

RESOLUTION NO. _____

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF HOLLYWOOD, FLORIDA, APPROVING AND AUTHORIZING THE APPROPRIATE CITY OFFICIALS TO EXECUTE A CHANGE ORDER TO A BLANKET PURCHASE AGREEMENT WITH CIVITAS, LLC FOR SERVICES TO INCREASE THE CONTRACT AMOUNT FROM \$94,000.00 ANNUALLY TO \$150,000.00 ANNUALLY IN ACCORDANCE WITH SECTION 38.48 OF THE PROCUREMENT CODE. (CHANGE ORDERS)

WHEREAS, on December 28, 2022, the City Manager approved a Blanket Purchase Agreement ("BPA") in the amount up to \$36,000.00 with Civitas, LLC ("Civitas") for State and Federal Grant Technical Assistance Consultant Services for the period from January 1, 2023 to December 31, 2023, with the option to renew for two additional one-year periods; and

WHEREAS, on August 21, 2023, the City Manager approved a Change Order to the BPA with Civitas to increase the amount to \$56,000.00 annually and to renew the Blanket Purchase Agreement for the period from January 1, 2024 to December 31, 2024; and

WHEREAS, on January 17, 2024, the City Manager approved a subsequent Change Order to the BPA with Civitas, increasing the amount to \$94,000.00 annually; and

WHEREAS, the Community Development Division desires to issue a change order to the BPA to increase the contract amount from \$94,000.00 annually to \$150,000.00 annually for Civitas to provide expanded and additional services; and

WHEREAS, on March 1, 2023, the City Commission approved Resolution R-2023-062 to accept the allocation of HOME - ARP grant funds to provide homeless services, which require additional technical assistance from Civitas to administer; and

WHEREAS, on August 30, 2023, the City Commission approved Resolution R-2023-253 to reallocate more than \$3,000,000.00 in CDBG funds for public improvements, and this increase in the number of planned construction projects will require additional Davis-Bacon compliance services and additional and more extensive environmental reviews; and

WHEREAS, Section 38.48 of the Procurement Code states that all change orders that the City Manager is not authorized to approve must be formally approved by the City Commission, which includes this desired change order; and

WHEREAS, the Community Development Division Manager recommends that the City Commission approve and authorize a change order to the BPA with Civitas to increase the agreement amount from \$94,000.00 annually to \$150,000.00 annually; and

WHEREAS, funding for the change order to the BPA is available in account numbers 115.160101.55400.591340.001218.000.000 and 115.160201.55400.531300.001666.000.000, and will be budgeted in subsequent fiscal years' operating budgets subject to approval and adoption by the City Commission.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF HOLLYWOOD, FLORIDA.

Section 1: That the foregoing "WHEREAS" clauses are ratified and confirmed as being true and correct and are incorporated in this Resolution.

Section 2: That it approves and authorizes the execution, by the appropriate City officials, of a change order to the BPA with Civitas, together with such non-material changes as may subsequently be agreed to by the City Manager and approved as to form by the City Attorney.

Section 3: That this Resolution shall be in full force and effect immediately upon its passage and adoption.

PASSED AND ADOPTED this _____ day of _____, 2024.

JOSH LEVY, MAYOR

ATTEST:

PATRICIA A. CERNY, MMC
CITY CLERK

APPROVED AS TO FORM:

DOUGLAS R. GONZALES
CITY ATTORNEY