



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:	June 6, 2018		Item Type: <i>(Enter X in box)</i>	Resolution X	Ordinance	Other
Fiscal Impact: <i>(Enter X in box)</i>	Yes	No	Ordinance Reading: <i>(Enter X in box)</i>	1st Reading		2nd Reading
	X			Public Hearing: <i>(Enter X in box)</i>	Yes	No
Funding Source:	410-3420-512000 (Sanitation, Solid Waste, Regular Salaries and Wages)		Advertising Requirement: <i>(Enter X in box)</i>	Yes		No
						X
Account Balance:	\$531,277		Quasi-Judicial: <i>(Enter X in box)</i>	Yes		No
Project Number :	NA		RFP/RFQ/Bid Number:	NA		
Contract/P.O. Required: <i>(Enter X in box)</i>	Yes	No	Strategic Plan Priority Area: <i>(Enter X in box)</i>			
	X					
Sponsor Name:	Roger M. Carlton, City Manager		Department: 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, RATIFYING THE EXPENDITURE OF FIFTY-SEVEN THOUSAND THREE HUNDRED SEVENTY-NINE DOLLARS (\$57,379) TO AMERI-TEMPS EMPLOYMENT SERVICES FOR TEMPORARY LABOR SERVICES IN THE SANITATION DIVISION; AND PROVIDING FOR AN EFFECTIVE DATE.

Staff Summary:

Background:

The City has historically used temporary labor during times of labor shortage to ensure that services are provided to the community in an efficient and cost-effective manner. The Landscaping, Construction, Sanitation and Utilities Divisions have all benefitted from temporary labor workers in the past.

The Sanitation Division budgeted \$25,000 for temporary labor services during the current fiscal year. Staff requested quotes from 3 vendors (Ameri-Temps, People Ready and Trojan Labor) at the beginning of FY17/18 and Ameri-temp's Employment Services provided the sole response. Therefore, this firm has provided temporary labor services for the Sanitation Division during FY17/18. Ameri-temp's has proved to be a reliable labor resource for the Sanitation Division. This company has consistently provided the City with qualified temporary employees, including those with the ability to perform in skilled areas not normally addressed by competitors. This has allowed City staff to train these employees and ensure that they are familiar with the City's work ethic, procedures and daily operations.

The Sanitation Division has been operating with multiple vacant positions during this fiscal year. Therefore, the initial Purchase Order (20180224) in the amount of \$25,000 was increased by \$24,099 on February 8, 2018. This brought the total Purchase Order amount to \$49,099.

Current Situation:

Funds in Purchase Order 20180224 were fully liquidated by March 6, 2018. However, temporary labor services are still required. As a result, the vendor continued to provide services for the City until a more permanent solution could be identified. Four (4) invoices with a total balance of \$8,280 remain outstanding.

Staff recommends that the City Commission ratify the over expenditure of \$8,280, which will occur after the City pays its outstanding invoices. Funding for this expenditure is available in 410-3420-512000 (Sanitation, Solid Waste, Regular Salaries and Wages).

Staff is also bringing forth an item on this agenda which will offer a more permanent solution with regard to the use of temporary labor by the Sanitation Division. This is important given the potential transition of the Sanitation Division during FY18/19.

In total, the Division anticipates that it will spend approximately \$108,000 for temporary labor services this fiscal year. \$58,281 of this amount has been spent with Ameri-temp's Temporary Staffing. The remaining \$50,000 will be spent through the use of Contract # 13-D-140F (see the accompanying item on this June 6, 2018 agenda for more information).

Why Action is Necessary:

Pursuant to Chapter 23, of the City Code of Ordinances, the City Manager's purchasing authority for services is \$50,000. As expenses for Ameri-temps Employment Services are in excess of \$50,000, City Commission ratification is needed.

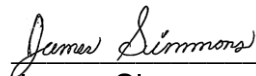
Proposed Action:

Staff recommends approval of the attached Resolution authorizing the City Manager to implement an over expenditure of \$8,281 to Ameri-temps Employment Services, which was spent during FY1718 for the continuation of temporary labor in the Sanitation Division.

Attachment(s):

Exhibit 1 – Resolution

Prepared By:



James Simmons, Sanitation Superintendent

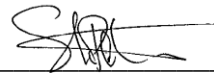


Susan Fassler, Green Initiatives Coordinator



Andrea Lues, Procurement Director

Department Head Review:



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