



400 South Federal Hwy
Hallandale Beach, FL 33009

City of Hallandale Beach City Commission Agenda Cover Memo

Meeting Date:	October 2, 2019		Item Type: <i>(Enter X in box)</i>	Resolution	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	Yes	No
					X		X
Funding Source:	001-141300 INVENTORY OF SUPPLIES/Unleaded Fuel 001-141400 INVENTORY OF SUPPLIES/Diesel		Advertising Requirement: <i>(Enter X in box)</i>	Yes		No	
						X	
Account Balance:	FY19/20 Budget Request: Diesel Fuel: \$135,200 (Obj. 552140) Unleaded Fuel: \$355,194 (Obj. 552150) \$490,394		Quasi-Judicial: <i>(Enter X in box)</i>	Yes		No	
						X	
Project Number:			RFP/RFQ/Bid Number:				
Contract/P.O. Required: <i>(Enter X in box)</i>	Yes	No	Strategic Plan Priority Area: <i>(Enter X in box)</i>				
	X		Safety <input checked="" type="checkbox"/>				
			Quality <input checked="" type="checkbox"/>				
			Vibrant Appeal <input type="checkbox"/>				
Sponsor Name:	Greg Chavarria, City Manager		Department: Public Works	James Sylvain, P.E., Public Works Director			

Short Title:

A RESOLUTION OF THE MAYOR AND CITY COMMISSION OF THE CITY OF HALLANDALE BEACH, FLORIDA, AUTHORIZING THE CITY MANAGER TO UTILIZE THE CITY OF POMPANO BEACH RFP E-13-17 FOR THE SOUTHEAST FLORIDA GOVERNMENTAL PURCHASING COOPERATIVE GROUP CONTRACT WITH PORT CONSOLIDATED, INC. TO PROCURE UNLEADED GASOLINE AND DIESEL FUEL IN AN AMOUNT NOT TO EXCEED FOUR HUNDRED NINETY THOUSAND THREE HUNDRED NINETY FOUR DOLLARS (\$490,394) AS BUDGETED FOR IN FISCAL YEAR FY2019-2020; AUTHORIZING THE CITY MANAGER TO EXECUTE ALL RELATED DOCUMENTS TO EFFECTUATE THE PROJECT AS NEEDED; AND PROVIDING FOR AN EFFECTIVE DATE.

Staff Summary:

Summary:

The purpose of this agenda item is to request authorization from the City Commission to purchase diesel fuel and unleaded gasoline from Port Consolidated, Inc. in an amount not to exceed the budgeted amount for fuel purchases (\$490,394) during FY19/20, through the Southeast Florida Governmental Purchasing Cooperative Group, RFP # E-13-17.

Background:

The City of Hallandale Beach is a Participating Agency in the Southeast Florida Governmental Purchasing Cooperative (Co-Op). The Co-Op is comprised of governmental entities from Broward, Dade and Palm Beach Counties. The City participates in the Co-Op in order to take advantage of cost savings that a city of our size would otherwise be unable to realize.

The Department of Public Works - Fleet Maintenance Division, is responsible for servicing and providing fuel for all City vehicles in the Fire, Police, Code Compliance, Parks and Recreation, Human Services and Public Works Departments. Public Works is also responsible for tracking and ordering, when necessary, the diesel and unleaded fuel inventory for all City generators, all lift stations and the underground tanks located at the Department of Public Works Compound.

The City of Hallandale Beach has been utilizing Co-op contract RFP # E-13-17(Exhibit 2). The City of Pompano Beach, acting as the lead agency for the approximately 39 other agencies participating in this Co-Op contract, released RFP # E-13-17 (Exhibit 2), Unleaded Gasoline and Diesel Fuel for the Southeast Florida Governmental Purchasing Cooperative Group, on

December 20, 2016. The RFP closed on January 20, 2017. The evaluation committee shortlisted Mansfield Oil, MacMillan Oil and Port Consolidated, Inc. for oral presentations.

Pompano Beach approved the Ordinance awarding RFP # E-13-17 (Exhibit 2) to Port Consolidated, Inc. on 1st Reading (February 28, 2017) and on 2nd Reading (March 14, 2017) for the purchase of diesel fuel and unleaded gasoline. The term of the contract is for three years and includes the option to renew the contract with one additional two-year term (Exhibit 2 – RFP and Signed Agreement).

Current Situation and Fiscal Impact:

The Public Works Department plans to utilize the Co-op's RFP # E-13-17 awarded to Port Consolidated, Inc., to purchase fuel in an amount exceeding \$50,000 during FY 19/20. Accordingly, staff is bringing forth this agenda item for City Commission consideration.

The City's expenditure breakdown for the last three fiscal years is as follows:

FY 18/19 \$424,873 (As of 9/17/2019)

FY17/18: \$514,951

FY16/17: \$483,760

Why Action is Necessary:

Pursuant to Chapter 23, 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.

Proposed Action:

Staff recommends approval of the attached Resolution authorizing the City Manager to purchase diesel fuel and unleaded gasoline from Port Consolidated, Inc. in an amount not to exceed the budgeted amount for fuel purchases (\$490,394) during FY19/20, through the Southeast Florida Governmental Purchasing Cooperative Group, RFP # E-13-17.

Attachment(s):

Exhibit 1 – Resolution

Exhibit 2 – RFP # E-13-17 and Executed Contract