



400 South Federal Hwy  
Hallandale Beach, FL 33009

## City of Hallandale Beach City Commission Agenda Cover Memo

<b>Meeting Date:</b>	November 1, 2017		<b>Item Type:</b> <i>(Enter X in box)</i>	<b>Resolution</b>  X	<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>1st Reading</b>		<b>2nd Reading</b>	
	X		<b>Public Hearing:</b> <i>(Enter X in box)</i>	<b>Yes</b>	<b>No</b>	<b>Yes</b>	<b>No</b>
<b>Funding Source:</b>	2110-534010		<b>Advertising Requirement:</b> <i>(Enter X in box)</i>	<b>Yes</b>		<b>No</b>	
						X	
<b>Account Balance:</b>	\$148,200		<b>Quasi Judicial:</b> <i>(Enter X in box)</i>	<b>Yes</b>		<b>No</b>	
						X	
<b>Project Number :</b>	N/A		<b>RFP/RFQ/Bid Number:</b>	<b>Commission approved as Unique Circumstances under Section 23-08</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>				
	X						
			<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> Police	Sonia Quinones, Chief of Police			

### Short Title:

A RESOLUTION OF THE MAYOR AND CITY COMMISSION OF THE CITY OF HALLANDALE BEACH, FLORIDA, AUTHORIZING THE ANNUAL CONTRACT FOR SCHOOL CROSSING GUARD SERVICES FROM STAFFING CONNECTION/ACTION LABOR MANAGEMENT, LLC FOR AN AMOUNT NOT TO EXCEED ONE HUNDRED TWENTY TWO THOUSAND (\$122,000.00) DOLLARS; AND AUTHORIZING THE CITY MANAGER TO EXECUTE THE CONTRACT; AND PROVIDING AN EFFECTIVE DATE.

## **Staff Summary:**

### **Background:**

The City's current contract with Staffing Connections/Action Labor Management LLC for School Crossing Guard Services has been in effect since 2003 (Exhibit 3). The initial contract was approved as a Unique Circumstance contract at the January 21, 2003, Commission Meeting (see Exhibit 6, page 4). These unique circumstances include the fact that Staffing Connection is the only local company that can provide and train school crossing guards. At the August 1, 2006, Commission Meeting, the City Commission authorized annual renewals of the existing contract based on "the renewal cost being reasonable and Chief of Police's recommendation." See meeting minutes excerpt (Exhibit 2). Since the 2006 contract, Staffing Connections has provided consistent reliable crossing guard services with no price increases. For Fiscal Year 17/18 Staffing Connections has committed to providing said services with no price increase. The City has had a 10-year working relationship with Staffing Connections as the City's school crossing guard provider with no service complaints and no price increases since 2006. Staffing Connections is requesting a nominal increase this year of \$0.85 per hour to raise the rate from \$11.75 to \$12.60 per hour.

Hallandale Beach is home to many students who rely on walking as their primary method of commuting to and from school. There are both primary and secondary schools in the City and adjoining our City limits on Pembroke Road is McNichol Middle School. Children often have to traverse busy Hallandale Beach Boulevard and Pembroke Road on their way to and from school. Providing crossing guard services is a necessary and prudent service to help ensure the safety of our children.

### **Current Situation:**

Due to their wide network of service, Staffing Connections can readily provide replacement personnel if any of their employees assigned to a Hallandale Beach post are unavailable. Since 2002, we have contracted with Staffing Connections to provide Crossing Guard Services. They have a complete school crossing guard program that is utilized by many local municipalities. Staffing Connections trains and supervises school crossing guards, in full compliance with state laws. Under our current contract, Staffing Connections provides six (6) guards and a supervisor to provide enhanced pedestrian safety in the school zones. These Crossing Guards are stationed at 8<sup>th</sup> Avenue on West Hallandale Beach Boulevard and on designated street corners surrounding the newly consolidated Gulfstream Academy of Hallandale Beach campus. There is also a crossing guard on Pembroke Road for McNichol students.

Currently, all of the crossing guards assigned to posts in Hallandale Beach are Hallandale Beach residents. This provides a local benefit for employment and in many cases provides crossing guards who reside in the same neighborhoods as the children they are helping to keep safe.

In the past, when the City provided these services directly, the program was more costly overall as the City had to use police officers or community service aides, at an even greater cost, to cover unexpected vacancies. Providing school crossing guard services through a reliable and economical vendor is a cost-effective method of providing this critical safety service. Staffing Connections has proven to fit this need well over the years. This contract was initially approved

as a unique circumstances contract and over the many years of this agreement Staffing Connections has consistently provided excellent reliable service at stable prices. This positive track record and price stability over many years underscores the continued unique and beneficial circumstances of this contract.

The consolidation of Hallandale Elementary and Gulfstream Middle into Gulfstream Academy has significantly shortened the Hallandale Beach Boulevard school zone because the walking routes have been consolidated, requiring fewer posts. Accordingly, the contract price for this service is \$122,000 this fiscal year, which is \$8,000 less than FY 17/18 price.

**Fiscal Impact:**

The proposed FY17/18 contract is \$122,000, which reflects a nominal hourly rate increase over the previous fiscal year.

**Why Action is Necessary:**

Pursuant to Chapter 23, Section 23-08 Exception to Bid Requirements, (5) Unique Circumstances, where the City Commission finds unique circumstances to establish that competitive bidding is not in the best interest of the City.

Due to Staffing Connections reliability, competitive costs and levels of service, staff is recommending the City Commission authorize the agreement under Chapter 23-8(5). Furthermore, as the estimated costs of \$122,800 is in excess of City Manager's purchasing authority, the agreement is being presented to the City Commission for consideration and approval.

<b>Proposed Action:</b>
-------------------------

Staff recommends the City Commission adopt the attached Resolution authorizing the contract for school crossing guard services from Staffing Connection/Action Labor Management, LLC in the total amount of \$122,000; and authorize the City Manager to execute the appropriate documents.

<b>Attachment(s):</b>
-----------------------

- Exhibit 1- Resolution
- Exhibit 2- Excerpts from 08/01/06 Meeting
- Exhibit 3- Initial 2003 Staffing Connections Contract
- Exhibit 4- FY 17/18 Renewal Commitment Letter from Staffing Connections
- Exhibit 5- FY 17/18 Contract Renewal Amendment
- Exhibit 6- Minutes from 01/21/2003 Commission Meeting

Prepared by:

*Paul Robert*

Paul Robert, Major

Department Head Review:

*Sonia Quinones*

Sonia Quinones, Chief of Police