



Hallandale Beach
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City of Hallandale Beach City Commission Agenda Cover Memo

Meeting Date:	October 11, 2019		Item Type: (Enter X in box)	Resolution X	Ordinance	Other	
Fiscal Impact: (Enter X in box)	Yes	No	Ordinance Reading: (Enter X in box)	1st Reading N/A		2nd Reading N/A	
		X	Public Hearing: (Enter X in box)	Yes	No	Yes	No
					X		X
Funding Source:	N/A		Advertising Requirement: (Enter X in box)	Yes		No	
Account Balance:	N/A		Quasi Judicial: (Enter X in box)	Yes		No	
Project Number :	N/A		RFP/RFQ/Bid Number:	RFP # FY 2013-2014-006, Consultant Competitive Negotiation Act (CCNA) Continuing Professional Architectural and Engineering Services			
Contract/P.O. Required: (Enter X in box)	Yes	No	Strategic Plan Priority Area: (Enter X in box)				
	X		Safety <input type="checkbox"/> Quality <input checked="" type="checkbox"/> Vibrant Appeal <input type="checkbox"/>				
Sponsor Name:	Greg Chavarria, City Manager		Department:	Andrea Lues, Procurement Director			

SHORT TITLE:

A RESOLUTION OF THE MAYOR AND CITY COMMISSION OF THE CITY OF HALLANDALE BEACH, FLORIDA, AUTHORIZING EXTENSIONS OF THE CONTRACTS FOR RFP #FY 2013-2014-006, CCNA CONTINUING PROFESSIONAL ARCHITECTURAL AND ENGINEERING SERVICES ON A MONTH TO MONTH BASIS; AUTHORIZING THE CITY MANAGER EXECUTE ANY NECESSARY DOCUMENTS TO EFFECTUATE THE EXTENSIONS; AND PROVIDING AN EFFECTIVE DATE.

STAFF SUMMARY:

Summary:

This is to request that City Commission approve the attached resolution authorizing the month by month extension of the existing RFP # FY 2013-2014-006, Consultant Competitive Negotiation Act (CCNA) Continuing Professional Architectural and Engineering Services Agreements until the new RFP # 2018-2019-012 CCNA Continuing Professional Architectural and Engineering Services and Others are awarded and agreements are executed.

Background:

To meet the demands of the community and City departments for prompt professional services, the assistance of architectural and engineering services is often necessary. The areas of expertise utilized include architecture, engineering, transportation consulting, surveying services, construction management, planning and façade improvements. The City's potential Projects may include, and are not limited to, streetscape improvements, Capital Projects, building and open space design, utility and infrastructure improvements, façade improvements as well as, other Projects on an as needed basis. The services through this RFP are not for the purpose of hiring architects and engineers to serve as staff for the City. The services awarded through the RFP will be utilized by the City, as well as, the Community Redevelopment Agency (CRA).

Continuing Services Agreements are awarded after the release of a request for proposals (RFP) and subsequent evaluation of responses. Having Continuing Services Agreements in place provides flexibility in the selection of services as the need occurs, while decreasing the selection time as services and vendors retained through these agreements have already been evaluated by staff during the RFP process. All awards of agreements for Architectural and Engineering services are done in accordance with the Consultants Competitive Negotiation Act of Florida (CCNA).

On November 19, 2014, the City Commission approved RFP # FY 2013-2014-006 CCNA Continuing Professional Architectural and Engineering Services via Resolution #2014-138. The agreements were executed with the firms on January 5, 2015 for a period of five (5) years. The agreements shall expire on January 4, 2019.

Current Situation:

The City has prepared RFP # 2018-2019-012 CCNA Continuing Professional Architectural and Engineering Services and Others which was released on August 9, 2019. Staff anticipates that the evaluation and award of the RFP will not be complete prior to January 5, 2020. Staff recommends extending the term of the existing Continuing Services Agreements on a month to month basis, until until RFP # 2018-2019-012 CCNA Continuing Professional Architectural and Engineering Services and Others are awarded and agreements are executed.

City Projects/tasks with a cost of less than \$50,000 are approved by the City Manager and CRA Executive Director. Projects/tasks/services exceeding the City Manager's and CRA's Executive Director authority of \$50,000, are brought back for Commission/Board approval by the Department Director/Project Manager.

Why Action is Necessary:

Pursuant to Chapter 23, Section 23-3 Competitive Bidding Required, Section 23-4 Formal Contract Procedure, and Section 23-5 Award of Contract, of the City of Hallandale Beach Code of Ordinances, the City Manager shall solicit formal proposals when the estimated costs shall exceed \$50,000 and shall have the authority to recommend to the City Commission award of such contracts.

Fiscal Impact:

There is no direct fiscal impact.

PROPOSED ACTION:

The City Commission consider the attached Resolution authorizing the month by month extension of the existing RFP # FY 2013-2014-006 Architectural and Engineering Continuing Services Agreements until RFP # 2018-2019-012 CCNA Continuing Professional Architectural and Engineering Services and Others are awarded and agreements are executed.

ATTACHEMENT(S):

Exhibit 1 – Resolution
Exhibit 2 – Resolution 2014-138