



ONPOINTE[™]
GOVERNMENT SOLUTIONS



Professional Services Proposal

**Development Services -Professional Services
Proposal (Staff Augmentation)**

NOVEMBER 2024

PRESENTED TO:

Andria Wingett
Development Services Director

PRESENTED BY:

Kemarr L. Brown
Founder & CEO

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TRANSMITTAL LETTER

November 17, 2024

Andria Wingett
Development Services Director
City of Hollywood
2600 Hollywood Boulevard
Hollywood, FL 33020

Re: Development Services Staff Augmentation-Professional Services Proposal

Dear Mrs. Wingett,

On behalf of OnPointe Government Solutions (OnPointe), we are pleased to submit this proposal to support the Development Services Department with Building, Planning, Engineering, and Technology professional support services on an as needed basis. Our experience in providing a full suite of wrap around, services to ensure an effective and efficient development services department within a municipal government agencies is unmatched as our company is the direct result of highly technical professionals and organizational visionaries with more than 50 years of local government experience in South Florida. In addition to our subject matter expertise, we have also assembled a team of IT and Performance Management professionals who is able to support an organization as they seek to transform their organizations through modernization efforts. For these reasons, we are well-positioned to provide comprehensive support to your department.

Why OnPointe?

We are a firm built by public sector change agents for public sector organizations looking to transform.

The leadership team of OnPointe Government Solutions understands the internal nuance of government operations because we are fortunate enough to have team members who have been Deputy City Managers, Directors, Assistant Directors, Planners, Engineers, Plans Reviewers, Web and GIS Developers, Database Administrators, System Integration Specialists, Strategic Planning professionals, and Business Analysts for local government agencies. Whether an agency is facing challenges with reducing the wait time in the Building Department's lobby, moving the permitting process from paper to digital, struggling with meeting codified plans review timeline, crafting and socializing code amendments, struggling with the application acceptance process



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because applicants fail to meet the minimum requirements for submission, or needing to improve how departments collaborate and interact cross-functionally, we've seen it before and have solved those issues in other agencies and therefore we are well positioned to assist in improving the overall process, service delivery model and experience of applicants and businesses that choose to engage with the City of Hollywood. Our team have been intentionally curated to include innovative public sector subject matter experts and technical partitioners with a wealth of experience in the Govtech and GovOps space.

In fact, Kemarr Brown, our founder and CVO is a former Assistant Director of Planning in the City of Miami. During Mrs. Brown's tenure with the City of Miami she spearheaded the implementation of a home-grown permitting solution and digital plans review implementation as well as championed a myriad of process improvement initiatives surrounding the permitting process. In her capacity with the City of North Miami Beach, in under a year, she transformed the service delivery model in the Building Department and led the transition from paper to online in 90 days.

We are a local team with in-depth experience and knowledge of the Permitting Process administered by Cities in Florida.

OnPointe is locally headquartered in Broward County, just 18 miles from the City of Hollywood City Hall. Given our proximity to the City, we are able to ensure accessibility, transparent communication, and a stronger, more collaborative partnerships. Moreover, we understand the critical importance of efficient and effective plans review and permitting processes in the successful completion of building and construction projects. We have honed our skills to navigate the intricacies of these processes with precision and expertise.

Our track record speaks volumes:

- **Permitting Process Management:** We have extensive experience in managing the permitting process from start to finish, guiding applicants through each step with clarity and efficiency. From initial application submission to final approval, we leverage our expertise to minimize delays and facilitate seamless communication between all stakeholders involved.
- **Regulatory Compliance:** We are well-versed in the regulatory landscape governing building and construction projects within Broward County. Our team stays abreast of all updates and changes to regulations, ensuring that projects remain in full compliance throughout the permitting process.



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- **Stakeholder Engagement:** We recognize the importance of effective stakeholder engagement in the success of any project. We proactively communicate with applicants, city officials, and other relevant parties to address concerns, resolve issues, and ensure a smooth and collaborative process from start to finish.

We are committed to leveraging our expertise to assist applicants in navigating the application, plans review, inspections, and certificate of occupancy processes seamlessly. Our team is dedicated to delivering exceptional results and providing unparalleled support to the City of Hollywood to ensure the success of your department.

Thank you for considering OnPointe Government Solutions for this vital role. We are eager to partner with the City of Hollywood and contribute to the continued success and growth of the City.

On behalf of the OnPointe team, I am grateful for the opportunity to present you with this proposal. If you have any questions, please contact me directly at 954.880.4881 or kemarr@onpointegov.com.

Cheers,


CEO

Kemarr L. Brown, LL.M. MAIA
Founder & CVO
OnPointe Government Solutions, LLC

w/Attachments



About OnPointe

We drive excellence through digital and operational transformation.

OnPointe is a certified MBE and WBE management and digital transformation consulting firm committed to modernizing and streamlining public sector operations and constituent services by leveraging digital solutions to improve operational efficiencies, empower personnel, and transform how customers experience government services.

OnPointe was founded in 2015 by Kemarr Brown, a former municipal leader with 15+ years of municipal operation and transformative reorganization experience. The company started out providing editorial and business support services to Ph.D students, startups, and small businesses. Over the years, we have expanded our services to include custom software development alongside a wide range of IT support services.

In 2023, the company underwent a strategic realignment and rebranding effort. The result was intentionally aligning our services to what we know best, being project champions for City and County government agencies looking to develop and implement their digital transformative initiatives.



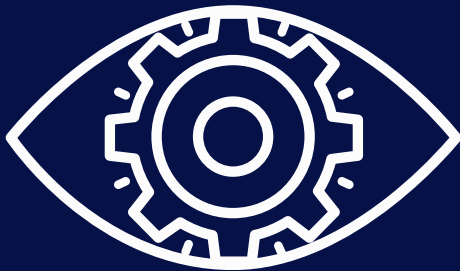
Mission Vision Core Values

WE ARE PROCESS PEOPLE



MISSION

At OnPointe Government Solutions, we drive impactful change in state and local government by digitizing services and streamlining processes. We empower public servants and organizations to make a real difference. Join us in shaping a future where government is efficient, accessible, and responsive to all.



VISION

By 2040, we will be the go-to management and digital transformation consulting firm in the U.S. We will achieve this by delivering a comprehensive suite of professional services that focuses on the customer experience and solves systematic challenges by root-causing and process improvement. We will help build public trust by enabling efficient, transparent, and accessible government to all.





Core Values



We drive change through hand-in-hand collaboration with our client partners.



We believe services should be available to everyone whenever and wherever they need them



We are passionate about excellence and improving the interactions between government and its citizenry.



We believe public servants exist to serve and want to serve.



We work to create predictability and accountability through digital transparency.



We invest in professionals with solid technical expertise.



Professional Services

OnPointe Government Solutions offers a comprehensive suite of professional services that can be tailored to meet the budget, schedule, and programmatic objectives of the City of Hollywood Development Services Department.



Management Consulting & Advisory Services

From strategic planning and execution to enterprise reorganization and contract negotiations.



Business Process Review & Analysis

Streamlining processes and improving operational effectiveness.



System Integrations

Leveraging technology for efficiency and competitive advantage.



Program & Project Management

Ensuring project delivery happens on time, on budget, and within scope.



Organizational Change Management

Driving cultural transformation hand in hand with digitization efforts.



Project & Document Controls

Optimizing performance through predictable and productive workforce.



Website Redesign & Graphic Design Services

A lasting impression that tells a digital story.



Decision-Making Facilitation Sessions

Boost decision-making with our focused facilitation sessions.



Data Analysis & Visualization

Organize and visualize data to empower short, mid, and long term decisionmaking.



Professional Fee Schedule

The table below details the hourly rates for OnPointe Government Solutions consultants.

BUILDING SUPPORT SERVICES

Senior Project Manager	\$ 185 ph
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Project Manager	\$ 155 ph
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Project Coordinator	\$125 ph
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Senior Permit Technician	\$ 90 ph
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Permit Technician	\$ 70 ph
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Building Plans Reviewer & Inspector	\$135 ph
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Arborist/Landscape Inspector	\$140 ph
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Floodplain Manager	\$125 ph
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PLANNING SUPPORT SERVICES

Planning Director \$205 ph

Planning Administrator \$183 ph

Planning Manager \$170 ph

Principal Planner \$155 ph

Planning Associate \$128 ph

Planner II \$105 ph

Planner I \$100 ph

Zoning Plans Reviewer \$105 ph

Zoning Technician \$100 ph

New Business Specialist \$95 ph

Grants Administrator \$155 ph

Grants Coordinator/Facilitator \$125 ph

ENGINEERING SERVICES

Principal \$245 ph

Engineer Reviewer (Senior) \$185 ph

Engineer Review (Junior) \$165 ph

Senior Project Manager \$195 ph

Project Manager \$175 ph

CADD Designer \$135 ph

MOT Inspector (CEI) \$113 ph

Permit Administrator \$115 ph

TECHNOLOGY & BUSINESS IMPROVEMENT SERVICES

Management Advisory Services (Strategic Planning, etc.) \$193 ph

IT Project Manager \$175 ph

Document Controls Professional \$135 ph

Senior Applications Developer \$175 ph

GIS Coordinator \$ 150 ph

Network Administrator \$155 ph

Database Administrator \$175 ph

GIS Specialist \$135 ph

Senior Business Analyst \$125 ph

Business Analyst \$105 ph

Applications Support Analyst \$95 ph

Instructional Designer \$ 125 ph

Data Analyst \$105 ph

Business Applications Trainer

\$135 ph

Communications & Marketing Principal

\$95 ph

Graphic Design & Web Services

\$105 ph

Should OnPointe Government Solutions be asked to perform reproduction, overnight mailing, or any other reimbursable eligible services, said items will be billed at cost plus a \$85 administrative fee.

Our Understanding of the Business Need.

The City of Hollywood in anticipation of an influx of large scale development projects being submitted for permitting at the direction of the City Manager's Office has initiated the search process for a professional staff augmentation services in the areas of Building, Planning, Engineering, and General operation support. The objective of the department is to establish and maintain reasonable plans review and inspections timeframes.



State of Florida Certifications



CONTACT US

Let's Connect to discuss next steps



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