

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

**Date:** April 4, 2016

BIS 16-148

**File:** TMP-2016-142

**Proposed Legislation:**

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF HOLLYWOOD, FLORIDA, RANKING THE PROPOSERS FOR THE OPERATION OF THE CITY'S AFTERCARE AND SUMMER CAMP PROGRAM SERVICES; AND FURTHER AUTHORIZING THE APPROPRIATE CITY OFFICIALS TO NEGOTIATE AND EXECUTE AN AGREEMENT BETWEEN THE HIGHEST RANKED FIRM AND THE CITY OF HOLLYWOOD.

**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 the ranking of proposers for operation of the City's aftercare and summer camp program services, and the authorization for the appropriate City officials to negotiate and execute an Agreement between the highest ranked firm and the City of Hollywood for an initial term of three (3) years commencing on June 13, 2016 with a renewal option for two (2) additional one (1) year periods, by mutual written agreement of the parties.

The Department of Parks, Recreation and Cultural Arts requires an agreement with a qualified individual or firm to operate the City's Aftercare Program including non-school days and winter / spring breaks at Driftwood Community Center (Driftwood), and a nine (9) to eleven (11) week Summer Camp Program at both Driftwood and David Park Community Center (David Park). For this purpose, on February 10, 2016, Request for

Proposals Number RFP-4502-16-RL was electronically advertised via BidSync in accordance with the City's Purchasing Ordinance, Section 38.42(A). On March 7, 2016 at 3:00 p.m., RFP-4502-16-RL was opened and resulted in the following two (2) responses:

- Sunshine After School Child Care, Inc.; Plantation, FL
- Casely Tennis Foundation, Inc.; Davie, FL

On March 23, 2016, the proposals were evaluated by a three (3) member committee representing the Parks, Recreation and Cultural Arts Department and Financial Services Department. The proposal submitted by Casely Tennis Foundation, Inc. was found to be non-responsive as they did not meet the minimum qualifications, did not offer aftercare and did not submit the required reference forms.

The scoring criteria used by the evaluation committee to score the responsive proposal included the Letter of Transmittal, Experience & Financial Stability, Project Organization & Technical Qualifications, Project Understanding, Proposed Approach & Methodology, Revenue Benefit & Fee Structure to the City of Hollywood and References and Success in Completing Similar Projects. The evaluation committee agreed that the submittal from Sunshine After School Child Care, Inc. would meet the City's operational needs. The single responsive proposal was evaluated and the scores were compiled to arrive at the following ranking:

1. Sunshine After School Child Care, Inc. 296

This award is subject to the City's receipt and approval of all insurance certificates required by the City's Risk Manager, and indemnity to the City, along with signed Statement of Hold Harmless and Indemnity in favor of the City.

The Aftercare and Summer Camp Programs are provided at no cost to the City, as the vendor collects all of the program fees and then pays the City a percentage of these fees. The proposal includes payment to the city of 10% of total amount collected from Aftercare fees and Non-School Day fees (an increase of 5% over last year), 25% of the total amount collected from Summer Camp fees, \$20 per registration fee collected, and \$25.00 per hour pro-rated by the minute for City bus usage during afterschool program. Total revenues collected by the City from Sunshine from July 8, 2014 through June 16, 2015 were \$55,353.15 and were deposited in the Youth Programs account number 01.3100.00000.347.00140 and Specialty Camps account number 01.3100.00000.347.00141.

This agreement will provide revenue to the City and will incur no burden to the taxpayers.

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