



## Legislation Text

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**File #:** 19-1104, **Version:** 1

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MOTION TO APPROVE THE DEPARTMENT RECOMMENDATIONS FOR THE FOLLOWING ITEMS LISTED ON THE CONTRACTS DATABASE REPORT:

- (A) In Rem Solutions, Inc. - Grant Writing Services**
- (B) Admire Cleaning Services Corp. - Janitorial Services for the Fire Department**
- (C) American Soccer Company, Inc. - Purchase of Soccer Uniforms**
- (D) Certiport® - Microsoft Training and Certification**
- (E) Granicus, Inc. - Granicus Software and Managed Services**
- (F) Redflex Traffic Systems, Inc. - Red Light Traffic Signal Camera Enforcement System**

### **SUMMARY EXPLANATION AND BACKGROUND:**

1. Pursuant to Section 35.29(F) "City Commission notification" of the City's Code of Ordinances, "The City Manager, or his or her designee, shall notify the Commission, in writing, at least three months in advance of the expiration, renewal, automatic renewal or extension date, and shall provide a copy of the contract or agreement and a vendor performance report card for the contract or agreement to the City Commission."
2. On May 17, 2017, Commission approved the motion to place all contracts from the Contract Database Reports on consent agendas as they come up for contractual term renewal so that City Commission affirms directions to administration whether to renew or to go out to bid.
3. The Agreements shown below are listed on the Contracts Database Report for renewal.

### **(A) In Rem Solutions, Inc. - Grant Writing Services**

1. On April 17, 2018, the City entered into a Consulting Services Agreement with In Rem Solutions, Inc. for an initial one (1) year period, commencing October 1, 2017 and expiring September 30, 2018.
2. The City of Pembroke Pines Administration Department contracts In Rem Solutions, Inc. to provide grant writing services.
3. Section 3.2 of the Original Agreement allows for additional one (1) year renewal terms upon

mutual consent, evidenced by a written Amendment.

4. On June 21, 2018, the City executed the First Amendment to the Original Agreement for the first one (1) year renewal term, commencing October 1, 2018 and expiring September 30, 2019.

5. On September 6, 2018, the City executed the Second Amendment to the Original Agreement to include a \$40,000.00 increase to the estimated annual amount for the additional 266 hours of work needed for the fiscal year.

6. The Administration Department recommends that the City Commission approve this Third Amendment for the one (1) year renewal term commencing October 1, 2019 and ending September 30, 2020, as allowed by the agreement.

#### **FINANCIAL IMPACT DETAIL:**

**a) Renewal Cost:** \$115,000

**b) Amount budgeted for this item in Account No:** Funds are currently budgeted for this project in account # 1-519-800-31500 (Professional Services-Other)

**c) Source of funding for difference, if not fully budgeted:** Not Applicable.

**d) 5 year projection of the operational cost of the project:** The renewal period shall be a one (1) year term.

	FY2019-20	Year 2	Year 3	Year 4	Year 5
Revenues	\$ .00	\$ .00	\$ .00	\$ .00	\$ .00
Expenditures	\$115,000.00	\$ .00	\$ .00	\$ .00	\$ .00
Net Cost	\$115,000.00	\$ .00	\$ .00	\$ .00	\$ .00

**e) Detail of additional staff requirements:** Not Applicable.

#### **(B) Admire Cleaning Services Corp. - Janitorial Services for the Fire Department**

1. Admire Cleaning Services Corp. provides janitorial services to the City's Fire Department.

2. On September 22, 2015, the City entered into a Service Agreement with Admire Cleaning Services Corp. for an initial two (2) year period commencing on October 1, 2015 and expiring on September 30, 2017.

3. Section 3.2 of the Original Agreement, allows for two (2) additional two (2) year renewal terms upon mutual written consent, evidenced by a written Amendment.

4. On November 14, 2017, the Parties executed the First Amendment for the first two (2) year renewal period commencing on October 1, 2017 and expiring on September 30, 2019.

5. The City's Fire Department requests the City Commission approve renewal of the agreement for the second and final two (2) year term as allowed by the Original Agreement, as amended, commencing on October 1, 2019 and terminating on September 30, 2021.

**FINANCIAL IMPACT DETAIL:**

**a) Renewal Cost:** \$52,703.37 annually (which includes a 10% owner's contingency of \$4,791.22).

**b) Amount budgeted for this item in Account No:** The following amounts are budgeted in the 2019-20 Proposed Budget:

\$16,800 in account # 1-529-4003-34500 - Contract - building maintenance (Fire Rescue & Fire Garage)

\$48,000 in account # 1-529-4003-911-34500 - Contract - building maintenance. (Communications Dispatch Facility)

**c) Source of funding for difference, if not fully budgeted:** Not Applicable

**d) 5 year projection of the operational cost of the project:** The renewal period shall be a two-year term.

	FY2019-20	FY2020-21	Year 3	Year 4	Year 5
Revenues	\$ .00	\$ .00	\$ .00	\$ .00	\$ .00
Expenditures	\$52,703.37	\$52,703.37	\$ .00	\$ .00	\$ .00
Net Cost	\$52,703.37	\$52,703.37	\$ .00	\$ .00	\$ .00

**e) Detail of additional staff requirements:** Not Applicable

**(C) American Soccer Company, Inc. - Purchase of Soccer Uniforms**

1. On November 3, 2015, the City entered into an agreement with the American Soccer Company, Inc. for an initial two (2) year period commencing October 1, 2015 and expiring September 30, 2017.

2. The City contracts American Soccer Company, Inc. to provide soccer uniforms, which include full sets of matching soccer uniforms, shirts with silkscreened logo on front and sponsor's name and player number on back of shirts and shorts, and socks for spring and fall seasons for our City recreation soccer leagues at West Pines Soccer Park.

3. Section 2.2 of the Original Agreement, allows for three (3) additional one (1) year terms upon mutual written consent, evidenced by a written Amendment.

4. To date, this agreement has had two (2) amendments, which included two (2) one (1) year renewals extending the term of the Agreement to September 30, 2019.

5. The Recreation & Cultural Arts Department recommends that the City Commission renew the agreement for the third and final one (1) year term, commencing on October 1, 2019 and expiring September 30, 2020, as allowed by the agreement.

**FINANCIAL IMPACT DETAIL:**

**a) Renewal Cost:** \$33,311.75

- b) Amount budgeted for this item in Account No:** \$33,311.75/Yearly - Contract value. Smart Stream account coding: 1-572-7001-48555
- c) Source of funding for difference, if not fully budgeted:** Not Applicable.
- d) 5 year projection of the operational cost of the project:** The renewal period shall be a one (1) year term.

	FY2019-20		Year 2	Year 3	Year 4	Year 5
Revenues	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Expenditures	\$33,311.75		\$0.00	\$0.00	\$0.00	\$0.00
Net Cost	\$33,311.75	\$0.00	\$0.00	\$0.00	\$0.00	

- e) Detail of additional staff requirements:** Not Applicable.

#### (D) Certiport® - Microsoft Training and Certification

1. Certiport® as the sole provider and exam developer for the Microsoft® Office Specialist (MOS) and the Adobe® Certified Association (ACA) industry certification programs.
2. On October 3, 2018, the City entered into a Contractual Services Agreement with Certiport®, a service mark of NCS Pearson, Inc. for an initial one (1) year period commencing on October 3, 2018 and expiring on October 2, 2019.
3. Section 3.2 of the Original Agreement, allows for two (2) additional one (1) year renewal terms upon mutual written consent, evidenced by a written Amendment.
4. The City Charter Schools request the City Commission approve this First Amendment for the first one (1) year renewal term as allowed by the agreement, commencing on October 3, 2019 and terminating on October 2, 2020.

#### FINANCIAL IMPACT DETAIL:

- a) Renewal Cost:** \$32,274

- b) Amount budgeted for this item in Account No:** \$32,274 is budgeted within the Charter School's 2019-2020 Adopted Budget. All funds are coded to school object code 52652 - Software <1000 &/or licenses. The breakdown budgeted at each applicable school site is listed below:

School Site	Account Coding	Account Description	Amount
West Middle	171-569-5052-553-52652-7300	Software<1000 &/or	\$
	-369	Licenses	8,032
Central Middle	171-569-5052-554-52652-7300	Software<1000 &/or	\$
	-369	Licenses	8,032
Academic Village	172-569-5053-52652-7300-369	Software<1000 &/or	\$
		Licenses	16,210
		<b>Total</b>	<b>\$</b>
			<b>32,274</b>

**c) Source of funding for difference, if not fully budgeted:** Not Applicable

**d) 5 year projection of the operational cost of the project:** The renewal period shall be a one (1) year term.

	FY2019-20		Year 2	Year 3	Year 4	Year 5
Revenues	\$ .00	\$ .00	\$ .00	\$ .00	\$ .00	
Expenditures	\$32,274.00	\$ .00	\$ .00	\$ .00	\$ .00	
Net Cost	\$32,274.00	\$ .00	\$ .00	\$ .00	\$ .00	

**e) Detail of additional staff requirements:** Not Applicable

#### **(E) Granicus, Inc. - Granicus Software and Managed Services**

1. Granicus provides software and services to facilitate City legislative processes using Legistar, Media management, Captioning, Webcasting, Streaming, and Minutes Management Software products.
2. On October 11, 2016, the City entered into a Service Agreement with Granicus, Inc. for an initial three (3) year period commencing on October 11, 2016 and expiring on October 10, 2019.
3. Subsequently the City added additional services to the agreement on December 21, 2016 (HD Streaming), January 8, 2018 (Recurring Captioning services), and March 1, 2018 (Closed captioning of archived footage), through the First, Second, and Third Amendments, respectively.
4. Section 8.1 of the Original Agreement, allows for additional one (1) year renewal terms upon mutual written consent, evidenced by a written Amendment.
5. The City Clerk's Office requests the City Commission approve renewal of the agreement for an additional one (1) year term as allowed by the agreement, commencing on October 11, 2019 and terminating on September 30, 2020, to coincide with the subscription period.

#### **FINANCIAL IMPACT DETAIL:**

**a) Renewal Cost:** \$67,000

**b) Amount budgeted for this item in Account No:** \$67,000 (1-519-1001-46801 IT Maintenance Contracts )(Department total \$117,640)

**c) Source of funding for difference, if not fully budgeted:** NA

**d) 5 year projection of the operational cost of the project:** The renewal period shall be a one (1) year term.

	FY2019-20		Year 2	Year 3	Year 4	Year 5
Revenues	\$ .00	\$ .00	\$ .00	\$ .00	\$ .00	
Expenditures	\$67,000.00	\$ .00	\$ .00	\$ .00	\$ .00	\$ .00
Net Cost	\$67,000.00	\$ .00	\$ .00	\$ .00	\$ .00	

**e) Detail of additional staff requirements:** NA

**(F) Redflex Traffic Systems, Inc. - Red Light Traffic Signal Camera Enforcement System**

1. On November 2, 2016, the City Commission approved to enter into a Purchasing Agreement with Redflex Traffic Systems, Inc. for an initial three (3) year period commencing on July 24, 2017 and expiring on July 23, 2020.
2. The City of Pembroke Pines Police Department utilizes Redflex Traffic Systems, Inc. for the provision of red light traffic signal cameras.
3. Section 3.2 of the Original Agreement allows for two (2) additional two (2) year renewal terms, evidenced by a written Amendment approved by the Contractor and the City Commission.
4. The Police Department recommends that the City Commission approve this First Amendment for the first two (2) year renewal term commencing July 24, 2020 and ending July 23, 2022, as allowed by the agreement.

**FINANCIAL IMPACT DETAIL:**

**a) Renewal Cost:** \$724,200.00

**b) Amount budgeted for this item in Account No:** \$362,100.00 is budgeted in FY2019-20 in account # 1-521-3001-3001-34980: Contractual Services - Redflex.

**c) Source of funding for difference, if not fully budgeted:** Not Applicable

**d) 5 year projection of the operational cost of the project:** The renewal period shall be a two (2) year term.

	Current FY	FY2019-20	Year 3	Year 4	Year 5		
Revenues	\$ .00	\$ .00	\$ .00	\$ .00	\$ .00		
Expenditures	\$60,350.00	\$362,100.00		\$301,750.00	\$ .00	\$ .00	
Net Cost	\$60,350.00	\$362,100.00		\$301,750.00	\$ .00	\$ .00	

**e) Detail of additional staff requirements:** "Not Applicable"