



## City of Hallandale Beach City Commission Agenda Cover Memo

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

<b>Meeting Date:</b>	December 20, 2017		<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>2<sup>nd</sup> Reading</b>
			<b>Public Hearing:</b> <i>(Enter X in box)</i>	<b>Yes</b>	<b>No</b> <b>X</b>	<b>Yes</b>
<b>Funding Source:</b>	2120-552200		<b>Advertising Requirement:</b> <i>(Enter X in box)</i>	<b>Yes</b>		<b>No</b> <b>X</b>
<b>Account Balance:</b>	\$45,891		<b>Quasi-Judicial:</b> <i>(Enter X in box)</i>	<b>Yes</b>		<b>No</b> <b>X</b>
<b>Project Number :</b>	N/A		<b>RFP/RFQ/Bid Number:</b>	RFP # FY2012-2013-008		
<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>Safety</b>	<input checked="" type="checkbox"/>		
			<b>Quality</b>	<input checked="" type="checkbox"/>		
			<b>Vibrant Appeal</b>	<input type="checkbox"/>		
<b>Sponsor Name:</b>	Roger M. Carlton, City Manager		<b>Department:</b> Police	Sonia Quinones, Chief of Police		

**Short Title:**

**A RESOLUTION OF THE MAYOR AND CITY COMMISSION OF THE CITY OF HALLANDALE BEACH, FLORIDA, AUTHORIZING TWO ANNUAL RENEWALS WITH LOU'S POLICE DISTRIBUTORS, INC. FOR POLICE DEPARTMENT UNIFORMS IN AN AMOUNT NOT TO EXCEED THE BUDGETED AMOUNT AS PROVIDED FOR IN EACH FISCAL YEAR PURSUANT TO THE AGREEMENT ATTACHED AS EXHIBIT "A"; AUTHORIZING THE CITY MANAGER TO EXECUTE ALL RELATED DOCUMENTS TO EFFECTUATE THE EXTENSIONS; AND PROVIDING AN EFFECTIVE DATE.**

**Staff Summary:**

**Background:**

The City and Lou's Police Distributors, Inc. entered into a contract in 2013 for police uniforms (Exhibit 1). The contract, which was consistent with the RFP, provided for a term of three years with two additional annual renewals based on good performance. It has been discovered that the Commission Resolution, 2013-132 (Exhibit 2), awarding the bid did not provide for the two additional annual renewals. Lou's has performed exceptionally throughout the contract period. Staff is requesting a Resolution Amendment to provide for the two annual contract renewals. The term of the contract will then end in November 2018. Staff will release a new RFP for a uniform provider in sufficient time to allow for award prior to the end of the Lou's Police Distributors contract.

**Current Situation:**

The City released an RFP for a new uniform provider in 2012. This resulted in Commission Resolution 2013-132, which awarded the contract to Lou's Police Distributors, Inc. The resolution called for a three-year term and did not provide for two additional one year renewals, contingent on good performance. The City entered into a contract with the vendor dated November 15, 2013. The contract provided for a three-year term with two one year renewals. Last year we utilized the first of the two renewals to contract with the provider for uniform services.

Upon presenting the documentation to Procurement this year to secure a purchase order, it was discovered that the resolution does not provide for the renewals and thus conflicts with the contract. Procurement advised that we must attain a revised resolution to correct the issue. The Police Department relies upon this contract renewal for our uniform and equipment needs. Without this amended resolution, we will be without a uniform provider and would have to start the RFP process over immediately.

**Fiscal Impact:**

The proposed FY17/18 contract is not to exceed \$50,000. \$45,891 is budgeted for uniforms and equipment to be provided by this vendor. The correction of the resolution to provide for the two one year extensions would not impact these numbers.

**Why Action is Necessary:**

Pursuant to Chapter 23, Procurement, Section 23-3, Competitive Bidding Required, and Section 23-5 Award of Contract, of the City of Hallandale Beach Code of Ordinances, the City Manager shall have the authority to recommend to the City Commission award of contracts.

Due to Lou's reliability, competitive cost and levels of service, staff is recommending the City Commission authorize the resolution amendment. As the estimated costs is in excess of City

Manager's purchasing authority, the agreement is being presented to the City Commission for its consideration and approval.

**Proposed Action:**

Staff recommends the City Commission adopt the attached Resolution Amendment authorizing the contract renewal for FY 17/18 for police uniform and equipment services from Lou's Police Distributors, Inc. in an amount not to exceed \$50,000.

**Attachment(s):**

- Exhibit 1- Proposed Resolution
- Exhibit 2- 2013 Contract with renewals
- Exhibit 3- Commission Resolution 2013-132

Prepared by:

Paul Robert, Police Major  
Name, Title

Department Head Review:

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Sonia Quinones, Chief of Police