



Legislation Text

File #: 20-0484, **Version:** 1

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

(A) In Rem Solutions, Inc. - Professional Grant Writing Services - Renewal

(B) Certiport® - NCS Pearson - Microsoft Training and Certification

(C) Easter Seals of South Florida, Inc. - Adult Health Day Care and Alzheimer Care - Renewal

(D) Mullings Engineering Services, Inc. - Sod & Sod Installation - Renewal

ITEMS (E) TO (N) ARE NOT RENEWING OR ARE RENEWING FOR AN AMOUNT LESS THAN \$25,000, THEREFORE, NO COMMISSION ACTION IS REQUIRED AS THESE ITEMS ARE PRESENTED FOR NOTIFICATION PURPOSES ONLY PURSUANT TO SECTION 35.29 (F) OF THE CITY'S PROCUREMENT CODE:

(E) ISG Strategic Partners, LLC.-Continuing Services - Non-Renewal

(F) Weekley Asphalt Paving, Inc.-Continuing Services - Non-Renewal

(G) PM AM Corporation - False Alarm Billing Collections - Non-Renewal

(H) Tetra Tech, Inc. - Disaster Debris Monitoring Services AD-18-04 - Non-Renewal

(I) Trane U.S. Inc. - Maintenance of Air Cooled Chillers - AV - Renewal

(J) American Soccer Company-Soccer Uniforms - Non Renewal

(K) Bermello, Ajamil, & Partners, Inc. - Architectural & Engineering Services - Non-Renewal

(L) Dynaserv Florida, LLC - Parks Seasonal Palm Service - Non-Renewal

(M) State Of Florida, Department Of State Division of Cultural Affairs - Grant General Program Support 2020 - Not to Renew

(N) Raftelis Financial Consultants, Inc.-Cost Analysis of the Existing Utility Function - Non-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) In Rem Solutions, Inc. - Professional Grant Writing Services - Renewal

1. On April 17, 2018, the City entered into a Professional Grant Writing 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 utilizes In Rem Solutions, Inc. to provide Professional 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. On October 2, 2019, the City executed the Third Amendment to the Original Agreement for the second one (1) year renewal period commencing on October 1, 2019 and expiring on September 30, 2020.
7. The Administration Department recommends that the City Commission approve this Fourth Amendment for the third one (1) year renewal term commencing October 1, 2020 and ending September 30, 2021, as allowed by the agreement.

FINANCIAL IMPACT DETAIL:

- a) Renewal Cost:** Estimated annual amount \$115,000.00. \$150 per hour. As needed basis. Annual cost is based on approved projects.
- b) Amount budgeted for this item in Account No:** \$115,000 under account 1-519-800-31500 - Prof. 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** Not Applicable.

	FY 2020-2021		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) Certiport® - NCS Pearson - 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. On October 3, 2019 the Parties executed the First Amendment to the Original Agreement for the one (1) year renewal term expiring on October 2, 2020.
5. The City Charter Schools request the City Commission approve renewal of the agreement for the second and final, one (1) year term as allowed by the agreement, commencing on October 3, 2020 and terminating on October 2, 2021.

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 2020-2021 Proposed 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	171-569-5052-553-52652-5102-369	Software<1000 &/or Licenses	\$ 8,032
Central Middle	171-569-5052-554-52652-5102-369	Software<1000 &/or Licenses	\$ 8,032
Academic Village	172-569-5053-52652-5103-369	Software<1000 &/or Licenses	\$ 16,210
	Total		\$ 32,274

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

d) 5 year projection of the operational cost of the

	School FY 2020-21		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

(C) Easter Seals of South Florida, Inc. - Adult Health Day Care and Alzheimer Care - Renewal

1. On September 22, 2009, the City entered into a Contractual Services Agreement with Easter Seals of South Florida, Inc for an initial three (3) year period expiring September 30, 2012.
2. The City of Pembroke Pines Community Services Department utilizes Easter Seals of South Florida, Inc. for Adult Health Day Care and Alzheimer Care Services. The agreement also provides for Easter Seals of South Florida, Inc. to pay the City an annual Facility Fee to be able to operate out of the City facility.
3. On February 8, 2012 the City executed the First Amendment of the Original Agreement to provide additional services to additional clients.
4. On October 1, 2012 the City executed the Second Amendment of the Original Agreement, as amended, to extend the term for three (3) years, commencing on October 1, 2012 and expiring on September 30, 2015.
5. On July 1, 2015 the City executed the Third Amendment of the Original Agreement, as amended, to extend the term for an additional five (5) years commencing on October 1, 2015 and expiring on September 30, 2020 and to provide for two (2) additional three (3) year renewal options and increase the facility rental rate.
6. The Community Services Department recommends that the City Commission approve this Fourth Amendment for the three (3) year renewal term commencing on October 1, 2020 and ending on September 30, 2023, as allowed by the agreement.

FINANCIAL IMPACT DETAIL:

a) Renewal Revenue: \$127,869.00

The cost of the services provided by Easter Seals is entirely covered through an allocation from the Areawide Council on Aging of Broward County of grant revenue funds received in the total amount of \$288,158.00.

Facility fee payments are also collected from Easter Seals of South Florida.

b) Amount budgeted for this item in Account No:

For the Adult Day Care Services:

Revenue Account: 199-331690-8005 OAA Title IIIB Funds and 199-331691-8005 Title IIIE
\$288,158.00

Expenditure Account: 199-569-8005-24-34990 Contractual Serv-Other \$288,158.00

For the Lease Payments:

Monthly Facility Fee for the period of October 1, 2020 - September 30, 2021 is \$10,655.75 for a total amount of \$127,869.00 to be allocated to:

Revenue Account 1-362054-8001 Rental - Adult Day Care (Tax Exempt).

c) Source of funding for difference, if not fully budgeted: "Not applicable."

d) 3 year projection of the operational cost of the project "Not Applicable"

	Current FY	Year 2	Year 3	Year 4	Year 5	
Revenues (Grant)	\$288,158.00		\$288,158.00	\$288,158.00	\$0.00	\$0.00
Revenues (Rent)	\$127,869.00		\$127,869.00	\$127,869.00	\$0.00	\$0.00
Expenditures	\$288,158.00	\$288,158.00	\$288,158.00	\$288,158.00	\$0.00	\$0.00
Net Revenue	\$127,869.00	\$127,869.00	\$127,869.00	\$127,869.00	\$0.00	\$0.00

e) Detail of additional staff requirements: "Not Applicable"**(D) Mullings Engineering Services, Inc. - Sod & Sod Installation - Renewal**

1. On September 20, 2018, the Commission of the City of Boynton Beach approved to enter into a CO-OP Agreement with Mullings Engineering Services, Inc., Odum's Sod, Inc, and Sunset Sod, Inc. for a one (1) year period commencing on October 1, 2018 and terminating on September 30, 2019.

2. The City of Pembroke Pines Public Services Department utilizes Mullings Engineering, Inc. to purchase sod & sod installation services.

3. The Original Agreement allowed for three (3) additional one (1) year renewal terms upon mutual consent, evidenced by a written Amendment.

4. In August of 2019 the first renewal period for the period commencing on October 1, 2019 and expiring on September 30, 2020 was approved by the City of Boynton Beach and Mullings Engineering Services, Inc.

5. The renewal letter from the City of Boynton Beach for the second renewal period will be provided at the end of August or beginning of September, 2020.

6. The Public Services Department recommends that the City Commission approve the second renewal for the one (1) year term commencing on October 1, 2020 and ending on September 30, 2021, as allowed by the agreement.

FINANCIAL IMPACT DETAIL:

a) Renewal Cost: \$100,000 estimated annual amount

b) Amount budgeted for this item in Account No: Funds will be available in the following account numbers as projects arise on an as needed basis:

1-539-6004-46161 (R & M Landscaping)

1-539-6004-63115 (Landscaping)

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"

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

(E) ISG Strategic Partners, LLC. - Continuing Services - Non-Renewal

1. On June 6, 2018, the City Commission approved to enter into a Continuing Services Agreement with ISG Strategic Partners, LLC. for an initial two (2) year period, commencing August 20, 2018 and expiring August 19, 2020.
2. The City of Pembroke Pines Engineering Department utilizes ISG Strategic Partners, LLC. to provide general road preservation, repair, and maintenance items.
3. Section 2.2 of the Original Agreement allows for a month to month continuation of services until the City establishes a new Agreement.
4. The Engineering Department does not wish to extend or renew the Agreement on a month to month basis at this time.

(F) Weekley Asphalt Paving, Inc.-Continuing Services - Non-Renewal

1. On June 6, 2018, the City Commission approved to enter into a Continuing Services Agreement with Weekley Asphalt Paving, Inc. for an initial two (2) year period, commencing August 1, 2018 and expiring July 31, 2020.
2. The City of Pembroke Pines Engineering Department utilizes Weekley Asphalt Paving, Inc. to provide general road preservation, repair, and maintenance items on an as needed basis.
3. Section 2.2 of the Original Agreement allows for a month to month continuation once the Agreement expires until the City establishes a new Agreement.
4. The Engineering Department does not wish to extend or renew the Agreement on a month to month basis at this time.

(G) PM AM Corporation - False Alarm Billing Collections - Non-Renewal

1. On September 3, 2014, the City entered into an Agreement with PM AM Corporation for an initial three (3) year period, expiring September 30, 2017.
2. The City of Pembroke Pines Police Department utilizes PM AM Corporation to provide false alarm billing collection services.
3. Section 3.2 of the Original Agreement allows for one (1) additional three (3) year renewal term upon mutual consent, evidenced by a written Amendment.
4. On October 19, 2017, the City entered into the First Amendment renewing the Agreement for the final three (3) year term, commencing on August 1, 2017 and terminating on July 31, 2020.
5. The agreement is in its final term and does not provide for renewals. The Police Department will start the procurement process for these services.

(H) Tetra Tech, Inc. - Disaster Debris Monitoring Services AD-18-04 - Non-Renewal

1. On September 5th, 2019, the City entered into a Disaster Debris Monitoring Services Agreement

with Tetra Tech, Inc. for an initial one (1) year period, commencing on September 5th, 2019 and expiring on September 4th, 2020.

2. The City of Pembroke Pines Public Services Department utilizes Tetra Tech, Inc. to provide disaster debris monitoring and financial recovery services.
3. The agreement does not allow for renewal periods.
4. The City Administration is in the process of coordinating a workshop and re-bidding the services.

(I) Trane U.S. Inc. - Maintenance of Air Cooled Chillers - Academic Village - Renewal

1. The City of Pembroke Pines Academic Village Campus entered into an Extended Warranty Service Agreement with Trane U.S. Inc. for the maintenance of the Air Cooled Chillers for an initial three (3) year period commencing on December 1, 2000 and ending on November 30, 2003.
2. To date, the agreement has had twelve (12) one (1) year renewals, the last two (2) of which were renewed in combination with the City of Pembroke Pines "U" Building Agreement and the terms were extended to June 30, 2020.
3. The City of Pembroke Pines "U" Building located at Academic Village entered into an Extended Warranty Service Agreement with Trane U.S. Inc. for the maintenance of the Air Cooled Chillers for an initial three (3) year period commencing on August 1, 2003 and ending July 31, 2006.
4. To date, the agreement has had nine (9) one (1) year renewals, the last two (2) of which were renewed in combination with the City of Pembroke Pines Academic Village Campus Agreement and the terms were extended to June 30, 2020.
5. Due to the age of the equipment at the U Building, continued maintenance costs would not be cost effective.
6. The Public Services Department is now reducing the scope of work by removing coverage of the "U" Building for a new annual cost below the \$25,000 threshold, and renewing the Agreement for an additional one (1) year term, commencing on July 1, 2020 and ending on June 30, 2021.

FINANCIAL IMPACT DETAIL:

a) Renewal Cost: \$17,084

b) Amount budgeted for this item in Account No:

Budgeted at the Academic Village Charter School

Contract Building Maintenance Account 172-569-5053-34500-7900-350 \$17,084

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

d) 5 year projection of the operational cost of the project

	FY2021	Year 2	Year 3	Year 4	Year 5
Revenues	\$.00	\$.00	\$.00	\$.00	\$.00
Expenditures	\$17,084.00	\$.00	\$.00	\$.00	\$.00
Net Cost	\$17,084.00	\$.00	\$.00	\$.00	\$.00

e) Detail of additional staff requirements: Not Applicable

(J) American Soccer Company-Soccer Uniforms - Non Renewal

1. On October 21, 2015, the City Commission approved to enter into an Agreement for Purchase with American Soccer Company, Inc. for an initial two (2) year period, commencing October 1, 2015 and expiring September 30, 2017
2. The City of Pembroke Pines Recreations and Cultural Arts Department utilized American Soccer Company, Inc. to provide soccer uniforms.
3. Section 2.2 of the Original Agreement allowed for three (3) additional one (1) year terms upon mutual consent, evidenced by a written Amendment.
4. The Agreement was renewed three times extending the term to September 30, 2020.
5. The agreement is in its final term and does not provide for renewals. The Recreation and Cultural Arts Department will start the procurement process for the purchase of the new uniforms.

(K) Bermello, Ajamil, & Partners, Inc. - Architectural & Engineering Services - Non-Renewal

1. On October 3, 2018, the City Commission approved to enter into a Continuing Service Agreement with Bermello, Ajamil, & Partners, Inc. for an initial period, commencing October 3, 2018 and expiring September 30, 2020.
2. The City of Pembroke Pines Recreation and Cultural Arts Department utilizes Bermello, Ajamil, & Partners, Inc. to provide architectural and engineering services.
3. On December 19, 2018, the City Commission approved the First Amendment to the Agreement with Bermello, Ajamil, & Partners, Inc. to allow for an increase in the contract value from \$35,000 to \$53,000 to allow for the completion of services required for the Academic Village Pool renovation project.
4. Section 7.2.2 of the Original Agreement allows for two (2) additional two (2) year renewal terms upon mutual consent, evidenced by a written Amendment.
5. The Recreation and Cultural Arts Department will not be renewing this Agreement and has issued a new solicitation for a Continuing Services Agreement.

(L) Dynaserv Florida, LLC - Parks Seasonal Palm Service - Non-Renewal

1. On August 20, 2018, the City entered into a Contractual Services Agreement with Dynaserv Florida, LLC for an initial two (2) year period, commencing on August 20, 2018 and expiring on August 19, 2020.
2. The City of Pembroke Pines Recreation and Cultural Arts Department utilizes Dynaserv Florida,

LLC to perform seasonal Palm trimming services, throughout the Park system.

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 Recreation and Cultural Arts Department will not be renewing the agreement and will issue a new request for proposals for these services.

(M) State Of Florida, Department Of State Division Of Cultural Affairs - Grant General Program Support 2020 - Not To Renew

1. On July 24, 2019, the City entered into a Grant General Program Support 2020 Agreement with the State of Florida, Department of State Division of Cultural Affairs for a one (1) year period, expiring on June 30, 2020.
2. On August 7th, 2019, the City Commission ratified the City Manager's approval of the agreement between the State of Florida Department of State Division of Cultural Affairs and the City for a general support grant award in the amount of \$45,180.
3. The Original Agreement does not allow for renewals. The Recreation and Cultural Arts Department has submitted a new grant application which is in process.

(N) Raftelis Financial Consultants, Inc.- Cost Analysis of the Existing Utility Function - Non-Renewal

1. On August 7, 2019, the City Commission approved to enter into a Professional Services Agreement with Raftelis Financial Consultants, Inc. for a one (1) year period, commencing August 14, 2019 and expiring August 13, 2020.
2. The City of Pembroke Pines Utilities Department utilizes Raftelis Financial Consultants, Inc. to provide a cost analysis of the existing utilities division function sourcing contract.
3. The Original Agreement does not allow for additional renewal terms.
4. On November 13, 2019 a First Amendment to the Agreement to add Benchmarking services was presented to the City Commission and the item was deferred. The Utilities Department plans to present these services on a separate agreement at a later date.