

**CITY OF MIAMI BEACH  
COMMISSION ITEM SUMMARY**



**Condensed Title:**

A Resolution of the Mayor and City Commission of the City of Miami Beach, Florida, Authorizing the Administration Pursuant to City Code Section 2-367 (c) to Negotiate with the Lowest, Best, and Sole Bidder, Environmental Control, Inc., and if Successful, Authorizing The Mayor and City Clerk To Execute the Contract Documents, Pursuant to Invitation To Bid No. 46-01/02, For The 21<sup>st</sup> Street Community Center HVAC Renovations.

**Issue:**

Shall the Commission Authorize the Negotiation with Environmental Control, Inc. and Award of the Contract?

**Item Summary/Recommendation:**


ECI's bid includes all labor, machinery, tools, means of transportation, supplies, equipment, materials, services necessary for the HVAC Renovations at the 21<sup>st</sup> Street Community Center, in accordance with the specifications. The Administration recommends the negotiation of the sole bid received relative to proposed work elements (i.e. helicopter use) in order to reduce the cost of the project; and after successful negotiation the award of the contract.

**AUTHORIZE THE NEGOTIATION AND AWARD OF THE CONTRACT**

**Advisory Board Recommendation:**

N/A



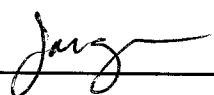
**Financial Information:**

Source of Funds:	Amount	Account	Approved
 Finance Dept.	1	\$ 85,542	520.1720.000674 Property Management Capital Account
	2		
	3		
	4		
	<b>Total</b>		

**City Clerk's Office Legislative Tracking:**

FRED BECKMANN

**Sign-Offs:**

Department Director	Assistant City Manager	City Manager
GL  FB _____	RCM 	

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AGENDA ITEM   C7I    
DATE   2-26-03

# 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:** February 26, 2003

**From:** Jorge M. Gonzalez  
City Manager

A handwritten signature in cursive script, appearing to read "Jorge", written over the printed name of the City Manager.

**Subject:** **A RESOLUTION OF THE MAYOR AND CITY COMMISSION OF THE CITY OF MIAMI BEACH, FLORIDA, AUTHORIZING THE ADMINISTRATION PURSUANT TO CITY CODE SECTION 2-367 (C) TO NEGOTIATE WITH THE LOWEST, BEST, AND SOLE BIDDER, ENVIRONMENTAL CONTROL, INC., AND IF SUCCESSFUL, AUTHORIZING THE MAYOR AND CITY CLERK TO EXECUTE THE CONTRACT DOCUMENTS, PURSUANT TO INVITATION TO BID NO. 46-01/02, FOR THE 21<sup>ST</sup> STREET COMMUNITY CENTER HVAC RENOVATIONS**

### **ADMINISTRATION RECOMMENDATION:**

Adopt the Resolution.

### **BID AMOUNT AND FUNDING:**

\$85,542 Funds are available from Property Management Capital Account  
520.1720.000674

### **ANALISYS:**

The purpose of Invitation to Bid No. 46-01/02 (the "Bid") was to establish a contract, by means of competitive sealed bids to a qualified contractor, for the 21<sup>st</sup> Street Community Center HVAC Renovations, to include installation of five (5) new air conditioning units, and removal of existing units.

On August 9, 2002, DemandStar by Onvia issued bid notices to 891 prospective bidders. Additionally, the Procurement Division supplemented DemandStar's broadcast list by sending the bid announcement to "BB-Bid", the online bidding and procurement system powered by the Blue Book database, inviting another 63 prospective bidders. The notices resulted in 39 vendors requesting bid packages, and the receipt of one (1) bid.

Individuals who had attended the pre-bid conference and site visit were asked via a Questionnaire to provide feedback as to why they elected not to submit a bid. A total of 6 companies replied. The following responses were provided:

1. Could not meet the completion time requirement (2)
2. As-built drawings were needed for reference but were not available (3)
3. Performance and payment bond requirements were too high (1)

Three companies considered that as-built drawings needed for reference to develop the bid would have been helpful. The short completion time requirement was a concern to 2 of the 6 companies that responded. The bid required that the work be performed during a long weekend (Thanksgiving initially) in order to avoid leaving the building without air conditioning during hours of operation.

The sole responsive bidder is Environmental Control, Inc. (ECI). ECI's bid in the amount of \$ 85,542 includes all labor, machinery, tools, means of transportation, supplies, equipment, materials, and services necessary for the HVAC Renovations at the 21<sup>st</sup> Street Community Center.

ECI's bid includes the following scope of work, which the City's Property Management Division believes that is not needed and should be negotiated in order to reduce the cost of this project:

- Use of helicopter in lieu of crane to lift the air conditioning units to the roof. Cost: \$6,840
- Miscellaneous costs: \$14,337.

**CONCLUSION:**

Pursuant to City Code section 2-367 (c) the Administration recommends the adoption of the attached Resolution, authorizing the Administration to negotiate with the lowest, best, and, sole bidder, Environmental Control, Inc., and if successful, authorizing the Mayor and City Clerk to execute the Contract Documents, pursuant to Invitation to Bid No. 46-01/02, for the 21<sup>st</sup> Street Community Center HVAC Renovations.