



City of Hallandale Beach City Commission Agenda Cover Memo

| Meeting Date: | Item Type: | | 1 st Reading | 2 nd Reading |
|---|---|---|-----------------------------|---|
| 5/5/2021 | <input checked="" type="checkbox"/> Resolution <input type="checkbox"/> Ordinance <input type="checkbox"/> Other | Ordinance Reading | N/A | N/A |
| | | Public Hearing | <input type="checkbox"/> | <input type="checkbox"/> |
| | | Advertising Required | <input type="checkbox"/> | <input type="checkbox"/> |
| | | Quasi-Judicial: | <input type="checkbox"/> | <input type="checkbox"/> |
| File No.: | | | | |
| 21-100 | | | | |
| Fiscal Impact (\$): | Account Balance (\$): | Funding Source: | Project Number: | |
| \$555,301.09 | 456,746.80 | Broward County Surtax Fund Account #4781-534010 | G2005 | |
| Contract/P.O. Required | RFP/RFQ/Bid Number: | Sponsor Name: | Department: | |
| <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No | N/A | Christy Dominguez, Acting Director | Development Services | |
| Strategic Plan Focus Areas: | | | | |
| <input checked="" type="checkbox"/> Finance & Budget | | <input type="checkbox"/> Organizational Capacity | | <input type="checkbox"/> Infrastructure/Projects |
| Implementation Timeline: | | | | |
| Estimated Start Date: 5/1/2021 Estimated End Date: 10/31/2021 | | | | |

SHORT TITLE:

A RESOLUTION OF THE MAYOR AND CITY COMMISSION OF HALLANDALE BEACH, FLORIDA; DECLARING UNIQUE CIRCUMSTANCES AND AUTHORIZING A SIX MONTHS AGREEMENT AMENDMENT FOR MINIBUS SERVICES UNDER PROVISIONS OF THE EXISTING CONTRACT AGREEMENT WITH LIMOUSINES OF SOUTH FLORIDA, INC.; AUTHORIZING THE CITY MANAGER TO EXECUTE AGREEMENT AND RELATED DOCUMENTS TO EXECUTE THE PROJECT; AND PROVIDING FOR AN EFFECTIVE DATE.

STAFF SUMMARY:

Summary:

Staff seeks authorization to extend the existing agreement with Limousines of South Florida, Inc. (LSF). The Hallandale Beach Community Shuttle Service has been operating on a temporary contract with the current bus operator LSF, which will expire on April 30, 2021. Due to delays

amid various entities as listed below, the City must resort to extending the existing contract to ensure continuity of the minibus service. The proposed Resolution authorizes a six (6) month extension to the existing agreement with LSF under unique circumstances.

Background:

On May 21, 2014 Resolution # 2014-45 was adopted awarding RFP # 2013-2014-002 Community Bus Services to Limousines of South Florida, Inc, authorizing the City Manager to execute an agreement with Limousines of South Florida, Inc., for the operation of the City Community Shuttle Services. (Exhibit 2).

The term and conditions of the Agreement between the City of Hallandale Beach and contractor for shuttle services dated March 14, 2014 (RFP # 2013-2014-002), began on June 1, 2014 and under terms Options 1 and 2 was in effect until September 30, 2017, and under option 2 was extended for two (2) additional one (1) year periods, until September 2019.

On June 19, 2019, the City Commission adopted Resolution #2019-046, declaring unique circumstances and authorizing a month-to-month agreement as needed for up to six months under provisions of the existing contract with Limousines of South Florida, Inc., RFP # 2013-2014-002, authorizing the City Manager to execute any agreement and related documents with Limousines of South Florida, Inc., for the operation of the City Community Shuttle Services (Exhibit 3).

On September 23, 2019, the contract was extended under the same conditions for a two-month period, from October 1st, 2019 through November 30, 2019, in alignment with City Commission Resolution No 2019-046, dated June 20, 2019 (Exhibit 4).

On November 12, 2019, the contract was extended under the same conditions for a three-month period, from December 1st, 2019 until February 29, 2020, in alignment with City Commission Resolution No 2019-046, dated June 20, 2019 (Exhibit 5).

On February 24, 2020, the contract was extended under the same conditions for a one-month period, from March 1st, 2020 until March 31, 2020, in alignment with City Commission Resolution No 2019-046, dated June 20, 2019 (Exhibit 6).

On March 9, 2020, the City declared a state of emergency due to global pandemic of COVID 19. The state of emergency affected all businesses and economies and resulted in the inability for the City and Limousines of South Florida, Inc., to reach an agreement for the award of RFP FY 2018-2019-007, as solicited by the City and proposed by the Contractor.

On March 30, 2020, the contract was extended under the same conditions for a one-month period, from April 1st, 2020 until April 30, 2020, and in accordance with Resolution No 2019-046, dated June 20, 2019 (Exhibit 7).

In order to continue to provide free-fare shuttle service to the public without disruption, while the City pursues a new procurement process, the City and Limousines of South Florida, Inc., agreed to extend the existing agreement for shuttle services, entering a six-month period from May 1, 2020 to October 31, 2020. The contractor was able to dedicate the same shuttle buses to service the City routes; however, the maintenance cost, due to age, had to be increased. The hourly rate for operations increased from \$ 46.94 to \$ 51.94 to cover additional maintenance expenses. Contract Amendment No 1 was fully executed on August 27, 2020 (Exhibit 9).

On April 24, 2020, Broward County Transit (BCT) informed the City that the County had ordered five (5) new propane fueled and ADA compliant vehicle fleet for COHB, according to the ILA

Article 3. Vehicles, 3.1. Lease. BCT also informed the City that the new fleet could be delivered to the City by the end of October 2020. Further communications with BCT indicated that these vehicles may be delivered closer to February 2021. The County has placed an order to replace more than 40 buses from their Community Shuttle Program. The County will prioritize which municipality or entity will receive the first vehicles on a vehicle age and mileage basis. The vehicles in most dire conditions will be replaced first.

On June 17th, 2020 the City Commission, through Resolution No. 2020-038, rescinded and repealed the award contract for Minibus Services to Limousines of South Florida, Inc., and authorized the City Manager to reject all proposals received pursuant RFP FY 2018-2019-007, and issue a new solicitation for Minibus Services (Exhibit 8).

On September 29, 2020, BCT informed the City that the estimated timeframe of January/February 2021 for bus delivery at BCT will be followed by a bus receipt/inspection process, application for permanent tags, etc. Also, as this will be the first time that the City is receiving propane buses, City staff and/or if a new third-party contractor will be operating service, will need to attend a propane fuel training class (scheduled by BCT) prior to release of buses to the City. This process can be an additional estimated 3 to 4 weeks.

On October 20, 2020, the City received the First Amendment to the Interlocal Agreement between the City and Broward County for Community Shuttle Services, including annual operating funding for Community Bus Service at the hourly rate of \$51.94 with an effective date of October 1, 2020.

On December 2nd, 2020 the City Commission, adopted Resolution No. 2020-112 declaring unique circumstances authorizing a six-month agreement amendment for minibus services under provisions of the existing contract agreement with Limousines of South Florida, Inc (LSF).; extending the agreement until April 30th, 2021, authorizing the City Manager to execute any agreement and related documents with Limousines of South Florida, Inc., for the operation of the City Community Bus Services, with effective day November 1st 2020, until April 30, 2021. (Exhibit 10). Executed LSF Contract Amendment No 2 (Exhibit 11).

Current Situation:

The City was required to submit the drafted RFP for BCT's approval to initiate the process to select the new service provider for Community Shuttle Operation and Maintenance of the new vehicle fleet. BCT approval was granted on 3/12/2021. There has been delays in the arrival of the new gasoline/propane community shuttle fleet on the manufacturing side. The new fleet will be received by the county in partial quantities until the total is completed. The new vehicle fleet will require a receipt/inspection process, application for permanent tags, and training classes scheduled by the County, and that City staff and/or new third party administrator will have to take, pushing the starting date of the operation of the new fleet by end of July 2021. The City requires to have a certain degree of flexibility under the existing uncertainty on the date of delivery of the gasoline/propane fleet and the completion of the RFP for Community Shuttle Operation and Maintenance services.

The City's desire is to provide Community Shuttle services to the public without disruption, and contractor is able to continue providing services with the current vehicle fleet under existing conditions agreed to on Contract Amendment No 1, but because of the aging vehicle fleet, LSF requested a one dollar (\$ 1.00) increase to the Per Hour Revenue (PHR) to \$52.94, and the parties agree for an extension of time effective May 1, 2021 and terminating upon the earlier of (a) October 31, 2021 or (b) when the City delivers notice to LSF that the newly manufactured County leased fleet has been delivered to the City, the County driver training program is complete, and all associated administrative processes are completed (Attachment 12).

Why Action is Necessary:

The City requires continued Community Shuttle services to the public without disruption under unique circumstances while the City awaits the arrival of the new BCT leased vehicle fleet, and while the City also pursues a new procurement process to select a vendor to operate and maintain the new vehicle fleet.

Pursuant to Chapter 23, Section 23-8 Exception to Bid Requirements, (5) Unique circumstances, where the City Commission finds unique circumstances to establish that competitive bidding is not in the best interest of the City. Purchases in excess of \$50,000 require a formal, written contract approved by the City Commission.

Cost Benefit:

The cost of operations from May 1, 2021 through the end of October 2021 is \$555,301.09, which includes operation and maintenance expenditures. This agreement will allow the minibus service to continue under the understanding that the cost of the service will be submitted to the County for reimbursement under the Surtax Grant Program.

PROPOSED ACTION:

The City Commission consider the attached Resolution.

ATTACHMENT(S):

Exhibit 1 – Proposed Resolution
Exhibit 2 – Resolution No. 2014-45
Exhibit 3 – Resolution No. 2019-046
Exhibit 4 – Extension Letter September 23, 2019
Exhibit 5 – Extension Letter November 12, 2019
Exhibit 6 – Extension Letter February 24, 2020
Exhibit 7 – Extension Letter March 30, 2020
Exhibit 8 – Resolution No. 2020-038
Exhibit 9 – LSF Contract Amendment No 1
Exhibit 10 – Resolution 2020-112
Exhibit 11 – LSF Contract Amendment No 2

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