



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:	<i>December 7, 2016</i>		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
					X		X
Funding Source:	5040-531010 - Consultants/Prof & 5040-512000 -		Advertising Requirement: <small>(Enter X in box)</small>		Yes		No
Account Balance:	<i>\$426,400 and expected salary savings</i>		Quasi Judicial: <small>(Enter X in box)</small>		Yes		No
Project Number :	<i>N/A</i>		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> <div style="display: flex; justify-content: space-between;"> <div>Safety</div> <div><input checked="" type="checkbox"/></div> </div> <div style="display: flex; justify-content: space-between;"> <div>Quality</div> <div><input type="checkbox"/></div> </div> <div style="display: flex; justify-content: space-between;"> <div>Vibrant Appeal</div> <div><input type="checkbox"/></div> </div>				
	X						
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 CAP GOVERNMENT, INC. IN AN AMOUNT NOT TO EXCEED FOUR HUNDRED SEVENTY EIGHT THOUSAND (\$478,000.00) 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 CAP Government, 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 CAP Government, Inc. 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 services for building, electrical and plumbing inspections for all types of permits.

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 purchase 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 \$478,000.

Proposed Action:

Staff recommends the City Commission approves the attached resolution authorizing the City Manager to procure staffing services from CAP Government, Inc., through RFP #855-11487 with the City of Ft. Lauderdale, Florida in an amount not to exceed \$478,000, to provide plan review and inspection services and authorizing the City Manager to execute all related documents.

Attachment(s):

- Exhibit 1 – Resolution
- Exhibit 2 – Agreement between City of Ft. Lauderdale and CAP Government, Inc.
- Exhibit 3 – City of Ft. Lauderdale Contract Extension with CAP Government, Inc.
- Exhibit 4 – Ft. Lauderdale RFP #855-11487