



**Hallandale Beach**  
PROGRESS. INNOVATION. OPPORTUNITY.

400 South Federal Hwy  
Hallandale Beach, FL 33009  
Revised 08072024

## City of Hallandale Beach City Commission Agenda Cover Memo

Meeting Date:	File No.:	Item Type:	1 <sup>st</sup> Reading	2 <sup>nd</sup> Reading	
<b>4/9/2025</b>	<b>25-079</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>\$250,800</b>	<b>\$311,800</b>	<b>348-6510-546080-P2416</b>	<b>P2416</b>		
Contract/P.O. Required	RFP/RFQ/Bid Number:	Sponsor Name:	Department:		
<input checked="" type="checkbox"/> <b>Yes</b> <input type="checkbox"/> <b>No</b>	<b>RFP # FY 2024-2025-05 ELEVATOR MODERNIZATION AND MAINTENANCE / REPAIR SERVICES</b>	<b>Jeff Odoms, Director</b>	<b>Public Works</b>		
Strategic Plan Focus Areas:					
<input type="checkbox"/> <b>Fiscal Stability</b>	<input type="checkbox"/> <b>Resident Services</b>	<input checked="" type="checkbox"/> <b>Public Safety</b>	<input checked="" type="checkbox"/> <b>Infrastructure &amp; Mobility</b>	<input type="checkbox"/> <b>Economic Development &amp; Affordable Housing</b>	
Implementation Timeline:					
Estimated Start Date: 5/1/2025			Estimated End Date: 4/30/2030		

### SHORT TITLE:

**A RESOLUTION OF THE MAYOR AND CITY COMMISSION OF THE CITY OF HALLANDALE BEACH, FLORIDA, AWARDED RFP # FY 2024-2025-05 ELEVATOR MODERNIZATION AND MAINTENANCE / REPAIR SERVICES TO MAVERICK UNITED ELEVATOR, LLC, AUTHORIZING AN AGREEMENT FOR A NOT TO EXCEED AMOUNT OF TWO HUNDRED THOUSAND, EIGHT HUNDRED DOLLARS (\$200,800), PLUS A FIFTY THOUSAND DOLLAR (\$50,000) CONTINGENCY, FOR A TOTAL NOT TO EXCEED AMOUNT OF TWO HUNDRED, FIFTY THOUSAND, EIGHT HUNDRED DOLLARS (\$250,800) TO COMPLETE AN ELEVATOR MODERNIZATION PROJECT, INCLUSIVE OF FIVE (5) YEARS OF ANNUAL MAINTENANCE SERVICES, FOR THE SIX (6) ELEVATORS LOCATED AT CITY HALL AND THE POLICE DEPARTMENT; AND PROVIDING FOR AN EFFECTIVE DATE.**

## **STAFF SUMMARY:**

### **Summary:**

Staff seeks the City Commission's approval to award RFP # FY 2024-2025-05 Elevator Modernization and Maintenance / Repair Services to Maverick United Elevator, LLC, and authorization for the City Manager and City Attorney to negotiate and execute an agreement for a not to exceed amount of \$250,800, inclusive of the Elevator Modernization Phase and five (5) years of annual maintenance services for six (6) elevators, including the City Hall and Police Department, and elevator repairs as needed of \$50,000, through the end of the contract term.

### **Background:**

The Department of Public Works oversees the maintenance of the City's elevator systems, which are located at various facilities, including City Hall, the Police Department, Fire Station #60, North City Beach, the Department of Public Works (WTP), and Fire Station #7. To ensure safe and reliable operation in compliance with State and County regulations, the Department contracts out monthly maintenance and inspection services.

However, the elevators at City Hall and the Police Department rely on obsolete systems that have been discontinued, making repairs increasingly challenging. Modernizing these elevators is essential to maintaining their safe and efficient operation.

### **Current Situation:**

On November 25, 2024, the City published RFP # FY 2024-2025-05 Elevator Modernization and Maintenance / Repair Services. A non-mandatory pre-proposal conference and non-mandatory site visit was held on December 10, 2024. Three (3) firms were represented at the pre-proposal conference.

### **RFP Statistics and timeline:**

#### **Release Date of RFP – November 25, 2024:**

The release notice for the RFP was sent to vendors via email to over nine hundred ninety (990) vendors including vendors from the City's Vendor list and pertinent vendors that have a City Business Tax License to operate in the City.

The RFP was also advertised on:

- Hallandale Beach Chamber of Commerce website,
- City's website,
- DEMANDSTAR.com,
- City Social Media pages,
- Miami Minority Business Development Agency Business Center,

- U.S. Small Business Administration,
- Broward County Community Relations and Outreach Section Office of Economic and Small Business Development.

**In Person Non-Mandatory Pre-Proposal Conference and Site Visit – December 10, 2024:**

Three (3) firms were represented at the Pre-proposal Conference in person.

**Last Day for Questions for this project – December 16, 2024, by 11:00 AM**

**Responses Due – January 9, 2025, by 11:00 AM**

**Evaluation Committee – February 9, 2025:**

The Evaluation Committee, appointed by the City Manager, was composed of the following individuals:

- Delven Patterson, Assistant Director of Parks, Recreation, and Open Spaces (PROs)
- Charles Casimir, Assistant Director of Public Works, Utilities
- Troy Gies, Assistant Director of Public Works, Internal Operations
- Jaime Cerna, Police Sergeant – Uniformed Patrol
- Melanie Reneau, PROs Area Coordinator

**Responsive Firms (in order first highest ranked to lowest ranked)**

	Rank	Evaluation Points	Variances	Legal Proceedings	References
Maverick United Elevator LLC	1	450	Included*	Included	Included
	MQR 1	MQR 2	MQR 3	MQR 4	MQR 5
	Met	Met	Met	Met	Met

\*Please see page 55 of the proposal for a variance to the liquidated damages section of the agreement.

Staff evaluated the response and determined Maverick United Elevator, LLC to be the highest ranked proposer.

Although only one (1) proposal was received, Maverick United Elevator, LLC has provided elevator maintenance services to the City for approximately five (5) years with satisfactory performance. The firm possesses extensive knowledge of the City's elevator systems and operational needs. Additionally, its proposed pricing for maintenance and hourly labor is comparable to current contractual costs.

A start date for construction has not yet been determined, as the project will significantly impact operations at City Hall and the Police Department. To minimize disruptions, the contractor will assemble all necessary materials before beginning the modernization work.

**Why Action is Necessary:**

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.

**Cost Benefit:**

Modernizing the elevator systems at City Hall and the Police Department is essential to ensure safe, reliable, and efficient daily operations. Upgrading these systems will reduce the risk of unexpected failures, minimize costly emergency repairs, and enhance accessibility for employees and visitors.

Additionally, regular annual maintenance remains critical to sustaining uninterrupted elevator operation and ensuring compliance with State and County requirements. Investing in modernization now will help extend the lifespan of these essential systems while reducing long-term maintenance costs.

**PROPOSED ACTION:**

The City Commission consider the attached Resolution.

**ATTACHMENT(S):**

- Exhibit 1 – Resolution
- Exhibit 2 – Award Information Memorandum
- Exhibit 3 – Summary Rating Sheet RFP #2024-2025-05
- Exhibit 4 – Agreement
- Exhibit 5 – Cost Proposal Summary 2024-2025-05

Prepared By: \_\_\_\_\_  
Gies Troy  
Gies Troy  
Assistant Director – Internal  
Operations

Reviewed By: \_\_\_\_\_  
*Jeffrey Odoms*  
Jeffrey Odoms  
Public Works Director

Reviewed By: \_\_\_\_\_  
*Noemy Sandoval*  
Noemy Sandoval  
Assistant City Manager

