



Agenda Report

2725 Judge Fran Jamieson
Way
Viera, FL 32940

Consent

F.28.

7/6/2021

Subject:

Approval, Re: Permission to Develop and Advertise Competitive Solicitation for Transit Stop Cleaning and Maintenance Services

Fiscal Impact:

Annual Fiscal Impact is dependent upon responses to the competitive solicitation, it is anticipated that the total yearly costs could exceed \$100,000. Transit Services will fund the expenditure through their Federal Transit Administration CARES Act Grant (Fund 4136/Cost Center 363431)

Dept/Office:

Transit Services

Requested Action:

It is requested that the Board of County Commissioners:

- Authorize the development and advertisement of a Competitive Solicitation for Transit Stop Cleaning and Maintenance; and
- Authorize the County Manager to execute any and all resulting contracts and contract related documents upon review and approval by the County Attorney's Office, Risk Management, and Purchasing Services; and
- Authorize the County Manager to approve any and all budget change requests.

Summary Explanation and Background:

It is requested that the Board approve the development and advertisement of a Competitive Solicitation for Transit Stop Cleaning and Maintenance Services. It is the Transit Services Department's intent to secure services of a qualified contractor(s) to perform litter removal, trash receptacle emptying and disposal, grounds maintenance, pressure washing and graffiti removal at transit stops served by Space Coast Area Transit.

Space Coast Area Transit has approximately 1,108 transit stops throughout the County. These stops range from a minimum of a bus stop sign to a transfer station with multiple shelters, benches and trash receptacles.

It has become increasingly necessary to send out Lead Vehicle Operators to pick up trash or clean up various transit stops throughout the County. The Department only has the capacity to handle stops on a case by case basis, typically, when notified by a transit customer.

The Department does not have the dedicated personnel to keep these transit stops clean and inviting to the transit rider. As such, the Department has reached the point where outside contractor(s) cleaning and maintenance services are needed.

Although the actual annual expenditure is unknown at this point, Transit Services has available funds from the

Federal Transit Administration under the CARES Act, which defines cleaning as an eligible expense.

The Competitive Solicitation and any subsequent contract(s) would follow all Federal, State and County procurement guidelines. The contract(s) would be for an initial one year period with two renewal options for an additional one year each. Existing stops that are receiving maintenance service under an Interlocal Agreement with other municipalities would be excluded from this competitive solicitation, approximately 4% of all stops.

Clerk to the Board Instructions:

Please return copy of Board Memorandum to Transit Services at 460 S. Harbor City Blvd, Melbourne, FL 32901.



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July 7, 2021

M E M O R A N D U M

TO: Terry A. Jordan, Interim Transit Services Director

RE: Item F.28., Approval for Permission to Develop and Advertise Competitive Solicitation for Transit Stop Cleaning and Maintenance Services

The Board of County Commissioners, in regular session on July 6, 2021, authorized the development and advertisement of a Competitive Solicitation for Transit Stop Cleaning and Maintenance; authorized the County Manager to execute any and all resulting contracts and contract-related documents upon review and approval by the County Attorney's Office, Risk Management, and Purchasing Services; and authorized the County Manager to approve any and all Budget Change Requests.

Your continued cooperation is always appreciated.

Sincerely,

BOARD OF COUNTY COMMISSIONERS
RACHEL M. SADOFF, CLERK

Kimberly Powell
Kimberly Powell, Clerk to the Board

cc: Risk Management
County Attorney
County Manager
Finance
Budget