



Legislation Text

File #: 18-1319, **Version:** 1

MOTION TO APPROVE THE FINDINGS AND RECOMMENDATION OF THE EVALUATION COMMITTEE AND TO AWARD RE-18-12 "VENDING MACHINES SERVICES" TO BETTOLI TRADING CORP.

SUMMARY EXPLANATION AND BACKGROUND:

1. On August 22, 2018, the City Commission authorized the advertisement of RE-18-12 "Vending Machine Services", which was advertised on August 28, 2018.
2. The purpose of this solicitation was to establish a contract to furnish, install, stock, replenish and maintain beverage machines, snack machines or both at various City locations, in accordance with the terms, conditions, and specifications contained in this solicitation. The selected vending company shall provide a monthly commission (revenue) to the City of Pembroke Pines.
3. On September 25, 2018, the City opened five (5) proposals from the following vendors:

Vendor Name	% of Gross Sales Payable to the City	Minimum Amount Per Month Payable to the City, Per Machine
InstaHealthy	15%	\$ 0.00
Double R Vending	25%	\$ 76.50
Right Choice Vending	33%	\$ 10.00
Bettoli Trading Corp	20%	\$ 51.00
Global Vending Service	10%	\$ 142.20
4. On November 5, 2018, the City convened an evaluation committee to evaluate the qualifications of the proposers based on the weighted criteria provided for in the bid documents and listed below:
 - Resale Pricing and Approach (40%)
 - References, Experience and Ability (10%)
 - Revenue Proposal (45%)
 - Local Vendor Preference/Veteran Owned Small Business Preference (5%)
5. At the November 5, 2018 meeting, the evaluation committee deemed GLocal Vending Service and Right Choice Vending as non-responsive as they did not submit all of the required bid documents.
6. The evaluation committee then made a motion, which passed unanimously, to reconvene the committee at a later date where the remaining three vendors would appear for a short presentation followed by a question/answer session with the evaluators.
7. The evaluation committee reconvened on November 14, 2018. The evaluators met with each of the shortlisted vendors for a total of ten minutes where they were able to ask questions for

clarification.

8. At the November 14, 2018 meeting, the evaluation committee ranked the remaining vendors as shown below:

Rank	Vendor Name
1	Bettoli Trading Corp
2	Double R Vending
3	InstaHealthy

9. Based on the scoring results, the evaluation committee unanimously approved a motion to recommend the City Commission to award RE-18-12 "Vending Machine Services" to the first ranked vendor, Bettoli Trading Corp.

10. Bettoli Trading Corp has also completed the Equal Benefits Certification Form and has stated that the "Contractor currently complies with the requirements of this section".

11. Request Commission to approve the findings and recommendation of the evaluation committee and to award RE-18-12 "Vending Machine Services" to Bettoli Trading Corp.

FINANCIAL IMPACT DETAIL:

a) Initial Cost: The City of Pembroke Pines would receive on a monthly basis the higher of either \$1,836 (\$51 per machine per month, 36 machines) or 20% of gross sales.

b) Amount budgeted for this item in Account No: Revenues will be allocated to the following Account #'s: 170-220590-552-2220, 171-220590-554-2220, 1-362024-800, 172-220515-2220.

c) Source of funding for difference, if not fully budgeted: Not Applicable

d) 5 year projection of the operational cost of the project: Not Applicable

e) Detail of additional staff requirements: Not Applicable.