



Hallandale Beach
PROGRESS. INNOVATION. OPPORTUNITY.

400 South Federal Hwy
Hallandale Beach, FL 33009

City of Hallandale Beach City Commission Agenda Cover Memo

Meeting Date:		Item Type:		1 st Reading	2 nd Reading	
9/1/2021		<input checked="" type="checkbox"/> Resolution <input type="checkbox"/> Ordinance <input type="checkbox"/> Other		Ordinance Reading	N/A	N/A
				Public Hearing	<input type="checkbox"/>	<input type="checkbox"/>
				Advertising Required	<input type="checkbox"/>	<input type="checkbox"/>
				Quasi Judicial:	<input type="checkbox"/>	<input type="checkbox"/>
File No.:						
21-297						
Fiscal Impact (\$):		Account Balance (\$):	Funding Source:	Project Number :		
\$64,000		233,942.74	1610-534010	N/A		
Contract/P.O. Required		RFP/RFQ/Bid Number:	Sponsor Name:	Department:		
<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	City of North Miami Professional Services Agreement RFP 67-17-18 Geographic Information System Services	Ricardo Castillo, CIO	Innovation Technology		
Strategic Plan Focus Areas:						
<input type="checkbox"/> Finance & Budget		<input type="checkbox"/> Organizational Capacity		<input checked="" type="checkbox"/> Infrastructure/Projects		
Implementation Timeline:						
Estimated Start Date: 9/1/2021 Estimated End Date: 2/14/2022						

SHORT TITLE:

A RESOLUTION OF THE MAYOR AND CITY COMMISSION OF THE CITY OF HALLANDALE BEACH, FLORIDA, AUTHORIZING THE USE OF CITY OF NORTH MIAMI CONTRACT WITH TIMMONS GROUP FOR GRAPHIC INFORMATION SYSTEMS (GIS) SERVICES FOR AN AMOUNT NOT TO EXCEED SIXTY-FOUR THOUSAND (\$64,000) DOLLARS; AND AUTHORIZING THE CITY MANAGER TO EXECUTE AN AGREEMENT; AND PROVIDING AN EFFECTIVE DATE.

STAFF SUMMARY:

Summary:

Staff seeks City Commission approval to utilize Miami's RFP 67-17-18 to procure professional GIS services from the Timmons Group.

Background:

The City of Hallandale Beach does not currently have an experienced GIS professional. Not having a GIS professional is affecting our ability to complete various City initiatives that require GIS expertise like our annual Community Rating System (CRS) which directly affect the cost our residents pay for flood insurance, other initiatives such as transportation maps to comply with Broward County, utility data critical for the proper operation of the City's Water and Sewer Systems, GIS data utilized by our Enterprise Resource Planning (ERP) system for permitting, etc. IT Staff has identified City of North Miami's RFP 67-17-18 for GIS Services as a favorable contract that the City can utilize to procure professional services from Timmons Group.

Current Situation:

The IT Department has identified RFP 67-17-18 from City of North Miami as a favorable contract to piggyback for the procurement of GIS Consulting Services from Timmons Group. Bringing Timmons group on board will allow us to take advantage of their significant experience with local municipalities and with various systems City of Hallandale Beach currently utilizes, allowing us to hit the ground running. A purchase order was issued to the vendor for \$24,000. However, the IT Department is requesting authorization to spend an additional \$40,000 for a not to exceed grand total amount of \$64,000 for GIS Professional Services to support various Departments and for Citywide projects and initiatives that require GIS services.

Why Action is Necessary:

Pursuant to Section 23-8 Exception to Bid Requirements, (2) Professional services, of the City of Hallandale Beach Code of Ordinances, contracts for professional services involving peculiar skill, ability, experience, or expertise, which are in their nature unique and not subject to competitive bidding, are exempt from the competitive bidding requirements of this article; however, a formal written contract, approved by the commission, shall be required for all such contracts in excess of twenty-five thousand (\$25,000.00) dollars.

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.

Cost Benefit:

The utilization of a piggyback agreement provides the most expeditious and cost effective method to procure GIS services for continuity of ongoing initiatives while the budget process takes its course and GIS personnel is hired.

PROPOSED ACTION:

Staff recommends approval of the attached Resolution authorizing the City Manager to piggyback City of North Miami's RFP 67-17-18 for GIS Services and to authorize expenditures in a cumulative amount not to exceed \$64,000 for Professional Services.

ATTACHMENT(S):

- Exhibit 1 – Proposed Resolution/Ordinance
- Exhibit 2 – Hallandale Beach, GIS Services Statement of Work from Timmons Group
- Exhibit 3 – City of North Miami RFP 67-17-18 for GIS Services
- Exhibit 4 – Executed GIS Professional Services Agreement from City of North Miami

Prepared By: Maylin Aleman
Maylin Aleman
Administrative Coordinator

Reviewed By: _____ Ricardo Castillo _____
Ricardo Castillo
Chief Information Officer

Approved By: Noemy Sandoval
Noemy Sandoval
Assistant City Manager