

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

Date: October 24, 2014

File: BIS 15-026

File: TMP-2014-00584

Proposed Legislation:

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF HOLLYWOOD, FLORIDA, AUTHORIZING THE APPROPRIATE CITY OFFICIALS TO NEGOTIATE AND EXECUTE AGREEMENTS WITH FOUR QUALIFIED SHORTLISTED VENDORS TO PROVIDE GENERAL PLANNING SERVICES AND TECHNICAL RESOURCES TO ASSIST CITY STAFF FOR A TOTAL ESTIMATED ANNUAL EXPENDITURE OF \$150,000.00

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:

The Department of Planning requires a pool of qualified firms to provide general planning services and act as a technical resource for City staff on an as needed basis.

The services provided as a result of this contract will include general planning services, property maintenance standards, neighborhood planning, land use and zoning analysis, plans and permit review, historic preservation, water resources planning, public outreach services and coordinating project meetings with neighborhood associations, regulatory agencies, developers and local and state governments or other municipalities.

On July 25, 2014, Request for Proposal (RFP) Number 4429-14-IS was electronically advertised via BidSync in accordance with the City's Purchasing Ordinance, Section 38.42(A).

RFP-4429-14-IS was opened at 3:00 p.m., on Wednesday, August 27, 2014, which resulted in responses from the following eight (8) proposers:

- | | |
|---------------------------------------|---------------------------|
| • Bermello Ajamil & Partners, Inc. | Miami, Florida |
| • Calvin Giordano & Associates, Inc. | Hollywood, Florida |
| • E.L. Waters & Company, LLC. | Miami, Florida |
| • ILER Planning | Stuart, Florida |
| • Johnson Engineering, Inc. | Pembroke Pines, Florida |
| • Motre Company, Inc. | Royal Palm Beach, Florida |
| • Redevelopment management Associates | Pompano Beach, Florida |
| • Tindale-Oliver & Associates, Inc. | Orlando, Florida |

Request for Proposal Number RFP-4429-14-IS was issued for a time period of two (2) years with two (2) optional one (1) year renewal periods.

On September 19, 2014, an Evaluation Committee consisting of the Director of the Department of Community and Economic Development, Director of Building Department and Assistant Director of Planning met to evaluate all eight (8) proposals and a shortlist was created with four (4) firms scoring 252 and higher as follows:

- Bermello Ajamil & Partners, Inc.
- Calvin Giordano & Associates, Inc.
- Johnson Engineering, Inc.
- Tindale-Oliver & Associates, Inc.

The shortlist of firms will be utilized as needed and will be requested to provide a quote on specific jobs if and when required in cases of peak demand.

The Director of Planning and the Director of Procurement Services have recommended that the City Commission authorize the appropriate city officials to utilize the four (4) shortlisted firms listed above to provide Planning and Development Services.

Funding for the attached purchase has been provided for in the FY2015 budget in Account Number 01.1420.00000.515.003117.

PREPARED BY: Neesha Bajere
Management / Budget Analyst

APPROVED BY: Matthew Lalla
Director, Financial Services