

**F. Consent Agenda - Transit Services Department
ITEM 9.**



**AGENDA REPORT
March 26, 2019**

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

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 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. 5 Vanpool Management Services for Space Coast Area Transit for a 60 day contract extension, until May 30, 2019 with Enterprise Leasing LLC.

SUMMARY EXPLANATION and BACKGROUND:

Brevard County currently contracts with Enterprise Leasing LLC to provide vanpool 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 March 31, 2019.

During the processing of developing the new RFP, the Federal Transit Administration (FTA) made a preliminary ruling that ridership statistics for Human Service Agency leased vanpools would not be allowed to be submitted for Space Coast Area Transit's National Transit Database Report (NTD). The NTD is a report utilized to formulate future funding from FTA and without Federal funding, Space Coast Area Transit cannot operate the Vanpool program as it has operated since its inception in 1986.

Staff appeals FTA's ruling and FTA agreed that Human Service Agency leased vanpools are public transportation. Due to FTA decision making process, the issuance of the RFP was delayed until the NTD report was submitted and accepted on March 1, 2019.

The RFP was finalized and issued on March 12, 2019 and the proposals are due on April 2, 2019. The additional 60 days will allow for time to complete the RFP process,

negotiations, and execute a new contract.

ATTACHMENTS:

Description

- ▯ **Contract Extension**

BREVARD COUNTY
BOARD OF COUNTY COMMISSIONERS

INITIAL CONTRACT REVIEW AND APPROVAL FORM

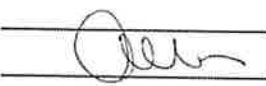
SECTION I - GENERAL INFORMATION

1. Contractor: Enterprise Leasing	
2. Fund/Account #: 4130-363020	3. Department Name: Transit Services
4. Contract Description: Vanpool Management Services Extension (Contract) 2503	
5. Contract Monitor: Cathy Lively	7. Contract Type: SERVICES
6. Dept/Office Director: Scott Nelson	

SECTION II - REVIEW AND APPROVAL TO ADVERTISE

COUNTY OFFICE	APPROVAL		SIGNATURE	DATE
	YES	NO		
User Agency	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Lively, Cathy <small>Digitally signed by Lively, Cathy Date: 2019.03.14 16:20:20 +05'00'</small>	03/14/2019
Risk Management	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
County Attorney	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____

SECTION III - REVIEW AND APPROVAL TO EXECUTE

COUNTY OFFICE	APPROVAL		SIGNATURE	DATE
	YES	NO		
User Agency	<input checked="" type="checkbox"/>	<input type="checkbox"/>	_____	_____
Risk Management	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
County Attorney	<input checked="" type="checkbox"/>	<input type="checkbox"/>		3/15/2019

SECTION IV - CONTRACTS MANAGEMENT DATABASE CHECKLIST

CM DATABASE REQUIRED FIELDS	Complete ✓
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 Date (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

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<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: 2019.02.08 16:36:20 +05'00'</small>	03/14/2019
Risk Management	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Matt Lairsey <small>Digitally signed by Matt Lairsey Date: 2019.02.08 16:36:20 +05'00'</small>	03/15/2019
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"/>		
Risk Management	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
County Attorney	<input type="checkbox"/>	<input type="checkbox"/>		

SECTION IV - CONTRACTS MANAGEMENT DATABASE CHECKLIST

<u>CM DATABASE REQUIRED FIELDS</u>	<u>Complete</u> ✓
Department Information	<input type="checkbox"/>
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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

March 27, 2019

M E M O R A N D U M

TO: Scott Nelson, Transit Services Director

RE: Item F.9., Approval of Contract Amendment with Enterprise Leasing for Space Coast Area Transit Vanpool Program

The Board of County Commissioners, in regular session on March 26, 2019, executed Amendment No. 5 Vanpool Management Services for Space Coast Area Transit for a 60-day contract extension, until May 30, 2019, with Enterprise Leasing LLC. Enclosed is an executed Amendment for your action.

Your continued cooperation is greatly appreciated.

Sincerely yours,

BOARD OF COUNTY COMMISSIONERS
SCOTT ELLIS, CLERK

for Donna Scott
for Tammy Rowe, Deputy Clerk

/cmw

Encl. (1)

cc: Contracts Administration
Finance
Budget

AMENDMENT NO. 5
VANPOOL MANAGEMENT SERVICES
FOR SPACE COAST AREA TRANSIT CONTRACT

THIS AGREEMENT made and entered into this 26 day of March, 2019 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.

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 May 30, 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



Kristine Isnardi, Chair

As approved by the Board on March 26, 2019

Reviewed for legal form and content:

By:


Abigail Forrester, Jorandby, Asst. Co. Attorney

WITNESS

ENTERPRISE LEASING COMPANY
OF ORLANDO, LLC

By: _____

By: _____