

CITY OF MIAMI BEACH

CITY HALL 1700 CONVENTION CENTER DRIVE MIAMI BEACH, FLORIDA 33139
www.ci.miami-beach.fl.us



COMMISSION MEMORANDUM

To: Mayor David Dermer and
Members of the City Commission

Date: October 23, 2002

From: Jorge M. Gonzalez
City Manager

A handwritten signature in cursive script, appearing to read 'Jorge'.

Subject: **REQUEST FOR APPROVAL TO AWARD A CONTRACT TO E-Z-GO, DIVISION OF TEXTRON INC., IN THE AMOUNT OF \$156,313.80 IN THREE ANNUAL INSTALLMENTS OF \$52,104.60, PURSUANT TO BID NO. 82-01/02 - FOR THE LEASE OF GOLF CARTS.**

RECOMMENDATION

Approve the Award.

FUNDING

\$52,104.60 Funding is available from Budget Account No. 011.0970.000.323.

ANALYSIS:

The purpose of this bid is to establish a Lease Agreement/contract, by means of sealed bids to a qualified contractor for the Lease of seventy-five (75) Golf Carts for a period of **thirty-six months**, for the newly reconstructed Bayshore Golf Course (Miami Beach Golf Club).

Golf carts are an essential necessity in every 18-hole golf course, and it has been determined to be a rule for play at the Bayshore Golf Course (Miami Beach Golf Club) in order to maximize the quality time of play. The average tournament play (shot gun start) will consists of 144 players, requiring 72 golf carts, plus three (3) additional for use as spares, and to assist in providing additional services as needed such as for Marshals, Rangers, Volunteers, etc.

The golf carts that will be leased, are the 2003, E-Z-GO, MODEL# TXT, Electric, All Terrain, Electric (36 Volt System) with the following features:

STANDARD EQUIPMENT PLUS:

- A. Top (Sun Canopy)
- B. Battery Charger
- C. Scuff Plates
- D. Sweater Basket
- E. Rake Holder and Rake

Analysis (Continued)

- F. Divot Repair (Sand Container & Scoop Requires Side Basket)
- G. Vinyl Roll Down Golf Club Rain Cover
- H. Message Holder
- I. Club Logo and Number Decals
- J. Heavy Duty Batteries (6)
- K. Windshield – 2 piece
- L. Hubcaps
- M. Accent Stripes
- N. Bag Cover
- O. Basket, Center
- P. Bunker Rake with Holder
- R. Wheel Covers (Spoke, Silver and Black)
- S. Windshield Fold Down (Top Required)
- T. Links Type Tire
- U. Key Switch: CUSTOM
- V. The Electric Carts will also include the Solid State Electrical Circuit ONLY.

MAINTENANCE:

E-Z-GO, shall include a Full/Complete Manufacturer's Guarantee on **ALL** parts, labor and materials necessary to maintain the fleet in complete operation. These costs shall be included in the bid/lease price. E-Z-GO, shall be responsible for any/all pickup, delivery, and transportation charges should a golf cart(s) require replacement and/or maintenance that must be provided at a location other than the City's designated facility. Any cart(s) which must be removed from the City's designated facility/premises for service, in excess of twenty-four (24) hours, shall be replaced with another similar golf cart within forty eight (48) hours. Batteries shall be replaced in carts after they cease to perform thirty (36) holes per charge under normal circumstances, at no additional cost to the City.

DELIVERY:

The golf carts identified in this solicitation shall be in- stock ready for immediate delivery within thirty (30) calendar days after receipt of the purchase order.

If the Contractor fails to deliver within the specified delivery time, it is understood that \$25.00 per calendar day, per unit, will be deducted from the first months lease payment as liquidated damages for each day beyond the specified delivery time.

ACCEPTANCE:

Delivery of the golf carts to the City of Miami Beach does not constitute acceptance for the purpose of payment. Final acceptance and authorization of payment shall be given only after a thorough inspection indicates that the golf cart(s) meets contract specifications and conditions.

Analysis (Continued)

The unit(s) will be inspected and accepted by the Parks and Recreation Department, as indicated on the purchase order. Unit(s) must be in conformance with the specifications and that the engineering materials and workmanship exhibit a level of quality and appearance consistent with or exceeding industry standards.

It will be the responsibility of the Contractor to pick up any unit(s) found unacceptable. After notification, the Contractor will have five (5) working days to respond and make the necessary arrangement to pick up unit(s), and to redeliver same in five (5) working days after date of pick up.

Units not in compliance with bid specifications are not eligible for, or considered delivered until corrections have been accomplished and in compliance.

At the time of delivery, the contractor will be required to produce the following documents:

- A. Warranty certifications (including Rustproofing Warranty when applicable)
- B. Owner Manual
- C. All Shop Repair Manuals and Parts Lists called for in specifications.
- D. Golf Cart data sheet

The golf carts shall be carefully inspected by the vendor to make sure that it is complete in detail and all components and accessories called for are in accord with these specifications.

All equipment set out in the manufacturer's literature as standard equipment shall be furnished. Omission of detail from these specifications does not relieve the vendor from furnishing a complete unit. Where an "or equal" is called for in these specifications, the City of Miami Beach will be the sole judge on the item being bid as an equal.

Two copies of each of the brochures and factory specifications for golf carts and all equipment delivered shall be provided prior to delivery. Vendor will be held responsible for any defect in material and workmanship, which are of such a nature that they could not be detected by inspection or road test.

The City's Parks and Recreation Director, along with the City's Golf Course Consultant, recommend E-Z-GO's Bid Proposal #3, which is a 3-year CSC (Conditional Sales Contract) with balloon. The City of Miami Beach will be responsible for the 36 monthly payments of \$4,342.05 for the 75 electric Golf Carts, the four gasoline utility carts, and the one gasoline ranger cart, or \$156,313.80 over the term of the Contract/Lease Agreement. E-Z-GO will regain possession of the fleet and make the balloon payment. In essence the City is making nothing more than the 36 monthly lease payments.

Analysis (Continued)

Invitation of Bid No. 82-01/02 was issued on September 27, 2002, with an opening date of October 11, 2002. DemandStar by Onvia issued bid notices to (625) prospective bidders and the Procurement Division sent notification to twelve (12) additional firms from their supplemental bidders list. This resulted in twelve (12) vendors requesting bid packages, which resulted in the receipt of four (4) responsive bids. The Bid results are attached.

References have been checked by Procurement staff and Dun and Bradstreet reports have been secured, and this Bidder comes highly recommended. E-Z-GO, Division of Textron has been in business for over seventy (70) years as a Manufacturer of Industrial Products such as golf carts powered by electric and internal combustion engines, multipurpose utility vehicles, professional turf maintenance equipment, lawn care machinery, and specialized industrial vehicles, among many other products. Pursuant to the reference checks, and the information provided, indicates that E-Z-GO, Division of Textron is a responsible Vendor that delivers equipment and provides quality service in a timely and quality manner.

Conclusion

Based on the analysis of the bids received, it is recommended that award of contract be made to the lowest and best bidder, **E-Z-GO, Division of Textron.**

JMG/RM/KS/GL/mpj

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Attachment: BID TABULATION

BID TABULATION

#1 ELECTRIC GOLF CARTS	VENDOR	QTY	MONTHLY PRICE	MONTHS	TOTAL PRICE
	E-Z-GO/Textron (#3)	75	\$52.91	36	\$142,857
	E-Z-GO/Textron (#2)	"	\$54.22	"	\$146,394
	E-Z-GO/Textron (#1)	"	\$61.33	"	\$165,591
	Club Car, Inc.	"	\$67.2933	"	\$181,692
	Yamaha Golf Car	"	\$81.09	"	\$218,943
	Pro Electric Vehicles	"	\$84.18	"	\$227,286

#2 GASOLINE UTILITY CARTS	VENDOR	QTY	MONTHLY PRICE	MONTHS	TOTAL PRICE
	Pro Electric Vehicles	4	\$84.18	36	\$12,121.92
	E-Z-GO/Textron	"	\$93.45	"	\$13,456.80
	Yamaha Golf Car	"	\$71.09	48	\$13,649.28
	Club Car, Inc.	"	\$115.	36	\$16,560

NOTE: The Gasoline Utility Carts come with Windshields & Flat Beds.

#3 GASOLINE RANGER CART	VENDOR	QTY	MONTHLY PRICE	MONTHS	TOTAL PRICE
	E-Z-GO/Textron	1	\$0	36	\$0
	Pro Electric Vehicles	"	\$84.18	"	\$3,030.48
	Yamaha Golf Car	"	\$71.09	48	\$3,412.32
	Club Car, Inc.	"	\$115.	36	\$4,140

NOTE: The Gasoline Ranger Cart comes with Windshield & Flat Bed on the tail gate.

ITEMS #1 - 3 GRAND TOTAL	VENDOR	MONTHS	TOTAL PRICE
	E-Z-GO/Textron (#3)	36	\$156,313.80
	E-Z-GO/Textron (#2)	"	\$159,850.80
	E-Z-GO/Textron (#1)	"	\$179,047.80
	Club Car, Inc.	"	\$202,392
	Yamaha Golf Car	"	\$236,004.60
	Pro Electric Vehicles	"	\$242,444.40

FOR THE LEASE OF GOLF CARTS

BID # 82-01/02

2.0 SPECIAL CONDITIONS

2.1 PURPOSE:

The purpose of this bid is to establish a Lease Agreement/contract, by means of sealed bids to a qualified contractor for the Lease of seventy-five (75) Golf Carts for the Department of Parks & Recreation with the City of Miami Beach.

2.2 TERM OF CONTRACT:

This contract shall be for thirty-six (36) months, to begin October 25, 2002, and end October 24, 2005.

2.3 METHOD OF AWARD:

Award of this contract will be made to the lowest responsive, responsible bidder whose bid will be most advantageous to the City of Miami Beach.

2.4 PAYMENT:

The City will agree to pay the successful bidder upon receipt of invoice(s) on a monthly basis for the duration of the contract.

2.5 ADDITIONS/DELETIONS OF FACILITIES: N/A

2.6 PRICES SHALL BE FIXED AND FIRM FOR TERM OF CONTRACT:

If the bidder is awarded a contract under this bid solicitation, the prices quoted by the bidder on the Bid Form shall remain fixed and firm during the term of this contract; provided, however, that the bidder may offer incentive discounts from this fixed price to the City at any time during the contractual term.

2.7 PRE-BID CONFERENCE: N/A

2.8 (NOT USED)