



## City of Hallandale Beach City Commission Agenda Cover Memo

Meeting Date:	File No.:	Item Type:		1 <sup>st</sup> Reading	2 <sup>nd</sup> Reading
<b>9/12/2024</b>	<b>24-336</b>	<input checked="" type="checkbox"/> Resolution <input type="checkbox"/> Ordinance <input type="checkbox"/> Other	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>\$54,000</b>	<b>\$30,000</b> <b>\$24,000</b>	<b>1110-531010</b> <b>3390W-531010</b>	<b>N/A</b>		
Contract/P.O. Required	RFP/RFQ/Bid Number:	Sponsor Name:	Department:		
<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<b>RFP # FY 2019-2020-010</b> <b>STATE LOBBYIST</b> <b>SERVICES</b>	<b>Jeremy Earle,</b> <b>City Manager</b>	<b>City Manager's Office</b>		
Strategic Plan Focus Areas:					
<input checked="" type="checkbox"/> Fiscal Stability	<input type="checkbox"/> Resident Services	<input type="checkbox"/> Public Safety	<input type="checkbox"/> Infrastructure & Mobility	<input type="checkbox"/> Economic Development & Affordable Housing	
Implementation Timeline:					
Estimated Start Date: 10/6/2024    Estimated End Date: 10/5/2026					

**SHORT TITLE:**

**A RESOLUTION OF THE MAYOR AND CITY COMMISSION OF THE CITY OF HALLANDALE BEACH, FLORIDA, AUTHORIZING 2024-26 RENEWAL TERMS FOR STATE LOBBYIST SERVICES WITH BALLARD PARTNERS INC., IN ANNUAL AMOUNTS NOT TO EXCEED FIFTY-FOUR THOUSAND DOLLARS (\$54,000); AND PROVIDING AN EFFECTIVE DATE**

**STAFF SUMMARY:**

**Summary:**

Staff seeks City Commission approval to execute the third and fourth renewal periods with Ballard Partners, Inc. to provide State Lobbyist Services from October 6, 2024 through October 5, 2026. Upon exercising these renewal periods, all renewal periods will be exhausted.

**Background:**

On September 14, 2020, RFP # FY 2019-2020-010, State Lobbyist Services was released to prepare for the 2021 State Legislative session.

On October 6, 2021, the City Commission awarded RFP # FY 2019-2020-010 to Ballard Partners, Inc. via Resolution No. 2021-133 (Exhibit 2) in an amount not to exceed \$54,000 per fiscal year for a term not to exceed five (5) years.

On December 14, 2022, the City Commission exercised the first renewal period with Ballard Partners, Inc. via Resolution No. 2022-149 (Exhibit 3) in an amount not to exceed \$54,000 per fiscal year.

On December 6, 2023, the City Commission exercised the second renewal period with Ballard Partners, Inc. via Resolution No. 2023-154 (Exhibit 4) in an amount not to exceed \$54,000 per fiscal year.

**Current Situation:**

The current term of the Agreement is set to expire on October 5, 2024. The City is requesting to exercise renewal years three (3) and four (4) under this Agenda Cover Memo. If both renewal periods are approved by the City Commission, the contract will have exhausted all renewal options. Once approved by the City Commission, the City Manager will furnish a letter to Ballard Partners, Inc. notifying them that the Agreement has been renewed for the final two (2) year period.

<b>Contract Year</b>	<b>Dates</b>
Initial Term	October 6, 2021 to October 5, 2022
Renewal Year 1	October 6, 2022 to October 5, 2023
Renewal Year 2 (Currently Here)	October 6, 2023 to October 5, 2024
Renewal Year 3	October 6, 2024 to October 5, 2025
Renewal Year 4	October 6, 2025 to October 5, 2026

**Why Action is Necessary:**

Pursuant to Chapter 23, Section 23-4, Competitive Bidding Required, all purchases of and contracts for equipment, supplies and contractual services, when the estimated cost shall exceed \$50,000 shall be based on competitive bids. Furthermore, pursuant to Chapter 23, Section 23-6, Award of Contract, the City Manager, shall have the authority to recommend to the City Commission award of contracts. Furthermore, pursuant to Resolution No. 2021-133, Resolution No. 2022-149, and Resolution No. 2023-154 the authorization of each renewal term is subject to renewal approvals by the City Commission.

**Cost Benefit:**

The annual budget allocation for the State Lobbyist services is \$54,000. It is in the best interest of the City to renew the final two (2) years of this contract in anticipation of the upcoming State legislative session.

**PROPOSED ACTION:**

The City Commission considers the attached Resolution.

**ATTACHMENT(S):**

- Exhibit 1 – Proposed Resolution
- Exhibit 2 – Resolution No. 2021-133
- Exhibit 3 – Resolution No. 2022-149
- Exhibit 4 – Resolution No. 2023-154
- Exhibit 5 – Renewal Letter
- Exhibit 6 – Ballard Partners, Inc. Agreement

Prepared By: *Rob Lowery*  
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Assistant City Manager