



AGENDA REPORT  
May 21, 2019

**Approval, Re: Contract Amendment with Enterprise Leasing, re: Space Coast Area Transit Vanpool Program**

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**SUBJECT:**

Extension of Agreement with Enterprise Leasing, LLC. re: Vanpool Fleet Management and Services for Space Coast Area Transit

**FISCAL IMPACT:**

None, the contract requires that Enterprise Leasing operate on revenues generated by vanpool leases.

**DEPT/OFFICE:**

Transit Services

**REQUESTED ACTION:**

It is requested that the Board approve and authorize the Chairman to execute Amendment No. 6 Vanpool Management Services for Space Coast Area Transit for a 60-day contract extension, until July 29, 2019 with Enterprise Leasing LLC.

**SUMMARY EXPLANATION and BACKGROUND:**

On March 26, 2019, the Board approved a 60-day extension to the current contract with Enterprise Leasing LLC to provide fleet management services for Space Coast Area Transit. This service leases vehicles to commuter groups and human service agencies to meet their specific transit needs. The current contract is scheduled to expire on May 30, 2019.

Staff issued the RFP on March 12, 2019; the proposals were given an extension and due on April 5, 2019. The Selection Committee met on April 19th and the notice of award was issued to Commute with Enterprise on May 1, 2019.

Due to the complexity of the contract, as the vendor has proposed new methods to procure vanpool fleet vehicles using Federal Transit Capital funds, and to allow sufficient time for both parties attorneys to review the negotiated contract; staff is requesting an additional 60 days extension to the current contract.

**ATTACHMENTS:**

**Description**

- **Amendment No. 6**

**BREVARD COUNTY  
BOARD OF COUNTY COMMISSIONERS**

## INITIAL CONTRACT REVIEW AND APPROVAL FORM

**SECTION I - GENERAL INFORMATION**

1. <b>Contractor:</b> Enterprise Leasing Company of Orlando	
2. <b>Fund/Account #:</b> 4130-363020	3. <b>Department Name:</b> Transit Services
4. <b>Contract Description:</b> Amend. 6 Vanpool Mgmt Services Ext - Contract 2503	
5. <b>Contract Monitor:</b> Cathy Lively	7. <b>Contract Type:</b>  SERVICES
6. <b>Dept/Office Director:</b> Scott Nelson	

**SECTION II - REVIEW AND APPROVAL TO ADVERTISE**

<u>COUNTY OFFICE</u>	<u>APPROVAL</u>		<u>SIGNATURE</u>	<u>DATE</u>
	<u>YES</u>	<u>NO</u>		
User Agency	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
Risk Management	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
County Attorney	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____

**SECTION III - REVIEW AND APPROVAL TO EXECUTE**

<u>COUNTY OFFICE</u>	<u>APPROVAL</u>		<u>SIGNATURE</u>	<u>DATE</u>
	<u>YES</u>	<u>NO</u>		
User Agency	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Lively, Cathy <small>Digitally signed by Lively, Cathy Date: 2019.05.09 15:53:35 -0400</small>	05/09/2019
Risk Management	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
County Attorney	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Powers, Melissa <small>Digitally signed by Powers, Melissa Date: 2019.05.10 09:52:18 -0400</small>	05/10/2019

**SECTION IV - CONTRACTS MANAGEMENT DATABASE CHECKLIST**

<u>CM DATABASE REQUIRED FIELDS</u>	<u>Complete</u> ✓
Department Information	<input type="checkbox"/>
Department	<input type="checkbox"/>
Program	<input type="checkbox"/>
Contact Name	<input type="checkbox"/>
Cost Center, Fund, and G/L Account	<input type="checkbox"/>
Vendor Information (SAP Vendor #)	<input type="checkbox"/>
Contract Status	<input type="checkbox"/>
Contract Title	<input type="checkbox"/>
Contract Type	<input type="checkbox"/>
Contract Amount	<input type="checkbox"/>
Storage Location (SAP)	<input type="checkbox"/>
Contract Approval Date	<input type="checkbox"/>
Contract Effective Date	<input type="checkbox"/>
Contract Expiration Date	<input type="checkbox"/>
Contract Absolute End Data (No Additional Renewals/Extensions)	<input type="checkbox"/>
Material Group	<input type="checkbox"/>
Contract Documents Uploaded in CM database (Initial Contract Form with County Attorney/ Risk Management Approval; Signed/Executed Contract)	<input type="checkbox"/>
"Right To Audit" Clause Included in Contract	<input type="checkbox"/>
Monitored items: Uploaded to database (Insurance, Bonds, etc.)	<input type="checkbox"/>

**BREVARD COUNTY  
BOARD OF COUNTY COMMISSIONERS**

## INITIAL CONTRACT REVIEW AND APPROVAL FORM

**SECTION I - GENERAL INFORMATION**

<b>1. Contractor:</b> Enterprise Leasing Company of Orlando	
<b>2. Fund/Account #:</b> 4130-363020	<b>3. Department Name:</b> Transit Services
<b>4. Contract Description:</b> Amend. 6 Vanpool Mgmt Services Ext - Contract 2503	
<b>5. Contract Monitor:</b> Cathy Lively	<b>7. Contract Type:</b>  SERVICES
<b>6. Dept/Office Director:</b> Scott Nelson	

**SECTION II - REVIEW AND APPROVAL TO ADVERTISE**

<u>COUNTY OFFICE</u>	<u>APPROVAL</u>		<u>SIGNATURE</u>	<u>DATE</u>
	<u>YES</u>	<u>NO</u>		
User Agency	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
Risk Management	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
County Attorney	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____

**SECTION III - REVIEW AND APPROVAL TO EXECUTE**

<u>COUNTY OFFICE</u>	<u>APPROVAL</u>		<u>SIGNATURE</u>	<u>DATE</u>
	<u>YES</u>	<u>NO</u>		
User Agency	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Lively, Cathy <small>Digitally signed by Lively, Cathy Date: 2019.05.09 15:53:26 -0400</small>	05/09/2019
Risk Management	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Matt Lairsey <small>Digitally signed by Matt Lairsey Date: 2019.05.09 15:53:26 -0400</small>	05/09/2019
County Attorney	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____

**SECTION IV - CONTRACTS MANAGEMENT DATABASE CHECKLIST**

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Department Information	<input type="checkbox"/>
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Contract Status	<input type="checkbox"/>
Contract Title	<input type="checkbox"/>
Contract Type	<input type="checkbox"/>
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"Right To Audit" Clause Included in Contract	<input type="checkbox"/>
Monitored items: Uploaded to database (Insurance, Bonds, etc.)	<input type="checkbox"/>



Tammy Rowe, Clerk to the Board, 400 South Street • P.O. Box 999, Titusville, Florida 32781-0999

Telephone: (321) 637-2001  
Fax: (321) 264-6972  
Tammy.Rowe@brevardclerk.us

May 22, 2019

MEMORANDUM

TO: Scott Nelson, Transit Services Director

RE: Item F.19., Approval, Re: Contract Amendment with Enterprise Leasing for Space Coast Area Transit Vanpool Program

The Board of County Commissioners, in regular session on May 21, 2019, approved and authorized the Chair to execute Amendment No. 6 Vanpool Management Services for Space Coast Area Transit for a 60-day contract extension, until July 29, 2019, with Enterprise Leasing LLC. Enclosed are two executed Contracts.

**Upon execution by all parties, please return a fully-executed Contract to this office for inclusion in the official minutes.**

Your continued cooperation is always appreciated.

Sincerely,

BOARD OF COUNTY COMMISSIONERS  
SCOTT ELLIS, CLERK

*Tammy Rowe*

Tammy Rowe, Deputy Clerk

/kp

Encls. (2)

AMENDMENT NO. 6  
VANPOOL MANAGEMENT SERVICES  
FOR SPACE COAST AREA TRANSIT CONTRACT

THIS AGREEMENT made and entered into this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_ by and between Enterprise Leasing Company of Orlando, LLC, hereinafter referred to as "Contractor", and the BOARD OF COUNTY COMMISSIONERS OF BREVARD COUNTY, FLORIDA, a political subdivision of the State of Florida.

WITNESSETH:

WHEREAS, the parties hereto have previously entered into Agreement # 2503, on September 17, 2014 (Exhibit "A") and;

WHEREAS, the parties previously entered into Amendment No. 1 on June 5, 2014 (Exhibit "B") to change Sections 6.C.19 and 27; and

WHEREAS, the parties entered into Amendment No. 2 on August 19, 2014 (Exhibit "C") to change Section 19; and

WHEREAS, the parties entered into Amendment No. 3 on March 16, 2017 (Exhibit "D") to extend term of Agreement # 2503 until March 31, 2018; and

WHEREAS, the parties entered into Vanpool Assignment and Assumption Agreement on August 24, 2017 (Exhibit "E") to assign Agreement # 2503 to Enterprise Leasing Company of Orlando, LLC; and

WHEREAS, the parties entered into Amendment No. 4 on June 13, 2018 (Exhibit "F") to extend term of the Agreement #2503 until March 31, 2019; and

WHEREAS, the parties entered into Amendment No. 5 on March 26, 2019 (Exhibit "G") to extend term of the Agreement #2503 until May 30, 2019.

NOW, THEREFORE, in consideration of the premises and mutual covenants herein contained, the parties agree, as follows:

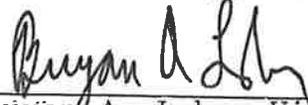
1. The term of the agreement shall be extended 60 days and shall end on July 29, 2019.
2. All other terms and conditions of Agreement # 2503 shall remain in full force and effect unless otherwise amended as provided by this amendment.

IN WITNESS WHEREOF, the parties hereto have hereunto set their hands and seals on the date first above written.

ATTEST

  
\_\_\_\_\_  
Scott Ellis, Clerk

BOARD OF COUNTY COMMISSIONERS  
OF BREVARD COUNTY, FLORIDA

  
\_\_\_\_\_  
Bryan A. Lober Vice Chair  
As approved by the Board on May 21, 2019

Reviewed for legal form and content:

By:   
\_\_\_\_\_  
Melissa Powers, Asst. Co. Attorney

WITNESS

ENTERPRISE LEASING COMPANY  
OF ORLANDO, LLC

By: \_\_\_\_\_

By: \_\_\_\_\_