

RESOLUTION NO. \_\_\_\_\_

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF HOLLYWOOD, FLORIDA, RANKING FIRMS TO PROVIDE COMPREHENSIVE FLEET MANAGEMENT SERVICES; AUTHORIZING THE APPROPRIATE CITY OFFICIALS TO NEGOTIATE AND EXECUTE AN AGREEMENT WITH ENTERPRISE FM TRUST, A DELAWARE STATUTORY TRUST, FOR COMPREHENSIVE FLEET MANAGEMENT SERVICES IN AN AMOUNT UP TO \$3,000,000.00; FURTHER AUTHORIZING THE CITY MANAGER TO EXECUTE ALL APPLICABLE AGREEMENTS AND/OR DOCUMENTS.

WHEREAS, the Department of Public Works ("Public Works") is responsible for the City's Fleet Management Services, including properly maintaining and repairing the City's fleet and also working with the various departments and offices of the City, and especially the Office of Budget and Performance Management, to develop and implement a Citywide vehicle replacement program; and

WHEREAS, to effectively manage the existing fleet inventory, Public Works has the need for both City employees in the Fleet Division to provide regular, routine and basic maintenance services, and outside service providers for more extensive and comprehensive maintenance and repair services; and

WHEREAS, historically, the City has not had a comprehensive, ongoing long-term vehicle replacement program and desires to establish and implement such a program; and

WHEREAS, collectively, these more extensive maintenance and repair services and the vehicle replacement program are referred to as comprehensive fleet management services ("Services"); and

WHEREAS, to both obtain the outside maintenance and repair services needed for more extensive Services as well as develop and implement a comprehensive, ongoing long-term vehicle replacement program, Public Works requires professional Services; and

WHEREAS, Section 38.43 of the Procurement Code provides that when the estimated annual cost of goods, supplies, materials, equipment, or services exceeds \$50,000.00, a formal solicitation process shall be completed that may result in a written contract(s) and/or purchase order(s), after due public notice inviting bids or proposals; and

WHEREAS, on November 10, 2022, Request for Proposals Number RFP-017-23-RS ("RFP") was electronically advertised on BidSync to solicit comprehensive fleet management services in accordance with the Section 38.43(A) of the Procurement Code; and

WHEREAS, the RFP resulted in proposals from the following three firms by the response due date:

Enterprise FM Trust (Kansas City, Missouri)  
First Vehicle Services, Inc. (Cincinnati, Ohio)  
Merchants Automotive Group, LLC., d/b/a Merchants Fleet  
(Hooksett, New Hampshire) ; and

WHEREAS, on January 9, 2023 and April 18, 2023, a Selection Committee met to evaluate and rank the proposals based upon the following approved Evaluation Criteria established in the RFP: firm qualifications and experience; pricing proposal; resource and availability; location within the City limits; references, and local Hollywood vendor preference (per Section 38.51 of the Procurement Code); and

WHEREAS, based on the Evaluation Criteria and after receiving oral presentations from the three proposers, the Selection Committee evaluated the three proposals, and the scores were compiled to arrive at the following rankings, with the highest score being the highest ranked:

1.	Enterprise FM Trust	417 Points (Ranked #1)
2.	First Vehicle Services, Inc.	362 Points (Ranked #2)
3.	Merchants Automotive Group, LLC., d/b/a Merchants Fleet	293 Points (Ranked #3) ; and

WHEREAS, the Selection Committee recommends that the City Commission authorize the negotiation of an agreement with the highest ranked firm, Enterprise FM Trust, to provide comprehensive fleet management services for an anticipated term of five years with the option to renew for two additional two-year periods for an amount to be determined; and

WHEREAS, the negotiated agreement, if any, will be brought back to the City Commission at a later date for consideration and approval; and

WHEREAS, a portion of the funding for this agreement is available in the FY 2024 Operating Budget and the amended FY 2024 Capital Improvement Plan, and will be budgeted in subsequent fiscal years subject to approval and adoption by the City Commission.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF HOLLYWOOD, FLORIDA.

Section 1: That the foregoing "WHEREAS" clauses are ratified and confirmed as being true and correct and are incorporated in this Resolution.

Section 2: That it approves the ranking of the firms as follows:

1. Enterprise FM Trust
2. First Vehicle Services, Inc.
3. Merchants Automotive Group, LLC., d/b/a Merchants Fleet

Section 3: That it authorizes the appropriate City officials to negotiate and execute an agreement with Enterprise FM Trust, in a form acceptable to the City Manager and approved as to form by the City Attorney.

Section 4: That if the appropriate City officials are unable to negotiate an agreement with the highest ranked firm, they are authorized to terminate negotiations with that firm, and the City Manager is authorized to issue a new bid for such services.

Section 5: That the City Manager is authorized to execute all applicable agreements and/or documents.

Section 6: That this Resolution shall be in full force and effect immediately upon its passage and adoption.

PASSED AND ADOPTED this \_\_\_\_\_ day of \_\_\_\_\_, 2024.

\_\_\_\_\_  
JOSH LEVY, MAYOR

ATTEST:

\_\_\_\_\_  
PATRICIA A. CERNY, MMC  
CITY CLERK

APPROVED AS TO FORM:

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DOUGLAS R. GONZALES  
CITY ATTORNEY