



## City of Hallandale Beach City Commission Agenda Cover Memo

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

<b>Meeting Date:</b>	June 20, 2018	<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>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>	4610-534010 <b>General Fund</b> 3660-531010 <b>Stormwater Fund</b> 3660-546120 <b>Stormwater Fund</b> 4210-552090 <b>General Fund</b> 3390W-534010 <b>Utility Fund</b>		<b>Advertising Requirement:</b> <i>(Enter X in box)</i>		<b>Yes</b>		<b>No</b>
						<b>X</b>	
<b>Account Balance:</b>	4610-534010 = <b>\$80,042</b> 3660-531010 = <b>\$76,362</b> 3660-546120 = <b>\$10,930</b> 4210-552090 = <b>\$4,221</b> 3390W-534010 = <b>\$56,135</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>NA</b>		<b>RFP/RFQ/Bid Number:</b>	<b>Bid # 2015-2016-021 – SIDEWALK REPAIRS AND RELATED SERVICES</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>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> Public Works	Steven F. Parkinson, P.E., PWLF, Assistant City Manager/Public Works Director			

### Short Title:

**A RESOLUTION OF THE MAYOR AND CITY COMMISSION OF THE CITY OF HALLANDALE BEACH, FLORIDA, AUTHORIZING PAYMENT PURSUANT TO THE CONTRACT PREVIOUSLY AWARDED TO METRO EXPRESS, INC., PURSUANT TO ITB #FY2015-2016-021, SIDEWALK REPAIR AND OTHER RELATED SERVICES, FOR THE SECOND AND THIRD YEARS OF A THREE YEAR TERM IN AN AMOUNT NOT TO EXCEED ONE HUNDRED THIRTY THREE THOUSAND SIX HUNDRED TWENTY FIVE (\$133,625.00) DOLLARS PER YEAR FOR FISCAL YEARS 2017-2018 AND 2018-19; AND PROVIDING FOR AN EFFECTIVE DATE.**

## Staff Summary:

### **Background:**

On November 16, 2016 the City Commission approved a resolution awarding ITB # FY 2015-2016-021: SIDEWALK REPAIRS AND RELATED SERVICES, to the lowest responsive and responsible bidder, Metro Express, Inc. The City released this bid seeking for licensed contractor(s) for a three year contract on an as needed basis in order to provide various disciplines: pour concrete, protection of storm drains, concrete curb and gutter, tree removal and preservation, sod installation, asphalt pavement, irrigation, fencing installation/repairs, sign relocation; utility box adjustment and pressure cleaning.

The City has been predominantly using the contractor to perform sidewalk repairs for the City's Sidewalk Repair Program. The City started this program in 2013 and has increased the funding to repair sidewalks each year. Sidewalk repair expenditure increased from \$20,000 in FY 12/13 to close to \$80,000 in the FY 16/17 (Exhibit 2).

For FY 17/18 the City has expended \$57,952 to date (Exhibit 3), repairing approximately 14,350 square feet of sidewalks throughout the City. The total expenditure to date is \$137,812 for both FY 16/17 and FY 17/18. Staff anticipates spending \$80,000 in sidewalk repair for FY 17/18.

### **Current Situation:**

Resolution 2016-182 (Exhibit 4) did not specify that the not-to-exceed amount of \$133,625 represents the amount to be spent per year for the three (3) year period of the contract. To make this this point clear, staff recommends ratifying the contract with Metro Express, Inc. to specify the expenditure amount of \$133,625 dollars per year for FY 17/18 and FY 18/19, with the total contract amount of \$267,250 for the remainder of the contract term which ends on December 23, 2019.

### **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 the award of contracts.

## Proposed Action:

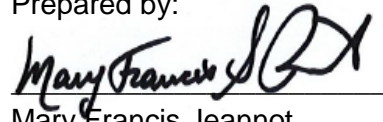
Staff recommends approval of the attached Resolution authorizing the City Manager to ratify the contract with Metro Express, Inc. awarded pursuant to ITB #FY2015-2016-021 for a term of

three years with the expenditure of \$133,625 dollars per year for FY 17/18 and FY 18/19, with the total contract amount of \$267,250 for the remainder of the contract term.

**Attachment(s):**

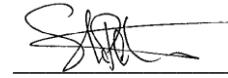
Exhibit 1 – Resolution  
Exhibit 2 – FY 16-17 Expenditures  
Exhibit 3 – FY 17-18 Expenditures  
Exhibit 4 – Resolution  
Exhibit 5 – Bid Tabulation

Prepared by:



Mary Francis Jeannot  
Assistant Director of Public Works/Administration

Department Head Review:



Steven F. Parkinson, Assistant City  
Manager/Director of Public Works



Andrea Lues, Procurement Director