



## City of Hallandale Beach City Commission Agenda Cover Memo

Meeting Date:	Item Type:		1 <sup>st</sup> Reading	2 <sup>nd</sup> Reading
2/19/2020	<input checked="" type="checkbox"/> Resolution	Ordinance Reading	N/A	N/A
File No.:	<input type="checkbox"/> Ordinance	Public Hearing	<input checked="" type="checkbox"/>	<input type="checkbox"/>
19-536	<input type="checkbox"/> Other	Advertising Required	<input checked="" type="checkbox"/>	<input type="checkbox"/>
		Quasi Judicial:	<input type="checkbox"/>	<input type="checkbox"/>
Fiscal Impact (\$):	Account Balance (\$):	Funding Source:	Project Number :	
\$0 See Cost Benefit	\$219,035.00	160-4130-534010	N/A	
Contract/P.O. Required	RFP/RFQ/Bid Number:	Sponsor Name:	Department:	
<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	RFP # FY 2018-2019-007 Community Shuttle Services	Vanessa Leroy, Director	Development Services	
Strategic Plan Focus Areas:				
<input checked="" type="checkbox"/> Financial	<input type="checkbox"/> Organizational Capacity	<input checked="" type="checkbox"/> Infrastructure	<input checked="" type="checkbox"/> Development, Redevelopment and Economic Development	
Implementation Timeline				
Estimated Start Date: 3/1/2020    Estimated End Date: 2/28/2025				

### SHORT TITLE:

A RESOLUTION OF THE MAYOR AND CITY COMMISSION OF THE CITY OF HALLANDALE BEACH, FLORIDA, AWARDED RFP # FY2018-2019-007 FOR MINIBUS SERVICES TO LIMOUSINES OF SOUTH FLORIDA INC., THE HIGHEST RANKED PROPOSER, AND AUTHORIZING THE CITY MANAGER TO NEGOTIATE A CONTRACT; AND PROVIDING AN EFFECTIVE DATE.

### STAFF SUMMARY:

#### Summary:

The proposed Resolution awards RFP # FY 2018-2019-007 Community Shuttle Services to Limousines of South Florida Inc. (LSF), a community shuttle service company, to operate the City's Community Shuttle Bus Service, also known as "Minibus". The Resolution also authorizes

the City Manager to negotiate and execute the terms of the contract with LSF, including services and technologies provided, selection of vehicles, routes, etc, and any future amendments of the contract as necessary. Award of this RFP will also allow the City to replace the old and damaged buses currently in circulation with new vehicles.

**Background:**

The City Community Shuttle Service is a free service provided to residents and visitors of Hallandale Beach for over twenty (20) years. It consists of four (4) routes. Currently this service is operated by Limousines of South Florida Inc. (LSF) through an awarded RFP agreement for Community Shuttle Services, originally executed in May 2014 with an expiration date of September 30, 2019. On June 20, 2019, the Hallandale Beach City Commission voted to extend this contract on a month-to-month basis, for a period not to exceed six months, which would end in March 2020 (Resolution 2019-046).

Previously, the Minibus services was funded by multiple sources, including the Broward County Transit Grant, Hallandale Beach Community Redevelopment Agency (CRA) contributions and the City's Transportation Fund. On August 21, 2019, Broward County approved the Transportation System Surtax Interlocal Agreement (ILA), which enables funding for the entire costs of operation, maintenance and capital costs for local community bus services using the Transportation Surtax proceeds.

Funding from Broward County for these services is accomplished through Broward County Transit's Community Shuttle Bus Program with an Interlocal Agreement (ILA) between Broward County and the local municipalities. This ILA with the City of Hallandale Beach was approved by the City Commission on October 11, 2019, through Resolution 2019-096.

The proposed Resolution will allow the City Manager to negotiate contract terms for the continuing operation of the Minibus service pursuant to recommendations from the evaluation of RFP 2018-2019-007.

**Current Situation:**

On May 28, 2019, Request For Proposal, RFP # 2018-2019-007 Community Shuttle Services, was launched for the selection of a community shuttle bus service provider to continue operating the minibus service in Hallandale Beach. As per the RFP, the new service would meet Broward County Transit's Community Shuttle Bus Program requirements and include new vehicles, technologies, including mobile app tracking, on-board cameras, and on-board free Wifi access.

The proposing firms were requested to provide a cost proposal for all three (3) following options:  
Option 1: The firm manages and operates the minibus program and provides the vehicles. The City supplies added technology packaging, including mobile app tracking, on-board cameras, and on-board free Wifi access.

Option 2: The firm manages and operates the minibus program. The City provides the vehicles and added technology packaging, including mobile app tracking, on-board cameras, and on-board free Wifi access.

Option 3: The firm manages and operates the minibus program, provides the vehicles and added technology packaging, including mobile app tracking, on-board cameras, and on-board free Wifi access.

Two (2) firms submitted proposals in response to the RFP: DVP Transportation Inc. (DPV) and Limousines of South Florida Inc. (LSF). Only LSF submitted cost proposals for all three options

above. DPV declined to bid for options 1 and 2. The released RFP and addenda are provided in Exhibits 2 thru 15. The City Clerk's list of proposers is provided in Exhibit 16.

The evaluation Committee completed review of and rated the firms' proposals. Limousines of South Florida was the highest ranked firm, which City Administration is recommending for contract award and negotiations. See attached Summary Rating Sheet in Exhibit 17.

The City of Hallandale Beach was recently awarded a \$2.5M Service Development Florida Department of Transportation (FDOT) State grant to purchase electric shuttle buses and charging equipment. This grant requires an equal match from the City and implementation of the project within 3 years. Execution of this grant will require Option 2 be included in the contract negotiations with the awarded firm, where the City provides the vehicles and added technology packaging including mobile app tracking, on-board cameras, and on-board free public Wi-Fi access.

**Why Action is Necessary:**

The current contract for community shuttle services expires in March 2020, after a six-month extension was granted by the City Commission. A new contract must be executed to continue service.

Pursuant to Chapter 23, Section 23-4, Competitive Bidding Required, all purchases of and contracts for equipment, supplies and contractual services, when the estimated cost shall exceed \$50,000 shall be based on competitive bids. Furthermore, pursuant to Chapter 23, Section 23-6, Award of Contract, the City Manager, shall have the authority to recommend to the City Commission award of contracts.

The Resolution and related contract with the awarded vendor are also needed to amend the Interlocal Agreement (ILA) with Broward County, which requires updated details such as community shuttle service vendor, service rates, vehicles, etc., for the City to receive funding from the County for the minibus service.

Furthermore, award of this RFP is required to allow the City to replace the old and damaged buses currently in circulation with new vehicles.

**Cost Benefit:**

The current minibus hourly service rate is \$46.94. Limousines of South Florida Inc. (LSF) proposed hourly service rates ranging from \$46.00 to \$62.00, based on the cost proposal options of the RFP, to manage and operate the minibus program. According to the Interlocal Agreement with Broward County, the proceeds from the Broward County Transportation Surtax will fully fund the operation and maintenance costs of the community shuttle service. Therefore, the cost for the minibus services will be funded by Broward County Transportation Surtax. Currently, the minibus provides more than 284,000 rides per year to the Hallandale Beach community along 4 routes.

**PROPOSED ACTION:**

Staff recommends approval of the Resolution awarding RFP # FY2018-2019-007 to Limousines of South Florida and authorizing the City Manager to negotiate an agreement and future amendments of such agreement to operate the City's Community Shuttle Bus Service.

**ATTACHMENT(S):**

Exhibit 1 – Proposed Resolution/Ordinance  
Exhibit 2 – RFP FY 2018-2019-007  
Exhibit 3 – Addendum 1

Exhibit 4 – Addendum 2  
Exhibit 5 – Addendum 3  
Exhibit 6 – Addendum 4  
Exhibit 7 – Addendum 5  
Exhibit 8 – Addendum 6  
Exhibit 9 – Addendum 7  
Exhibit 10 – Addendum 8- revised RFP  
Exhibit 11 – Addendum 9  
Exhibit 12 – Addendum 10  
Exhibit 13 – Addendum 11  
Exhibit 14 – Addendum 12  
Exhibit 15 – Addendum 13  
Exhibit 16 – City Clerks List of Proposers 7-25-19  
Exhibit 17 – Summary Rating Sheet  
Exhibit 18 – 2019 Community Bus Interlocal Agreement Broward County-City  
Exhibit 19 – FDOT Grant Award FM#446652.1