

MEMORANDUM

Department of Budget and Finance

To: Bob Rawls, Interim Town Administrator

From: Herb Hyman, CPPB, Procurement Manager

Through: Christopher Wallace, Budget and Finance Director

Date: April 15, 1999

Subject: Bus Transportation

The attached resolution is for the supply of bus transportation for all summer day camp trips and various youth activities and senior trips throughout the year. The City of Coral Springs acted as lead agency for the Broward Co-operative Purchasing Group in bidding this commodity. The bid is awarded to the lowest responsive and responsible bidder.

Please contact me if you have any questions.

RESOLUTION NO. _____

A RESOLUTION OF THE TOWN OF DAVIE, FLORIDA, ACCEPTING THE PROPOSAL FOR COACH BUS SERVICE, BROWARD CO-OP RFP #99-B-032.

WHEREAS, the Town is in need of coach bus service for summer camp field trips and various senior trips throughout the year; and

WHEREAS, the City of Coral Springs, acting as lead agency for the Broward Cooperative Purchasing Group, has solicited sealed proposals for such service; and

WHEREAS, after review, the Town Council wishes to accept the bid awarded by the City of Coral Springs to Shortway Lines of Florida, Inc.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF DAVIE, FLORIDA:

SECTION 1. The award made by the City of Coral Springs to Shortway Lines of Florida, Inc. for coach bus service in accordance with Attachment "A", is hereby accepted by the Town Council.

SECTION 2. The Town Council hereby authorizes the expenditure from the Community Services-Rentals and Leases Accounts.

SECTION 3. This resolution shall take effect immediately upon its passage and adoption.

PASSED AND ADOPTED ____ DAY OF _____, 1999

MAYOR/COUNCILMEMBER

Attest:

TOWN CLERK

APPROVED THIS ____ DAY OF _____, 1999

TOWN OF DAVIE

<u>ACCOUNT NUMBER</u>	<u>BUDGET ITEM & DESCRIPTION</u>	<u>APPROXIMATE COST</u>
various accounts 001-0807-572-0440 001-0812-572-0440 001-0816-572-0440	Coach Bus Transportation	\$50,000.00

METHOD OF PROCUREMENT (check the one that applies)

- Open Competitive Bidding
- Piggyback on Contract Number - *BLOWARD CO-OP REQUEST FOR PROPOSAL #99-B-032*
- Sole Source

CHECKLIST, SPECIFICATIONS & LIST OF VENDORS MUST BE ATTACHED

Signed *[Signature]*
 Department Head

Have Funds been Reserved *N/A*

Date *4/15/99* Signed *[Signature]*

Signed *[Signature]*
 Town Administrator

<u>VENDOR</u>	<u>BIDS SUBMITTED</u>	<u>COST</u>
<i>SHORTWAY LINES OF FLORIDA, INC.</i>		<i>\$50,000.00/YR</i>

Signed *[Signature]*
 Procurement Manager

TOWN ADMINISTRATOR'S RECOMMENDATION

<u>Vendor</u>	<u>Cost</u>
<i>SHORTWAY LINES OF FLORIDA, INC.</i>	<i>\$50,000.00/YR.</i>

Signed *[Signature]*
 Town Administrator

amount of \$18,252.11. (REQUEST TO APPROVE)

- 3e2. LEASE, POLICE UNDERCOVER VEHICLES:** Request to renew City of Hollywood Bid #3423 for the rental of undercover vehicles with InterAmerican Car Rental, Inc., of Miami, Florida, from February 1, 1999, through January 31, 2000, as part of the final one year renewal option. The expected annual expenditure is approximately \$68,000. Funding is from account #001-4103-521-4401. (REQUEST TO RENEW)
- 3e3. BILL OF SALE, WATER DISTRIBUTION IMPROVEMENTS FOR PARCEL C-1, TURTLE RUN:** Request to accept the Bill of Sale for water distribution improvements from Stiles Property #5, Limited. (REQUEST TO ACCEPT)
- 3e4. CONTRACT RENEWAL, CHLORINE:** Request to renew Bid #97-C-012F, for chlorine as follows: Allied Universal, Miami, Florida; Starlite Pools, Sunrise, Florida; and Leslie's Swimming Pool Supplies, Chatsworth, California. The term of the contract is for a period of one year commencing March 1, 1999, and ending February 28, 2000. Estimated annual expenditure is \$40,000. Funding is from account #4020-6003-536-5205. (REQUEST TO RENEW)
- 3e5. AWARD OF RFP, COACH BUS TRANSPORTATION:** Request to award RFP #99-B-032 for Coach Bus Transportation to Shortway Lines of Florida, Inc., Fort Lauderdale, Florida, for an initial time period of two years commencing January 19, 1999, through January 18, 2001. The estimated annual expenditure is \$50,000. Funding is from various operating accounts. (REQUEST TO AWARD)
- 3e6. PURCHASE, TOT LOT SAFETY SURFACE AT SLIDE & GLIDE PLAYGROUND:** Request to award purchase of tot lot safety surface utilizing Metro Dade Contract #4907 (March 1998) to Park Structures, Inc., Coral Springs, Florida, in the amount of \$61,170. Funding is from various accounts. (REQUEST TO AWARD)

City of Coral Springs
City Commission Agenda Item
SUMMARY SHEET

FILE COPY

CITY COMMISSION MEETING OF: JANUARY 19, 1999 AGENDA ITEM: _____

DEPARTMENT: Financial Management /Purchasing Division _____

PREPARED BY: Art Resnik, Purchasing Agent II _____ **Initials:** 

COPIES TO: R. Engle, Director of Parks and Recreation
D. Russek, Financial Management Director
S. Goren, City Attorney
P. Richardson, City Clerk

SUBJECT: Coach Bus Transportation - Term Agreement

REQUESTED ACTION: Award of RFP

STAFF RECOMMENDATION:

To award RFP #99-B-032 for Coach Bus Transportation to Shortway Lines of Florida, Inc., Ft. Lauderdale, Florida, for an initial time period of two (2) years, commencing 1/19/99 through 1/18/01. The estimated annual expenditure is \$50,000.00.

LOCATION: City Wide
 Specific _____
 NA

ATTACHMENTS AVAILABLE ON DISK:
Proposal Tabulation Sheet

ATTACHMENTS AVAILABLE ON HARD COPY:

CITY OF CORAL SPRINGS
CITY COMMISSION MEETING OF JANUARY 19, 1999
AGENDA ITEM

SUBJECT: COACH BUS TRANSPORTATION - TERM CONTRACT

BACKGROUND INFORMATION:

1. Using Department(s): City-Wide (primary user Parks and Recreation)

2. Justification for Award Recommendation:

Most responsive and responsible Bidder

Highest ranked Proposer

Other _____

3. Funding: Account Number: Various Operating Accounts
Current Balance: _____ Date: _____
Account Description: _____

4. No. of Vendors solicited 19
No. of Coral Springs firms solicited 0
No. of Vendors responding 6

5. Insurance: Approved
 N/A

6. Additional Information:

The City has an ongoing need for the use of coach type buses throughout the year for various special events trips, senior trips, airport pickups and primarily for the shuttle service required at the Honda Golf Classic.

The City of Coral Springs is also acting as the lead agency representing seven (7) other cities of the Broward County Cooperative Purchasing Group for coach bus transportation services. These seven (7) other cities have the same basic requirements for usage such as summer recreation programs and special event trips.

On November 25, 1998 the RFP for coach bus transportation was opened at which time six (6) proposals were received. The vendor selection committee, made up of Broward Co-Op Group members, first short-listed the proposals as follows:

- Shortway Lines, Ft. Lauderdale, FL
- Mears Transportation, Miami, FL
- American Bus Lines, Miami, FL

The Evaluation Committee then heard presentations from the three (3) vendors and the Committee selected Shortway Lines, Ft. Lauderdale, Florida as the highest ranked proposer.

Shortway Lines was selected based on the following reasons:

- Shortway Lines has provided satisfactory coach bus transportation services over the past two (2) years under the term contract just completed. Whenever any Broward Co-Op Purchasing Group city using this contract had any problems, this vendor was very prompt in correcting the situation to the satisfaction of the customer.
- The most important use of coach bus service will be for the Honda Golf Classic. The City will utilize Shortway Lines to provide shuttle service between Heron Bay Golf Club and the various parking lots throughout the City. The cost savings for this one event is 12% below that of the next lowest proposer for this event, which evaluates to a dollar savings of \$5,000.

It is the recommendation of the Parks and Recreation Department, and the Purchasing Division, that Shortway Lines of Ft. Lauderdale, Florida be awarded the contract for Coach Bus Transportation.

**TABULATION SHEET
COACH BUS TRANSPORTATION SERVICES FOR BROWARD CO-OP GROUP
RFP 99-B-032**

VENDORS:		SHORTWAY LINES OF FL	QUALITY TRANSPORT	MEARS TRANS. GROUP
ITEM	DESCRIPTION	COST PER HOUR	COST PER HOUR	COST PER HOUR
A	SPECIAL EVENTS AND FIELD TRIPS IN BROWARD COUNTY:			
	SINGLE DAY WITH ONE PICK-UP LOCATION AND ONE DROP-OFF LOCATION, ALL WITHIN ONE ENTITY	\$39.00	\$40.00	\$42.00
	SINGLE DAY WITH MULTIPLE PICK-UP LOCATIONS AND MULTIPLE DROP-OFF LOCATIONS, ALL WITHIN ONE ENTITY.	\$40.00	\$40.00	\$42.00
	SINGLE DAY WITH ONE PICK-UP LOCATION AND ONE DROP-OFF LOCATION, OUTSIDE OF BROWARD COUNTY AS FOLLOWS (BUT NOT LIMITED TO):			
	1. KRAVIS THEATER, W PALM BEACH	\$45.00	\$45.00	\$45.00
	2. BREAKERS HOTEL, W PALM BEACH	\$45.00	\$45.00	\$45.00
	3. MORIKAMI MUSEUM, DELRAY	\$45.00	\$45.00	\$43.00
	4. METRO ZOO, MIAMI	\$45.00	\$45.00	\$48.00
	5. PRO PLAYER STADIUM, MIAMI	\$45.00	\$45.00	\$42.00
	6. MIAMI ARENA, MIAMI	\$45.00	\$45.00	\$42.00

VENDORS:		SHORTWAY LINES OF FL	QUALITY TRANSPORT	MEARS TRANS. GROUP
ITEM	DESCRIPTION	COST PER HOUR	COST PER HOUR	COST PER HOUR
	7. AVENTURA AREA	\$45.00	\$45.00	\$42.00
	8. COCONUT GROVE AREA	\$45.00	\$45.00	\$42.00
	9. WEST PALM BEACH AREA	\$45.00	\$45.00	\$45.00
	10. MIAMI BEACH AREA	\$45.00	\$45.00	\$42.00
	11. MIAMI AREA	\$45.00	\$45.00	\$42.00
	12. BOCA RATON AREA	\$45.00	\$45.00	\$43.00
	13. LION COUNTRY SAFARI, W PALM BCH	\$45.00	\$45.00	\$45.00
B.	SHUTTLE SERVICE:			
	HONDA GOLF CLASSIC	\$38.00	\$40.00	\$45.00
	ONE BUS TO MAKE TWO (2) TRIPS FROM POINT A TO POINT B, WAIT UNTIL EVENT IS THROUGH, THEN MAKE TWO (2) TRIPS BACK FROM POINT B TO POINT A.	\$38.00	\$40.00	\$45.00
	MINIMUM AMOUNT OF HOURS COMPANY INVOICES ON ANY TRIP IS (IF NO MINIMUM, LEAVE BLANK):	5/HOURS	5/HOURS	5/HOURS

**TABULATION SHEET
COACH BUS TRANSPORTATION SERVICES FOR BROWARD CO-OP GROUP
RFP 99-B-032**

VENDORS:		AMERICAN BUS LINES	CHEROKEE TAYLOR	HANDI-VAN, INC.
ITEM	DESCRIPTION	COST PER HOUR	COST PER HOUR	COST PER HOUR
A	SPECIAL EVENTS AND FIELD TRIPS IN BROWARD COUNTY			
	SINGLE DAY WITH ONE PICK-UP LOCATION AND ONE DROP-OFF LOCATION, ALL WITHIN ONE ENTITY	\$43.00	\$44.50	\$47.00
	SINGLE DAY WITH MULTIPLE PICK-UP LOCATIONS AND MULTIPLE DROP-OFF LOCATIONS, ALL WITHIN ONE ENTITY.	\$43.00	\$44.50 (TWO PICK UP LOCATIONS, TWO DROP OFF IN 5 HRS)	\$47.00
	SINGLE DAY WITH ONE PICK-UP LOCATION AND ONE DROP-OFF LOCATION, OUTSIDE OF BROWARD COUNTY AS FOLLOWS (BUT NOT LIMITED TO):	\$43.00	\$44.50 / MIN 6 HRS	\$47.00
	1. KRAVIS THEATER, W PALM BEACH	\$43.00	\$44.50 / MIN 6 HRS	\$47.00
	2.. BREAKERS HOTEL, W PALM BEACH	\$43.00	\$44.50 / MIN 6 HRS	\$47.00
	3. MORIKAMI MUSEUM, DELRAY	\$43.00	\$44.50 / MIN 6 HRS	\$47.00
	4. METRO ZOO, MIAMI	\$43.00	\$44.50 / MIN 6 HRS	\$47.00
	5. PRO PLAYER STADIUM, MIAMI	\$43.00	\$44.50 / MIN 6 HRS	\$47.00
	6. MIAMI ARENA, MIAMI	\$43.00	\$44.50 / MIN 6 HRS	\$47.00

VENDORS:		AMERICAN BUS LINES	CHEROKEE TAYLOR	HANDI-VAN, INC.
ITEM	DESCRIPTION	COST PER HOUR	COST PER HOUR	COST PER HOUR
	7. AVENTURA AREA	\$43.00	\$44.50 / MIN 6 HRS	\$47.00
	8. COCONUT GROVE AREA	\$43.00	\$44.50/HR / MIN 6 HRS	\$47.00
	9. WEST PALM BEACH AREA	\$43.00	\$44.50 / MIN 6 HRS	\$47.00
	10. MIAMI BEACH AREA	\$43.00	\$44.50 / MIN 6 HRS	\$47.00
	11. MIAMI AREA	\$43.00	\$44.50 / MIN 6 HRS	\$47.00
	12. BOCA RATON AREA	\$43.00	\$44.50 / MIN 5 HRS	\$47.00
	13. LION COUNTRY SAFARI, W PALM BCH	\$43.00	\$44.50 / MIN 6 HRS	\$47.00
B.	SHUTTLE SERVICE			
	HONDA GOLF CLASSIC	\$43.00	\$44.50	\$47.00
	ONE BUS TO MAKE TWO (2) TRIPS FROM POINT A TO POINT B, WAIT UNTIL EVENT IS THROUGH, THEN MAKE TWO (2) TRIPS BACK FROM POINT B TO POINT A.	\$43.00	\$44.50	\$47.00
	MINIMUM AMOUNT OF HOURS COMPANY INVOICES ON ANY TRIP IS (IF NO MINIMUM, LEAVE BLANK):	5/HOURS	5 /HOURS	4/HOURS