



COMMISSION MEMORANDUM

TO: Honorable Mayor and Members of the City Commission

FROM: Eric Carpenter, City Manager

DATE: June 25, 2025

TITLE: A RESOLUTION OF THE MAYOR AND CITY COMMISSION OF THE CITY OF MIAMI BEACH, FLORIDA, ACCEPTING THE RECOMMENDATION OF THE CITY MANAGER, PURSUANT TO THE INVITATION TO BID (ITB) 2025-014-MP, TO ESTABLISH AND MAINTAIN A POOL OF PREQUALIFIED CONTRACTORS FOR ELEVATOR REPLACEMENT AND MODERNIZATION; AND APPROVING THE INITIAL POOL OF PREQUALIFIED CONTRACTOR(S): SOUTH FLORIDA ELEVATOR SERVICE, CORP. FURTHER AUTHORIZING THE CITY MANAGER TO KEEP THE ITB OPEN TO PREQUALIFY ADDITIONAL CONTRACTORS; AND DELEGATING TO THE CITY MANAGER THE AUTHORITY TO ADD CONTRACTORS TO THE POOL, PROVIDED THAT ANY SUCH CONTRACTORS MEET THE REQUIREMENTS OF THE ITB, AND TO REMOVE CONTRACTORS FOR NON-PERFORMANCE; AND FURTHER PROVIDING THAT ANY PURCHASE OVER \$300,000 SHALL BE SUBJECT TO THE PRIOR APPROVAL OF THE CITY COMMISSION. (FACILITIES AND FLEET MANAGEMENT)

RECOMMENDATION

The City Administration ("Administration") recommends that the Mayor and City Commission ("City Commission") approve the Resolution.

This solicitation is currently under the cone of silence.

BACKGROUND/HISTORY

The City of Miami Beach currently maintains a contract for routine elevator maintenance and repair services; however, this agreement does not include the replacement or modernization of elevator systems. As elevators age and technology continues to evolve, it is critical to ensure that the City's vertical transportation systems remain safe, efficient, and compliant with current building and accessibility codes. Recognizing this need, the City has issued Invitation to Bid (ITB) 2025-014-MP to establish a pool of prequalified, certified elevator contractors capable of performing comprehensive elevator replacement and modernization services beyond the scope of standard maintenance.

The scope of work for elevator replacement and modernization will vary depending on the specific needs of each project and will be defined individually. Prequalified contractors will be invited to submit competitive quotes through Invitations to Quote (ITQs). These projects may include the removal and disposal of outdated or non-compliant elevator components and the installation of new or upgraded systems such as traction machines, controllers, door operators, and safety mechanisms. Contractors may also be required to perform electrical and mechanical upgrades, implement structural modifications to accommodate new systems, and ensure full compliance with current building codes and the Americans with Disabilities Act (ADA). In addition, work may involve integrating the elevator systems with existing building management or fire/life safety systems. All work must be completed to a high standard of quality and safety, with thorough

testing, inspection, and certification required before placing any elevator into service.

To streamline the procurement and execution of these services, ITB 2025-014-MP was developed to establish a contract through a sealed application process, creating a prequalified pool of contractors. This pool will serve as the City's primary source for elevator replacement and modernization work during the term of the contract. When projects arise, the City will issue ITQs to contractors within the pool, allowing for competitive pricing and timely completion of services. Additionally, throughout the five-year term of the contract, the City, through approval of the City Manager, may accept new applications and add or remove contractors from the pool based on qualifications, performance, and project needs.

ANALYSIS

On March 13, 2025, the Administration issued ITB 2025-014-MP to create a prequalified pool of contractors for elevator replacement and modernization. The Procurement Department issued bid notices to 251 companies through the e-procurement system, with 25 prospective bidders accessing the advertised solicitation. Responses were due and received on May 19, 2025. The notices resulted in the receipt of a sole response from South Florida Elevator Service, Corp. "SFES, Corp".

The ITB stated that following the review of applications, the responsive and responsible bidder(s) meeting all terms and conditions of the ITB would be recommended for award. The Facilities and Fleet and Procurement Departments found the sole bid received from SFES, Corp. to be responsive, responsible, and meeting all terms and conditions of the ITB and, therefore, is recommended to be added to the pool of prequalified firms.

As there is only one eligible bidder at this time, the Administration will not request quotes pursuant to this pre-qualification until there are at least two (2) pre-qualified firms in the pool. As previously noted, the prequalification pool will remain open throughout the contract's five-year term. The City, through the City Manager, may continue to accept applications and add or remove contractors from the prequalified list as needed. This flexibility ensures that the City maintains an active pool of qualified contractors to efficiently address elevator needs and services.

A brief description of the responsive and responsible bidder is below:

SOUTH FLORIDA ELEVATOR SERVICE, CORP.

SFES, Corp is a privately owned elevator company based in Miami, FL, with ten (10) years of local experience. The company provides a full range of services, including maintenance, modernization, new installations, repairs, testing, and inspection. The company recently completed a traction elevator modernization project at the Marbella Condominium and at the LC Royal Management. The firm also performed the hydraulic elevator modernization for the Cutler Gardens Apartments. References from these clients indicate satisfaction with the firm's services.

FISCAL IMPACT STATEMENT

There is no fiscal impact at this time as this item only establishes a pool of prequalified contractors for future use. When services are needed, staff will seek quotes from the pool of prequalified contractors. All expenditures pursuant to this contract will be based on approved funding appropriated to the respective department's budget. Grant funds are not anticipated to be utilized for these services.

Does this Ordinance require a Business Impact Estimate?
(FOR ORDINANCES ONLY)

If applicable, the Business Impact Estimate (BIE) was published on:
See BIE at: <https://www.miamibeachfl.gov/city-hall/city-clerk/meeting-notice/>

FINANCIAL INFORMATION

N/A

CONCLUSION

Proactively prequalifying firms for future elevator replacement and modernization projects will allow the City to respond more quickly to emerging needs. Waiting to issue a solicitation only when a need arises would significantly delay the procurement of a contractor, potentially impacting critical infrastructure and services. Therefore, it is recommended that the Mayor and City Commission of the City of Miami Beach approve the Resolution prequalifying the initial firm in the pool, South Florida Elevator Service, Corp. as set forth herein, for future competition of elevator replacement and modernization. Further authorizing the City Manager to keep the ITB open to prequalify additional contractors; and delegating to the City Manager the authority to add contractors to the pool, provided that any such contractor meets the requirements of the ITB, and to remove consultants for non-performance, and further providing that any purchase over \$300,000 shall be subject to the prior approval of the City Commission.

Applicable Area

Citywide

Is this a "Residents Right to Know" item, pursuant to City Code Section 2-17?

Is this item related to a G.O. Bond Project?

No

Was this Agenda Item initially requested by a lobbyist which, as defined in Code Sec. 2-481, includes a principal engaged in lobbying? No

If so, specify the name of lobbyist(s) and principal(s):

Department

Procurement

Sponsor(s)

Co-sponsor(s)

Condensed Title

Establish Pool (ITB 2025-014-MP), Prequalified Contractors for Elevator Replacement/Modernization. FF/PR.

Previous Action (For City Clerk Use Only)

