



## City of Hallandale Beach City Commission Agenda Cover Memo

Meeting Date:		Item Type:		1 <sup>st</sup> Reading	2 <sup>nd</sup> Reading
<b>10/20/2021</b>  File No.:  <b>21-364</b>		<input checked="" type="checkbox"/> <b>Resolution</b> <input type="checkbox"/> <b>Ordinance</b> <input type="checkbox"/> <b>Other</b>	Ordinance Reading	<b>N/A</b>	<b>N/A</b>
			Public Hearing	<input type="checkbox"/>	<input type="checkbox"/>
			Advertising Required	<input type="checkbox"/>	<input type="checkbox"/>
			Quasi-Judicial:	<input type="checkbox"/>	<input type="checkbox"/>
Fiscal Impact (\$):		Account Balance (\$):	Funding Source:	Project Number:	
<b>\$ 488,651.52</b>		<b>\$1,077,435</b>	Community Shuttle Grant (Surtax Funding) Account #4781-534010	<b>G2005</b>	
ABC123456Contract/P.O. Required		RFP/RFQ/Bid Number:	Sponsor Name:	Department:	
<input checked="" type="checkbox"/> <b>Yes</b>	<input type="checkbox"/> <b>No</b>	<b>N/A</b>	<b>Vanessa Leroy Development Services Director</b>	<b>Development Services</b>	
Strategic Plan Focus Areas:					
<input checked="" type="checkbox"/> <b>Finance &amp; Budget</b>		<input type="checkbox"/> <b>Organizational Capacity</b>		<input type="checkbox"/> <b>Infrastructure/Projects</b>	
Implementation Timeline:					
Estimated Start Date: 11/1/2021    Estimated End Date: 4/30/2022					

### SHORT TITLE:

**A RESOLUTION OF THE MAYOR AND CITY COMMISSION OF HALLANDALE BEACH, FLORIDA, DECLARING UNIQUE CIRCUMSTANCES AND AUTHORIZING A SIX-MONTH AGREEMENT AMENDMENT FOR MINIBUS SERVICES UNDER PROVISIONS OF THE EXISTING CONTRACT AGREEMENT WITH LIMOUSINES OF SOUTH FLORIDA, INC.; AUTHORIZING THE CITY MANAGER TO EXECUTE AMENDMENT NO. 4 TO THE AGREEMENT AND ANY RELATED DOCUMENTS AND 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) for an additional six (6) months and to include the operation and maintenance of the shuttles leased from Broward County.

### **Background:**

The Hallandale Beach Community Shuttle Service has been operating on a temporary contract with the current bus operator LSF, which will expire on October 31, 2021. Due to delays amid various entities as listed below; and considering the procurement process to select a new Community Shuttle Service provider is expected to conclude in early FY2021/2022, the City must resort to extending the existing contract to ensure continuity of the shuttle service.

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 14).

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 term 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 1<sup>st</sup>, 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 1<sup>st</sup>, 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 1<sup>st</sup>, 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 the 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 1<sup>st</sup>, 2020, until April 30, 2020, per Resolution No 2019-046, dated June 20, 2019 (Exhibit 7).

On June 17<sup>th</sup>, 2020, the City Commission, through Resolution No. 2020-038, rescinded and repealed the awarded contract for shuttle 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 shuttle services (Exhibit 8).

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., have agreed to extend the existing Agreement between the City of Hallandale Beach and Contractor 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 vehicles 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 based vehicle age and mileage. The vehicles in the direst conditions will be replaced first.

On September 29, 2020, BCT informed the City that the estimated timeframe of January/February 2021 for bus delivery at BCT would be followed by a bus receipt/inspection process, application for permanent tags, etc. Also, as this would be the first time that the City would be receiving propane buses, City staff and/or if a new third-party contractor would be operating service, would need to attend a propane fuel training class (scheduled by BCT) before the release of buses to the City. This process could 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 Shuttle Service at the hourly rate of \$51.94. At that moment, the City requested that the effective date for the proposed hourly rate of \$51.94 be effective on October 1, 2020, to cover the total cost of the Community Shuttle operations in FY2020/2021.

On December 2, 2020, the City Commission, adopted Resolution No. 2020-112 declaring unique circumstances authorizing a six-month agreement amendment for shuttle services under provisions of the existing contract agreement with Limousines of South Florida, Inc (LSF) and extending the agreement until April 30<sup>th</sup>, 2021 for the operation of the City Community Bus Services, with effective day November 1, 2020, until April 30, 2021. (Exhibit 10). Executed LSF Contract Amendment No. 2 (Exhibit11).

On May 5, 2021, the City Commission, adopted Resolution No. 2021-038 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) and extending the agreement until October 31, 2021 for the operation of the City Community Shuttle Services, (Exhibit 12). Executed LSF Contract Amendment No. 3 (Exhibit13).

### **Current Situation:**

As of August 9, 2021, the City initiated the procurement process to select a service provider for the Community Shuttle Operation and Maintenance of the new Broward County Transit (BCT) leased vehicle fleet (RFP # FY 2020-2021-006 COMMUNITY SHUTTLE MAINTENANCE AND

OPERATION SERVICES). The procurement process is anticipated to conclude in early FY2021/2022. The proposed project schedule projects that an agreement will be negotiated and signed by the end of January 2022.

Broward County has purchased a fleet of six (6) Ford F550s, 28', 7.3l V8 gasoline engine, 14 passengers 2 wheelchairs, two (2) bike racks positions, buses to be leased to the City. Those vehicles are available for use by the City of Hallandale Beach upon the adoption of the Second Amended Interlocal Agreement with Broward County, scheduled for Commission approval on October 20, 2021. The County-leased buses will be operated by LSF under the proposed contract extension amendment. The City can replace the fleet with a new leased vehicle from the County subject to terms and conditions indicated on the ILA, Section 3.4 Replacement.

The City desires to provide community shuttle services to the public without disruption, and the contractor is able to continue providing services with the current vehicle fleet under existing conditions agreed to on Contract Amendment No. 3, with an Hourly Rate of \$51.94 and the parties agree for an extension of time effective November 1, 2021, terminating upon the earlier of (a) April 30, 2022, or (b) until such time the City awards the RFP # FY 2020-2021-006 contract. To operate the County-leased vehicles, LSF drivers will be required to complete County Driver Training Program (Exhibit 15).

**Why Action is Necessary:**

The City requires continued community shuttle services to the public without disruption under unique circumstances while the City awaits the completion of the procurement process to select a vendor to operate and maintain the new vehicle fleet on a permanent basis.

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 November 1, 2021, through the end of April 2022, at an hourly rate of \$51.94 is estimated at \$488,651.52, which includes operation and maintenance expenditures that will be covered 100% by Broward County Surtax Revenues (Community Shuttle Grant).

Maintaining this agreement will allow the minibuss service to continue with no additional costs to the City.

**PROPOSED ACTION:**

The City Commission considers 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 9/13/19
- Exhibit 5 – Extension Letter 11/12/19
- Exhibit 6 – Extension Letter 2/24/20

Exhibit 7 – Extension Letter 3/30/20  
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  
Exhibit 12 – Resolution No. 2021-038  
Exhibit 13 – Contract Amendment No. 3  
Exhibit 14 – LSF Contract 5/21/14  
Exhibit 15 – Proposed LSF Contract Amendment No. 4

Prepared By: \_\_\_\_\_

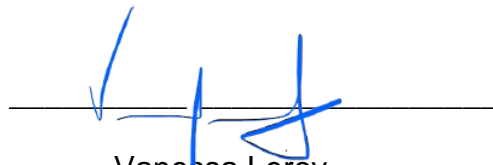


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