



City of Hallandale Beach City Commission Agenda Cover Memo

Meeting Date:	File No.:	Item Type:	1 st Reading	2 nd Reading	
3/18/2026	26-031	<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"/>
Fiscal Impact (\$):	Account Balance (\$):		Funding Source:	Project Number:	
\$32,075	\$32,075		3340W-531010	P2304	
Contract Required:	P.O. Required:	RFP/RFQ/Bid Number:	Sponsor Name:	Department:	
<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	N/A	Geovanne Neste, Finance Director	Finance	
Strategic Plan Focus Areas:					
<input checked="" type="checkbox"/> Fiscal Stability	<input checked="" type="checkbox"/> Resident Services	<input checked="" type="checkbox"/> Public Safety	<input checked="" type="checkbox"/> Infrastructure & Mobility	<input type="checkbox"/> Economic Development & Affordable Housing	
Implementation Timeline:					
Estimated Start Date: 10/1/2025			Estimated End Date: 5/29/2026		

SHORT TITLE:

A RESOLUTION OF THE MAYOR AND CITY COMMISSION OF THE CITY OF HALLANDALE BEACH, FLORIDA, AUTHORIZING A CHANGE ORDER FOR ROBERT HALF INTERNATIONAL, INC. TO CONTINUE PROVIDING SUPPORT SERVICES FOR THE UTILITY BILLING DIVISION'S OPERATIONAL NEEDS ASSOCIATED WITH THE FINAL PHASE OF THE CITY-WIDE AMI METER REMEDIATION PROJECT IN AN ADDITIONAL AMOUNT NOT TO EXCEED THIRTY-TWO THOUSAND, SEVENTY-FIVE DOLLARS (\$32,075); AND PROVIDING FOR AN EFFECTIVE DATE.

STAFF SUMMARY:

Summary:

The Finance Department requests approval of a change order to Purchase Order No. 20250419 with Robert Half International, Inc., for temporary staffing services, in an additional amount not to exceed \$32,075, to extend services through May 29, 2026. This request is necessary to support

the Utility Billing Division's operational needs associated with the final phase of the city-wide AMI Meter Remediation Project (the Project).

This change order increases Purchase Order No. 20250419 by \$32,075, bringing the total FY 2025–26 authorization to \$132,075 and the cumulative purchase order total to \$356,838, and extends the duration of services through May 29, 2026, to ensure adequate coverage through project closeout.

Background:

Since FY 2022, the City has been encountering an unprecedented number of water meters that are not transmitting electronic reads or producing inaccurate readings. This has resulted in a significant increase in manual reads in the field, meter maintenance work orders, and estimated meter reads for billing purposes.

To address the growing operational burden on the Utility Billing Division, the Finance Department engaged Robert Half International, Inc. for temporary staffing services beginning in FY 2023. Robert Half specializes in the placement of accounting, financial, and administrative support personnel, and has consistently provided responsive and qualified candidates to meet the City's needs throughout the AMI Meter Remediation Project.

On December 6, 2023, the City Commission approved Resolution No. 2023-147, authorizing the use of Robert Half International, Inc. for temporary staffing in an amount not to exceed \$160,000 for FY 2023–24, declaring unique circumstances (Exhibit 2). At the time, Robert Half-staff were already supporting the Utility Billing Division's day-to-day operations and were identified as the best fit to also support the newly established AMI Meter Remediation Project.

On May 15, 2024, the City Commission approved Resolution No. 2024-031, increasing the authorization to a total not-to-exceed amount of \$320,000 for FY 2023–24 (Exhibit 3). At the time, the City expected to replace an additional 4,500 meters, including warranty replacements, within twelve months; however, prolonged negotiations with the meter vendor, Sensus, delayed the start of full-scale replacements. Of the total FY 2023–24 expenditures, approximately \$144,000 was charged to the AMI Meter Remediation Project budget (P2304), and approximately \$176,000 supported general Utility Billing operations, funded by budgetary savings in the Utility Fund resulting from delays in the issuance of anticipated revenue bonds.

On October 30, 2024, the City Commission approved Resolution No. 2024-104, authorizing a new purchase order for temporary staffing services from Robert Half in an amount not to exceed \$220,000 for FY 2024–25 (Exhibit 4). This authorization ensured continuity of operations and accurate billing during the full water meter upgrade. Including a subsequent change order, the total FY 2024–25 expenditures for Robert Half totaled \$224,763.

On April 23, 2025, the City Commission authorized the Settlement and Release Agreement with Sensus, along with the acquisition of equipment and services needed to carry out the Project, in an amount not to exceed \$1,482,000. The Settlement and Release Agreement was executed on July 21, 2025, formally initiating the Project's deliverables and timeline for full system replacement. The City also engaged Raybern Consulting to assist with the implementation and oversight of the settlement agreement deliverables.

On September 29, 2025, the City Commission approved Resolution No. 2025-123, authorizing a change order for temporary staffing services from Robert Half International, Inc. for FY 2025–26, in a not-to-exceed amount of \$100,000, to support staffing needs related to the AMI Meter Remediation Project (Exhibit 5). This authorization allowed continued temporary staffing support through March 31, 2026, based on the project schedule and anticipated completion timeline at that time.

Current Situation:

Below is a summary of authorized expenditures under Purchase Order No. 20250419 for Robert Half temporary staffing services related to the AMI Meter Remediation Project. Prior to this purchase order, the City spent approximately \$144,000 on AMI-related Robert Half staffing in FY 2023–24 under a separate purchase order.

Fiscal Year	Resolution(s)	Authorized Amount	Actual/Projected Total	AMI Project (P2304)	UB Operations (3340W)
FY 2024–25	2024-104	\$224,763	\$224,763	\$220,000	\$4,763
FY 2025–26	2025-123	\$100,000	\$100,000	\$100,000	\$0
FY 2025–26	Current Request	\$32,075	\$32,075	\$32,075	\$0
	Total	\$356,838	\$356,838	\$352,075	\$4,763

As of February 2026, approximately 1,207 iPERL meters have been installed under the current and final phase of the AMI Remediation Project, with the installation pace now meeting the target of 150–200 meters per week. In total, more than 4,000 meters have been replaced across the system since the project’s inception, including both failing Sensus meters and those requiring manual reads. Despite this progress, approximately 1,829 meters remain identified as problem meters pending replacement.

Based on the current installation pace and updated projections from Raybern Consulting, the project is on track to be completed in April 2026, with services extended through the end of May 2026, to account for any unforeseen issues during final system stabilization, billing reconciliation, and project closeout activities. Staff will return to the City Commission in April 2026 with a comprehensive project status update.

Due to substantial progress achieved, staffing levels have been reduced from two temporary staff members to one, allowing the City to maintain continuity of operations while minimizing overall costs during the final phase of the project.

This item seeks the City Commission’s approval of the attached Resolution to authorize a change order to Purchase Order No. 20250419, in an additional amount not to exceed \$32,075, to extend temporary staffing services through May 29, 2026.

Why Action is Necessary:

Pursuant to Code of Ordinances, in accordance with Procurement Code Section 23-10, Exception to competitive solicitation requirements, (4) Best interest of city, Where the city commission declares by majority vote that the process of competitive solicitations is not in the best interest of the city and the reasons therefore, for example, if the City elects to conduct a limited time pilot to test the viability and impacts of a program, or ratification of expenditures made contrary to the requirements stated herein.

Pursuant to Code of Ordinances, in accordance with Procurement Code Section 23-16, Change Orders, (a) Any change in the contract price, scope of work or time for completion of any project purchase following the award of a contract shall be by a written change order, approved and executed with the same formalities as the contract.

Cost Benefit:

The requested change order increases Purchase Order No. 20250419 by \$32,075. Sufficient funds are available within the approved budget, and no additional appropriation is required.

