



# CITY OF HOLLYWOOD, FLORIDA

## PROCUREMENT SERVICES DIVISION

CITY OF HOLLYWOOD  
PROCUREMENT SERVICES  
DIVISION  
2018 APR 11 PM 2:21

### Piggybacking Request Form

(Use for purchase(s) over \$25,000, when piggybacking off other contracts)

Date 4/2/2018

Department/Office Public Utilities

Division/Area 4011

Contract Administrator Carlos Aguilera

Title Public Utilities Manager

Phone 954-967-4230

Email caguilera@hollywoodfl.org

1. Requested Vendor Allied Universal Corporation

Vendor Number 2608

Address 3901 NW 15 Avenue, Miami, FL 33178

Contact Person Cristhianne Munguia

Title Accounts

Phone 305-888-2623

Email cathieg@allieduniversal.com

2. Contract title requesting to piggyback? SFGP COOP Bid # 2018-0013

Awarding Agency City of Margate

Contract Expiration Date \_\_\_\_\_

Copy of Contract and Awarding Agency documentation is attached.

Yes  No

3. Product/Service being requested (be specific). Furnish and Deliver Sodium Hydroxide 50% by Weight

4. Detailed description of the products/services function and purpose. Sodium Hydroxide 50% used for PH control in water treatment process to produce drinking water for the City of Hollywood. FULL TRUCK LOAD ONLY for the quantity at the Water Treatment Plant - 3441 Hollywood Blvd Hollywood FL, 33021. New contract price increase of \$1.07 per gallon.

*Procurement Service Division use only*

Requisition # R \_\_\_\_\_  
(As Applicable)

Purchase Order # P \_\_\_\_\_  
(As Applicable)

Blanket Purchase Order # BPO \_\_\_\_\_  
(As Applicable)

5. Please explain what process the Department/Office took to verify and/or identify this contract. Co-op

6. Were alternative contracts evaluated to determine that the City is obtaining the most advantageous contract pricing for the required product/service?

Yes  No

Please explain Co-op

7. Total cost of the requested product/service. \$208,000.00

8. Total estimated annual (fiscal year) cost of requested product/service. \$208,000.00

Account Number(s) 42.4011.00000.536.005233 \_\_\_\_\_

9. Is this product/service covered by a warranty?  Yes  No

If yes, please attach a copy of the warranty details.

10. Would this purchase(s) result in the potential of future purchases for related products/services being restricted to a particular vendor or create a specific vendor as sole source provider for related items?

Yes  No

If yes, please describe the related products/services and estimated cost(s.) \_\_\_\_\_

11. Would this purchase(s) result in any future maintenance costs which are not included in the initial purchase?

Yes  No

If yes, please attach a draft maintenance plan which includes cost estimates and funding source(s.) \_\_\_\_\_

12. Is this a grant related purchase?  Yes  No

If yes, please provide details (timeline, expiration dates, milestones, special procurement requirements, etc.) \_\_\_\_\_

Will this require matching funds?  Yes  No

What is the grant source? \_\_\_\_\_

What is the grant (dollar) amount? \_\_\_\_\_

13. Please complete an advanced search of the vendor recommended for award on the Federal Government's Systems for Award Management at [www.sam.gov](http://www.sam.gov).

Date of Advanced Search \_\_\_\_\_

Company Name(s) Searched

Search Results

*Procurement Service Division use only*

Requisition # R \_\_\_\_\_  
(As Applicable)

Purchase Order # P \_\_\_\_\_  
(As Applicable)

Blanket Purchase Order # BPO \_\_\_\_\_  
(As Applicable)

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**REQUESTING DEPARTMENT RECOMMENDATION**

**Note: By signing and returning this form, you are verifying and acknowledging that you have reviewed all portions (scope, terms, conditions, pricing, etc.) of the requested contract and recommend its approval based on the contract complying with the City of Hollywood's scope and pricing requirements and to the best of your knowledge the contract does not violate any applicable policy, statute, governing rule or regulation.**

  
 \_\_\_\_\_  
 Contact Person's Signature

4/2/18  
 \_\_\_\_\_  
 Date

  
 \_\_\_\_\_  
 Supervisor's Signature

4/4/18  
 \_\_\_\_\_  
 Date

  
 \_\_\_\_\_  
 Director's Signature

4/5/18  
 \_\_\_\_\_  
 Date

APPROVAL (Procurement Service Division Use Only)			
Verified By:		Date	
Approved By:		Date	

*Procurement Service Division use only*

Requisition # R \_\_\_\_\_  
 (As Applicable)

Purchase Order # P \_\_\_\_\_  
 (As Applicable)

Blanket Purchase Order # BPO \_\_\_\_\_  
 (As Applicable)



# CITY OF HOLLYWOOD, FLORIDA

## PROCUREMENT SERVICES DIVISION

### Piggybacking Request Form

(Use for purchase(s) over \$10,000, when piggybacking off other contracts)

Date 4/2/18

Department/Office Public Utilities

Division/Area WWTP

Contact Person Coy Mathis

Title Public Utilities Manager

Phone 954-921-3288

Email cmathis@hollywoodfl.org

1. Requested Vendor Allied Universal Corporation

Vendor Number 2608

Address 3901 NW 115<sup>th</sup> Avenue Miami FL 33178.

Contact Person Christianne Munguia

Title Technical Sales Rep.

Phone 305-888-2623

Email \_\_\_\_\_

2. Contract title requesting to piggyback? Sodium Hydroxide Less than a full truckload.

Awarding Agency City of Margate Bid 2018-013

Contract Expiration Date 4/16/18

Copy of Contract and Awarding Agency documentation is attached.

Yes  No

3. Product/Service being requested (be specific). Sodium Hydroxide less than a full truck load.

4. Detailed description of the products/services function and purpose. Provide Sodium Hydroxide for use in odor scrubbers and chlorine scrubber. Sodium Hydroxide neutralizes and removes hydrogen sulfide (H2S) within the odor scrubbers to prevent H2S release to the air. Failing to remove the H2S gas will cause strong foul odors to be released into the air. Also, Sodium Hydroxide is used to neutralize and remove chlorine gas that may be released to the air during a chlorine gas leak. Excessive H2S gas in our air will be a violation of FDEP regulatory

*Procurement Service Division use only*

Requisition # R \_\_\_\_\_  
BPO \_\_\_\_\_  
(As Applicable)

Purchase Order # P \_\_\_\_\_  
(As Applicable)

Blanket Purchase Order # \_\_\_\_\_  
(As Applicable)

rules and the release of chlorine gas will endanger Public Health and Safety and caused damage to our environment.

5. Please explain what process the Department/Office took to verify and/or identify this contract. Procurement Services Department identified this contract.

6. Were alternative contracts evaluated to determine that the City is obtaining the most advantageous contract pricing for the required product/service?

Yes  No

Please explain Procurement Services Department evaluated this contract.

7. Total cost of the requested product/service. \$105,000.00

8. Total estimated annual (fiscal year) cost of requested product/service. \$105,000.00

Account Number(s) 42.4041.00000.536.005233

Chemical - Supplies

9. Is this product/service covered by a warranty?  Yes  No

If yes, please attach a copy of the warranty details.

10. Would this purchase(s) result in the potential of future purchases for related products/services being restricted to a particular vendor or create a specific vendor as sole source provider for related items?

Yes  No

If yes, please describe the related products/services and estimated cost(s.) \_\_\_\_\_

11. Would this purchase(s) result in any future maintenance costs which are not included in the initial purchase?

Yes  No

If yes, please attach a draft maintenance plan which includes cost estimates and funding source(s.) \_\_\_\_\_

12. Is this a grant related purchase?  Yes  No

If yes, please provide details (timeline, expiration dates, milestones, special procurement requirements, etc.) \_\_\_\_\_

Will this require matching funds?  Yes  No

What is the grant source? \_\_\_\_\_

What is the grant (dollar) amount? \_\_\_\_\_

13. Please complete an advanced search of the vendor recommended for award on the Federal Government's Excluded Parties List System at www.epls.gov.

Procurement Service Division use only

Requisition # R \_\_\_\_\_  
BPO \_\_\_\_\_  
(As Applicable)

Purchase Order # P \_\_\_\_\_  
(As Applicable)

Blanket Purchase Order # \_\_\_\_\_  
(As Applicable)

Date of Advanced Search \_\_\_\_\_

Company Name(s) Searched


Search Results

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_


\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**REQUESTING DEPARTMENT RECOMMENDATION**

**Note: By signing and returning this form, you are verifying and acknowledging that you have reviewed all portions (scope, terms, conditions, pricing, etc.) of the requested contract and recommend its approval based on the contract complying with the City of Hollywood's scope and pricing requirements and to the best of your knowledge the contract does not violate any applicable policy, statute, governing rule or regulation.**

  
\_\_\_\_\_  
Contact Person's Signature

4/2/18  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Supervisor's Signature

4/4/18  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Director's Signature

4/5/18  
\_\_\_\_\_  
Date

APPROVAL (Procurement Service Division Use Only)			
Verified By:		Date	
Approved By:		Date	

Procurement Service Division use only

Requisition # R \_\_\_\_\_  
BPO \_\_\_\_\_  
(As Applicable)

Purchase Order # P \_\_\_\_\_  
(As Applicable)

Blanket Purchase Order # \_\_\_\_\_  
(As Applicable)

CITY OF MARGATE, FLORIDA

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

A RESOLUTION OF THE CITY OF MARGATE, FLORIDA, APPROVING AWARD OF BID #2018-013 - FURNISH AND DELIVER SODIUM HYDROXIDE TO ALLIED UNIVERSAL CORPORATION; PROVIDING FOR THE CITY OF MARGATE TO ACT AS LEAD AGENCY FOR THE SOUTHEAST FLORIDA GOVERNMENTAL PURCHASING COOPERATIVE GROUP; PROVIDING FOR CONTRACT START DATE OF APRIL 17, 2018; AND PROVIDING FOR AN EFFECTIVE DATE.

BE IS RESOLVED BY THE CITY COMMISSION OF THE CITY OF MARGATE, FLORIDA:

**SECTION 1:** That the City Commission of the City of Margate, Florida, approves award of bid #2018-013 - Furnish and Deliver Sodium Hydroxide to Allied Universal Corporation, at a cost of \$2.76 per gallon for truckload delivery (over 3500 gallons) and \$3.34 per gallon for less than a truckload delivery and that the City of Margate will act as lead agency for the Southeast Florida Governmental Purchasing Cooperative Group.

**SECTION 2:** That the Mayor and City Manager are authorized and directed to execute a contract for the above, or the administration is authorized to issue a purchase order to implement same.

**SECTION 3:** That this Resolution shall become effective immediately upon its passage.

PASSED, ADOPTED AND APPROVED THIS \_\_\_\_\_ day of \_\_\_\_\_, 2018.

ATTEST:

\_\_\_\_\_  
JOSEPH J. KAVANAGH  
CITY CLERK

\_\_\_\_\_  
MAYOR ARLENE R. SCHWARTZ

RECORD OF VOTE

Peerman \_\_\_\_\_  
Simone \_\_\_\_\_  
Ruzzano \_\_\_\_\_  
Caggiano \_\_\_\_\_  
Schwartz \_\_\_\_\_

City of Margate  
Project: Furnish and Deliver Sodium Hydroxide 50%

Bid No. 2018-0013

Date: March 22, 2018

Time: 11:00 a.m.

Name of Bidders	Total Amount
Allied Universal	\$ 2.76 / per gallon
	Truck Load
	\$ 3.34 / per gallon
	Less than Truck Load





# City of Margate

5790 Margate Boulevard  
Margate, FL 33063  
954-972-6454  
www.margatefl.com

## Summary Agenda Regular City Commission Meeting

*Mayor Arlene R. Schwartz*  
*Vice Mayor Anthony N. Caggiano*  
*Commissioners:*  
*Lesa Peerman, Tommy Ruzzano, Joanne Simone*

*City Manager Samuel A. May*  
*Interim City Attorney Goren, Cherof, Doody & Ezrol, P.A.*  
*City Clerk Joseph J. Kavanagh*

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Wednesday, April 4, 2018

6:30 PM

Commission Chambers

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### CALL TO ORDER

### PLEDGE OF ALLEGIANCE

ID 2018-147 SOPHIA CAGGIANO, 6TH GRADE, RAMBLEWOOD MIDDLE SCHOOL

### 1) PRESENTATION(S)

#### STUDENTS AND TEACHERS OF THE MONTH

- A. ID 2018-134 ABUNDANT LIFE CHRISTIAN ACADEMY: STUDENT, MARILISA TORRES;  
TEACHER, LATOYA DEAN  
(Mrs. Stacy Angier, Principal and/or Mrs. Renate Ramirez, Assistant Principal)
- ATLANTIC WEST ELEMENTARY: STUDENT, EASON LEE; TEACHER,  
BARBARA SOHN  
(Mrs. Diane Eagan, Principal and/or Ms. Jounice Lewis, Assistant Principal)
- LIBERTY ELEMENTARY: STUDENT, CHEDNA FERDINAND; TEACHER,  
GINA AUXILLY  
(Mr. David J. Levine, Principal and/or Ms. Donna Styles, Assistant Principal)
- MARGATE ELEMENTARY: STUDENT, ARIANNA DELGADO; TEACHER,  
MICHELLE MESSINGER  
(Mr. Thomas Schroeder, Principal and/or Ms. Vicki Flournoy, Assistant Principal)
- MARGATE MIDDLE: STUDENT, JONATHAN OCTAVIEN; TEACHER,  
DENISE MOORE  
(Mr. Earnest Toliver, Principal and/or Assistant Principal)
- RISE ACADEMY SCHOOL OF SCIENCE AND TECHNOLOGY: STUDENT,  
KOBÉ DESOUZA; TEACHER, BASAK CAYLI-ESMER

(Dr. Carmella Morton, Principal and/or Ms. Adriana Guerra)

WEST BROWARD ACADEMY: STUDENT, MEGAN KATAKITI (MARCH)  
STUDENT, JOSHUA DOMINGUE (APRIL); TEACHER, MARY LUBBERS  
(Ms. Donna Baggs, Principal)

Attachments:      BACKGROUND  
                                 BACKGROUND

### PROCLAMATION(S)

- B. ID 2018-071      ALLEN BELLMAN DAY - APRIL 4, 2018

Attachments:      BACKGROUND

- C. ID 2018-111      WATER CONSERVATION MONTH - APRIL, 2018 (presented to Lorraine A.  
Mayers, Regional Representative, South Florida Water Management District)

Attachments:      BACKGROUND

- D. ID 2018-137      FLORIDA WATER PROFESSIONALS MONTH - APRIL, 2018 (presented to  
Florida Water & Pollution Control Operators Association)

Attachments:      BACKGROUND

- E. ID 2018-138      NATIONAL AUTISM AWARENESS MONTH - APRIL, 2018

Attachments:      BACKGROUND

- F. ID 2018-144      NATIONAL CRIME VICTIMS' RIGHTS WEEK - APRIL 8-14, 2018 (presented to  
Tara Arena, Victim Advocate)

Attachments:      BACKGROUND

## 2) COMMISSION COMMENTS

## 3) PUBLIC DISCUSSION

## 4) CONSENT AGENDA

Items listed under Consent Agenda are viewed to be routine and the recommendation will be enacted by one motion in the form listed below. If discussion is desired by the Commission, the item(s) will be removed from the Consent Agenda and will be considered separately. Anyone wishing to comment on any item on the Consent Agenda should approach the podium now. Each speaker is limited to three (3) minutes.

- A. ID 2018-132      MOTION - APPROVAL OF CITY COMMISSION MINUTES: DECEMBER 11,  
2017 - CITY COMMISSION WORKSHOP; DECEMBER 13, 2017 - REGULAR  
CITY COMMISSION MEETING; JANUARY 24, 2018 - REGULAR CITY  
COMMISSION MEETING; JANUARY 31, 2018 - REGULAR CITY  
COMMISSION MEETING.

- Attachments: MINUTES - December 11, 2017 City Commission Workshop - Draft
- MINUTES - December 13, 2017 Regular City Commission Meeting - Draft
- MINUTES - January 24, 2018 Regular City Commission Meeting - Draft
- MINUTES - January 31, 2018 Regular City Commission Meeting - Draft

- B. ID 2018-135 RESOLUTION - AWARD OF BID NO. 2018-013 FURNISH AND DELIVER SODIUM HYDROXIDE 50% BY WEIGHT TO ALLIED UNIVERSAL CORPORATION AT A COST OF \$2.76/GALLON FOR TRUCKLOAD DELIVERY AND \$3.34/GALLON FOR LESS THAN TRUCKLOAD DELIVERY; WITH THE CITY OF MARGATE ACTING AS LEAD AGENCY FOR THE SOUTHEAST FLORIDA GOVERNMENTAL PURCHASING COOPERATIVE GROUP; PROVIDING FOR AN EFFECTIVE DATE.

- Attachments: RESOLUTION
- BACKGROUND
- BACKGROUND
- BACKGROUND

- C. ID 2018-136 RESOLUTION - AUTHORIZING THE ADMINISTRATION TO NEGOTIATE CONTINUING SERVICES AGREEMENTS WITH THE TOP FIVE RANKED ENGINEERING FIRMS, (1) HAZEN AND SAWYER, P.C., (2) CAROLLO ENGINEERS, INC., (3) CHEN-MOORE & ASSOCIATES, INC., (4) ECKLER ENGINEERING, INC., AND (5) CRAIG A. SMITH & ASSOCIATES, INC. FOR REQUEST FOR QUALIFICATIONS (RFQ) 2018-009 - WATER AND WASTEWATER ENGINEERING SERVICES; PROVIDING FOR AN EFFECTIVE DATE.

- Attachments: RESOLUTION
- BACKGROUND
- BACKGROUND
- BACKGROUND
- BACKGROUND
- BACKGROUND
- BACKGROUND
- BACKGROUND
- BACKGROUND
- BACKGROUND
- BACKGROUND

**5) CITY MANAGER'S REPORT**

**6) RESOLUTION(S)**

- A. ID 2018-123 AUTHORIZING THE EXECUTION OF A DECLARATION OF ACCESS EASEMENT FOR THE PURPOSE OF THE COVERED SPORTS FIELD TO BE CONSTRUCTED AT 1675 BANKS ROAD.

- Attachments:**      RESOLUTION  
BACKGROUND INFORMATION
- B. ID 2018-133**      APPROVING APPOINTMENT OF CITY OF MARGATE DIRECTOR, FIRST ALTERNATE, AND SECOND ALTERNATE TO THE BROWARD LEAGUE OF CITIES BOARD OF DIRECTORS FOR 2018-2019.
- Attachments:**      RESOLUTION  
BACKGROUND - 2018 BLOC Memorandum
- C. ID 2018-143**      ANNOUNCING ZONING IN PROGRESS RELATED TO PENDING CITY-WIDE RESIDENTIAL PARKING REQUIREMENTS AND PROVIDING AN EFFECTIVE DATE.
- Attachments:**      RESOLUTION  
BACKGROUND: PARKING INFORMATION  
BACKGROUND2
- D. ID 2018-008**      APPROVING A TWO PERCENT (2.0%) COST OF LIVING (COLA) FOR THE PERIOD FROM OCTOBER 1, 2017, THROUGH SEPTEMBER 30, 2018, FOR THE CITY CLERK; PROVIDING FOR EFFECTIVE DATE.
- Attachments:**      RESOLUTION

## 7) DISCUSSION AND POSSIBLE ACTION

- A. ID 2018-152**      SPECIAL EVENTS FUNDING/DONATION REQUEST PROGRAM - FIRE CHIEFS ASSOCIATION OF BROWARD COUNTY.
- Attachments:**      BACKGROUND
- B. ID 2018-151**      RULES OF PROCEDURE AT MARGATE CITY COMMISSION MEETINGS FOR 2017-2018.
- Attachments:**      BACKGROUND
- C. ID 2017-780**      RULES OF CONDUCT OF THE PUBLIC AT PUBLIC MEETINGS FOR 2017-2018.
- Attachments:**      BACKGROUND

## ADJOURNMENT

PLEASE NOTE:

If a person decides to appeal any decision made by the City Commission with respect to any matter considered at this meeting, the person will need a record of the proceedings, and for such purpose may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based. Anyone desiring a verbatim transcript shall have the responsibility, at his/her own expense, to arrange for the transcript.

[Appendix A – Zoning – Section 3.3] Any representation made before any City Board, any Administrative Board, or the City Commission in the application for a variance, special exception, conditional use or request for any other permit shall be deemed a condition of the granting of the permit. Should any representation be false or should said representation not be continued as represented, same shall be deemed a violation of the permit and a violation of this section.

Any person with a disability requiring auxiliary aids and services for this meeting may call the City Clerk's office at (954) 972-6454 with their request at least two business days prior to the meeting date.