



TO: Honorable Mayor & Members of the
Fort Lauderdale City Commission

FROM: Lee R. Feldman, ICMA-CM, City Manager

DATE: April 21, 2015

TITLE: Fleet Maintenance and Management Services – First Vehicle Services,
Inc. - \$16,675,000 (three year estimated cost)

Recommendation

It is recommended that the City Commission award a three-year contract for the purchase of fleet maintenance and management services to First Vehicle Services, Inc., (FVS), in substantially the form attached, in the estimated amount of \$16,675,000 (three year estimated cost).

Background

The Public Works Department Sustainability Division Fleet Services Program generated a request for a solicitation intended to procure the services of an experienced contractor to provide fleet management and maintenance service for the City's fleet.

The background for the solicitation process included the following:

- October 2014 – Request for Proposals (RFP) 555-11442 was issued for fleet maintenance and management services and central warehouse.
- December 2014 – The RFP closed with a total of five firms submitting proposals in response to the RFP. Proposals were received from FVS, G4S Integrated Services, JTA Fleet Management Services (JTA), Shenandoah Fleet Maintenance and Management, and Vector Fleet Management.
- January 2015 – The evaluation committee consisting of Carlos Berriz, Fleet Services Program Manager; Cris Dietz, Battalion Chief; Leigh Plotts, Administrative Assistant II; and Melissa Doyle, Solid Waste Coordinator met with AnnDebra Diaz, Procurement Specialist II, to evaluate the proposals and rank the firms according to the evaluation criteria. The evaluation committee shortlisted the top three ranked firms for the purpose of providing oral presentations. The shortlisted firms were FVS, G4S Integrated Services and JTA.

- February 2015 – The evaluation committee met to listen to the oral presentations. The evaluation committee rescored the proposals and ranked the firms according to the evaluation criteria.

Although JTA provided the lowest cost, they ranked last in all other criteria for the following reasons: JTA’s proposal changed the specifications to exclude any repairs to vehicles that they recommend for replacement. These repairs would result in a financial liability to the City by becoming non-targeted items and exposing the City to additional expenses at their discretion (refer to page 25, Section 1, Item 7.4 of the vendor’s proposal). Technician staffing levels were considerably lower than all other proposals and our current staffing levels. References provided experience with only sedans and motorcycles. Vendor did not provide any references for repair and maintenance of fire apparatus and heavy equipment. The financial review related to an automotive sales and service company that recently expanded into government fleet services.

- Based on the final ranking, FVS was the number one ranked firm as shown in the table below.

		FVS	G4S Integrated Services	JTA Fleet Management Services
EVALUATION CRITERIA	WEIGHT	RANK	RANK	RANK
Performance for local gov’t clients	15%	1	2	3
Experience of organization/personnel	15%	1	2	3
Providers ability to execute project	10%	1	2	3
Overall adequacy of resources & resource allocation	10%	1	2	3
Approach to providing specified services	5%	1	2	3
Quality Assurance Plan	5%	1	2	3
Preventive Maintenance Program	5%	1	2	3
Transition Plan	5%	1	2	3
Estimated Cost/Target Services Operation Budget	30%	3	2	1
OVERALL RANKING		1	2	3

Resource Impact

There is an estimated fiscal impact to the City in the amount of \$1,947,600 in Fiscal Year (FY) 15. Future expenditures are contingent upon approval and appropriation of the annual budgets. Future year expenditures are estimated to be \$5,553,357 in FY16, \$5,674,204 in FY17 and \$3,499,961 for the period of October thru June in FY18.

Funds available as of March 19, 2015					
ACCOUNT NUMBER	INDEX NAME (PROGRAM)	OBJECT CODE/ SUB-OBJECT NAME	AMENDED BUDGET (Object Code)	AVAILABLE BALANCE (Object Code)	PURCHASE AMOUNT
583-PBS580101-3240	Fleet Services	Services & Materials/ Management - Operational Services	\$10,885,380	\$2,193,019	\$1,947,600
PURCHASE TOTAL ►					\$ 1,947,600

Strategic Connections

This item is a *Press Play Fort Lauderdale Strategic Plan 2018* initiative, included within the Internal Support Cylinder of Excellence, specifically advancing:

- Goal 12: Be a leading government organization, managing our resources wisely and sustainably.
- Objective 3, Provide safe, efficient and well-maintained vehicles, equipment, and facilities and integrate sustainability into daily operations.

This item advances the *Fast Forward Fort Lauderdale 2035 Vision Plan: We Are Ready*.

Attachments

- Exhibit 1 – Bid Tabulation
- Exhibit 2 – Final Rankings
- Exhibit 3 – First Vehicle Proposal
- Exhibit 4 – G4S Integrated Services Proposal
- Exhibit 5 – JTA Fleet Management Proposal
- Exhibit 6 – Shenandoah Fleet Maintenance Proposal
- Exhibit 7 – Vector Fleet Management Proposal
- Exhibit 8 – Agreement
- Exhibit 9 – Staffing levels
- Exhibit 10 – JTA Financial review

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Department Director: Hardeep Anand, P.E., Public Works