mandatory pre-bid conference.

In addition to providing the opportunity for vendors to ask questions during the Non-Mandatory Pre-Bid Conferences, the Bid allowed for additional questions to be sent via email by no later than **December 12, 2019 at 11:00 a.m.**

Due Date: Responses to the Bid were due **December 19, 2019 at 11:00 a.m.**

Local Vendor Preference (LVP) Best and Final Offer (BAFO):

Gold Nugget Uniform dba Argo Uniform Co. Inc. applied for Local Vendor Preference Tier 2. Per Procurement Code 23-6, Award of Contract, (f)(2); when a responsive, responsible nonlocal business submits the lowest price, and the bid submitted by the tier 2 local vendor is within 5% of the lowest prices submitted by any vendor, the tier 2 local vendor shall have an option to submit another bid to match the lowest responsive bid. Golden Nugget Uniform Inc. dba Argo Uniform Co. price was \$53,050.54 and was within 4% of the lowest price submitted. Golden Nugget Uniform Inc. dba Argo Uniform Co. had the option to submit another bid to match the lowest responsive bid. LVP granted.

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Proposal Received:

Two (2) proposals were received.

Lou's Police Distributors, Inc.:

Project Manager must review the Firm's submission and make the determination of responsiveness.

- a. MQR #1. Yes, provided. Project Manager to confirm.
- b. MQR #2. Yes, provided. Project Manager to review Firm's responsibility to perform the services.

Gold Nugget Uniform Inc., dba Argo Uniform Co:

Project Manager must review the Firm's submission and make the determination of responsiveness.

- a. MQR #1. Yes, provided. Project Manager to confirm.
- b. MQR #2. Yes, provided. Project Manager to review Firm's responsibility to perform the services.

Synopsys Information of proposals received from the following Firms in order of Lowest Bid Amount:

Gold Nugget Uniform dba Argo Uniform Co. Inc. applied for Local Vendor Preference Tier 2. Per Procurement Code 23-6, Award of Contract, (f)(2); when a responsive, responsible nonlocal business submits the lowest price, and the bid submitted by the tier 2 local vendor is within 5% of the lowest prices submitted by any vendor, the tier 2 local vendor shall have an option to submit another bid to match the lowest responsive bid. Golden Nugget Uniform Inc. dba Argo Uniform Co. price was \$53,050.54 and was within 4% of the lowest price submitted. Golden Nugget Uniform Inc. dba Argo Uniform Co. submitted the Best and Final Offer (BAFO) of \$51,138.24 *.

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NO.	PROPOSING FIRM	BID \$ AMOUNT	LOCAL VENDOR PREFERENCE	VARIANCES	LEGAL PROCEEDINGS	REFERENCES
1	Gold Nugget Uniform dba Argo Uniform Co Inc. 101 N Dixie Highway Hallandale Beach, FL 33009 Selica Orenstein, President sevans@argouniform.com 954-457-7100	Local Vendor Preference Best and Final Offer \$51,138.24 *	Applied and received Tier 2 Local Vendor Preference	None	None	Provided. Project Manager to make responsibility determination.
2	Lou's Police Distributors Inc. 7815 West 4 th Avenue Hialeah, FL 33014 Linda Riccobono, President marlenelouspolice@outlook.com 305-825-8832	\$51,137.70 **	Not applicable	None	None	Provided. Project Manager to make responsibility determination.

*Gold Nugget Uniform dba Argo Uniform Co Inc. Best and Final Offer (BAFO) had mathematical errors on 5.11 brand for items # 1 and #3 which were corrected to reflect the price stated above.

**Lou's Police Distributors Inc. has additional costs not reflected in the \$51,137.70 for non-standard sizes for each brand.