



Legislation Text

File #: 22-0137, **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) Imagine Learning LLC - Student Online Services - Renewal
- (C) Baptist Health South Florida, Inc. - Programming to Improve the Health and Wellness of Members of COPP/Senior Center - Renewal
- (D) ESO Solutions, Inc. - Record Management Software - 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 an Agreement with In Rem Solutions, Inc. for an initial one (1) year period, which expired on September 30, 2018.
2. In Rem Solutions, Inc. provides the City's Administration Department with professional grant writing services.
3. Section 3.2 of the Original Agreement authorizes the renewal of the Original Agreement for additional one (1) year renewal terms upon mutual consent, evidenced by written Amendments, extending the term thereof.
4. To date the Agreement has had five (5) Amendments, which extended the term of the Original Agreement, as amended, to September 30, 2022.

5. The Administration Department is satisfied with the performance and execution of the Original Agreement and recommends that the City Commission approve this Sixth Amendment to renew the term for an additional one (1) year period which shall commence on October 1, 2022, and naturally expire on September 30, 2023, as allowed by the agreement.

FINANCIAL IMPACT DETAIL:

a) Renewal Cost: Estimated annual amount \$75,000. (\$150.00 per hour, on an as-needed basis. Annual cost is based on approved projects.)

b) Amount budgeted for this item in Account No: 001-519-0800-531500-0000-000-0000
(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 Not Applicable

e) Detail of additional staff requirements: Not Applicable

FEASIBILITY REVIEW:

A feasibility review is required for the award, renewal and/or expiration of all function sourcing contracts. This analysis is to determine the financial effectiveness of function sourcing services.

a) Was a Feasibility Review/Cost Analysis of Out-Sourcing vs. In-House Labor Conducted for this service? Yes. Grant writing requires knowledge and expertise. Based on the estimated annual cost, the City benefits by outsourcing this service as In-Rem has a team of specialists; researching, reviewing, coordinating and applying for multiple grants. See attached analysis as Exhibit 2.A.1.

b) If Yes, what is the total cost or total savings of utilizing Out-Sourcing vs. In-House Labor for this service? Estimated savings of \$140,231.

(B) Imagine Learning LLC - Student Online Services-Renewal

1. On August 5, 2020, the City entered into the Original Agreement with Edgenuity, Inc. for a one (1) year period, which expired on July 31, 2021.

2. Edgenuity, Inc. is an online content provider that specializes in providing K-12 digital educational resources and instructional services to the City's Charter Schools.

3. Section 8a of the Original Agreement authorizes the renewal of the Original Agreement for additional one (1) year renewal terms upon mutual consent, evidenced by a written Amendment.

4. On August 4, 2021, the City Commission approved the renewal of the Original Agreement, for a one (1) year period which will naturally expire on July 31, 2022.

5. Edgenuity, Inc. has since been acquired and is now doing business as Imagine Learning LLC.

6. The City's Charter Schools is satisfied with the performance and execution of the Agreement, as amended, and recommends that the City Commission approve this second renewal for a one (1) year

renewal term which shall commence on August 1, 2022, and naturally expire on July 31, 2023, as allowed by the agreement.

FINANCIAL IMPACT DETAIL:

a) Renewal Cost: \$57,250.00

b) Amount budgeted for this item in Account No:

School Site	Account Description	Account Coding	Amount
West Middle	Software <1000 &/or licenses	171-569-5052-552652-5102-369-0000-00553	\$ 17,333.00
West Middle	Professional &Tech Services	171-569-5052-531310-6400-310-0000-00553	\$ 750.00
Central Middle	Software <1000 &/or licenses	171-569-5052-552652-5102-369-0000-00554	\$ 17,334.00
Central Middle	Professional &Tech Services	171-569-5052-531310-6400-310-0000-00554	\$ 750.00
Academic Village	Software <1000 &/or licenses	172-569-5053-552652-5103-369-0000-	\$ 20,333.00
Academic Village	Professional &Tech Services	172-569-5053-531310-6400-310-0000-	\$ 750.00
Total			\$ 57,250.00

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
Revenues	\$.00
Expenditures	\$57,250.00
Net Cost	\$57,250.00

e) Detail of additional staff requirements: Not Applicable

FEASIBILITY REVIEW:

A feasibility review is required for the award, renewal and/or expiration of all function sourcing contracts. This analysis is to determine the financial effectiveness of function sourcing services.

a) Was a Feasibility Review/Cost Analysis of Out-Sourcing vs. In-House Labor Conducted for this service? Not Applicable

b) If Yes, what is the total cost or total savings of utilizing Out-Sourcing vs. In-House Labor for this service? Not Applicable

(C) Baptist Health South Florida, Inc. - Programming to Improve the Health and Wellness of Members of COPP/Senior Center - Renewal

1. On September 3, 2020, the City entered into an Agreement with Baptist Health South Florida, Inc. for an initial one (1) year period, commencing on September 1, 2020, and expiring on August 31, 2021.

2. The City of Pembroke Pines Community Services Department utilizes Baptist Health South Florida, Inc. for Professional Health and Wellness Events and Baptist Health South Florida has been

providing exercise classes at no cost to our members.

3. Section 3.1 of the Original Agreement authorizes the renewal of the Original Agreement for additional one (1) year renewal terms upon mutual consent, evidenced by a written Amendment.
4. On May 19, 2021, the Parties executed the First Amendment to renew for an additional one (1) year period commencing on September 1, 2021 and expiring on August 31, 2022.
5. The Community Services Department is satisfied with the performance and execution of the Original Agreement and recommends that the City Commission approve this Second Amendment for the one (1) year renewal term commencing on September 1, 2022, and expiring on August 31, 2023, 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:** Revenue Acct 001-000-8001-347556-0000-000-0000 Recreation Classes FY21-22 \$550, FY2022-2023 \$5,665.
Expense account 001-569-8001-534990-0000-000-0000 Contractual Services Other.
- c) **Source of funding for difference, if not fully budgeted:** Not Applicable
- d) **1 year projection of the operational cost of the project:**

	Current FY	FY 2022-23
Revenues	\$550.00	\$5,665.00
Expenditures	\$550.00	\$5,665.00
Net Cost	\$0.00	\$0.00

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

FEASIBILITY REVIEW:

A feasibility review is required for the award, renewal and/or expiration of all function sourcing contracts. This analysis is to determine the financial effectiveness of function sourcing services.

- a) **Was a Feasibility Review/Cost Analysis of Out-Sourcing vs. In-House Labor Conducted for this service?** Not Applicable
- b) **If Yes, what is the total cost or total savings of utilizing Out-Sourcing vs. In-House Labor for this service?** Not Applicable

(D) ESO Solutions, Inc. - Record Management Software - Renewal

1. On August 22, 2017, the City entered into a Record Management Software Agreement with ESO Solutions, Inc for an initial one (1) year period, expiring on August 21, 2018.
2. The City of Pembroke Pines Fire Department utilizes ESO Solutions, Inc. to provide Health Records Management Software.

3. Section 3.2 of the Original Agreement authorizes the Agreement to be extended for five (5) additional one (1) year periods upon mutual consent, evidenced by a written Amendment.
4. The Original Agreement, has been renewed four times, extending the term to September 30, 2022.
5. The Fire Department is satisfied with the performance and execution of the Original Agreement and recommends that the City Commission approve this Sixth Amendment for the one (1) year renewal term commencing on October 1, 2022, and expiring on September 30, 2023, as allowed by the Agreement.

FINANCIAL IMPACT DETAIL:

- a) **Renewal Cost:** \$38,787.84
- b) **Amount budgeted for this item in Account No:** 001-529-4003-534995-0000-000- 0000 (Other Svc-IT)
- 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 2022-23
Revenues	\$.00
Expenditures	\$38,787.84
Net Cost	\$38,787.84

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

FEASIBILITY REVIEW:

A feasibility review is required for the award, renewal and/or expiration of all function sourcing contracts. This analysis is to determine the financial effectiveness of function sourcing services.

- a) **Was a Feasibility Review/Cost Analysis of Out-Sourcing vs. In-House Labor Conducted for this service?** Not Applicable
- b) **If Yes, what is the total cost or total savings of utilizing Out-Sourcing vs. In-House Labor for this service?** Not Applicable