

RESOLUTION NO. \_\_\_\_\_

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF HOLLYWOOD, FLORIDA, AUTHORIZING THE APPROPRIATE CITY OFFICIALS TO EXECUTE A BLANKET PURCHASE AGREEMENT WITH THE RUSSELL LIFE SKILLS AND READING FOUNDATION, INC., D/B/A RUSSELL EDUCATION FOUNDATION, FOR TUTORING SERVICES IN AN ANNUAL AMOUNT NOT TO EXCEED \$112,400.00.

WHEREAS, the Department of Parks, Recreation, and Cultural Arts desires to purchase tutoring services for four of the City's after-school programs located at Washington Park, Dr. Martin Luther King Jr. Park, Kay Gaither, and McNicol Community Center utilizing Children Services Council ("CSC") Maximizing Out of School Time ("MOST") grant funding; and

WHEREAS, as part of the funding requirements, the CSC MOST grant requires educational activities and tutorial services for the 400 participants; and

WHEREAS, Section 38.43, City Code, provides that when the estimated annual cost of goods, supplies, materials, equipment, or services exceeds \$50,000, a formal solicitation process shall be completed that may result in a written contract(s) and/or purchase order(s), after public notice inviting bids or proposals; and

WHEREAS, on November 17, 2022, Request for Proposals Number RFP-008-23-GJ ("RFP") was electronically advertised on OpenGov.com to solicit the desired tutoring services in accordance with Section 38.43(A), City Code; and

WHEREAS, the RFP resulted in one proposal from the following vendor by the response due date:

1. Russell Education Foundation ; and

WHEREAS, on February 14, 2023, the Selection Committee met to evaluate and rank the proposal based upon the approved Evaluation Criteria established in the RFP: Executive Summary, Organizational Profile and Project; Qualifications and Experience; Project Understanding, Proposed Approach and Methodology; Performance and References and Fee Statement; and

WHEREAS, based on the Evaluation Criteria, the Selection Committee evaluated the proposal, and the scores were compiled to arrive at the following:

1. Russell Education Foundation 94.25 points; and

WHEREAS, the Selection Committee recommends that the City Commission authorize the execution of a Blanket Purchase Agreement with Russell Education Foundation, for an initial term of three years with an option to renew for one additional one-year term; and

WHEREAS, funding for the attached Blanket Purchase Agreement has been appropriated and exists in account number 111.309801.57400.531170.001585.000.000.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF HOLLYWOOD, FLORIDA.

Section 1: That the foregoing "WHEREAS" clauses are ratified and confirmed as being true and correct and are incorporated in this Resolution.

Section 2: That it authorizes the appropriate City officials to execute the attached Blanket Purchase Agreement with The Russell Life Skills and Reading Foundation, Inc., d/b/a Russell Education Foundation, together with such non-material changes as may be subsequently agreed to by the City Manager and approved as to form by the City Attorney.

Section 3: That this Resolution shall be in full force and effect immediately upon its passage and adoption.

PASSED AND ADOPTED this \_\_\_\_\_ day of \_\_\_\_\_, 2023.

\_\_\_\_\_  
JOSH LEVY, MAYOR

ATTEST:

\_\_\_\_\_  
PATRICIA A. CERNY, MMC  
CITY CLERK

APPROVED AS TO FORM:

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DOUGLAS R. GONZALES  
CITY ATTORNEY