



Legislation Text

File #: 22-0138, Version: 1

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

- (A) Broward County - Community Shuttle Service - Renewal
- (B) Broward County - Lease of Real Property for 911 Emergency Dispatch Center - Renewal
- (C) Keylite Power & Lighting Corp - Maintenance of Fire Station Alerting Systems - Renewal
- (D) Vigilant Solutions, Inc. - ESA - License Plate Reader - Annual Hosting and Software Subscriptions & Maintenance - Renewal
- (E) Hillers Electrical Engineering, Inc. - Power Electric Engineering Services for Utilities Department - Renewal
- (F) Polydyne, Inc. - Purchase of CLARIFLOC A-3333P Polymer - Renewal

ITEM (G) WILL EXPIRE WITH NO RENEWAL TERMS AVAILABLE, THEREFORE, NO COMMISSION ACTION IS REQUIRED AS IT IS PRESENTED FOR NOTIFICATION PURPOSES ONLY PURSUANT TO SECTION 35.29 (F) OF THE CITY'S PROCUREMENT CODE:

- (G) The School Board of Washington County, Florida, Panhandle Area Education Consortium ("PAEC") - Professional Development Plan for Teachers - 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) Broward County - Community Shuttle Service - Renewal

1. On October 2, 2019, the City Commission approved for the City to enter into an Agreement with Broward County for an initial two (2) year period, commencing on October 1, 2019, and expiring on September 30, 2022.
2. Broward County Transit Division supplements the mass transit county system and provides funding and community bus transportation to the residents of Pembroke Pines. The service includes the blue, gold, and green routes.
3. Section 5.1 of the Original Agreement authorizes renewal of the Original Agreement for two (2) additional one (1) year periods upon written approval of the Contract Administrator at least ninety (90) days prior to the expiration of the current term.
4. Broward County has provided confirmation of renewal for the term from October 1, 2022, to September 30, 2023.
5. The Community Services Department is satisfied with the performance and execution of the Original Agreement and recommends that the City Commission approve renewal of the Agreement for the first, 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: Transfer from Road & Bridge Fund:

\$316,465 128-000-8004-381100-0000-000-0000

\$ 22,086 128-000-8004-381100-0000-000-0000-00042

\$338,551 TOTAL

b) Amount budgeted for this item in Account No:

\$541,047 Gold & Green Routes 128-000-8004-337410-0000-000-0000 BCT Grant

\$ 65,900 Blue Route 128-000-337410-0000-000-0000-00042 BCT Grant

\$606,947 Total Revenue

c) Source of funding for difference, if not fully budgeted: Road & Bridge Accounts 128-8004-381100-0000-000-0000 (Gold & Green Routes) and 128-000-8004-381100-0000-000-0000-00042 (Blue Route).

d) 1 year projection of the operational cost of the project:

	FY 2022-23
Revenues	\$606,947.00
Expenditures	\$945,498.00
Net Cost	\$338,551.00

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

(B) Broward County - Lease of Real Property for 911 Emergency Dispatch Center (PSAP) - Renewal

1. On October 15, 2013, the City entered into an Agreement with Broward County for an initial five (5) year period, which expired on September 30, 2018.
2. Broward County leases approximately 5,347 square feet of real property for use as a 911 Emergency Dispatch Center (A/K/A Public Safety Answer Point "PSAP").
3. Section 1 of the Original Agreement authorizes extension of the Lease for up to five (5) successive renewal terms of five (5) years each, for up to a total of twenty-five (25) additional years.
4. On March 7, 2018, the Parties entered into the first, five (5) year renewal term, extending the Agreement to September 30, 2023.
5. The Fire Department and City Administration are satisfied with the performance and execution of the Original Agreement, as amended, and recommend that the City Commission approve renewal of the lease for the second, five (5) year renewal term commencing on October 1, 2023, and expiring on September 30, 2028, as allowed by the Agreement.

FINANCIAL IMPACT DETAIL:

- a) Renewal Revenue:** \$693,596.92
- b) Amount budgeted for this item in Account No:** 001-000-6001-362030-0000-000-0000 Rental City Facilities (Revenue)
- c) Source of funding for difference, if not fully budgeted:** "Not Applicable"
- d) 5-year projection of the operational cost of the project:**

	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Revenues	\$133,280.47	\$135,946.08	\$138,665.00	\$141,438.30	\$144,267.07
Expenditures	\$.00	\$.00	\$.00	\$.00	\$.00
Net Revenue	\$133,280.47	\$135,946.08	\$138,665.00	\$141,438.30	\$144,267.07

- 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) Keylite Power & Lighting Corp - Maintenance of Fire Station Alerting Systems - Renewal

1. On May 1, 2018, the City entered into a Service Agreement with Keylite Power & Lighting Corp. for an initial one (1) year period, commencing on May 1, 2018, and expiring on April 30, 2019.
2. Keylite Power and Lighting Corp. is the sole source supplier and service company for the G2 Fire Station Alerting system that was installed in all of City's Fire Stations in 2019. Keylite Power and Lighting Corp. provides the Fire Department with twenty-four hour service to the alerting systems for emergency call outs and repairs.
3. Section 10 of the Original Agreement authorizes the renewal of the Original Agreement for four (4) additional one (1) year periods upon mutual consent, evidenced by written Amendment.
4. On May 1, 2019, the Parties executed the First Amendment to the Original Agreement to extend the term thereof for one (1) year, commencing on May 1, 2019, and expiring on April 30, 2020.
5. On February 5, 2020, the Parties executed the Second Amendment to the Original Agreement to align the term with the City's fiscal year, extending the renewal period to September 30, 2021.
6. On June 16, 2021, the Parties executed the Third Amendment to the Original Agreement to extend the term thereof which will expire on September 30, 2022.
7. The Fire Department is satisfied with the performance and execution of the Original Agreement and recommends that the City Commission approve this Fourth Amendment to extend the Agreement for an additional one (1) year term commencing on October 1, 2022, and expiring on September 30, 2023, as allowed by the Agreement.

FINANCIAL IMPACT DETAIL:

- a) **Initial Cost:** \$42,654.68
- 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) **1 year projection of the operational cost of the project:**

	FY 2022-23
Revenues	\$.00
Expenditures	\$42,654.68
Net Cost	\$42,654.68

- 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) Vigilant Solutions, Inc. - ESA - License Plate Reader - Annual Hosting and Software Subscriptions & Maintenance - Renewal

1. On November 16, 2015, the City entered into an Enterprise Service Agreement with Vigilant Solutions for an initial one (1) year period, commencing on January 16, 2016 and expiring on January 16, 2018.
2. The City of Pembroke Pines Police Department utilizes Vigilant Solutions to provide software licenses for their license plate reader database, systems, and associated cameras.
3. Section III.A of the Original Agreement authorizes the extension of the Original Agreement for additional one (1) year Service Periods.
4. The Original Agreement has been extended six (6) times, with the Sixth Amendment extending the term to September 30, 2022.
5. The Police Department is satisfied with the performance and execution of the Original Agreement, as amended, and recommends that the City Commission approve this Seventh 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:** \$53,560.00
- b) Amount budgeted for this item in Account No:** \$19,500 in 001-521-3001-546800-0000-000-0000: Maintenance Contracts; \$34,060 in 001-521-3001-534990-0000-000-0000: Other Svc.
- c) Source of funding for difference, if not fully budgeted:** Not Applicable.
- d) 1 year projection of the operational cost of the project:**

	FY 2022-23
Revenues	\$.00
Expenditures	\$53,560.00
Net Cost	\$53,560.00

- 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

(E) Hillers Electrical Engineering, Inc. - Power Electric Engineering Services for Utilities Department - Renewal

1. On November 13, 2019, the City entered into an Agreement with Hillers Electrical Engineering, Inc. for an initial three (3) year period, which expires on November 12, 2022.
2. Hiller Electrical Engineering, Inc. provides the City's Utilities Department with electrical engineering services.
3. Section 3.2 of the Original Agreement authorizes the renewal of the Original Agreement for two (2) additional one (1) year renewal terms upon mutual consent, evidenced by written Amendments extending the term thereof.
4. On December 9, 2021, the Parties executed the First Amendment to the Original Agreement to revise the total compensation amount from \$225,000 annually for the three (3) year term to \$675,000 total for the initial term of the Agreement.
5. The Utilities Department is satisfied with the performance and execution of the Original Agreement, as amended, and recommends that the City Commission approve this Second Amendment to revise the compensation amount to \$225,000.00 annually and to renew the term for one (1) year which shall commence on November 13, 2022 and naturally expire on November 12, 2023, as allowed by the agreement.

FINANCIAL IMPACT DETAIL:

- a) **Initial Cost:** \$225,000.00
b) **Amount budgeted for this item in Account No:** \$225,000.00 available in accounts:

\$12,500.00 available in account No. 471-533-6031-531100-0000-000-0000
\$65,000.00 available in account No. 471-535-6021-531100-0000-000-0000
\$47,500.00 available in account No. 471-535-6022-531100-0000-000-0000

- c) **Source of funding for difference, if not fully budgeted:** Not Applicable
d) **1 year projection of the operational cost of the**

	FY 2022-2023
Revenues	\$.00
Expenditures	\$225,000.00
Net Cost	\$225,000.00

- 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

(F) Polydyne, Inc. - Purchase of CLARIFLOC A-3333P Polymer - Renewal

1. On November 13, 2019, the City entered into an Agreement with Polydyne, Inc. for an initial ten (10) months period, which expired on September 30, 2020.
2. Polydyne, Inc. provides the City's Utilities Department with CLARIFLOC A-3333P Polymer for the Water Treatment Plant.
3. Section 4.2 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 Original Agreement has had two (2) amendments, which extended the term to September 30, 2022.
5. The Utilities Department is satisfied with the performance and execution of the Original Agreement and recommends that the City Commission approve this Third Amendment to increase the total annual compensation from \$29,930.00 to \$33,000.00 based on an estimated usage of 20,000 pounds at a rate of \$1.65 and to renew the term for an additional one (1) year renewal term 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:** \$33,000.00 (20,000 lbs(pounds) x \$1.65 per pound)
- b) Amount budgeted for this item in Account No:** A B.A. will be requested upon Commission's Approval for the amount of \$33,000.00 From the Account "Operating Chemicals #471-533-6031-552430-0000-000-0000-
- c) Source of funding for difference, if not fully budgeted:** N/A
- d) 1 year projection of the operational cost of the project:**

	FY2022-2023
Revenues	\$.00
Expenditures	\$33,000.00
Net Cost	\$33,000.00

- e) Detail of additional staff requirements:** N/A

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

(G) The School Board of Washington County, Florida, Panhandle Area Education Consortium ("PAEC") - Professional Development Plan for Teachers - Non-Renewal

1. On July 3, 2020, the City entered into an Agreement with The School Board of Washington County, Florida, Panhandle Area Education Consortium ("PAEC") for an initial one (1) year period, commencing July 1, 2020, and expiring June 30, 2021.

2. The Pembroke Pines-Florida State University Charter Elementary School participates in the professional development plan for teachers through the Panhandle Area Educational Consortium (PAEC). This professional development plan allows teachers to participate in trainings, record in-service points for re-certification, and fulfill requirements for added endorsements. PAEC requires approval for all plans and contracts through the governing board of each school.

3. Section VI of the Original Agreement authorized the renewal of the Original Agreement for one (1) year and on August 17th, 2021, the Parties renewed the Agreement for an additional term which expired on June 30, 2022. The Agreement does not provide for further renewals.

4. The Schools are satisfied with the performance and execution of the Original Agreement and will present a new agreement for these services on August 3rd, 2022 Commission Meeting (File ID# 22-0545).