



## Legislation Text

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**File #:** 20-0566, **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. - Professional Grant Writing Services - Renewal**
- (B) The Miramar - Pembroke Pines Regional Chamber of Commerce - Trustee Partnership Agreement - Renewal**
- (C) Emilio's BBQ Catering Services Corporation - Operation of Gift Shop/Food Service - Renewal**
- (D) CobbleStone Systems Corp. - Contracts Management Software - Renewal**
- (E) Advanced Mulch, Inc., Adwood, Inc., EastCoast Mulch and Superior Mulch - Purchase of Mulch CO-OP Agreement - Renewal**
- (F) Mullings, Odums & Sunset Sod CO-OP Agreement # 033-2730-18/IT. - Sod & Sod Installation - Renewal**
- (G) Civic Plus, Inc. - City Website, Schools Subsite, Intranet, Recreation & Audio-Eye Services - Renewal**
- (H) Allied Universal Corporation - Purchase of Sodium Hypochlorite (Co-Op) - Renewal**
- (I) Pembroke Pines Girls Softball, Inc. - Facility Use Agreement - Renewal**
- (J) Pembroke Pines Optimist Club, Inc. - Facility Use Agreement - Renewal**
- (K) West Pines Girls Softball, Inc. - Facility Use Agreement - Renewal**
- (L) Optimist Club of West Pembroke Pines, Inc. - Facility Use Agreement - Renewal**
- (M) Optimist Club of Pembroke Lakes, Florida, Inc. - Facility Use Agreement - Renewal**

ITEMS (N) TO (Q) ARE NOT RENEWING; 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:

**(N) Kemp Group International Corporation - School Crossing Guard - Non-Renewal**

**(O) Community Redevelopment Associates of Florida, Inc. - Grant Administration for CRA Projects - Non-Renewal**

**(P) FPI Security Services - Security Guard Services - Non-Renewal**

**(Q) School Board of Broward County - Reciprocal Use of Each Other's Facilities - 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 on October 1, 2017 and expiring on 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 on October 1, 2018 and expiring on 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. On June 17<sup>th</sup>, 2020, the Fourth Amendment was presented to the City Commission under agenda item #20-0484 (16A) and a motion was made by the Commissioners to defer the item to the August 5<sup>th</sup>, 2020 Commission meeting and to instruct the City Manager to renegotiate the hourly rate.

8. As requested, the City Manager was able to negotiate and lowered the hourly rate to \$140.00 from \$150.00.

9. The Administration Department recommends that the City Commission approve this Fourth Amendment, as revised, and for the third one (1) year renewal term commencing on October 1, 2020 and ending on September 30, 2021, as allowed by the agreement.

#### FINANCIAL IMPACT DETAIL:

**a) Renewal Cost:** Estimated annual amount \$107,324.00. (\$140.00 per hour, on an as-needed basis. Annual cost is based on approved projects.)

**b) Amount budgeted for this item in Account No:** \$107,324.00 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	\$107,324.00		\$ .00	\$ .00	\$ .00	\$ .00
Net Cost	\$107,324.00		\$ .00	\$ .00	\$ .00	\$ .00

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

#### (B) The Miramar - Pembroke Pines Regional Chamber of Commerce - Trustee Partnership Agreement - Renewal

1. On December 6, 2016, the City and the Miramar-Pembroke Pines Regional Chamber of Commerce entered into a Partnership Agreement for an initial one (1) year period, commencing December 1, 2016 and expiring November 30, 2017.

2. The Partnership Agreement allows a relationship between the City and the Chamber to increase the level of member benefits offered by the Chamber, and facilitate the growth of the Chamber for the benefit of the residents and businesses in the regional community.

3. On March 8, 2018 the Parties executed the First Amendment to the Original Agreement to change the renewal terms from automatic renewals to written mutual consent, and to execute the first renewal term commencing on December 1, 2017, and terminating on November 30, 2018.

4. Section 3.1 of the Original Agreement, as amended, allows for additional one (1) year renewal terms upon mutual consent, evidenced by a written Amendment.

5. On November 28, 2018 and December 4, 2019, the Parties executed the Second and Third

Amendments respectively, extending the term of the Original Agreement, as amended, to November 30, 2020.

6. The Administration of the City of Pembroke Pines recommends that the City Commission approve renewal of the Agreement for an additional one (1) year term, commencing on December 1, 2020, and expiring on November 30, 2021.

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

- a) Annual Renewal Cost:** \$8,000.00
- b) Amount budgeted for this item in Account No:** 1-519-800-54100
- 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

	FY20-21	Year 2	Year 3	Year 4	Year 5
Revenues	\$ .00	N/A	N/A	N/A	N/A
Expenditures	\$8,000.00	N/A	N/A	N/A	N/A
Net Cost	\$8,000.00	N/A	N/A	N/A	N/A

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

#### **(C) Emilio's BBQ Catering Services Corporation - Operation of Gift Shop/Food Service - Renewal**

1. On February 23, 2016, the City Commission approved to enter into a Lease and Operation Management Agreement with Emilio's BBQ Catering Services Corporation for an initial three (3) year period, commencing on February 23, 2016 and expiring on December 31, 2019.

2. Section 2.1 of the Original Agreement allows for additional one (1) year renewal terms upon mutual consent, evidenced by a written Amendment.

3. On December 4, 2019, the City executed the First Amendment which increased the Monthly Base Rent and executed the first one (1) year renewal commencing on January 1, 2020 and expiring on December 31, 2020.

4. The Public Services Department recommends that the City Commission approve this Third Amendment for the one (1) year renewal term commencing January 1, 2021 and ending December 31, 2021, as allowed by the agreement.

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

- a) Renewal Cost:** None
- b) Amount budgeted for this item in Account No:** Revenue Account 1-8001-362046 Rental Community Services Monthly Rent \$906.83 plus sales tax for a monthly rent total of \$965.77.
- 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"**

	Year 1	Year 2	Year 3	Year 4	Year 5
Revenues	\$8,161.47	\$2,720.49	\$0.00	\$0.00	\$0.00
Expenditures	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Net Revenue	\$8,161.47	\$2,720.49	\$0.00	\$0.00	\$0.00

**e) Detail of additional staff requirements: "Not Applicable"****(D) CobbleStone Systems Corp. - Contracts Management Software - Renewal**

1. On November 13, 2019, the City Commission approved and the City entered into a Hosted Software License Agreement with CobbleStone Systems Corp. for an initial one (1) year period, commencing (as of the date of Activation) on November 26, 2019 and expiring on November 25, 2020.
2. The City of Pembroke Pines Finance Department utilizes CobbleStone Systems Corp to provide contract management software allowing for document management, contract routing work-flow, task-tracking, online approval process, E-signature, and auditing features.
3. Section 2 of the Original Agreement allows for additional one (1) year renewal terms.
4. The Finance Department recommends that the City Commission approve renewal of the Agreement for the one (1) year renewal term commencing on November 26, 2020 and ending on November 25, 2021, as allowed by the Agreement.

**FINANCIAL IMPACT DETAIL:**

- a) **Renewal Cost:** \$23,627.11
- b) **Amount budgeted for this item in Account No:** 1-513-2001-64051
- c) **Source of funding for difference, if not fully budgeted:** NA
- d) **5 year projection of the operational cost of the project** NA

	Current FY	Year 2	Year 3	Year 4	Year 5
Revenues	N/A	N/A	N/A	N/A	N/A
Expenditures	\$23,627.11	\$25,627.11	\$27,558.66	\$29,763.35	N/A
Net Cost	\$23,627.11	\$25,627.11	\$27,558.66	\$29,763.35	N/A

**e) Detail of additional staff requirements: NA****(E) Advanced Mulch, Inc., Adwood, Inc., EastCoast Mulch and Superior Mulch - Purchase of Mulch CO-OP Agreement - Renewal**

1. On November 11<sup>th</sup>, 2017, the City of Pompano approved to enter into a CO-OP Agreement with Advanced Mulch, Inc., Adwood, Inc., Eastcoast Mulch, and Superior Mulch for an initial term of one (1) year commencing on November 15<sup>th</sup>, 2017 and terminating on November 14<sup>th</sup>, 2018.

2. The Public Services and Recreation and Cultural Arts Departments purchase various types of mulch from Advanced Mulch and Eastcoast Mulch.
3. The Original Agreement allows for four (4) additional one (1) year renewal terms upon mutual consent, evidenced by a written Amendment.
4. The Original Agreement has been renewed extending the term to November 14<sup>th</sup>, 2020.
5. The renewal letter from the City of Pompano Beach for the third renewal period will be provided at the end of August or beginning of September 2020.
6. As a member of the Southeast Florida Governmental Purchasing Co-operative Group, the City of Pembroke Pines benefits by utilizing the buying power of the combined participating group of governmental agencies throughout Miami-Dade, Broward and Palm Beach counties to provide cost savings and cost avoidances for the combined requirements for common basic items. In addition, the lead agency for the Co-Op contract also manages the renewal documentation and works closely with the contractor(s) which alleviates certain additional management responsibilities that the City would need to do if the City establishes its own contract for the services, therefore utilizing the Co-Op contract provides additional efficiencies.
7. For this mulch contract, the lead agency listed various participating agencies and the quantity of mulch that they each anticipated, in order to get better pricing through economies of scale. Below are some of the participating agencies that were listed in the initial bid:

- City of Boca Raton
- City of Boynton Beach
- City of Coral Springs
- City of Dania Beach
- Town of Davie
- City of Deerfield Beach
- City of Delray Beach
- City of Fort Lauderdale
- City of Hallandale Beach
- City of Hollywood
- City of Lauderhill
- City of Margate
- City of Miami Beach
- City of North Miami Beach
- City of Oakland Park
- City of Pompano Beach
- Village of Royal Palm Beach
- City of Wilton Manors

7. On tonight's agenda, there is another Agenda Item (File ID # 20-0565) to award the City of Pembroke Pines IFB # PSPW-20-01 "Citywide Trees, Plants & other Landscaping Materials" to the most responsive/responsible bidder, Aaron Agriculture, to be used on an as needed basis in the annual amount not to exceed \$1,000,000.

The award of the City of Pembroke Pines IFB # PSPW-20-01 "Citywide Trees, Plants & other Landscaping Materials" includes various trees, plants, etc. and also includes a price for mulch that maybe utilized when the City has plant material being installed by Aaron Agriculture, in order to have one sole vendor responsible for the landscaping in that area and to avoid one contractor damaging the other contractors plant material during the course of any landscaping project. The price for mulch included in the contract is:

- \$2.50 per bag of mulch (red, brown, or gold mulch)

9. The City intends to utilize the Southeast Florida Governmental Purchasing Co-operative Group's contract for most mulching project, especially projects that do not include the installation of new plant material. The Co-Op contract includes various different mulch options, including the following:

- \$1.59 per bag of mulch (red, or brown mulch)
- \$1.70 per bag of mulch (gold mulch)

10. Based on the average of the pricing listed above, the Co-Op contract is 34.20% cheaper than the mulching pricing that was recently received from the City's bid for IFB # PSPW-20-01 "Citywide Trees, Plants & other Landscaping Materials." As a result, the City recommends to continue utilizing the Co-Op Contract, when it is renewed.

11. The Public Services Department recommends that the City Commission approves the utilization of the third one (1) year renewal term, of the Co-Op agreement, commencing November 15<sup>th</sup>, 2020 and ending November 14<sup>th</sup>, 2021, as allowed by the agreement.

#### FINANCIAL IMPACT DETAIL:

- a) **Renewal Cost:** \$250,000 estimated annual cost to be utilized on as needed basis
- b) **Amount budgeted for this item in Account No:** Funds are budgeted in account # 1-539-6004-46161 (R&M Landscaping) and 1-572-7001-46150 (R&M -Land, Bldg. and Improvements)
- c) **Source of funding for difference, if not fully budgeted:** Not Applicable.
- d) **5 year projection of the operational cost of the project:**

	FY 20-21	FY 21-22	Year 4	Year 5	
Revenues	\$ .00	\$ .00	\$ .00	\$ .00	
Expenditures		\$218,750.00	\$31,250.00	\$ .00	\$ .00
Net Cost	\$218,750.00	\$31,250.00	\$ .00	\$ .00	

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

#### (F) Mullings, Odums & Sunset Sod CO-OP Agreement # 033-2730-18/IT. - 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 the Co-Op Contract to purchase sod and 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 term commencing on October 1, 2019 and expiring on September 30, 2020 was approved by the City of Boynton Beach as the lead agency for the Co-Op.

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. On June 17<sup>th</sup>, 2020, the Public Services Department recommended for the City Commission to approve the renewal of the new term as allowed by the Original Agreement; however, the City Commission did not approve the renewal and recommended the Department to go out for bid.

7. As a member of the Southeast Florida Governmental Purchasing Co-operative Group, the City of Pembroke Pines benefits by utilizing the buying power of the combined participating group of governmental agencies throughout Miami-Dade, Broward and Palm Beach counties to provide cost savings and cost avoidances for the combined requirements for common basic items. In addition, the lead agency for the Co-Op contract also manages the renewal documentation and works closely with the contractor(s) which alleviates certain additional management responsibilities that the City would need to do if the City establishes its own contract for the services, therefore utilizing the Co-Op contract provides additional efficiencies.

8. For this sod contract, the lead agency listed various participating agencies and the quantity of sod that they each anticipated, in order to get better pricing through economies of scale. Below are some of the participating agencies that were listed in the initial bid:

South Broward/Miami-Dade Zone:

- Cooper City
- Coral Gables
- City of Hallandale Beach
- City of Hollywood
- City of Miami Beach
- City of Miramar
- City of North Miami Beach

Central Broward Zone:

- Town of Davie
- City of Fort Lauderdale
- City of Lauderdale Lakes
- City of Lauderhill
- City of Oakland Park
- City of Sunrise



- City of Wilton Manors

North Broward/Palm Beach Zone:

- City of Boynton Beach
- City of Coconut Creek
- City of Coral Springs
- City of Deerfield Beach
- City of Margate
- City of Pompano Beach
- City of Tamarac
- Town of Palm Beach
- City of West Palm Beach

9. On tonight's agenda, there is another Agenda Item (File ID # 20-0565) to award the City of Pembroke Pines IFB # PSPW-20-01 "Citywide Trees, Plants & other Landscaping Materials" to the most responsive/responsible bidder, Aaron Agriculture, to be used on an as needed basis in the annual amount not to exceed \$1,000,000.

IFB # PSPW-20-01 "Citywide Trees, Plants & other Landscaping Materials" was approved for advertisement by the City Commission on February 5, 2020.

The City of Pembroke Pines IFB # PSPW-20-01 "Citywide Trees, Plants & other Landscaping Materials" includes various trees, plants, etc. and also includes a price for sod that maybe utilized when the City has plant material being installed by the awarded contractor, in order to have one sole vendor responsible for the landscaping in that area and to avoid one contractor damaging the other contractors plant material during the course of any landscaping project. Since the pricing for the sod line items came in too high for the recommended vendor, the Public Services Department has decided not to award those line items and to utilize the Co-Op Contract for sod.

The lowest price received for the Sod through IFB # PSPW-20-01 "Citywide Trees, Plants & other Landscaping Materials":

- \$0.75 per square foot (St. Augustine)
- \$0.95 per square foot (Bermuda)
- \$0.65 per square foot (Bahia)

However, the vendors that submitted the above pricing are not being recommended for award, as the Public Services Department was looking to utilize one vendor for all of the Landscaping work on projects, and since the recommended vendor's pricing was too high, the Public Services Department is recommending to utilize the Co-Op's Sod Contract.

10. The Co-Op contract includes various different sod options, including the following:

- \$0.50 to \$0.60 per square foot (St. Augustine)
- \$0.23 to \$0.28 per square foot (Bermuda)
- \$0.42 to \$0.48 per square foot (Bahia)

The prices above depend on the type of Sod and if they are bought in truckloads or less than

truckloads.

11. Based on the average of the pricing listed above, the Co-Op contract is 46.60% cheaper than the lowest price sod that was recently received from the City's bid for IFB # PSPW-20-01 "Citywide Trees, Plants & other Landscaping Materials." As a result, the City recommends to continue utilizing the Co-Op Contract, when it is renewed.

12. The Public Services Department recommends that the City Commission approves the utilization of the second one (1) year renewal term, of the Co-Op agreement, commencing on October 1, 2020 and ending on September 30, 2021, as allowed by the agreement in lieu of bidding out a separate solicitation for sod.

#### FINANCIAL IMPACT DETAIL:

**a) Renewal Cost:** Estimated annual cost of \$179,600.

**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"

	FY 2020-21		Year 2	Year 3	Year 4	Year 5
Revenues	\$ .00	\$ .00	\$ .00	\$ .00	\$ .00	
Expenditures	\$179,600.00		\$ .00	\$ .00	\$ .00	\$ .00
Net Cost	\$179,600.00		\$ .00	\$ .00	\$ .00	\$ .00

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

#### (G) Civic Plus, Inc. - City Website, Schools Subsite, Intranet, Recreation & Audio-Eye Services - Renewal

1. On February 27, 2019, the City entered into a Service Agreement with Civic Plus, Inc. commencing on February 27, 2019.

2. The City of Pembroke Pines Technology Services Department utilizes Civic Plus, Inc. to provide the City Website, the City Subsite Intranet, the School Subsites, and Audio Eye services, and the Recreation and Cultural Arts Department utilizes Civic Plus, Inc. to provide Recreation registration software.

3. Section 1 of the Original Agreement allows for the agreement to remain in effect unless terminated by either party.

4. Upon implementation of the AudioEye module, the City requested to have all subscriptions renew simultaneously on January 31, 2020.

5. On January 15, 2020, the City Commission approved the first one (1) year continuation of the Agreement commencing on January 31, 2020 and ending on January 30, 2021.

6. Both, the Technology Services and the Recreation and Cultural Arts Departments recommend that the City Commission approve the one (1) year continuation commencing on January 31, 2021 and ending on January 30, 2022, as allowed by the Agreement.

## FINANCIAL IMPACT DETAIL:

a) **Renewal Cost FY 2021:** \$90,979.52

b) **Amount budgeted for this item in Account No:** \$90,979.52: 1-513-2002-46801 IT Contractual services

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 2020-21		FY 2021-22		FY 2022-23		FY 2023-24	FY 2024-25
Revenues	N/A	N/A	N/A	N/A	N/A	N/A		
Expenditures	\$85,885.26		\$90,979.52		\$95,528.50		\$100,304.93	\$105,320.18
Net Cost	\$85,885.26		\$90,979.52		\$95,528.50		\$100,304.93	\$105,320.18

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

## (H) Allied Universal Corporation - Purchase of Sodium Hypochlorite (Co-Op) - Renewal

1. In March of 2012, the Southeast Florida Governmental Purchasing Co-operative Group had a meeting where purchasing officials from several municipalities throughout Broward County expressed a desire to bid out the price of sodium hypochlorite as a Co-Op bid in lieu of various Cities issuing their own solicitation at different times of the year that was resulting in a trying process in which a vendor would lose one contract and then extend their pricing from another contract to other entities, enticing them to terminate their existing contract to switch vendors back and forth. As a result, various Broward agencies moved away from various entities piggybacking on other contracts by individual agencies and issued a bid through the Co-Op to try and drive the price down through volume discounting.

2. On October 17, 2012, the City Commission approved an agenda item (File ID # 12-2170) to start utilizing a Co-Op contract for Sodium Hypochlorite in lieu of issuing its own solicitation. As a result, since then the City has utilized various Co-Op contracts for Sodium Hypochlorite that have been bid out through the years in an effort to utilize economies of scale.

3. On November 29, 2017 the City Commission approved the purchase of Sodium Hypochlorite on an as needed basis from Allied Universal Corporation, utilizing the Southeast Florida Governmental Cooperative Purchasing Group (Co-Op) Bid# 12006-372 which commenced on October 3, 2017 and terminated on October 2, 2019.

4. The City of Pembroke Pines Utilities Department utilizes Allied Universal Corporation for the purchase of Sodium Hypochlorite.

5. Section 1 of the Original Agreement allows for two (2) additional one (1) year renewal terms upon mutual consent, evidenced by a written Amendment.

6. On August 7, 2019, The City Commission approved the first one (1) year renewal term commencing on October 3, 2019 and terminating October 2, 2020.

7. As a member of the Southeast Florida Governmental Purchasing Co-operative Group, the City of Pembroke Pines benefits by utilizing the buying power of the combined participating group of governmental agencies throughout Miami-Dade, Broward and Palm Beach counties to provide cost savings and cost avoidances for the combined requirements for common basic items. In addition, the lead agency for the Co-Op contract also manages the renewal documentation and works closely with the contractor(s) which alleviates certain additional management responsibilities that the City would need to do if the City establishes its own contract for the services, therefore utilizing the Co-Op contract provides additional efficiencies.

8. For this sodium hypochlorite contract, the lead agency listed various participating agencies and the quantity of sodium hypochlorite that they each anticipated, in order to get better pricing through economies of scale. Below are some of the participating agencies that were listed in the initial bid:

- City of Fort Lauderdale
- City of Hallandale Beach
- City of Dania Beach
- City of Hollywood
- City of Cooper City
- City of Deerfield Beach
- City of Margate
- Town of Davie
- City of Sunrise

9. The Co-Op has renewed the contract for the second and final renewal period, which will end on October 2, 2021. As a result, the Co-Op intends to start working on a new solicitation to bid out Sodium Hypochlorite and establish a new contract with new pricing that would be anticipated to commence in October of 2021.

10. The Utilities Department recommends that the City Commission approves the utilization of the second and final one (1) year renewal term, of the Co-Op agreement, commencing October 3, 2020 and terminating October 2, 2021, as allowed by the agreement.

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

**a) Renewal Cost:** \$161,903 (17,000 gallons x \$0.559 (Less Than Truckload) = \$9,503) + (300,000 gallons x \$0.508 Truck Loads = \$152,400)

**b) Amount budgeted for this item in Account No:** \$156,313 in Account No. 471-533-6031-52430 (Operating Chemicals) & \$5,590 in Account No. 471-535-6022-52430 (Operating Chemicals)

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

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

	FY2020-2021		Year 2	Year 3	Year 4	Year 5
Revenues	N/A	N/A	N/A	N/A	N/A	
Expenditures	\$161,903		N/A	N/A	N/A	N/A
Net Cost	\$161,903	N/A	N/A	N/A	N/A	

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

## **(I) Pembroke Pines Girls Softball, Inc. - Facility Use Agreement - Renewal**

1. Pembroke Pines Girls Softball, Inc. leases Fletcher Park Fields 1-3 from the City to provide travel softball and recreational softball for residents.
2. On January 31, 2017, the City entered into a Facility Lease Agreement with Pembroke Pines Girls Softball, Inc., for an initial nine (9) month period, expiring September 30, 2017.
3. Section 2.2 of the Original Agreement allows for additional one (1) year renewals, evidenced by a written Amendment.
4. On October 19, 2017, October 4, 2018, and September 18, 2019 the City executed the First, Second, and Third Amendments, respectively extending the term of the agreement to September 30, 2020.
5. The Recreation and Cultural Arts Department recommends that the City Commission approve this Fourth Amendment for the one (1) year renewal term commencing on October 1, 2020 and terminating on September 30, 2021, as allowed by the Agreement.

## **FINANCIAL IMPACT DETAIL:**

- a) Renewal Cost:** None
- b) Amount budgeted for this item in Account No:** 1-347225-7001 and 1-347565-7001.
- c) Source of funding for difference, if not fully budgeted:** Not Applicable.
- d) 5 year projection of the operational revenue of the project** Not Applicable

	FY 2020-21	Year 2	Year 3	Year 4	Year 5
Revenues	\$2,055.00	N/A	N/A	N/A	N/A
Expenditures	\$ .00	N/A	N/A	N/A	N/A
Net Revenue	\$2,055.00	N/A	N/A	N/A	N/A

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

## **(J) Pembroke Pines Optimist Club, Inc. - Facility Use Agreement - Renewal**

1. Pembroke Pines Optimist Club, Inc. leases Pines Recreation Park and Maxwell Park from the City to provide Travel Baseball, Recreational Baseball, Tackle Football, Cheerleading, Travel Soccer and Recreational Soccer programs for residents.
2. On January 31, 2017, the City entered into a Facility Lease Agreement with Pembroke Pines

Optimist Club, Inc., for an initial nine (9) month period, expiring September 30, 2017.

3. Section 2.2 of the Original Agreement allows for additional one (1) year renewals, evidenced by a written Amendment.

4. On October 10, 2017, November 7, 2018, and September 18, 2019, the City executed the First, Second, and Third Amendments respectively, extending the term to September 30, 2020.

5. The Recreation and Cultural Arts Department recommends that the City Commission approve the Fourth Amendment for the one (1) year renewal term commencing on October 1, 2020 and terminating on September 30, 2021, as allowed by the agreement.

#### FINANCIAL IMPACT DETAIL:

- a) **Renewal Cost:** None
- b) **Amount budgeted for this item in Account No:** 1-347225-7001 and 1-347565-7001.
- c) **Source of funding for difference, if not fully budgeted:** Not Applicable.
- d) **5 year projection of the operational revenue of the project** Not Applicable

	FY 2020-21	Year 2	Year 3	Year 4	Year 5
Revenues	\$11,089.00	N/A	N/A	N/A	N/A
Expenditures	\$ .00	N/A	N/A	N/A	N/A
Net Revenue	\$11,089.00	N/A	N/A	N/A	N/A

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

#### (K) West Pines Girls Softball, Inc. - Facility Use Agreement - Renewal

1. West Pines Girls Softball, Inc. leases Silver Lakes South Fields 1-3 from the City to provide Travel Softball and Recreational Softball programs for residents.

2. On January 31, 2017, the City entered into a Facility Lease Agreement with West Pines Girls Softball, Inc., for an initial nine (9) month period, expiring September 30, 2017.

3. Section 2.2 of the Original Agreement allows for additional one (1) year renewals, evidenced by a written Amendment.

4. On October 25, 2017, November 6, 2018, and June 25, 2020 nunc pro tunc October 1, 2019, the City executed the First, Second, and Third Amendments respectively, extending the term of the agreement to September 30, 2020.

5. The Recreation and Cultural Arts Department recommends that the City Commission approve the Fourth Amendment for the one (1) year renewal term commencing on October 1, 2020 and terminating on September 30, 2021, as allowed by the agreement.

#### FINANCIAL IMPACT DETAIL:

- a) **Renewal Cost:** None

- b) **Amount budgeted for this item in Account No:** 1-347225-7001 and 1-347565-7001.  
 c) **Source of funding for difference, if not fully budgeted:** Not Applicable.  
 d) **5 year projection of the operational revenue of the project** Not Applicable

	FY 2020-21	Year 2	Year 3	Year 4	Year 5
Revenues	\$10,608.00	N/A	N/A	N/A	N/A
Expenditures	\$ .00	N/A	N/A	N/A	N/A
Net Revenue	\$10,608.00	N/A	N/A	N/A	N/A

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

#### (L) Optimist Club of West Pembroke Pines, Inc. - Facility Use Agreement - Renewal

1. The Optimist Club of West Pembroke Pines, Inc. leases property from the City to provide youth football and cheerleading, recreational and travel baseball, youth track, and Miracle League Baseball programs for residents.
2. On February 15, 2017, the City entered into a Facility Lease Agreement with the Optimist Club of West Pembroke Pines, Inc., for an initial nine (9) month period, expiring September 30, 2017.
3. Section 2.2 of the Original Agreement allows for additional one (1) year renewals, evidenced by a written Amendment.
4. On April 16, 2018, April 18, 2018 and September 18, 2019, the City executed the First, Second, and Third Amendments respectively, extending the term to September 30, 2020.
5. The Recreation and Cultural Arts Department recommends that the City Commission approve this Fourth Amendment for the second one (1) year renewal term commencing on October 1, 2020 and terminating on September 30, 2021, as allowed by the agreement.

#### FINANCIAL IMPACT DETAIL:

- a) **Renewal Cost:** None  
 b) **Amount budgeted for this item in Account No:** 1-347225-7001 and 1-347565-7001.  
 c) **Source of funding for difference, if not fully budgeted:** Not Applicable.  
 d) **5 year projection of the operational revenue of the project** Not Applicable

	FY 2020-21	Year 2	Year 3	Year 4	Year 5
Revenues	\$21,807.00	N/A	N/A	N/A	N/A
Expenditures	\$ .00	N/A	N/A	N/A	N/A
Net Revenue	\$21,807.00	N/A	N/A	N/A	N/A

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

#### (M) Optimist Club of Pembroke Lakes, Florida, Inc. - Facility Use Agreement - Renewal

1. The Optimist Club of Pembroke Lakes, Florida, Inc. leases Flamingo Park Fields 1-11 from the

City to provide youth recreational and travel baseball and softball programs for residents.

2. On February 6, 2016, the City entered into a Facility Lease Agreement with the Optimist Club of Pembroke Lakes, Florida, Inc., for an initial nine (9) month period, expiring September 30, 2017.
3. Section 2.2 of the Original Agreement allows for additional one (1) year renewals, evidenced by a written Amendment.
4. On January 23, 2018, February 6, 2019 and September 18, 2019, the City executed the First, Second and Third Amendments respectively, extending the term of the agreement to September 30, 2020.
5. The Recreation and Cultural Arts Department recommends that the City Commission approve the Fourth Amendment for the one (1) year renewal term commencing on October 1, 2020 and terminating on September 30, 2021, as allowed by the agreement.

#### FINANCIAL IMPACT DETAIL:

- a) **Renewal Cost:** None
- b) **Amount budgeted for this item in Account No:** 1-347225-7001 and 1-347565-7001.
- c) **Source of funding for difference, if not fully budgeted:** Not Applicable.
- d) **5 year projection of the operational revenue of the project** Not Applicable

	FY2020-21	Year 2	Year 3	Year 4	Year 5
Revenues	\$17,085.00	N/A	N/A	N/A	N/A
Expenditures	\$ .00	N/A	N/A	N/A	N/A
Net Revenue	\$17,085.00	N/A	N/A	N/A	N/A

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

#### (N) Kemp Group International Corporation - School Crossing Guard - Non-Renewal

1. On September 3, 2008, the City Commission approved to enter into an Agreement with Kemp Group International Corporation for an initial three (3) year period, expiring on October 31, 2011.
2. The City of Pembroke Pines Police Department utilizes Kemp Group International Corporation to provide School Crossing Guard Services.
3. Section 4.2 of the Original Agreement allows for additional three (3) year renewal terms upon mutual consent, evidenced by a written Amendment.
4. On February 8, 2012, the City executed the First Amendment which executed the first renewal to the Original Agreement commencing on November 1, 2011 and expiring on October 31, 2014.
5. On October 16, 2012, the Parties agreed to amend the Original Agreement to add two additional school crossing guards due to the rezoning of Silver trails Middle School for an increase of \$11,760 in the annual contract price.



6. On October 14, 2014, the City executed the Second Amendment which amended Section 14.15 entitled Compliance with Florida's Public Records Act, increased the annual compensation, increasing the total from \$567,420 to \$579,180, and executed the second three (3) year renewal option commencing on November 1, 2014 and expiring on October 31, 2017.

7. On November 13, 2017, the City executed the Third Amendment which replaced section 14.15 entitled Compliance with Florida's Public Records Act to include the Public Records provision as required by statutory amendments and executed the three (3) year renewal period commencing on November 1, 2017 and expiring on October 31, 2020.

8. The Police Department has begun a new procurement process for these services/products.

#### **(O) Community Redevelopment Associates of Florida, Inc. - Grant Administration for CRA Projects - Non-Renewal**

1. On November 3<sup>rd</sup>, 2015, the City entered into a Grant Administration for CRA Projects Agreement with Community Redevelopment Associates of Florida, Inc. for an initial five (5) year period, commencing November 3<sup>rd</sup>, 2015 and expiring on November 2<sup>nd</sup>, 2020.

2. The City of Pembroke Pines Planning & Economic Development Department utilizes Community Redevelopment Associates of Florida, Inc. to provide Grant Administration services for CRA Projects.

3. The agreement does not allow for renewal periods.

4. The City Administration is in the process of re-bidding the services.

#### **(P) FPI Security Services - Security Guard Services - Non-Renewal**

1. On May 10, 2017, the City Commission approved to enter into a Contractual Services Agreement with FPI Security Services, Inc. for an initial two (2) year period, commencing June 1, 2017 and expiring May 30, 2019.

2. The City of Pembroke Pines Public Services Department utilizes FPI Security Services, Inc. to provide security guard services.

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 December 11, 2018, The City executed the First Amendment which amended the Original Agreement to include an additional security guard and the Scrutinized Companies Statute, increase the annual compensation amount and, provided for the first two (2) year renewal term commencing June 1, 2019 and expiring on May 30, 2021.

5. The Public Services Department does not wish to renew this Agreement and therefore will start a new procurement process for these services.

**(Q) School Board of Broward County - Reciprocal Use of Each Other's Facilities - Non-Renewal**

1. On August 3, 2005, the City Commission approved to enter into a Reciprocal Facility Use Agreement with the School Board of Broward County for an initial five (5) year period, commencing August 24, 2005 and expiring on August 24, 2010.
2. The agreement formalized and simplified the process to request the use of facilities owned and operated by the City and the School Board of Broward County.
3. The agreement allows the City to use School Board facilities and allows the various schools within the City the use of City facilities. Without this agreement, each party would be required to provide proof of insurance and indemnification on a case-by-case basis. The agreement provides these items and eliminates the need for this continuing repetitive documentation. The City will also be able to utilize school facilities for summer programs and other activities on non-school days and at times that do not conflict with school activities. All rental fees for both parties are waived with the exception of fixed costs such as custodial and energy expenses when applicable.
4. On August 18, 2010 and on April 15, 2015 the City Commission approved to renew the Agreement each time for an additional five (5) year period, extending the term to August 23, 2020.
5. The agreement does not provide for any further renewals and the Recreation and Cultural Arts Department is negotiating a new Agreement.