

STATEMENT OF BUDGET IMPACT
(Policy Number 94-45)
Budgetary Review of Proposed Resolution &
Ordinances with Financial Implication.

Date: October 2, 2014

BIS 15 – 001

FILE: TMP-2014-00566

Proposed Legislation:

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF HOLLYWOOD, FLORIDA, AUTHORIZING THE APPROPRIATE CITY OFFICIALS TO ISSUE THE ATTACHED BLANKET PURCHASE ORDER RENEWING THE AGREEMENT BETWEEN MAC PAPERS, INC. AND THE CITY OF HOLLYWOOD FOR THE SUPPLY AND DESKTOP DELIVERY OF OFFICE COPY PAPER, VIRGIN AND RECYCLED, FOR AN ESTIMATED ANNUAL EXPENDITURE OF \$55,000.00.

Statement of Budget Impact:

1. ☐ No Budget Impact associated with this action;
2. ☒ Sufficient budgetary resources identified/available;
3. ☐ Budgetary resources not identified/unavailable;
4. ☐ Potential Revenue is possible with this action;
5. ☒ Will not increase the cost of Housing;
6. ☐ May increase the cost of Housing; (CDAB review required)

Explanation:

This Resolution seeks authorization for the appropriate City Officials to issue a blanket purchase order renewing the existing agreement between MAC Papers, Inc. and the City of Hollywood which expires on October 17, 2014, for the supply and desktop delivery of office copy paper, virgin and recycled for an estimated annual expenditure of \$55,000.00.

The original blanket purchase order was issued on September 13, 2013 via City Manager approval for a one (1) year period with option to renew for four (4) additional one (1) year periods. Issuance of this blanket purchase order constitutes acceptance of the first renewal period of the agreement under the same terms, conditions and pricing as the existing blanket purchase order B002524, with the exception that the estimated

annual expenditure has increased to a dollar amount in excess of \$50,000.00 requiring City Commission approval.

This commodity had been competitively bid by the State of Florida, Bid Number 645-120-10-1, for its requirements and other government entities within the State and the contract was awarded to Mac Papers, Inc. of Miami, Florida, for an initial one (1) year period with options to renew for four (4) additional one (1) year periods. The copy paper price reflects the governmental price incentives that make the contractual price more advantageous for the City to purchase the copy paper off the State of Florida Contract rather than pursue the present marketplace.

Per §38.40 (C)(5) of the Purchasing Ordinance, the Director is allowed to procure, without following formal procedures, all goods and services which are subject of contracts with the state, its political subdivisions, the United States government, other governmental entities, or a corporation not for profit whose members are governmental entities, public officers, or any combination thereof, provided however, the goods and services are: (i) the subject of a price schedule negotiated by the state or the United States government, or (ii) the subject of a contract with another governmental entity or a corporation not for profit whose members are governmental entities, public officers, or any combination thereof, which contract is based strictly on competitive bids or competitive proposals and not on any preference.

Funding for this agreement is available in the FY 2015 budget in individual departmental 5101 Office Supplies Accounts and/or individual departmental 4712 Printing and Binding Accounts, and funding will be requested in subsequent fiscal years.

PREPARED BY: Hilde Johnson
Management / Budget Analyst

APPROVED BY: Mirtha Dziedzic
Assistant Director Budget and Financial Services