



# Broward County

## Legislation Text

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File #: 20-2105, Version: 1

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### **Broward County Commission Regular Meeting**

**Director's Name:** George Tablack

**Department:** Finance and Administrative Services      **Division:** Purchasing

### **Information**

#### **Requested Action**

**MOTION TO APPROVE** Agreement between Broward County and SP Plus Corporation, for Parking Management Services, for the Facilities Management Division, Request for Proposals (RFP) No. PNC2116816P1, Parking Management Services for Various County Agencies, Group 1, for an initial three-year term, in the estimated amount of \$5,899,064 which includes all reimbursables and annual management fee; and authorize the Director of Purchasing to renew the Agreement for two one-year periods, for a five-year potential estimated amount of \$9,831,773; and authorize the Mayor and Clerk to execute same. The initial term of this Agreement begins on the date of execution and terminates three years from that date.

#### **Why Action is Necessary**

In accordance with the Broward County Procurement Code, Section 21.31.a.4, Award Authority, Board approval is required for awards exceeding \$500,000.

#### **What Action Accomplishes**

Provides parking management services for the Facilities Management Division parking facilities.

#### **Is this Action Goal Related**

No

#### **Previous Action Taken**

None.

#### **Summary Explanation/Background**

THE PURCHASING DIVISION AND THE PUBLIC WORKS DEPARTMENT/FACILITIES MANAGEMENT DIVISION RECOMMEND APPROVAL OF THE ABOVE MOTION.

The Office of Economic and Small Business Development (OESBD) established a County Business Enterprise (CBE) participation goal of 25% for this Agreement. SP Plus Corporation has committed to 26% CBE participation, which has been reviewed and approved by the OESBD (Exhibit 2).

The Agreement provides parking management services for the Facilities Management Division (FMD) parking facilities and includes the management and operation of all FMD's paid public and employee parking garage facilities. Services under this Agreement include all required personnel and staffing to perform revenue collection, equipment, signage and supplies to perform revenue collection, custodial

cleaning, and other inspections and routine maintenance and minor repair services, as requested. Valet parking services, if deemed necessary by FMD, will be provided on an actual cost basis (Exhibit 1).

The Agreement's dollar amounts are based on estimated reimbursable expenses and an annual management fee. The reimbursable expenses are a pass-thru for a variety of services such as staffing and payroll, supplies, uniforms, temporary signage, cleaning services, late weekday/weekend police security services, towing/booting, and also includes nominal contingency such as other operation costs and expenses for unforeseen conditions, and emergency situations. Reimbursable expenses are paid, if incurred, and only as approved, by FMD's Contract Administrator.

On February 11, 2014 (Item No. 14), the Board approved an agreement between Broward County and SP Plus Corporation (SP Plus) for Parking Management Services for Various Broward County Agencies, Request for Proposal (RFP) No. R1138035P1, for an initial one-year term for a maximum not-to-exceed amount of \$584,275, which included all reimbursable expenses and a fixed management fee. The Board authorized the Director of Purchasing to renew the agreement for four additional one-year renewal terms, with a five-year maximum not-to-exceed compensation amount of \$2,921,375. On August 25, 2020 (Item No. 54), the Board approved the Sixth Amendment to the current agreement, which extended the term on a month-to-month basis, through December 31, 2020, and increased the current contract value to \$5,903,349. This action provided additional time for completion of the new procurement and replacement contract.

On June 4, 2019 (Item No. 71A), the Board approved the RFP No. PNC2116816P1, Parking Management Services for Various County Agencies. Three firms submitted proposals in response to the RFP (Group 1-FMD parking facilities).

On November 1, 2019, an Initial Evaluation Meeting was held. The Evaluation Committee determined all firms were both responsive and responsible.

On February 28, 2020, a Final Evaluation Meeting was held. After presentations, evaluation, scoring and ranking, the Evaluation Committee named SP Plus as the first-ranked firm.

The Evaluation Committee's proposed recommendation of ranking was posted on the Purchasing Division's website from March 6-10, 2020, which provided an opportunity for any proposer or interested party to present any new or additional information regarding the responsibility of the proposers.

The Evaluation Committee's final recommendation of ranking was posted on the Purchasing Division's website from March 11-17, 2020, which provided an opportunity for any aggrieved proposer to file a formal protest. There was no protest filed within this timeframe.

On March 30, 2020, a non-timely protest was received, without the required filing fee, from Lanier Parking Meter Services, LLC (Lanier) protesting the recommended selection of SP Plus for Group 1. In accordance with the Procurement Code, Section 21.118.a.2, all protests shall be received by the County within five business days from the posting of the final recommendation of ranking for a

Request for Proposal on the Purchasing Division's website. As Lanier's protest letter was not received within this timeframe, the protest was denied pursuant to Procurement Code, Section 21.118.f.

On April 10, 2020, the County Administrator approved the Evaluation Committee's Final Ranking of qualified firms and authorized staff to proceed with negotiations.

During negotiations, the updated staffing levels issued in RFP Addendum No. 4 were discussed. As the County's incumbent vendor, SP Plus stated that the firm had inadvertently used its current contract staffing levels, and associated labor hours for its Group 1 pricing response. Staff requested that SP Plus revise its information and re-calculations, which was subsequently submitted and reviewed for any potential impact on the points assigned for price. The points assigned for price is formula based. Upon review of this information and the original score sheets, staff determined after reviewing SP Plus's revised pricing and adjusting the points calculation, that the reduction in SP Plus's points for price and revised total points score retained SP Plus as the highest scored firm; therefore, it had no effect on the original approved final ranking order. In accordance with Procurement Code, Section 21.30.f.b, Correction of Non-Judgmental Errors, a bidder shall be permitted to correct clerical, non-judgmental mistakes of fact in his or her bid, including unit prices, when the intended bid is reasonably proven by submission of proof of evidentiary value or is ascertained from the bid document.

Four meetings were held to negotiate this Agreement: March 26, July 9, July 31, and August 12, 2020. On March 26, 2020, County staff and SP Plus began preliminary negotiations for the new Agreement but were unable to complete negotiations prior to the Board's summer recess due to delays related to the COVID-19 pandemic. The negotiation meetings were attended by representatives of SP Plus, staff from the Facilities Management Division, the County Attorney's Office, the County Auditor's Office, and the Purchasing Division.

In accordance with the Broward County Workforce Investment Program, Administrative Code, Section 19.211, these services are subject to the Workforce Investment Program. SP Plus has agreed to be bound to the contractual obligations of the Workforce Investment Program.

This Agreement includes covered services, in accordance with Broward County Living Wage Ordinance, Section 26-101(k). SP Plus has agreed to be bound to the contractual obligations. The three-year initial term estimated amount includes the health care benefit increase effective January 1, 2021.

Additional supporting documentation provided to the Evaluation Committee regarding this procurement can be found on Broward County's Purchasing Division website at <http://www.broward.org/Purchasing/Pages/Repository.aspx>.

This agreement was originally submitted for November 10, 2020 (Item No. 45) and was withdrawn at the request of the Office of the County Attorney. All matters were addressed.

#### **Source of Additional Information**

Brenda J. Billingsley, Director, Purchasing Division, (954) 357-6070

**Fiscal Impact**

**Fiscal Impact/Cost Summary**

Each requirement processed against this open-end contract will be funded by the appropriate source at the time of release.

Requisition No. FMD0008463