



400 South Federal Hwy  
Hallandale Beach, FL 33009

## City of Hallandale Beach City Commission Agenda Cover Memo

Meeting Date:		Item Type:		1 <sup>st</sup> Reading	2 <sup>nd</sup> Reading
<b>6/15/2022</b>		<input checked="" type="checkbox"/> <b>Resolution</b> <input type="checkbox"/> <b>Ordinance</b> <input type="checkbox"/> <b>Other</b>	Ordinance Reading	<b>N/A</b>	<b>N/A</b>
			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.:					
<b>22-194</b>					
Fiscal Impact (\$):		Account Balance (\$):	Funding Source:	Project Number:	
<b>\$33,453</b>		<b>\$54,610</b>	<b>3420-534010 Outside Services</b>	<b>N/A</b>	
Contract/P.O. Required		RFP/RFQ/Bid Number:	Sponsor Name:	Department:	
<input checked="" type="checkbox"/> <b>Yes</b>	<input type="checkbox"/> <b>No</b>	<b>RFP NO. 032919 for Solid Waste Continuing Consulting Services - City of Oakland Park Contract No. R2019-070</b>	<b>Jeffrey Odoms, Interim Director</b>	<b>Public Works</b>	
Strategic Plan Focus Areas:					
<input checked="" type="checkbox"/> <b>Finance &amp; Budget</b>		<input type="checkbox"/> <b>Organizational Capacity</b>		<input type="checkbox"/> <b>Infrastructure/Projects</b>	
Implementation Timeline:					
Estimated Start Date: 6/15/2021			Estimated End Date: 9/30/2022		

### SHORT TITLE:

**A RESOLUTION OF THE MAYOR AND CITY COMMISSION OF THE CITY OF HALLANDALE BEACH, FLORIDA, AUTHORIZING THE UTILIZATION OF THE CITY OF OAKLAND PARK'S AGREEMENT NUMBER R2019-070 FOR SANITATION CONSULTING SERVICES of KESSLER CONSULTING, INC. FOR AN AMOUNT NOT TO EXCEED SEVENTY-THREE THOUSAND, ONE HUNDRED AND THREE DOLLARS (\$73,103); AND PROVIDING AN EFFECTIVE DATE.**

## **STAFF SUMMARY:**

### **Summary:**

This agenda item seeks City Commission approval to authorize the City Manager to have Kessler Consulting, Inc., through the City of Oakland Park's RFP No. 032919 for Solid Waste Continuing Consulting Services, move forward with the tasks needed to complete the request for proposal (RFP) process, in an amount not-to-exceed \$73,103.

### **Background:**

On May 6<sup>th</sup>, 2015, the City Commission approved Resolution No. 2015-28 (Exhibit 2) authorizing the City Manager to enter into a contract for Solid Waste and Recycling Assessment with Kessler Consulting, Inc. (KCI), piggybacking on an agreement between Kessler and the City of Deerfield Beach, in an amount not to exceed \$99,720 (Exhibit 3) (PO20151364).

KCI completed the evaluation and analysis of the sanitation services division in May of 2016. As a result of the findings, KCI was tasked with conducting a competitive procurement process to privatize the commercial and multi-family waste collection services. During the 2017 City Commission summer recess, Resolution 2017-70 (Exhibit 4) granted the City Manager the authority to approve a change authorization for KCI to complete this work. This change authorization was in the amount of \$30,000 (Exhibit 5) (PO20171275).

On August 2, 2017, the City Commission approved Resolution No. 2017-085 (Exhibit 6) ratifying the procurement actions of the City Manager undertaken during the summer recess pursuant to Resolution No. 2017-70. The piggyback contract with Deerfield Beach expired October 1, 2017.

In October 2018, the funds associated with the 2017 purchase order (PO20171275) were depleted, and the City wanted to continue utilizing the services of KCI. KCI submitted a revised proposal (Exhibit 7). A piggyback on the contract (Exhibit 8) between the City of Oakland Park and KCI was utilized to furnish a draft of the RFP solicitation documents, which was submitted to the City in April of 2020 (PO20200749).

On May 19, 2021, the City Commission approved Resolution No. 2021-046 (Exhibit 9) authorizing a change order to the existing scope of work (Exhibit 10). Under this project scope, KCI was tasked to revise the RFP document to include the outsourcing of residential accounts in addition to the multi-family and commercial accounts. At that time, there was an encumbrance with the balance of \$22,560, and the revised scope of work amounted to \$39,650. The changed amounted to \$17,090.

**Current Situation:**

At the April 6, 2022, City Commission Workshop, KCI presented a business analysis. The consultant made the following recommendations to enable the City to gain further insight into the outsourcing option:

- Issue an RFP to receive actual pricing from vendors on the City's solid waste program.
- Evaluate proposal prices versus the unit costs developed in the study.
- If the City chooses to proceed with a franchise system, it should be the entire system.

The current change order is to add funding for the following remaining tasks (Exhibit 11-needed a revision to reflect what is being requested in the table below; and will be provided by consultant prior to the City Commission Meeting):

Task 1 – Procurement Assistance	\$ 17,500
Pre-Proposal Meeting and Addenda Preparation - \$7,200	
Proposal Review - \$10,300	
Task 2 – Additional Technical Services	\$ 29,500
Rate Study, Feasibility and Efficiency Analysis (as needed)	
<b>Total</b>	<b>\$ 47,000</b>

The current encumbrance (PO 20200749) of \$39,650 has a remaining balance of \$13,547. Therefore, staff is requesting additional funding in the amount of \$33,453 to bring the total amount to be spent with Kessler Consulting to \$73,103.

**Why Action is Necessary:**

Pursuant to Chapter 23, Section 23-8 Exception to Bid Requirements, (6) Bids and Contracts from Other entities, and Section 23-9 Cooperative Purchasing, the City Manager is authorized to procure all supplies, materials, equipment, and services from other governmental units, when the best interests of the City would be served subject to the requirement that any purchase in excess of \$50,000 requires City Commission approval.

**Cost Benefit:**

The information received through the issuance of this RFP will allow the City to gain a better understanding of the current solid waste and recycling market to evaluate the City's sanitation services. The outcome of this assessment will equip the City to make a more informed decision as it relates to the outsourcing or keeping the sanitation service in-house. The outsourcing of the services will mitigate the City's need for an immediate capital outlay for sanitation vehicle replacement at the approximate cost of \$1,500,000.

**PROPOSED ACTION:**

The City Commission approve the attached resolution

<b>ATTACHMENT(S):</b>
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Exhibit 1 – Proposed Resolution  
Exhibit 2 – Resolution No. 2015-28  
Exhibit 3 – Initial Proposal  
Exhibit 4 – Resolution No. 2017-70  
Exhibit 5 – Change Authorization No. 1  
Exhibit 6 – Resolution No. 2017-085  
Exhibit 7 – Change Authorization No. 2  
Exhibit 8 – Oakland Park Agreement and Extension  
Exhibit 9 – Resolution No. 2022-046  
Exhibit 10 – Change Authorization No. 3  
Exhibit 11 – Change Authorization No. 4

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