



City of Hallandale Beach City Commission Agenda Cover Memo

Meeting Date:	Item Type:		1 st Reading	2 nd Reading
2/21/2024	<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.:				
24-019				
Fiscal Impact (\$):	Account Balance (\$):	Funding Source:	Project Number:	
\$442,200	Multiple	Multiple	N/A	
Contract/P.O. Required	RFP/RFQ/Bid Number:	Sponsor Name:	Department:	
<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Various	Dr. Jeremy Earle, City Manager	City Manager's Office	
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: 10/1/2023			Estimated End Date: 9/30/2025	

SHORT TITLE:

A RESOLUTION OF THE MAYOR AND CITY COMMISSION OF THE CITY OF HALLANDALE BEACH, FLORIDA, AUTHORIZING THE CITY MANAGER TO PURCHASE OFFICE FURNITURE FROM APPROVED MANUFACTURERS AND RESELLERS, UTILIZING THE OMNIA PARTNERS AGREEMENTS IN AN AMOUNT NOT-TO-EXCEED FOUR HUNDRED FORTY-TWO THOUSAND, TWO HUNDRED DOLLARS (\$442,200); AND PROVIDING FOR AN EFFECTIVE DATE.

STAFF SUMMARY:

Summary:

Staff seeks the City Commission approval of the attached Resolution authorizing the City Manager to purchase office furniture, tables, chairs, cubicles and others from approved manufacturers and resellers, utilizing the Omnia Partners various contracts listed in Exhibit 2 Omnia Partners List of Furniture Contract, in an amount not-to-exceed \$442,200 for FY 2023-

2024 and FY 2024-2025, and authorizing City Manager to execute all related documents to effectuate the purchases.

Background:

Over the years, several City departments have been utilizing the same furniture, much of which has now exceeded its useful life and/or does not accommodate a functional layout or for optimal space utilization. In addition to that, various departments have experienced growth, and in response, new positions have been added to meet increasing demands – positions that require furniture.

For more than 20 years OMNIA Partners has been the largest and most trusted cooperative purchasing organization for public sector procurement. OMNIA Partners have brought together the nation's two leading cooperative purchasing organizations – National IPA and U.S. Communities – under one roof to form OMNIA Partners Public Sector. The collective buying power of these unified purchasing cooperatives delivers superior value and savings for public agencies nationwide. There are over 80,000 shareable contracts from hundreds of local, state, and national sources solicited from various government entities throughout the United States.

Exhibit 2 provides the list of all available furniture contracts with different manufacturers. This is an indefinite quantity contract to be used on an as-needed basis. The City is authorized through City of Hallandale Beach Procurement Code, Chapter 23, to piggyback formally solicited contracts in the City's best interest.

Current Situation:

Resolution No. 2023-124 was approved by the Commission in the amount of \$310,000 for the current fiscal year only, for similar furniture purchases as the ones being requested through this new Resolution. The contracts through Resolution No. 2023-124 had contracts which expired December 1, 2023. Based on the holidays and other reasons staff was unable to obtain all necessary cost proposals from the many manufacturers in a timely manner and before the expiration of the contracts to finalize all purchase orders approved through Resolution No. 2023-124. Unfortunately, the State of Florida, which is the piggyback agency for which Resolution No. 2023-124 was premised, has no renewal terms available for the contracts. Therefore, a new resolution for purchase of citywide furniture is being brought today. This new resolution accounts for additional furniture to accommodate requests after a comprehensive review of Department needs over the next two years, in the amount of \$442,200.

The City Manager's Office, Finance Department, City Attorney's Office, City Clerk's Office, Police Department, Human Resources Department, Human Services Department, Parks, Recreation and Open Spaces Department, Public Works Department, and Department of Sustainable Development need office furniture, tables, chairs, cubicles, and others as needed as current furniture is displaying wear and tear due to usage, thus having surpassed its useful life. Additionally, the Human Resources Department and Parks, Recreation and Open Spaces Department have added new positions that require office furniture. The purchase of commercial grade furniture is necessary for City-use.

To effectuate purchases throughout the next two fiscal years (FY 2023-2024 and FY 2024-2025), the utilization of the contract below is proposed. It should be noted that purchases to be made in each fiscal year will be effectuated based on available funds each fiscal year.

The Omnia Partners contracts were awarded to various furniture manufacturers and their resellers, Exhibit 2. Each manufacturer provides a list of authorized resellers who are eligible to

sell through these contracts. Such information is found by looking up the manufacturers' name and opening up the Exhibit 2 to obtain the list of resellers. Each Department will review each contract to determine what is available through the contracts to purchase based on the needs. Departments will obtain cost proposals and proceed with obtaining Purchase Orders. Departments will request and finalize all furniture projects as soon as possible within the contract term from the contract the Department chooses to utilize.

The cost to replace or add furniture is estimated based on preliminary information.

Proposed Vendor	Location/Purpose	Department	Estimate
To be determined	CM Office, ACM Office (2), Administration Area (end of useful life) and Conference Room	City Manager	\$100,000
To be determined	Modification of Conference Room to a New Office, New Cubicles, New Furniture for Meeting Room 145 staff restructuring	Finance	\$136,500
To be determined	Furniture (end of useful life)	City Attorney	\$30,000
To be determined	Furniture (end of useful life)	City Clerk	\$25,000
To be determined	Furniture (end of useful life)	Police	\$25,000
To be determined	New Positions Added in Human Resources that Require Office Space Staff restructuring	Human Resources	\$41,600
To be determined	Mary G. Washington Multi-Purpose Room Tables and Chairs Replacement schedule	Human Services	\$36,800
To be determined	Counter and Security Dividers Security and safety	Sustainable Development	\$25,300
To be determined	Cemetery Expansion and operational needs	Public Works	\$2,000
To be determined	Unanticipated Purchases	City-Wide	\$20,000
TOTAL:			\$442,200

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:

By utilizing another entity's contract, the City seeks to find best pricing for the purchases needed and by having access to a wider selection of vendors to purchase from. Furniture replacement that accommodates the needs of our evolving and growing City, provides for functional workspaces, which is a vital and strategic investment in efficiency, employee safety, and productivity.

PROPOSED ACTION:

The City Commission considers the attached Resolution.

ATTACHMENT(S):

Exhibit 1 – Resolution

Exhibit 2 – Omnia Partners List of Furniture Awarded Contractors

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Reviewed By: Noemy Sandoval
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Assistant City Manager