



Hallandale Beach
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400 South Federal Hwy
Hallandale Beach, FL 33009

City of Hallandale Beach City Commission Agenda Cover Memo

Meeting Date:	Item Type:		1 st Reading	2 nd Reading
11/28/22	<input checked="" type="checkbox"/> Resolution <input type="checkbox"/> Ordinance <input type="checkbox"/> Other	Ordinance Reading	NA	NA
		Public Hearing	<input type="checkbox"/>	<input type="checkbox"/>
		Advertising Required	<input type="checkbox"/>	<input type="checkbox"/>
		Quasi Judicial:	<input type="checkbox"/>	<input type="checkbox"/>
File No.:				
22-510				
Fiscal Impact (\$):	Account Balance (\$):	Funding Source:	Project Number :	
\$750,000	\$150,000	2415-534010	NA	
Contract/P.O. Required	RFP/RFQ/Bid Number:	Sponsor Name:	Department:	
<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	NA	Dr. Jeremy Earle	City Manager	
Strategic Plan Focus Areas:				
<input type="checkbox"/> Finance & Budget		<input checked="" type="checkbox"/> Organizational Capacity		<input type="checkbox"/> Infrastructure/Projects
Implementation Timeline:				
Estimated Start Date: 10/1/2021 Estimated End Date: 9/30/2026				

SHORT TITLE:

A RESOLUTION OF THE MAYOR AND CITY COMMISSION OF THE CITY OF HALLANDALE BEACH, FLORIDA, FINDING UNIQUE CIRCUMSTANCES TO WAIVE COMPETITIVE BIDDING REQUIREMENTS TO AUTHORIZE INTERLOCAL AGREEMENT WITH BROWARD COUNTY FOR BUILDING INSPECTION AND OTHER RELATED SERVICES FOR AN AMOUNT NOT TO EXCEED SEVEN HUNDRED FIFTY THOUSAND DOLLARS (\$750,000); AND PROVIDING AN EFFECTIVE DATE.

STAFF SUMMARY:

Summary:

In order to address the current staffing challenges within the Building Division as it relates to permit reviews, inspections and other services relating to building, the City of Hallandale Beach desires to enter into an Interlocal Agreement with Broward County and increase the previously approved not-to-exceed amount from \$150,000 to \$750,000 through September 30, 2026. Where possible, the County would assist the City by providing supplemental services relating to permit reviews, inspections, and other services relating to building.

Background:

As previously discussed with the City Commission, the Building Division for the City of Hallandale Beach faces many challenges. In addition to software upgrade requirements which were delayed for many years, the City has for many years faced a staffing shortage. Simply stated, the City of Hallandale Beach does not currently have enough plans reviewers, inspectors, and other personnel in-house to handle the high volume of permit applications that are received on a daily basis.

Additionally, due to the horrific tragedy in the Town of Surfside, there is increased scrutiny of 40-year and 50-year recertifications, which has precipitated the need to add additional staff that can work on reviews and inspections for those buildings in need of their recertifications.

The challenge of not having enough permit plans reviewers and inspectors is exacerbated by the more stringent requirements for those disciplines in Broward County. Those requirements make it extremely difficult for any city to recruit the numbers of personnel that they need for building services.

Current Situation:

Over the past fiscal year, the City Commission has approved numerous new positions for the Building Division. These positions range from new Building Code Compliance officials, to Building, Electrical, Plumbing and Mechanical plans reviewers and inspectors.

In order to supplement the number of building division reviewers and inspectors that we currently have working with us, the City currently utilizes outside agreements with both CAP Government, and Calvin Giordano & Associates (CGA), respectively for building services such as plans reviews and inspections. However, due to the shortage of skilled building personnel working for those companies, it has been very difficult for us to access those contracts fully.

In order to find other ways in which the City could access experienced plans reviewers and inspectors, City staff turned to Broward County for help. The County maintains an Environmental Protection and Growth Management Department, which includes a Building Code Services Division ("BCSD") that conducts building official, plan review, permit inspections, code enforcement, and other services relating to building.

The City and the County would enter into an Interlocal Agreement for Emergency/Nonguaranteed Supplemental Support. The nonguaranteed aspect of the agreement refers to the fact that the provision of service is dependent upon the staffing that Broward County has available to provide the services to us. The County would charge us hourly for providing their services.

It is important to note that while the County may perform the services, it is the City alone that would issue permits, and retain fees. The agreement would run through 2026.

The Interlocal Agreement between the County and the City does not currently cover the following functions:

- Engineering
- Water Management
- Drainage Districts
- Traffic Engineering

- Natural Resource Protection
- Health Department

- Fire Protection

If the City wishes to procure any of those services, a separate agreement will need to be provided.

On September 1, 2021, the City Commission approved Resolution Number 2021-098 to authorize the approval of an interlocal agreement with Broward County for Building Inspection and Other Related Services in an amount not-to-exceed \$150,000. The intention of Resolution Number 2021-098 was to approve \$150,000 *annually* for a total not-to-exceed amount of \$750,000.

Why Action is Necessary:

Pursuant to Code of Ordinances, Chapter 23, Section 23-12 Procedures for purchases in excess of \$50,000, item (7) Change Orders, any change in the contract price, scope of work or time for completion of any project following the award of a contract shall be by a written change order, approved by the city manager and executed with the same formalities as the contract. (7)(a) The city manager may approve any change orders so long as the total sum of all change orders does not exceed the total amount awarded by the city commission by more than either ten percent of the contract cost or \$50,000.00, whichever is less. The scope of any project may not be changed without prior approval of the city commission.

Action is necessary because the City of Hallandale Beach needs additional staffing help to review permits and provide inspections.

Cost Benefit:

By having additional permit review and inspections options, which it can utilize, the City of Hallandale Beach will be able to issue permits in a timelier manner. This will lead to more satisfied customers, and greater revenues for the City. The cost of the service is not to exceed \$150,000 annually with funding available in the Building Division's Account 2415-534010. The total expenditure for FY 21/22 through FY 25/26 is not-to-exceed \$750,000.

PROPOSED ACTION:

The City Commission consider the attached Resolution.

ATTACHMENT(S):

Exhibit 1 – Resolution

Exhibit 2 – Interlocal Agreement for Emergency/Nonguaranteed Supplemental Support

Prepared By: Shellie Ransom Jackson

Shellie Ransom Jackson
Building Official

Reviewed By: Vanessa Leroy

Vanessa Leroy
Director