



## City of Hallandale Beach City Commission Agenda Cover Memo

Meeting Date:		Item Type:		1 <sup>st</sup> Reading	2 <sup>nd</sup> Reading
<b>9/26/2023</b>  File No.:  <b>23-318</b>		<input checked="" type="checkbox"/> <b>Resolution</b> <input type="checkbox"/> <b>Ordinance</b> <input type="checkbox"/> <b>Other</b>	Ordinance Reading	<b>N/A</b>	<b>N/A</b>
			Public Hearing	<input type="checkbox"/>	<input type="checkbox"/>
			Advertising Required	<input type="checkbox"/>	<input type="checkbox"/>
			Quasi-Judicial:	<input type="checkbox"/>	<input type="checkbox"/>
Fiscal Impact (\$):		Account Balance (\$):	Funding Source:	Project Number:	
<b>237,350.00</b>		<b>Various Accounts</b>	<b>Various Accounts</b>	<b>NA</b>	
Contract/P.O. Required		RFP/RFQ/Bid Number:	Sponsor Name:	Department:	
<input checked="" type="checkbox"/> <b>Yes</b>  <input type="checkbox"/> <b>No</b>		<b>Omnia Partners Contract / U.S. Communities Contract #R-TC-17006- Online Marketplace for the Purchase and Services</b>  <b>Amazon Services, LLC</b>	<b>Andrea Lues, Procurement Director</b>	<b>Procurement</b>	
Strategic Plan Focus Areas:					
<input type="checkbox"/> <b>Finance &amp; Budget</b>		<input checked="" type="checkbox"/> <b>Organizational Capacity</b>		<input type="checkbox"/> <b>Infrastructure/Projects</b>	
Implementation Timeline:					
Estimated Start Date: 10/1/2023    Estimated End Date: 9/30/2024					

### SHORT TITLE:

**A RESOLUTION OF THE MAYOR AND CITY COMMISSION OF THE CITY OF HALLANDALE BEACH, FLORIDA, AUTHORIZING THE UTILIZATION OF THE U.S. COMMUNITIES GOVERNMENT PURCHASING ALLIANCE COOPERATIVE CONTRACT #R-TC-17006 FOR THE PURCHASE OF GENERAL PRODUCTS FROM AMAZON SERVICES, LLC IN AN AMOUNT NOT TO EXCEED TWO HUNDRED THIRTY-SIX THOUSAND NINE HUNDRED AND FIFTY DOLLARS (\$237,350); AND PROVIDING FOR AN EFFECTIVE DATE.**

## STAFF SUMMARY:

### Summary:

The Procurement Department facilitates the purchase of specific commodities that the City procures annually through cooperative purchasing. Amazon Services, LLC, through Omnia Partners contract number R-TC-17006, allows the City to participate and utilize competitively solicited contracts to obtain the best goods/services and pricing available in the market. The City wishes to purchase various items from Amazon Services, LLC., as described below, through contract number R-TC-17006 for \$237,350.

### Background:

City staff receives an electronic log-in username and password sign-in. The Procurement Department is responsible for providing permission to utilize the Amazon Services contracted pricing to make purchases on-line.

Terms and conditions are in accordance with Contract Number R-TC-17006 for purchases online only. Some of the purchases made by City Departments include, but are not limited to, electrical adapters, ethernet cables, laptop batteries, audio auxiliary cables, drop cover cord protectors, fiber optic cables and heavy-duty pad locks. Special event supplies such as easter eggs, table covers, Halloween candy; pool supplies such as pump replacement pieces; training materials; plumbing supplies; electrical supplies; programming supplies such as teen zone arts/crafts, teen zone garden rakes/shovels/seeds; office supplies; giveaways for internal green initiatives; recycling bins for offices, litter clean-up supplies like pick sticks, garbage bags, gloves, and workshop supplies like compost bins.

OMNIA Partners is the largest and most trusted cooperative purchasing organization for public sector procurement. OMNIA Partners have brought together the nation's two leading cooperative purchasing organizations – National IPA and U.S. Communities – under one roof to form OMNIA Partners Public Sector. The collective buying power of these unified purchasing cooperatives delivers superior value and savings for public agencies nationwide.

The initial term of the Omnia Partners/U.S. Communities Amazon Services, LLC. contract was from January 18, 2017 through January 18, 2022. On October 4, 2021, the first renewal period was exercised and provides a new expiration date of January 18, 2024. The contract has two (2) additional two (2) year renewal periods available.

### Current Situation:

For FY 2023-2024 the following expenditures have been requested by Departments for Amazon Services, LLC. - Contract Number R-TC-17006:

DEPARTMENT	AMOUNT NOT TO EXCEED DURING FY 2023-2024
Budget and Program Monitoring	\$2,500.00
City Attorney	\$0.00
City Clerk	\$25,000.00
City Commission	\$400.00
City Manager	\$2,500.00

Sustainable Development	\$16,400.00
Finance and Utility	\$5,000.00
Human Resources/Risk Manager	\$2,000.00
Human Services (Special Events, ASP Project & Senior Mini Grant)	\$9,000.00
Innovation Technology	\$60,000.00
Parks (Various Divisions/Programs)	\$31,500.00
Police (Various Divisions/Programs)	\$30,000.00
Procurement	\$5,000.00
Public Works/CIP	\$38,050.00
Contingency for unanticipated purchases	\$10,000.00
<b>TOTAL FOR FY 2023-2024</b>	<b>\$237,350.00</b>

**Why Action is Necessary:**

Pursuant to Chapter 23, Section 23-8 Exception to Bid Requirements, (6) Bids and Contracts from Other entities, and Section 23-9 Cooperative Purchasing, the City Manager is authorized to procure all supplies, materials, equipment, and services from other governmental units, when the best interests of the City would be served subject to the requirement that any purchase in excess of \$50,000 requires City Commission approval.

**Cost Benefit:**

The cost benefit and goal of public procurement is to award timely and cost-effective contracts to qualified contractors, suppliers and service providers for the provision of goods, works and services to support national and local government, and public services operations, in accordance with principles and procedures established in the public rules.

**PROPOSED ACTION:**

Staff recommends approval of the attached Resolution.

**ATTACHMENT(S):**

Exhibit 1 – Proposed Resolution

Exhibit 2 – OMNIA Partners/U.S. Communities Contract Number R-TC-17006

Prepared By: Andrea Lues

Andrea Lues  
Procurement Director

Reviewed By: Noemy Sandoval

Noemy Sandoval  
Assistant City Manager