



Legislation Text

File #: 17-0155, **Version:** 1

MOTION TO APPROVE THE FINDINGS AND RECOMMENDATION OF THE EVALUATION COMMITTEE AND TO AWARD RFP # AD-16-05 "FLEET MAINTENANCE" TO VERA-WILLIAMSON INVESTMENTS, INC. (VERA CADILLAC-BUICK-GMC) AND TO DIRECT THE CITY MANAGER TO NEGOTIATE A CONTRACT FOR SERVICES.

SUMMARY EXPLANATION AND BACKGROUND:

1. On November 14, 2016, the City Commission authorized the advertisement of RFP # AD-16-05 "Fleet Maintenance", which was later advertised on November 15, 2016.
2. The purpose of this solicitation was to find a contractor who would provide repair, maintenance, and parts for the City's fleet of vehicles.
3. On December 27, 2016, the City opened four (4) proposals and two (2) no bids from the following vendors:

Vendor Name

Adventure Tires LLC
AN Motors of Pembroke Pines dba Autonation Chevrolet of Pembroke Pines
Vera-Williamson Investments, Inc. (Vera Cadillac-Buick-GMC)
Pines Ford Lincoln (Malo Automotive Group)
First Transit, Inc. (No Bid)
First Vehicle Services (No Bid)

4. On February 23, 2017, the City convened an evaluation committee to evaluate the qualifications of the proposers based on the weighted criteria provided for in the RFP documents and listed below:

- Experience and Ability (25%)
- Previous Experience (25%)
- Firm's Understanding and Approach to the Work (20%)
- Project Cost (25%)
- Local Vendor Preference/Veteran Owned Small Business Preference (5%)

5. At the February 23, 2017 meeting, the evaluation committee ranked the vendors as shown below:

Rank Vendor Name

- | | |
|---|--|
| 1 | Vera-Williamson Investments, Inc. (Vera Cadillac-Buick-GMC) |
| 2 | AN Motors of Pembroke Pines dba Autonation Chevrolet of Pembroke Pines |
| 3 | Pines Ford Lincoln (Malo Automotive Group) |
| 4 | Adventure Tires LLC |

6. A motion was made and passed unanimously by the committee to short list the top three (3) contractors for presentations at a second meeting, giving each contractor thirty (30) minutes for presentations and a question and answer period.

7. On March 1, 2017, the evaluation committee listened to presentations from the top three (3) ranked contractors along with a question and answer period. The evaluation committee ranked the vendors as shown below:

Rank	Vendor Name
1	Vera-Williamson Investments, Inc. (Vera Cadillac-Buick-GMC)
2	AN Motors of Pembroke Pines dba Autonation Chevrolet of Pembroke Pines
3	Pines Ford Lincoln (Malo Automotive Group)

8. Based on the scoring results, the evaluation committee unanimously approved a motion to recommend the City Commission to award RFP # AD-16-05 "Fleet Maintenance" to the first ranked vendor, Vera-Williamson Investments, Inc. (Vera Cadillac-Buick-GMC), and to direct the City Manager to negotiate a contract for services.

9. Vera-Williamson Investments, Inc. (Vera Cadillac-Buick-GMC) has also completed the Equal Benefits Certification Form and has stated that the "Contractor will comply with the conditions of this section at the time of contract award."

10. The City currently utilizes Centerra Integrated Fleet Services, LLC. to perform the fleet maintenance function for the City. Centerra currently operates out of the City owned garages located at the City's Waste Water Treatment Facility (13975 Pembroke Road) and the Fire Department Garage (6057 SW 198 Terrace). The total cost of services paid to Centerra for the period of October 1, 2015 to September 30, 2016 is \$1,479,802.32, with \$423,428.32 of the cost related to the Fire Department.

11. Administration intends for Centerra to continue providing services for the Fire Department at the Fire Department's Garage as they have the necessary skills and are equipped to provide maintenance on various emergency vehicles, however the remainder of the City's fleet will be maintained under the new contract with Vera Cadillac. This new function sourcing agreement will make the area that is currently being utilized by Centerra at the City's Waste Water Treatment Facility Garage available for other City uses, and it shall also reduce the need for the City to purchase any equipment, including vehicle lifts, for that garage along with any costs related electricity, maintenance, etc..

12. The new agreement with Vera Cadillac will be based on each service performed, on an as-needed basis. Therefore, Administration believes that the City will realize savings under this contract as they would not need to pay for a fully staffed garage. In addition, Vera Cadillac will also provide after hour services which will facilitate the needs of Police Officers that work at night, and it would also allow for additional hours to complete maintenance or repairs for the City's fleet.

13. Request Commission to approve the findings and recommendation of the Evaluation Committee

and to award RFP # AD-16-05 "Fleet Maintenance" to Vera-Williamson Investments, Inc. (Vera Cadillac-Buick-GMC) and to direct the City Manager to negotiate a contract for services.

This item has been reviewed and approved for the agenda by the Commission Auditor.

FINANCIAL IMPACT DETAIL:

- a) Initial Cost:** The City paid Centerra \$1,056,374 for Fleet Maintenance Services in the 2015-16 FY for the City's fleet, not including the Fire Department. Administration expects to reduce the cost for this function by establishing a new contract with Vera for these services, as a result of the new structure of how these services will be performed.
- b) Amount budgeted for this item in Account No:** Funds are available in various accounts budgeted under object code # 46300 (R & M motor vehicles).
- c) Source of funding for difference, if not fully budgeted:** Not Applicable.
- d) 5 year projection of the operational cost of the project:** This contract shall be for an initial five year period with three additional two-year renewal terms.
- e) Detail of additional staff requirements:** Not Applicable.