



## 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
8/20/2025	25-309	<input checked="" type="checkbox"/> Resolution	Ordinance Reading	N/A	N/A
		<input type="checkbox"/> Ordinance	Public Hearing	<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/> Other	Advertising Required	<input type="checkbox"/>	<input type="checkbox"/>
		Quasi-Judicial:	<input type="checkbox"/>	<input type="checkbox"/>	
Fiscal Impact (\$):	Account Balance (\$):	Funding Source:	Project Number:		
\$416,969	\$175,601	2110-534010	NA		
Contract/P.O. Required	RFP/RFQ/Bid Number:	Sponsor Name:	Department:		
<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Bid # FY 2024-2025-22 School Crossing Guards	Chief Michel Michel	Police Department		
Strategic Plan Focus Areas:					
<input type="checkbox"/> Fiscal Stability	<input type="checkbox"/> Resident Services	<input checked="" type="checkbox"/> Public Safety	<input type="checkbox"/> Infrastructure & Mobility	<input type="checkbox"/> Economic Development & Affordable Housing	
Implementation Timeline:					
Estimated Start Date: 10/1/2025			Estimated End Date: 9/30/2030		

### SHORT TITLE:

A RESOLUTION OF THE MAYOR AND CITY COMMISSION OF THE CITY OF HALLANDALE BEACH, FLORIDA, AWARDED BID # FY 2024-2025-22, SCHOOL CROSSING GUARDS, TO WATERFIELD FLORIDA STAFFING, LLC, D/B/A ACTION LABOR OF FLORIDA, AS THE LOWEST RESPONSIVE BIDDER, IN THE NOT TO EXCEED AMOUNT OF EIGHTY-THREE THOUSAND, ONE HUNDRED AND THIRTY-FOUR DOLLARS (\$83,134) ANNUALLY, FOR A FIVE (5) YEAR PERIOD FROM FY 2025-26 THROUGH FY 2030-31; AND PROVIDING FOR AN EFFECTIVE DATE.

### STAFF SUMMARY:

#### Summary:

This agenda item seeks City Commission approval to award Bid # FY 2024-2025-22 – School Crossing Guard Services to Waterfield Florida Staffing LLC, dba Action Labor of Florida, as the lowest responsive and responsible bidder. The annual amount is

\$83,193.75 which provides a total contract amount of \$415,968.75 for a five-year term of service.

**Background:**

The current contract for these services is set to expire on September 30, 2025.

**Current Situation:**

On May 15th, 2025, the City issued an invitation to BID # FY 2024-2025-22, School Crossing Guards. The notice for the Bid was sent to over one hundred and ten (110) vendors including vendors from the City's Vendor list and pertinent vendors that have a City Business Tax License to operate in the City. The Bid was advertised through the Hallandale Beach Chamber of Commerce website, City's website, DEMANDSTAR.com and City and HBCRA Social Media pages. The Bid was also advertised through the Miami Minority Business Development Agency Business Center, the U.S. Small Business Administration, and the Broward County Community Relations and Outreach Section Office of Economic and Small Business Development.

On May 27<sup>th</sup>, 2025, at 10:00 am, a Non-Mandatory Pre-Bid meeting was held. One (1) firm attended the pre-bid meeting.

The Bid was due on June 23<sup>rd</sup>, 2025, and five (5) vendors responded to the solicitation.

Staff evaluated the responses and determined that Waterfield Florida Staffing LLC, dba Action Labor of Florida, is the responsive and lowest bidder in the final tabulated amount of \$415,968.75 (or \$83,193.75 annually).

**Responsive Firms (From Lowest Bid Total to Highest Bid Total)**

Waterfield Florida Staffing, LLC dba Action Labor of Florida	Bid Amount		Variances	Legal Proceedings	References
	\$83,193.75		None	None	Included
	MQR 1	MQR 2			
	Met	Met			

The Kemp Group LLC	Bid Amount		Variances	Legal Proceedings	References
	\$93,903.75		None	None	Pending*
	MQR 1	MQR 2			
	Met	Met			

\*Procurement will provide once received.

### **Non-Responsive Firms**

<p><b>This firm failed to meet the requirement of MQR # 2 PREVIOUS EXPERIENCE, specifically subsections b and c three (3) contracts of similar size and scope as to the requested services outlined in this ITB...</b></p> <p><b>The firm did not provide any charts detailing their previous experience in their proposal.</b></p>					
All City Management Services, Inc	Bid Amount		Variances	Legal Proceedings	References
	NON-RESPONSIVE				
	MQR 1	MQR 2			
	Met	Not Met			

<p><b>This firm failed to meet the requirement of MQR # 2 PREVIOUS EXPERIENCE, specifically subsection b three (3) contracts of similar size and scope as to the requested services outlined in this ITB...</b></p> <p><b>The firm provided only one previous project for MQR # 2.</b></p>					
Lone Star Transport Management, Inc	Bid Amount		Variances	Legal Proceedings	References
	NON-RESPONSIVE				
	MQR 1	MQR 2			
	Met	Not Met			

<p><b>This firm failed to meet the requirement of MQR # 2 PREVIOUS EXPERIENCE, specifically subsection b three (3) contracts of similar size and scope as to the requested services outlined in this ITB...</b></p> <p><b>The firm provided projects that did not match similar <u>scope</u> to the ITB.</b></p>					
Nation Security Services, LLC	Bid Amount		Variances	Legal Proceedings	References
	NON-RESPONSIVE				
	MQR 1	MQR 2			
	Met	Not Met			

Rank	Firm	Yearly Bid Total	Contract Bid Total
1	Waterfield Florida Staffing LLC, dba Action Labor of Florida	\$83,193.75	\$415,968.75
2	The Kemp Group LLC	\$93,904	\$469,520

Therefore, it is staff's recommendation that we select Waterfield Florida Staffing LLC, dba Action Labor of Florida based on their experience, references and Bid price. Waterfield Florida Staffing LLC, dba Action Labor of Florida, is the current vendor of these services for the City and has fully fulfilled the City's needs.

Staff seeks approval to enter into a contract for school crossing guard services in designated school zones throughout the City for a period of five (5) years.

**Why Action is Necessary:**

Pursuant to Code of Ordinances, in accordance with Procurement Code Section 23-4, Competitive bidding required, all purchases of and contracts for equipment, supplies and contractual services, when the estimated cost shall exceed \$50,000.00 shall be based on competitive bids. Furthermore, Section 23-6, Award of contract, the City Manager, shall have the authority to recommend to the City Commission award of contracts.

**Cost Benefit:**

Bid # FY 2024-2025-22 for School Crossing Guard Services ensures the most competitive pricing for the city. Funding for these services has been budgeted in Fiscal Year 2025–2026.

**PROPOSED ACTION:**

The City Commission consider the attached resolution.

**ATTACHMENT(S):**

Exhibit 1 – Resolution  
Exhibit 2 – BID # FY 2024-2025-22 School Crossing Guard  
Exhibit 3 – Award Information Memorandum  
Exhibit 4 – Bid Tabulation

Prepared By: Aaron Smith

	<hr/>	Aaron Smith Captain
Reviewed By:	<hr/>	<i>Terence Thouez</i>
		Terence Thouez Deputy Chief
Reviewed By:	<hr/>	<i>Michel Michel</i>
		Michel Michel Chief of Police
Reviewed By:	<hr/>	<i>Noemy Sandoval</i>
		Noemy Sandoval Assistant City Manager