

## CITY OF NORTH MIAMI BEACH MEMORANDUM

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### PROCUREMENT MANAGEMENT DIVISION

**TO:** Esmond K. Scott, City Manager

**FROM:** Meghan Bennett, Purchasing Supervisor

**DATE:** Thursday, September 03, 2020

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**RE:** RFP-20-019-DR - NORTH MIAMI BEACH TROLLEY OPERATION AND MAINTENANCE SERVICES

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### **BACKGROUND:**

In an effort to provide Excellent Municipal Services, in a beautiful, safe place to live, consistent with our Strategic Plan, the City of North Miami Beach issued RFP-20-019-DR - NORTH MIAMI BEACH TROLLEY OPERATION AND MAINTENANCE SERVICES with electronic notices posted on the City's website and BidSync, and with electronic notification sent to over 6,974 vendors on June 2, 2020, in accordance with Florida Statutes and the City of North Miami Beach's City Code.

The City Manager established an Evaluation Committee comprised of Transportation Manager, Fleet Manager, Risk Manager and Chief Procurement Officer.

On June 24, 2020, the City received and recorded proposals from four (4) Proposers: Academy Bus LLC, C.P.R. Medical Transportation, Limousines of South Florida, Inc. (LSF Shuttle) and Pro Transportation Inc. dba ProKel Mobility. The Procurement Management Division conducted an administrative review of the submissions and deemed all submissions responsive and responsible.

On July 16, 2020, at a publicly advertised meeting, the Evaluation Committee submitted initial scoring of the responses. The Evaluation Committee conducted a public discussion, regarding the established evaluation criteria of Operations Plan, Experience and Qualifications, Past Performance, and Total Cost of Proposed Services.

Subsequent to the public discussion the Evaluation Committee scored the Proposers as follows:

<b>1</b>	Limousines of South Florida, Inc.	<b>83.59</b>
<b>2</b>	Pro Transportation Inc. DBA ProKel Mobility	<b>82.67</b>
<b>3</b>	Academy Bus, LLC	<b>74.17</b>
<b>4</b>	C.P.R. Medical Transportation, LLC	<b>67.09</b>

The Evaluation Committee thereafter determined it was appropriate to invite the two (2) top ranked proposers to make oral presentations and provide clarification to their responses submitted to the City. Limousines of South Florida, Inc. (LSF Shuttle) and Pro Transportation Inc. dba ProKel Mobility were notified of the request to present and address questions at the July 29, 2020, evaluation committee meeting.

On July 29, 2020, the Evaluation Committee conducted oral presentations, discussion and questions with the two (2) proposers via Zoom. Following the presentations, discussions and questions, the Evaluation Committee re-scored each proposer based on the response and clarification presented.

The final ranking was approved by the Evaluation Committee as follows:

<b>1</b>	Limousines of South Florida, Inc.	<b>84.26</b>
<b>2</b>	Pro Transportation Inc. DBA ProKel Mobility	<b>83.67</b>

**RECOMMENDATION:**

The Purchasing Supervisor recommends the City Manager conduct his due diligence and review of the Proposals (attached) of the top two (2) ranked firms.

**CONTACT PERSONS:**

Meghan Bennett, Purchasing Supervisor

☐ **Approved – Limousines of South Florida, Inc. (LSF Shuttle)**

☐ **Approved – Pro Transportation Inc. DBA ProKel Mobility**

By: \_\_\_\_\_  
Esmond K. Scott, City Manager

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Date

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