

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

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF HOLLYWOOD, FLORIDA, AUTHORIZING THE APPROPRIATE CITY OFFICIALS TO ISSUE A BLANKET PURCHASE ORDER WITH ARROWMAIL PRESORT CO., INC. TO PROVIDE PRESORT MAIL & FULFILLMENT SERVICES, INCLUDING DAILY AND BULK MAIL SERVICES, IN AN ESTIMATED ANNUAL AMOUNT OF \$146,210.00.

WHEREAS, the Office of the City Clerk, Records and Archives Division, and Treasury Division require an agreement for presort mail services to include daily and bulk mail services for all City mail; and

WHEREAS, the current contract with Arrowmail Presort Co., Inc. ("Arrowmail") ends on January 19, 2019; and

WHEREAS, the City of Fort Lauderdale solicited Bid # 1712-018 for Presort mail services; and

WHEREAS, the Award for Bid #1712-018 was awarded to Arrowmail through March 5, 2021; and

WHEREAS, services provided by Arrowmail continue to be satisfactory; and

WHEREAS, Section 38.40(C)(5) authorizes the City to procure, without following formal contract procedure, all supplies, materials, equipment and contractual services which are the subject of contracts with other governmental entities, provided that this exemption applies only if (i) the supplies, materials, equipment or contractual services are the subject of a price schedule negotiated by the state or the United States government, or (ii) the supplies, materials, equipment or contractual services are the subject of a contract with another governmental entity or a corporation not for profit whose members are governmental entities, public officers, or any combination thereof, which contract is based strictly on competitive bids or competitive proposals and not on any preference; and

WHEREAS, Arrowmail has agreed to provide the same services to the City under the same pricing, terms and conditions; and

WHEREAS, the City Clerk and the Director of Procurement Services recommend that the City Commission approve a Blanket Purchase Order with Arrowmail Presort Co., Inc. of Miami, Florida, for two years, in an estimated annual amount of \$146,210.00 based upon firm unit pricing; and

WHEREAS, award is subject to the City's receipt and approval of all insurance certificates and endorsements required by the City's Risk Manager, and indemnity to the City; and

WHEREAS, the City may terminate the agreement should the Contractor fail to reasonably perform the services as specified upon 30 days written notification; and

WHEREAS, the Records and Archives Division internally charges the Postage Budget Accounts of City Departments utilizing the bulk mail services provided; and

WHEREAS, funding for the attached Blanket Purchase Agreement has been provided for in the fiscal year 2019 budget in City Clerk's Office, Records and Archives Division's Budget Account Number 557.111002.51900.542010.000000.000.000, Department of Financial Services - Treasury Division Budget Account Number 001.120301.51300.542010.000000.000.000, and funding will be budgeted in subsequent fiscal years subject to the passage and adoption and of each subsequent fiscal year's Operating Budgets 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 a Blanket Purchase Order with Arrowmail Presort Co., Inc., together with such non-material changes as may be subsequently agreed to by the City Manager and approved as to form and legal sufficiency 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 \_\_\_\_\_, 2018.

\_\_\_\_\_  
JOSH LEVY, MAYOR

ATTEST:

\_\_\_\_\_  
PATRICIA A. CERNY, MMC, CITY CLERK

APPROVED AS TO FORM AND LEGAL  
SUFFICIENCY for the use and reliance  
of the City of Hollywood, Florida, only.

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DOUGLAS R. GONZALES, CITY ATTORNEY