



CITY OF HOLLYWOOD, FLORIDA
PROCUREMENT SERVICES DIVISION

DATE: December 7, 2016 **FILE:** PR-17-030

TO: Steve Joseph, Director, Public Utilities

FROM: Robert Lowery, Procurement Contracts Officer
Procurement Services *RL*

SUBJECT: Blanket Contract Renewal for Water and Sewer Emergency Repair Services – B002760 – Madsen Barr Corporation

ISSUE:

The current period of the above contract expires **February 17, 2017**. The contract is renewable for a one (1) year period if it is determined to be in the City's best interest and the vendor agrees to the renewal in writing.

EXPLANATION:

Notification of Intent to Renew must be mailed to the vendor thirty (30) calendar days in advance of the contract expiration date. Accordingly, it is requested that you give this matter your immediate attention thereby providing a timely reply to preclude contract expiration.

If you do not want to renew this contract, please explain the reason(s) in a separate memo. Also note that this contract will expire on the date mentioned above and if a new contract is to be established, you must submit bid specifications.

RECOMMENDATION:

Please reply as soon as possible by returning this memo appropriately filled out, signed and dated along with the attached Contract Renewal Evaluation Form.

Date: 1/25/17 To: Robert Lowery, Procurement Services

The Director of **Public Utilities** recommends the following:

RENEW the contract under the same terms and conditions. The Budget Account Number to be charged is 42.4000.86578.536.005225.

DO NOT renew this contract. See attached memo explaining the reason(s).

DO NOT renew this contract. DO NOT prepare a replacement bid (items/services no longer needed).

Estimated annual usage/expenditure is: \$500,000.00 per email *RL*

By: Steve Joseph, P.E. *[Signature]* 1/30/17

Title: Director of Public Utilities

2017 JAN 30 PM 4:00
CITY OF HOLLYWOOD
PROCUREMENT SERVICES
DIVISION

Robert Lowery

From: Jitendra Patel
Sent: Tuesday, January 31, 2017 7:35 AM
To: Daniel Mainero; Donna Curtis; Denise Delaine; Francois Domond; Veroncia Hargrett; Yvonne Jackson; Clece Aurelus
Cc: Paul Bassar; Steve Joseph; Robert Lowery
Subject: RE: B002760 Madsen Barr

Follow Up Flag: Follow up
Flag Status: Flagged

Categories: Red Category

The same amount as before - \$500K

-----Original Message-----

From: Daniel Mainero
Sent: Monday, January 30, 2017 5:04 PM
To: Donna Curtis; Denise Delaine; Francois Domond; Veroncia Hargrett; Yvonne Jackson; Jitendra Patel; Clece Aurelus
Cc: Paul Bassar; Steve Joseph; Robert Lowery
Subject: RE: B002760 Madsen Barr

Good Afternoon,

We received the memo, thank you (See attached). The estimated expenditure was left blank on the memo. Please let us know via this email what the amount should be for this renewal.

Thank you,

Danny Mainero
Procurement Specialist

-----Original Message-----

From: Donna Curtis
Sent: Monday, January 30, 2017 10:05 AM
To: Daniel Mainero; Denise Delaine; Robert Lowery
Cc: Jitendra Patel; Clece Aurelus; Paul Bassar; Francois Domond; Yvonne Jackson; Steve Joseph; Veroncia Hargrett
Subject: RE: B002760 Madsen Barr

Hi Danny:

It was placed in my inbox at the end of the day on Thursday and it is in the Director's office for his signature.

Have a great day,
Donna

-----Original Message-----

From: Daniel Mainero
Sent: Monday, January 30, 2017 9:52 AM
To: Denise Delaine; Robert Lowery



CITY OF HOLLYWOOD, FLORIDA

PROCUREMENT SERVICES DIVISION

**Department/Office
Contract Renewal Evaluation**

Date: 1/25/17	
Department/Office: Public Utilities/	Division/Area: ECSD
Contact Person: Clece Aurelus, P.E.	Title: Engineering Support Services Mgr
Contact phone number: 954-921-3930	Contact Email caurelus@hollywoodfl.org
Purchase Order/Blanket Purchase Order #: B002760	
Contract Expiration Date: 2/17/17	
Vendor: Madsen Barr Corporation	Contact Person: John Barr
Contact phone number: 561-753-6363	Contact Email: madsenbarr@earthlink.net
Good/Service:	Solicitation #:

1. How would you rate the quality of goods/services?

- Excellent
 Good
 Satisfactory
 Poor

2. How would you rate the courteousness vendor's personnel?

- Excellent
 Good
 Satisfactory
 Poor

3. With regards to the goods or services provided, how satisfied are you with the following items?
(Please check one per category)

	Excellent	Good	Satisfactory	Poor
Overall Quality	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Value	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Frequency of Contact	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Responsiveness to request	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

4. Are all goods/services on the contract being performed at the agreed upon time and manner?

- Yes No

If no, please explain?

N/A

5. If you contacted the vendor, were all your questions or any issues resolved to your complete satisfaction?

- Yes No Did not need to contact

If no, please explain?

N/A



CITY OF HOLLYWOOD, FLORIDA

PROCUREMENT SERVICES DIVISION

**Department/Office
Contract Renewal Evaluation**

6. Has the invoicing been timely, accurate and in accordance with the contract?

Yes No

If no, please explain? N/A

7. Does the Department/Office recommend renewing a contract based upon the available renewal options when the current agreement expires?

Yes No

If no, please explain?

8. Please state any additional comments about your experience with this vendor and the goods/services provided:

N/A

Department/Office Director's Name: Steve Joseph, P.E.

Department/Office Director's Signature:  1/30/17