



Legislation Text

File #: 20-0375, **Version:** 1

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

(A) Compass Group USA, Inc. - Food Service Management Services for Charter Schools and Early Development Centers - Renewal

(B) South Florida Institute on Aging - Volunteering Services - Renewal

(C) Ford & Associates, Inc. - Financial Advisory Services for Debt Management - Renewal

(D) Elan Lawn and Landscape Services, Inc. - City-wide Grounds Maintenance - Renewal

(E) DBI Services, LLC. - Citywide Grounds Maintenance (Litter Control and Debris Removal) - Renewal

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 Reports for renewal.

(A) Compass Group USA, Inc. - Food Service Management Services for Charter Schools and Early Development Centers - Renewal

1. Pursuant to the City Commission's approval on June 6, 2018 to award ED-17-05 to Compass Group USA, Inc., the City entered into an agreement on June 13, 2018 for an initial year beginning on July 1, 2018 and ending on June 30, 2019.

2. Compass Group USA, Inc. provides Food Management Services for the City of Pembroke Pines Charter Schools and Early Development Centers.

3. Section 3.2 of the original agreement allows for four (4) additional, one (1) year renewal terms upon mutual consent, evidenced by a written Amendment.

4. The City of Pembroke Pines Charter Schools Department and the Early Development Centers recommend that the City renew this Agreement for the second one (1) year renewal term, commencing on July 1, 2020 and expiring on June 30, 2021, as allowed by the agreement.

FINANCIAL IMPACT DETAIL:

a) **Renewal Cost:** \$2,508,982.63

b) **Amount budgeted for this item in Account No:**

Charter Schools

East Elem	170-569-5051-550-31310-7600-310	\$300,867.49
West Elem	170-569-5051-551-31310-7600-310	\$216,696.93
Central Elem	170-569-5051-550-31310-7600-310	\$245,517.05
West Middle	170-569-5051-550-31310-7600-310	\$263,819.89
Central Middle	170-569-5051-550-31310-7600-310	\$313,622.40
Academic Village	170-569-5051-550-31310-7600-310	\$799,590.32
FSU Elementary	170-569-5051-550-31310-7600-310	\$287,788.65
TOTAL		\$2,427,902.73

EDCs

East EDC/ Village Center	1-569-5002-203-52701	\$300,867.49
Bright Beginnings/ WCY	1-569-5002-205-52701	\$300,867.49
West EDC	1-569-5002-208-52701	\$300,867.49
Central EDC	1-569-5002-209-52701	\$300,867.49
TOTAL		\$300,867.49

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

d) **5 year projection of the operational cost of the project:** In regards to the Charter Schools, the Contract with Chartwells to provide food service is directly related to the revenue the City receives from the Federal Government for the National School Lunch Program. The revenues and the expenditures are all based on a "per meal" basis. Below is the total operational cost for the food service inclusive of overhead operating expenditures. The net result is a net revenue of \$298,785.27 in food service that the Charter Schools utilize to offset other indirect costs to operate the food service program such as utilities, administration, and janitorial services. The total expenditure below of \$2,726,688 is inclusive of the estimated cost of the Chartwells contract and represents the renewal period of the contract.

In regards to the Early Development Centers, the Contract with Chartwells to provide food service is directly related to the revenue the City receives from parents, based on a "per meal" basis. The net revenue of \$3,335.10 is used to offset other operating expenses, such as snacks for students/campers.

	FY 2020-2021	
Charter Schools	EDC'S	Total

Revenues	\$2,726,688.00	\$84,415.00	\$2,811,103.00
Expenditures	\$2,427,902.73	\$81,079.90	\$2,508,982.63
Net Revenue	\$298,785.27	\$3,335.10	\$302,120.37

Please also note that the total meal equivalents may fluctuate each year due to various factors including student participation, hurricane days, enrollment, etc.

e) Detail of additional staff requirements: Not Applicable

(B) South Florida Institute on Aging - Volunteering Services - Renewal

1. On May 21, 2012, the City entered into a Volunteering Services Agreement with South Florida Institute on Aging, Inc. f/k/a Impact Broward, Inc. for an initial one (1) year period, commencing on May 21, 2012 and expiring on May 21, 2013.
2. The City of Pembroke Pines Community Services Department utilizes South Florida Institute on Aging to provide Volunteer Services at Southwest Focal Point Senior Center.
3. Section (1) (B) of the Original Agreement allows for additional one (1) year renewal terms upon mutual consent, evidenced by a written Amendment.
4. The Original Agreement has been renewed seven (7) times with the Seventh Amendment on March 14, 2019 extending the agreement to May 31, 2020.
5. The Community Services Department recommends that the City Commission approve this Eighth Amendment for the eighth, one (1) year renewal term commencing on May 21, 2020 and ending on May 20, 2021, as allowed by the agreement.

FINANCIAL IMPACT DETAIL:

- a) Renewal Cost:** No Cost to the City
- b) Amount budgeted for this item in Account No:** Not Applicable
- c) Source of funding for difference, if not fully budgeted:** Not Applicable.
- d) 5 year projection of the operational cost of the project:** Not Applicable.

	Current FY	Year 2	Year 3	Year 4	Year 5
Revenues	\$.00	\$.00	\$.00	\$.00	\$.00
Expenditures	\$.00	\$.00	\$.00	\$.00	\$.00
Net Cost	\$.00	\$.00	\$.00	\$.00	\$.00

e) Detail of additional staff requirements: Not Applicable

(C) Ford & Associates, Inc. - Financial Advisory Services for Debt Management - Renewal

1. On August 6, 2013 the City entered into a Financial Advisory Services Debt Management Agreement with Ford & Associates, Inc. for an initial five (5) year period, commencing on June 19, 2013 and expiring on May 14, 2018.

2. The City of Pembroke Pines Finance Department utilizes Ford & Associates, Inc. to provide financial advisory services for debt management.
3. Section 6.2.2 the Original Agreement provides for two (2) additional two (2) year renewal terms upon mutual consent.
4. On February 26, 2018 the City executed the First Amendment of the Original Agreement for the first, two (2) year renewal period commencing on May 15, 2018 and expiring on May 14, 2020.
5. The Finance Department recommends that the City Commission approve this Second Amendment for the final two (2) year renewal term commencing on May 15, 2020 and ending on May 14, 2022 as allowed by the agreement.

FINANCIAL IMPACT DETAIL:

- a) **Renewal Cost:** Costs are determined based on the type and size of the bond issue/financing, in accordance with the contract and is included as part of the amount borrowed. By Ordinance the City Commission must authorize each bond issue/financing prior to being issued.
- b) **Amount budgeted for this item in Account No:** Amounts are budgeted when the bond issue/financing is approved by Commission.
- c) **Source of funding for difference, if not fully budgeted:** Not Applicable.
- d) **5 year projection of the operational cost of the project** Not Applicable

	Current FY	Year 2	Year 3	Year 4	Year 5
Revenues	\$.00	\$.00	\$.00	\$.00	\$.00
Expenditures	\$.00	\$.00	\$.00	\$.00	\$.00
Net Cost	\$.00	\$.00	\$.00	\$.00	\$.00

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

(D) Elan Lawn and Landscape Services, Inc. - City-wide Grounds Maintenance - Renewal

1. Pursuant to the City Commission's approval on June 6, 2018 to award PSPW-17-07, on July 1, 2018 the City entered into a Contractual Services Agreement with Elan Lawn and Landscape Services, Inc. for an initial two (2) year period, commencing July 1, 2018 and expiring June 30, 2020.
2. The City of Pembroke Pines Public Services Department utilizes Elan Lawn and Landscape to provide Citywide Grounds Maintenance.
3. Section 3.2 of the Original Agreement allows for two (2) additional two (2) year renewal terms upon mutual consent, evidenced by a written Amendment.
4. On September 13, 2018 the City executed the First Amendment to the Agreement to update the Scope of Work.
5. On January 27, 2020 the City executed the Second Amendment to the Agreement to further

update the Scope of Work.

6. The Public Services Department recommends that the City Commission approve this Third Amendment for the two (2) year renewal term commencing July 1, 2020 and ending June 30, 2022, as allowed by the agreement.

FINANCIAL IMPACT DETAIL:

a) **Renewal Cost:** \$1,743,714.50

b) **Amount budgeted for this item in Account No:** Funds are budgeted in the following "Contractual services -other" accounts:

Coding	Total
100-541-6002-34990 Total	1,036,088.09
1-519-6001-34990 Total	173,134.58
1-519-6008-34990 Total	119,765.86
1-539-6004-34990 Total	110,958.68
1-569-5002-203-34990 Total	9,525.92
1-569-5002-208-34990 Total	6,506.16
1-569-5002-209-34990 Total	6,022.08
170-569-5051-550-34990-7900-310 Total	22,205.68
170-569-5051-551-34990-7900-310 Total	13,012.31
170-569-5051-552-34990-7900-310 Total	17,062.58
171-569-5052-553-34990-7900-310 Total	13,012.31
171-569-5052-554-34990-7900-310 Total	17,062.57
172-569-5053-34990-7900-310 Total	72,377.65
173-569-5061-34990-7900-310 Total	15,120.25
471-533-6031-34990 Total	64,106.84
471-535-6022-34990 Total	47,752.94
	1,743,714.50

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

d) **5 year projection of the operational cost of the project:** The annual renewal cost is \$1,743,714.50 which includes owner's contingency.

	Year 1	Year 2	Year 3	Year 4	Year 5
Revenues	\$.00	\$.00	\$.00	\$.00	\$.00
Expenditures	\$435,928.62	\$1,743,714.50	\$1,307,785.88	\$.00	\$.00
Net Cost	\$435,928.62	\$1,743,714.50	\$1,307,785.88	\$.00	\$.00

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

(E) DBI Services, LLC. - Citywide Grounds Maintenance (Litter Control and Debris Removal) - Renewal

1. Pursuant to the City Commission's approval on June 6, 2018 to award PSPW-17-07, on June 26, 2018 the City entered into a Contractual Services Agreement with DBI Services, LLC for an initial two

(2) year period, commencing July 1, 2018 and expiring June 30, 2020.

2. The City of Pembroke Pines Public Services Department utilizes DBI Services, LLC to provide all labor, equipment, and material for litter control and debris removal services as part of the City's maintenance of designated lawn and landscape areas belonging to the City within City limits.

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

4. The Public Services Department recommends that the City Commission approve this First Amendment for the two (2) year renewal term commencing July 1, 2020 and ending June 30, 2022, as allowed by the agreement.

FINANCIAL IMPACT DETAIL:

a) Renewal Cost: Annual cost of \$337,815.19

b) Amount budgeted for this item in Account No: 100-541-6002-34990 (Contractual 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

	Current FY	FY2021	FY2022	Year 4	Year 5
Revenues	\$.00	\$.00	\$.00	\$.00	\$.00
Expenditures	\$84,453.80	\$337,815.19	\$253,361.39	\$.00	\$.00
Net Cost	\$84,453.80	\$337,815.19	\$253,361.39	\$.00	\$.00

e) Detail of additional staff requirements: Not Applicable