

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

Date: August 27, 2014

BIS 14-240

File: TMP-2014-00506

Proposed Legislation:

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF HOLLYWOOD, FLORIDA, WAVING BY UNANIMOUS CONSENT THE FORMAL COMPETITIVE BIDDING PROCESS, RATIFYING AND AUTHORIZING THE APPROPRIATE CITY OFFICIALS TO ISSUE A BLANKET PURCHASE ORDER BETWEEN ATRIUM PERSONNEL INC. D/B/A TRANSHIRE AND THE CITY OF HOLLYWOOD FOR TEMPORARY EMPLOYMENT SERVICES IN ESTIMATED EXPENDITURE OF \$315,000 IN FISCAL YEAR 2013, AN ESTIMATED EXPENDITURE OF \$620,000 IN FISCAL YEAR 2014 AND A NOT TO EXCEED AMOUNT OF \$200,000 IN FISCAL YEAR 2015.

Statement of Budget Impact:

1. ☐ No Budget Impact associated with this action;
2. ☒ Sufficient resources are 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 to have the City Commission waive by unanimous consent the formal competitive bidding process, ratifying and authorizing the appropriate City Officials to issue a blanket purchase order between Atrium Personnel, Inc. D/B/A Transhire and the City of Hollywood for temporary employment services in an estimated expenditure of \$315,000.00 in fiscal year 2013, an estimated expenditure of \$620,000.00 in fiscal year 2014 and a not to exceed amount of \$200,000 in fiscal year 2015.

The City of Hollywood occasionally requires the use of temporary employment services to maintain sufficient staffing level in order to meet operational needs, and Section 38.46 of the City's Purchasing Ordinance authorizes the Director of Procurement Services to join with other governmental entities in cooperative purchasing plans when it is in the best interest of the City.

Temporary employment services had been competitively bid by the Southeast Florida Governmental Purchasing Cooperative Purchasing Group in which the City of Hollywood is an active participant. The City of Coral Springs, Florida acted as the lead agency under Bid Number 08-D-001F. The Cooperative Purchasing Group awarded the competitively bid contract to Atrium Personnel Inc. d/b/a Transhire in FY13 to provide various Blue Collar and White Collar temporary employment services.

The Hollywood Police Department identified additional temporary employment services beyond the initial scope of services awarded to Atrium Personnel Inc. d/b/a Transhire, such as Communications, Background Personnel, Crime Scene and Case Advocate; and Atrium Personnel Inc, d/b/a Transhire, offered to provide these additional temporary employment services based upon terms and conditions of the Cooperative Purchasing Group contract that was awarded in FY13. The Hollywood Police Department negotiated contract pricing with Atrium Personnel Inc, d/b/a Transhire based on current base pay for the various employment services.

Purchasing Ordinance, Section 38.40 (C)(8) provides that Purchases of, and contracts for, supplies or contractual services, when the City Commission declares by unanimous vote that competitive bidding is not in the best interest of the City are exempt from the competitive bidding process. For those contracts which the City Manager is otherwise authorized to award, he/she may waive competitive bidding and competitive proposals.

Temporary staffing funding was made available for FY13 and FY14 from salary savings due to vacant authorized positions and is available in the FY15 budget subject to passage and adoption by the City Commission. Temporary staffing expenses are charged to Account Number 01.2042.00295.521.001310 (Salaries and Wages – Temporary) under the appropriate Programs within the Police Department.

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