



## City of Hallandale Beach City Commission Agenda Cover Memo

**Hallandale Beach**  
PROGRESS. INNOVATION. OPPORTUNITY.

<b>Meeting Date:</b>	September 18, 2019		<b>Item Type:</b> <i>(Enter X in box)</i>	<b>Resolution</b> <b>X</b>	<b>Ordinance</b>	<b>Other</b>	
<b>Fiscal Impact:</b> <i>(Enter X in box)</i>	<b>Yes</b>	<b>No</b>	<b>Ordinance Reading:</b> <i>(Enter X in box)</i>	<b>1<sup>st</sup> Reading</b> <b>N/A</b>		<b>2<sup>nd</sup> Reading</b> <b>N/A</b>	
	<b>X</b>			<b>Public Hearing:</b> <i>(Enter X in box)</i>	<b>Yes</b>	<b>No</b>	<b>Yes</b>
<b>Funding Source:</b>	<b>3340W-534010</b> <b>3340W-542000</b>		<b>Advertising Requirement:</b> <i>(Enter X in box)</i>		<b>Yes</b>		<b>No</b>
					<b>X</b>		
<b>Account Balance:</b>	<b>\$85,350</b>		<b>Quasi Judicial:</b> <i>(Enter X in box)</i>	<b>Yes</b>		<b>No</b>	
					<b>X</b>		
<b>Project Number :</b>	<b>N/A</b>		<b>RFP/RFQ/Bid Number:</b>	<b>Florida Municipal Power Agency: RFP #2018-214</b>			
<b>Contract/P.O. Required:</b> <i>(Enter X in box)</i>	<b>Yes</b>	<b>No</b>	<b>Strategic Plan Priority Area:</b> <i>(Enter X in box)</i>				
	<b>X</b>						
<b>Sponsor Name:</b>	Greg Chavarria City Manager		<b>Department:</b>	Finance Department			

**SHORT TITLE:**

**A RESOLUTION OF THE MAYOR AND CITY COMMISSION OF THE CITY OF HALLANDALE BEACH, FLORIDA, AUTHORIZING THE UTILIZATION OF THE FLORIDA MUNICIPAL POWER AGENCY'S CONTRACT FOR UTILITY BILLING PRINTING AND MAILING SERVICES FOR AN AMOUNT NOT TO EXCEED EIGHTY-FIVE THOUSAND THREE HUNDRED AND FIFTY DOLLARS (\$85,350.00); AUTHORIZING THE CITY MANAGER TO EXECUTE ALL RELATED DOCUMENTS TO EFFECTUATE THE PROJECT; AND PROVIDING FOR AN EFFECTIVE DATE.**

## **STAFF SUMMARY:**

### **Summary:**

The current contract between the City of Hallandale Beach and Municipal Code Corp is set to expire on September 30, 2019. City staff researched for viable options for utility billing printing and mailing services. The solution found is an agreement through The Florida Municipal Power Agency (FMPA). Formed by the Florida Legislature in 1978, FMPA is a non-profit, joint agency created to serve the needs of municipal electric utilities in Florida. FMPA's members are government entities throughout the state from the Panhandle to Key West.

The Florida Municipal Power Agency (FMPA) has an agreement with ENCO Utility Services, LLC for an initial period of five (5) years effective on the contract execution date of August 10, 2018 through August 2023. The City reviewed various contracts for utility billing printing/ mailing services. Piggybacking off the FMPA contract with ENCO Utility Services was found to be more cost effective for the City.

### **Background:**

The City began using Municipal Code Corporation services on August 9, 2017 after piggybacking off the City of Ormond Beach agreement. The City of Ormond Beach agreement is for a five (5) years term and expires on September, 22, 2019. In the amendment to agreement between the City of Hallandale Beach and Municipal Code Corporation (Amendment #1 – Exhibit 3), the expiration date was set to September 30, 2019. Further, in February of 2019 Municipal Code Corporation contract was assigned to ENCO Utility Services, LLC (Exhibit 4).

### **Current Situation:**

The current contract between the City of Hallandale Beach and Municipal Code Corp is set to expire on September 30, 2019. The Florida Municipal Power Agency (FMPA) agreement with ENCO Utility Services, LLC (Exhibit 2) is for an initial period of five (5) years effective on the contract execution date of August 10, 2018 through August 2023.

Therefore, staff is requesting City Commission authorization to piggyback off the FMPA agreement with ENCO Utility Services, LLC.

### **Why Action is Necessary:**

Pursuant to Chapter 23, Section 23-4, Competitive Bidding Required; all purchases of and contracts for equipment, supplies and contractual services, when the estimated cost shall exceed \$50,000 shall be based on competitive bids. Furthermore, pursuant to Chapter 23, Section 23-6, Award of Contract; the City Manager shall have the authority to recommend to the City Commission award of contracts.

### **Fiscal Impact:**

The fiscal impact is for an amount as provided in the FY19/20 budget (\$85,350).

**PROPOSED ACTION:**

The City Commission consider the attached Resolution

**ATTACHEMENT(S):**

- Exhibit 1 – Proposed Resolution/Ordinance
- Exhibit 2 – Agreement FMPA & ENCO
- Exhibit 3 – Amendment #1
- Exhibit 4 – Contract Assigned