

Date: July 6, 2023

To: Honorable Chairman Oliver G. Gilbert, III
and Members, Board of County Commissioners

From: Daniella Levine Cava
Mayor

Agenda Item No. 8(P)(9)

Resolution No. R-625-23

Subject: Recommendation for Approval to Establish a Prequalification Pool for Golf Cart and Utility Vehicle Short-Term Rentals

Summary

This item will provide for the establishment of a prequalification pool for the short-term rentals of various types of golf carts and utility vehicles for the Parks, Recreation and Open Spaces Department (PROS). The pool requires vendors to be a manufacturer, or an authorized dealer/distributor with the ability to fully service and repair leased equipment. While the establishment of this pool will allow various divisions within PROS to provide golf carts and utility vehicles to paying customers, visitors, and staff at Zoo Miami, golf courses, and parks throughout the County, other County departments may utilize this pool.

Recommendation

It is recommended that the Board of County Commissioners (Board) approve the establishment of a prequalification pool, *EVN0000417P, Golf Cart and Utility Vehicle Leases for PROS*, for an eight-year term in the amount of \$7,000,000. The subsequent spot market competitions under this pool will include Small Business Enterprise (SBE) measures and Local Preference, where applicable. The current contract, *BW-10221, Golf Cart and Utility Vehicles Leases*, was approved by the Board through Resolution No. R-257-22 in the amount of \$4,730,000. The contract was later modified, to include the Department of Transportation and Public Works, and the cumulative contract amount is now \$4,950,000.

To track pool expenditures by vendor, effective June 1, 2023, bidding under this and other prequalification pools will be conducted and monitored in a single platform, INFORMS, which will allow staff to provide data reports to the Board, as requested. The pool remains open and additional vendors may be added any time during the term.

Background

The current bid waiver contract with Advantage Golf Cars SEFL, LLC (Advantage) became effective in April 2022 and authorized the sale of existing fleet of leased golf carts and utility vehicles from the previously awarded vendor, Yamaha Golf Car Company (Yamaha) to Advantage. This allowed PROS to continue daily operations while utilizing their existing Yamaha fleet with no disruption of service to critical operations, maintenance, and revenue generating activities.

This prequalification pool will provide short-term rentals for gas and electric, standard, and heavy-duty golf carts and utility vehicles to PROS, allowing them to support their daily operations as follows:

- Golf Division will rent the golf carts to golfers at various golf courses Countywide, thus will generate revenue for the County.
- Park Operations will primarily use golf carts and utility vehicles to transport staff, as well as haul equipment and tools at County parks.
- Zoo Miami will use golf carts and utility vehicles to transport staff, haul equipment and tools, and transport zoo patrons. The carts used for rental to zoo patrons will generate revenue for the County.

The Strategic Procurement Department (SPD) used various methods to conduct vendor outreach to better gauge the market, lead times, manufacturing delays, availability of carts required, and encourage participation from local dealers and distributors. Staff issued a Request for Information (RFI) on July 21, 2022. Six vendors responded to the RFI. One did not provide short-term rental and/or leased services for

golf carts and/or utility vehicles but instead offered purchasing options. Staff also held an Industry Day on September 7, 2022, five vendors attended, of which three were local. During this event, staff shared PROS' requirements, and expectations related to scheduled preventive maintenance and repair services.

Scope

The scope of this item is countywide in nature.

Fiscal Impact/Funding Source

The fiscal impact for the eight-year term is \$7,000,000. The current contract, *BW-10221*, is valued at \$4,950,000 for a 17-month term and expires on September 30, 2023. A recommendation to award the 36-month and 72-month leased golf carts and utility vehicles is being routed separately as a companion item. The allocation requested for this replacement contract and pool is substantially similar to the current contract on an annualized basis.

Department	Allocation	Funding Source	Contract Manager
PROS	\$7,000,000	General Fund	Fernando L. Robreño
Total:	\$7,000,000		

Track Record Monitor

Vanessa Stroman of SPD is the Procurement Contracting Manager.

Delegated Authority

Upon approval of this item, a pool of prequalified vendors will be established to participate in spot market competitions. The County Mayor or the County Mayor's designee will have the authority to solicit pricing and award contracts up to an aggregate amount of the allocation authorized by the Board. The County Mayor or the County Mayor's designee will also have the authority to (a) exercise all provisions of the solicitation documents and any resulting contracts pursuant to Section 2-8.1 of the County Code and Implementing Order 3-38 and (b) add vendors to the pool at any time, subject to ratification by the Board on a bi-annual basis. Any contract award under the prequalification pool exceeding \$5,000,000 is subject to ratification by the Board.

Vendors Recommended for Prequalification Pool

On January 30, 2023, an Invitation to Bid was advertised under full and open competition via INFORMS and sent electronically to 58 vendors. The solicitation included two groups: Group 1 - Lease of Golf Carts and Utility Vehicles – Parks, Recreation and Open Spaces Department (PROS), and Group 2 - Prequalification of Vendors for Future Price Competition (Prequalification Pool). When the advertisement closed on March 10, 2023, the County received three responses. All three responsible vendors are being recommended for inclusion in the pool, of which two have a local address, and none are certified SBE firms. The method of award for the pool is to all vendors meeting the minimum requirements of the solicitation. The table below represents the vendors recommended for inclusion in Group 2.

Pursuant to Resolution No. R-477-18, fewer than 75 percent of vendors recommended are local due to a diminished local market.

Vendor	Principal Address	Local Address	Principal
Advantage Golf Cars SEFL, LLC	6229 Johnson Street Hollywood, FL	13161 NW 43 Avenue Opa-Locka, FL	Steven Sandler
Golf Car Depot Holdings, LLC	6500 Powerline Road Fort Lauderdale, FL	9675 NW 12 Street Suite A Doral, FL	Cullan F. Meathe

Vendor	Principal Address	Local Address	Principal
Jeffrey-Allen, Inc.	4401 North US Highway 301 Tampa, FL	None	Jeffrey C. Sverdlow

Due Diligence

Pursuant to Resolution No. R-187-12, due diligence was conducted in accordance with SPD's Procurement Guidelines to determine vendor responsibility, including verifying corporate status and that there are no performance and compliance issues through various vendor responsibility lists and a keyword internet search. The lists that were referenced included convicted vendors, debarred vendors, delinquent contractors, suspended vendors, and federal excluded parties. There were no adverse findings relating to vendor responsibility.

Pursuant to Resolution No. R-140-15, prior to re-procurement, a full review of the scope of services was conducted to ensure the replacement contract reflects the County's current needs. The review included conducting market research, posting a draft solicitation for industry comments, and holding meetings and drafting sessions with the user department and vendor community. The pool term was changed to eight years.

Applicable Ordinances and Contract Measures

- The two percent User Access Program provision applies.
- The Small Business Enterprise measures and Local Preference will be applied at the time of spot market competition. Each spot market competition must be submitted to the Small Business Development Division for review.
- The Living Wage does not apply as the services are not covered under the Ordinance.



Jimmy Morales
Chief Operations Officer



MEMORANDUM

(Revised)

TO: Honorable Chairman Oliver G. Gilbert, III
and Members, Board of County Commissioners

DATE: July 6, 2023

FROM: 
Gen Bonzon-Keenan
County Attorney

SUBJECT: Agenda Item No. 8(P)(9)

Please note any items checked.

- ☐ "3-Day Rule" for committees applicable if raised
- ☐ 6 weeks required between first reading and public hearing
- ☐ 4 weeks notification to municipal officials required prior to public hearing
- ☐ Decreases revenues or increases expenditures without balancing budget
- ☐ Budget required
- ☐ Statement of fiscal impact required
- ☐ Statement of social equity required
- ☐ Ordinance creating a new board requires detailed County Mayor's report for public hearing
- ☐ No committee review
- ☐ Applicable legislation requires more than a majority vote (i.e., 2/3's present ____, 2/3 membership ____, 3/5's ____, unanimous ____, CDMP 7 vote requirement per 2-116.1(3)(h) or (4)(c) ____, CDMP 2/3 vote requirement per 2-116.1(3)(h) or (4)(c) ____, or CDMP 9 vote requirement per 2-116.1(4)(c)(2) ____ to approve
- ☒ Current information regarding funding source, index code and available balance, and available capacity (if debt is contemplated) required

Approved _____ Mayor
Veto _____
Override _____

Agenda Item No. 8(P)(9)
7-6-23

RESOLUTION NO. R-625-23

RESOLUTION AUTHORIZING ESTABLISHMENT OF PREQUALIFICATION POOL EVN0000417P FOR THE PARKS, RECREATION AND OPEN SPACES DEPARTMENT FOR AN EIGHT-YEAR TERM IN A TOTAL AMOUNT UP TO \$7,000,000.00 FOR THE PURCHASE OF GOLF CART AND UTILITY VEHICLE LEASES; AND AUTHORIZING THE COUNTY MAYOR OR COUNTY MAYOR'S DESIGNEE TO SOLICIT PRICING, AWARD CONTRACTS, EXERCISE ALL PROVISIONS OF THE SOLICITATION DOCUMENTS AND ANY RESULTING CONTRACTS PURSUANT TO SECTION 2-8.1 OF THE CODE OF MIAMI-DADE COUNTY, FLORIDA AND IMPLEMENTING ORDER 3-38, AND ADD VENDORS TO THE POOL AT ANY TIME, SUBJECT TO RATIFICATION BY THE BOARD ON A BI-ANNUAL BASIS; PROVIDED THAT ANY CONTRACT AWARD UNDER THE POOL EXCEEDING \$5,000,000.00 IS RATIFIED BY THE BOARD

WHEREAS, this Board desires to accomplish the purposes outlined in the accompanying memorandum, a copy of which is incorporated herein by reference,

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF MIAMI-DADE COUNTY, FLORIDA, that this Board authorizes the establishment of Prequalification Pool EVN0000417P for the Parks, Recreation and Open Spaces Department for an eight-year term in a total amount up to \$7,000,000.00 for the purchase of golf cart and utility vehicle leases; and authorizes the County Mayor or County Mayor's designee to (a) solicit pricing and award contracts up to an aggregate amount of the allocation authorized by the Board, (b) exercise all provisions of the solicitation documents and any resulting contracts pursuant to section 2-8.1 of the Code of Miami-Dade County, Florida and Implementing Order 3-38, and (c) add vendors to the pool at any time, subject to ratification by the Board on a bi-annual basis; provided that any contract award under the pool exceeding \$5,000,000.00 is ratified by the Board.

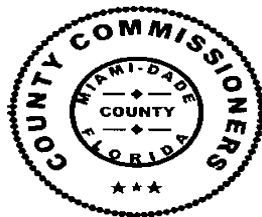
The foregoing resolution was offered by Commissioner **Danielle Cohen Higgins** , who moved its adoption. The motion was seconded by Commissioner **Juan Carlos Bermudez** and upon being put to a vote, the vote was as follows:

Oliver G. Gilbert, III, Chairman	aye		
Anthony Rodríguez, Vice Chairman	aye		
Marleine Bastien	aye	Juan Carlos Bermudez	aye
Kevin Marino Cabrera	aye	Sen. René García	absent
Roberto J. Gonzalez	aye	Keon Hardemon	absent
Danielle Cohen Higgins	aye	Eileen Higgins	aye
Kionne L. McGhee	aye	Raquel A. Regalado	absent
Micky Steinberg	aye		

The Chairperson thereupon declared this resolution duly passed and adopted this 6th day of July, 2023. This resolution shall become effective upon the earlier of (1) 10 days after the date of its adoption unless vetoed by the County Mayor, and if vetoed, shall become effective only upon an override by this Board, or (2) approval by the County Mayor of this resolution and the filing of this approval with the Clerk of the Board.

MIAMI-DADE COUNTY, FLORIDA
BY ITS BOARD OF
COUNTY COMMISSIONERS

JUAN FERNANDEZ-BARQUIN, CLERK



Basia Pruna

By: _____
Deputy Clerk

Approved by County Attorney as
to form and legal sufficiency.

mjs

Melanie J. Spencer