



400 South Federal Hwy  
Hallandale Beach, FL 33009

## City of Hallandale Beach City Commission Agenda Cover Memo

| Meeting Date:  |                                    | Item Type:   |  | 1 <sup>st</sup> Reading  | 2 <sup>nd</sup> Reading  |
|--|------------------------------------|--|--|--|--------------------------|
| <b>6/16/2021</b><br>File No.:<br><b>21-227</b>                   |                                    | <input checked="" type="checkbox"/> <b>Resolution</b><br><input type="checkbox"/> <b>Ordinance</b><br><input type="checkbox"/> <b>Other</b>  | Ordinance Reading  | <b>N/A</b>   | <b>N/A</b>               |
|  |                                    |  | Public Hearing   | <input type="checkbox"/>   | <input type="checkbox"/> |
|  |                                    |  | Advertising Required   | <input type="checkbox"/>   | <input type="checkbox"/> |
|  |                                    |  | Quasi Judicial:  | <input type="checkbox"/>   | <input type="checkbox"/> |
| Fiscal Impact (\$):  |                                    | Account Balance (\$):  | Funding Source:  | Project Number :   |                          |
| <b>305,000</b>   |                                    | <b>Various Account Balances as allocated in FY 20-21 Annual Budget</b>   | <b>Various Accounts as allocated in FY 20-21 Annual Budget</b> | <b>N/A</b>   |                          |
| Contract/P.O. Required   |                                    | RFP/RFQ/Bid Number:  | Sponsor Name:  | Department:  |                          |
| <input checked="" type="checkbox"/> <b>Yes</b>                   | <input type="checkbox"/> <b>No</b> | <b>Various State Contracts Including GSA Schedule 70, OMNIA Partner, State of Florida Contract, National Cooperative Purchasing Alliance, OMNIA Partner Public Sector and National IPA Contract.</b> | <b>Ricardo Castillo, CIO</b>                                   | <b>Innovation Technology</b>                                       |                          |
| Strategic Plan Focus Areas:                                      |                                    |  |  |  |                          |
| <input type="checkbox"/> <b>Finance &amp; Budget</b>             |                                    | <input type="checkbox"/> <b>Organizational Capacity</b>  |  | <input checked="" type="checkbox"/> <b>Infrastructure/Projects</b> |                          |
| Implementation Timeline:   |                                    |  |  |  |                          |
| Estimated Start Date: 6/16/2021    Estimated End Date: 9/30/2021 |                                    |  |  |  |                          |

**SHORT TITLE:**

**A RESOLUTION OF THE MAYOR AND CITY COMMISSION OF THE CITY OF HALLANDALE BEACH, FLORIDA, AUTHORIZING PURCHASE ORDER INCREASES TO PROCURE ADDITIONAL SOFTWARE AND HARDWARE EQUIPMENT PURSUANT TO RESOLUTION 2020-104 PREVIOUSLY APPROVING THE UTILIZATION OF FLORIDA DEPARTMENT OF MANAGEMENT SERVICES, U.S. COMMUNITIES AND GSA CONTRACTS AND OTHER COOPERATIVES FOR THE CITY'S INFORMATION TECHNOLOGY HARDWARE, SOFTWARE, SERVICE AND MAINTENANCE FOR AN ADDITIONAL AMOUNT NOT TO EXCEED THREE HUNDRED AND FIVE THOUSAND DOLLARS (\$305,000) FOR FY2020-2021; AUTHORIZING THE CITY MANAGER TO EXECUTE ALL RELATED DOCUMENTS TO EFFECTUATE THE ADDITIONAL PURCHASES AS NECESSARY FOR UNTIL FISCAL YEAR END 2020-2021; AND PROVIDING AN EFFECTIVE DATE.**

**STAFF SUMMARY:**

**Summary:**

The Innovation Technology Department which facilitates the purchasing of software licenses, hardware equipment, services and maintenance which the City procures annually through our existing Resolution Number 2020-104 for Hardware, Software, Service and Maintenance adopted on December 01, 2020 for an amount not to exceed one million two hundred fourteen thousand sixty-eight dollars (\$1,214,068) for Fiscal Year 2020-2021. The approved amount did not take into consideration capital purchases in the amount of \$305,000 for the purchase of server infrastructure equipment from Dell and CDWG. After taking into consideration the additional capital purchases needed by the department, the new total is a not to exceed \$1,519,068 which includes equipment maintenances, software licensing, hardware and software contracts in addition to the budgeted capital expenditures for new server systems and backup systems.

**Background:**

The Innovation Technology Department is the City's liaison for all purchases of Software, Hardware Equipment, Servers & Server Management, Printing & Document Scanning, Notebook/Mobile Devices and Maintenance citywide utilizing budgeted allocated funding under our existing Resolution Number 2020-104 adopted on December 1, 2020.

**Current Situation:**

The Innovation Technology Dept. has exhausted our Resolution 2020-104 for one million two hundred fourteen thousand sixty-eight dollars (\$1,214,068) adopted on December 1, 2020 for all hardware, software, services and maintenance under specific vendor contracts. The IT Department is requesting an increase to spend an additional amount equal to the budgeted capital expenditures for FY 20-21 in the amount of \$305,000 for the purchase of server infrastructure and backup equipment from Dell and other vendors. To date the Innovation Technology Department has issued purchase orders totaling \$1,207,038.05 as provided in Exhibit One – IT Purchase List. However, additional authorization is necessary due to the capital expenditures not being included as part of the initial request, and in order to procure the remaining software and hardware

purchases necessary to run the department until the end of fiscal year FY20-21 on September 30, 2021.

**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. City Manager is requesting the wavier of the formal written agreement and will only proceed with a Purchase Order once Resolution is approved by the Commission.

**Cost Benefit:**

The cost benefit and goal is for the City to allow the Innovation Technology Department to procure technology solutions, software licenses, hardware equipment, services and maintenance Citywide and negotiate the best products and services, specifically for their needs allowing savings for the City implementing best price practice for each purchases.

**PROPOSED ACTION:**

Staff recommends approval of the attached Resolution authorizing City Manager to increase the approved amount under resolution 2020-104 from \$1,214,068 to \$1,519,068 to account for the capital expenditures budgeted under fiscal year 20-21 in the amount of \$305,000.

**ATTACHMENT(S):**

Exhibit 1 – Proposed Resolution/Ordinance  
Exhibit 2 – IT Purchase List  
Exhibit 3 – Resolution 2020-104  
Exhibit 4 – OMNIA Partners, Public Sector Contract Number R210401  
Exhibit 5 – National IPA, Public Sector Contract Number R2018011-02

Prepared By:           Ricardo Castillo            
Ricardo Castillo  
Chief Information Officer

Reviewed By:           Ricardo Castillo            
Ricardo Castillo  
Chief Information Officer

Approved By: Noemy Sandoval  
Noemy Sandoval  
Assistant City Manager