

RESOLUTION NO. _____

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF HOLLYWOOD, FLORIDA, APPROVING AND AUTHORIZING THE APPROPRIATE CITY OFFICIALS TO EXECUTE A BLANKET PURCHASE AGREEMENT WITH GOVFORCE, INC. FOR PROFESSIONAL CONSULTANT SERVICES IN AN AMOUNT UP TO \$300,000.00 OVER A ONE-YEAR PERIOD FROM FEBRUARY 21, 2025, TO FEBRUARY 19, 2026, WITH FOUR OPTIONAL ONE-YEAR RENEWALS IN ACCORDANCE WITH SECTION 38.41(C)(9) OF THE PROCUREMENT CODE; AMENDING THE FISCAL YEAR 2025 OPERATING BUDGET. (BEST INTEREST)

WHEREAS, the Department of Development Services (“Department”) requires professional consultant services for the Building Division for additional support for the implementation of the Accela Permitting Software; and

WHEREAS, the Department has determined that it is in the best interest of the City to acquire professional consultant services from GovForce, Inc. (“GovForce”) due to the vendor’s specialized expertise and success in neighboring cities across Miami-Dade and Broward Counties, its roster of subject matter experts, and its ability to efficiently manage the modifications needed for the highest and best use of the Accela software; and

WHEREAS, GovForce is familiar with the City’s Building Division processes and its use of the Accela Permitting Software; and

WHEREAS, a Purchase Order was issued to GovForce in the amount of \$23,400.00 for an initial engagement to evaluate its services and identify areas for optimization within the Accela Permitting Software over a six-week period ending February 20, 2025, specific to its use relative to the City of Hollywood’s business practices; and

WHEREAS, based on GovForce’s performance there is a desire to further engage the vendor to benefit from its specialized technical guidance, expertise in system configuration, and ability to provide end-user training support to the City in alignment with best practices; and

WHEREAS, the proposed agreement is for an amount not to exceed \$300,000.00 per year with four optional one-year renewals beginning February 21, 2025 to February 20, 2026; and

WHEREAS, Section 38.41(C)(9) of the Procurement Code states that when the City Commission declares by a five-sevenths (5/7ths) affirmative vote that competitive bidding

and competitive proposals are not in the best interest of the City, such purchases are exempt from competitive bidding and competitive proposal requirements; and

WHEREAS, the Director of the Department and Chief Procurement Officer recommend that the City Commission approve and authorize the execution of a Blanket Purchase Agreement with GovForce and execution of a Consulting Contract for Professional Services, in an annual amount not to exceed \$300,000.00; and

WHEREAS, the Fiscal Year 2025 Operating Budget of the City of Hollywood was adopted and approved by the City Commission pursuant to Resolution R-2024-317 at the 2nd Public Budget Hearing on September 18, 2024; and

WHEREAS, this Resolution seeks to amend the budget as detailed in the attached "Exhibit 1," 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 or issuance, by the appropriate City officials, of a Blanket Purchase Agreement and execution of a Consulting Contract for Professional Services with GovForce, 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 it authorizes the City Manager to execute future renewals of this contract, if needed.

Section 4: That these Amendments to the Operating Budget of the City of Hollywood for the Fiscal Year beginning October 1, 2024, relating to the Building Fund and set forth in detail in the attached "Exhibit 1," are adopted and authorized as Amendments to the Operating Budget of the City of Hollywood for the Fiscal Year 2025.

Section 5: That this Resolution shall be in full force and effect immediately upon its passage and adoption.

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PASSED AND ADOPTED this _____ day of _____, 2025.

JOSH LEVY, MAYOR

ATTEST:

PATRICIA A. CERNY, MMC
CITY CLERK

APPROVED AS TO FORM:

DAMARIS HENLON
INTERIM CITY ATTORNEY