



400 South Federal Hwy
Hallandale Beach, FL 33009

City of Hallandale Beach City Commission Agenda Cover Memo

Meeting Date:	December 7, 2016		Item Type: <small>(Enter X in box)</small>	X	Ordinance	Other	
Fiscal Impact: <small>(Enter X in box)</small>	Yes	No	Ordinance Reading: <small>(Enter X in box)</small>		1st Reading		2nd Reading
	X		Public Hearing: <small>(Enter X in box)</small>		Yes	No	Yes
Funding Source:	5040-531010 – Consultants/Prof & 5040-512000		Advertising Requirement: <small>(Enter X in box)</small>		Yes		No
							X
Account Balance:	\$426,400 <i>And expected salary savings</i>		Quasi-Judicial: <small>(Enter X in box)</small>		Yes		No
							X
Project Number :	N/A		RFP/RFQ/Bid Number:		RFP #855-11487 Ft. Lauderdale, FL		
Contract/P.O. Required: <small>(Enter X in box)</small>	Yes	No	Strategic Plan Priority Area: <small>(Enter X in box)</small>				
	X						
			Safety <input checked="" type="checkbox"/>				
			Quality <input type="checkbox"/>				
			Vibrant Appeal <input type="checkbox"/>				
Sponsor Name:	Daniel A. Rosemond, City Manager		Department: Development Services		Keven R. Klopp, Development Services Director		

Short Title:

A RESOLUTION OF THE MAYOR AND CITY COMMISSION OF THE CITY OF HALLANDALE BEACH, FLORIDA, AUTHORIZING THE PIGGY-BACKING OF THE CITY OF FORT LAUDERDALE RFP #855-11487 TO PROCURE TEMPORARY BUILDING PLAN REVIEW AND BUILDING INSPECTION SERVICES FROM CALVIN GIORDANO & ASSOCIATES, INC. IN AN AMOUNT NOT TO EXCEED ONE HUNDRED EIGHTY EIGHT THOUSAND (\$188,000) DOLLARS; AUTHORIZING THE CITY MANAGER TO EXECUTE ALL RELATED DOCUMENTS TO EFFECTUATE THE PURCHASE AS NEEDED; AND PROVIDING AN EFFECTIVE DATE.

Staff Summary:

Background:

The Development Services Department, more specifically the Building Division, has the necessity to supplement inspection and plan review staff. Due to the recent increase in workload and the departure of two field inspectors, the Division is seeking to procure the services from Calvin Giordano & Associates, Inc., through RFP #855-11487 with the City of Ft. Lauderdale, Florida for plan reviewers and inspectors.

Current Situation:

To date, the City has issued Purchase Order in an amount of \$49,000 to Calvin Giordano & Associates. Base on present need, this amount will quickly be exhausted, creating the need to obtain Commission approval to extend the limit of spending beyond what the City Manager is authorized to expend. In an effort to avoid stoppage of services to our customers, the Department is proactively seeking Commission approval to continue providing supplemental plan examiner services for all types of applications.

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.

As the aforementioned engagement will be in excess of the City Manager's purchasing authority, City Commission authorization is required.

Fiscal Impact:

The expected expense may come close to but will not exceed \$188,000 and is consistent with monies budgeted for FY2017.

Proposed Action:

Staff recommends the City Commission approve the attached resolution authorizing the City Manager to procure staffing services from Calvin Giordano & Associates through RFP #855-11487 with the City of Ft. Lauderdale, Florida, in an amount not to exceed \$188,000, and to execute all related documents.

Attachment(s):

Exhibit 1 – Resolution

Exhibit 2 – Agreement between City of Ft. Lauderdale and Calvin Giordano & Associates, Inc.

Exhibit 3 – City of Ft. Lauderdale Contract Extension with Calvin Giordano & Associates, Inc.

Exhibit 4 – Ft. Lauderdale RFP #855-11487

ISR CGA Reso Procurement FY2017