

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

Date: July 31, 2018

BIS 18 – 241

FILE: TMP-2018-439

Proposed Legislation:

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF HOLLYWOOD, FLORIDA, APPROVING AND AUTHORIZING THE APPROPRIATE CITY OFFICIALS TO ISSUE A BLANKET PURCHASE ORDER WITH CATHEDRAL CORPORATION FOR BILL PRINTING AND MAILING SERVICES IN AN ESTIMATED ANNUAL AMOUNT OF \$263,658.58.

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 (BPO) to Cathedral Corporation in the estimated annual amount of \$263,658.58.

The Department of Public Utilities requires a qualified vendor for billing services including printed stock, printed envelopes, printing, folding, insertion and mailing of customer user statements. The City is piggybacking the purchase through the Hernando County's solicitation number 18-T00039/DK opened on April 18, 2018. The City's Purchasing Ordinance, Section 38.40 (C)(5) allows the Director 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.

The initial two year term will begin October 1, 2018 and end September 27, 2020.

Funding for the purchase will be provided in the Fiscal Year 2019 budget in the Department of Public Utilities Account Number 42.4003.00000.536.004201 – Postage and funding will be budgeted in subsequent fiscal years subject to the passage and adoption of each subsequent fiscal year's Operating Budget by the City Commission.

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