



TO: Andrew Simpson, Purchasing Agent
Purchasing Division

FROM: Ross Meslin, Bus Maintenance Director
Broward County Transportation Department

SUBJECT: Solicitation No.: TRN2129607B1
Bus Inspection Services (FTA)

Recommended Vendor: Vehicle Technical Consultants Inc.

Recommended Group(s)/Line Item(s): All Lines

Initial Award Amount: \$ 301,833.33

Potential Total Amount: \$ 905,500.00

Initial Contract Term: One Year

Contract Term, including Renewals: Three Years

CONCURRENCE:

- ☒ The agency has reviewed Vendor's response(s) for specification compliance and Vendor responsibility, which includes license requirements (if applicable). I have reviewed all documents including the Vendor Questionnaire and after careful evaluation, I concur with recommendation for award to the Vendor.

FINANCIAL BACKGROUND/D & B REPORT: (check one)

- ☐ I am satisfied with the Vendor's financial background and/or rating and payment performance.
- ☒ Not applicable Vendor response questionnaire was reviewed and is acceptable

LITIGATION HISTORY: (check one)

- ☒ I have reviewed the Litigation History Form and there is no issue of concern.
- ☐ Refer to additional information from the Office of the County Attorney to address an issue/concern.

PAST PERFORMANCE: (check all that apply)

I have reviewed the Vendor's past Performance Evaluations in ContractsCentral and:

- ☐ Vendor received an overall rating ≥ 2.59 on all evaluations.
- ☐ No evaluations within the past three years contained any items rated a score of 2 or less.
- ☐ Vendor received a rating ≤ 2.59 on an evaluation(s). Refer to additional information.
- ☐ Vendor received a score of ≤ 2 on an individual item(s). Refer to additional information.
- ☐ Past evaluations are not relevant to the scope of this contract.
- ☒ No past Performance Evaluations exist in ContractsCentral.

AND

- ☒ Reference Verification Forms are attached.

OR

- ☐ Reference Verification Forms are not required: Commodity only purchase (less than \$250,000); Service less than \$100,000 and the Vendor has a Performance Evaluation within the past three years.

NON-CONCURRENCE:

- ☐ I do not concur. Detailed reason for non-concurrence is attached, including the reference to any bid requirement.

TYPED NAME OF SIGNER: Ross Meslin
(Individual authorized to administer the contract.)

TITLE: Director of Bus Maintenance

SIGNATURE: Meslin, Ross

Digitally signed by Meslin, Ross
Date: 2025.05.15 09:45:17 -04'00'

DATE: 5/15/25