



Hallandale Beach
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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
10/6/2021	<input checked="" type="checkbox"/> Resolution <input type="checkbox"/> Ordinance <input type="checkbox"/> Other	Ordinance Reading	NA	NA
		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.:				
21-287				
Fiscal Impact (\$):	Account Balance (\$):	Funding Source:	Project Number :	
\$555,500	Various accounts	Various accounts	NA	
Contract/P.O. Required	RFP/RFQ/Bid Number:	Sponsor Name:	Department:	
<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	National Institute of Governmental Purchase (NIGP) Southeast Florida Governmental Purchasing Co-operative Group (SEFL) Bid Contract #19-D-112F Temporary Employment Services	Andrea Lues, Procurement Director	Procurement	
Strategic Plan Focus Areas:				
<input type="checkbox"/> Finance & Budget		<input checked="" type="checkbox"/> Organizational Capacity		<input type="checkbox"/> Infrastructure/Projects
Implementation Timeline:				
Estimated Start Date: 10/1/2021 Estimated End Date: 9/30/2022				

SHORT TITLE:

A RESOLUTION OF THE MAYOR AND CITY COMMISSION OF THE CITY OF HALLANDALE BEACH, FLORIDA, AUTHORIZING THE UTILIZATION OF THE NATIONAL INSTITUTE OF GOVERNMENTAL PURCHASING (NIGP) SOUTHEAST FLORIDA GOVERNMENTAL PURCHASING CO-OPERATIVE GROUP (SEFL) CONTRACT #19-D-112F FOR THE TEMPORARY STAFFING SERVICES IN AN AMOUNT NOT TO EXCEED FIVE HUNDRED FIFTY-FIVE THOUSAND FIVE HUNDRED (\$555,500.00) DOLLARS; AUTHORIZING THE CITY MANAGER TO EXECUTE ALL RELATED DOCUMENTS TO EFFECTUATE THE PURCHASE; AND PROVIDING AN EFFECTIVE DATE.

STAFF SUMMARY:

Summary:

Staff seeks City Commission approval to utilize the National Institute of Governmental Purchase (NIGP) Southeast Florida Governmental Purchasing Co-operative Group (SEFL) awarded to multiple vendors for the procurement of Temporary Employment Services.

Background:

Each fiscal year, the Procurement Department facilitates the purchase of specific commodities that the City procures annually through cooperative purchasing. As an active member of the National Institute of Governmental Purchase (NIGP) Southeast Florida Governmental Purchasing Co-operative Group (SEFL), the City is able to participate and utilize competitively solicited contracts to obtain the best goods/services and pricing available in the market.

The City utilizes the NIGP Coop SEFL Bid Contract #19-D-112F awarded to multiple vendors for the procurement of Temporary Employment Services.

The existing term of the contract is from January 15, 2020 through January 14, 2022 with additional renewal options. The lead governmental agency entity for these services is City of Coral Springs.

The awarded vendors on this contract are:

Administrative Positions- Firms awarded:

1. Athena Consulting LLC.,
2. 4 Best Business Corp.,
3. 22nd Century Technologies, Inc.,
4. COCCHHBHA Enterprises Inc. dba CEI Staffing

Industrial Positions – Firms awarded:

1. 22nd Century Technologies, Inc.,

2. COCCHHBHA Enterprises Inc. dba CEI Staffing,
3. SOFTHQ Inc.,
4. Redcon Solutions Group LLC

Current Situation:

For FY 2021-2022, the following expenditures have been requested by each Department for Temporary Employment Services:

DEPARTMENT	AMOUNT NOT TO EXCEED DURING FY 2021-2022
Budget and Program Monitoring	\$8,000.00
City Attorney	\$0.00
City Clerk	\$15,000.00
City Commission	\$0.00
Grants	\$30,000.00
City Manager	\$10,000.00
CRA	\$0.00
Development Services\Planning & Zoning Division/Building Department	\$172,500.00
Finance and Utility	\$55,000.00
Human Resources\Risk Manager	\$5,000.00
Human Services (Special Events, ASP Project & Senior Mini Grant)	\$0.00
Innovation Technology	\$40,000.00
Parks (Various Divisions/Programs)	\$20,000.00
Police (Various Divisions/Programs)	\$30,000.00
Procurement	\$5,000.00
Public Works/CIP	\$155,000.00
Contingency for unanticipated purchases	\$10,000.00
TOTAL FOR FY 2021-2022	\$555,500.00

It should be noted that this is an estimate per Department and that the allocation may or may not be used.

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.

Cost Benefit:

The City utilizes Temporary Employment Services in lieu of full-time staff and part-time personnel on a regular basis. Hourly rates are low and staff time is saved processing applications and hiring personnel for temporary assignments. The contract also affords the departments the opportunity to obtain personnel with only a 24-hour notice. In addition, at least 15 current or past City personnel started out as Temporary Staff and were able to obtain full time positions with the City based on their work performance as temporary employees.

PROPOSED ACTION:

Staff recommends approval of the attached Resolution authorizing the City Manager to execute all related documents to effectuate the purchase for FY 2020-2021 with NIGP SEFL Coop Bid Contract #19-D-112F with the following firms Athena Consulting LLC., 4 Best Business Corp., 22nd Century Technologies, Inc., COCCHHBHA Enterprises Inc. dba CEI Staffing; 22nd Century Technologies, Inc., SOFTHQ Inc., and Redcon Solutions Group LLC for the amount of \$555,500.

ATTACHMENT(S):

Exhibit 1 – Proposed Resolution/Ordinance

Exhibit 2 – NIGP SEFL Coop Bid Contract #19-D-112F – Temporary Employment Services

Prepared By: Andrea Lues

Andrea Lues
Procurement Director

Reviewed By: Noemy Sandoval

Noemy Sandoval
Assistant City Manager

Approved By: Jeremy Earle

Dr. Jeremy Earle
City Manager