

RESOLUTION NO. _____

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF HOLLYWOOD, FLORIDA, APPROVING AND AUTHORIZING THE APPROPRIATE CITY OFFICIALS TO RENEW THE BLANKET PURCHASE AGREEMENT WITH POSTAL CENTER INTERNATIONAL, INC. FOR BULK MAIL SERVICES IN AN ESTIMATED ANNUAL AMOUNT UP TO \$236,759.00.

WHEREAS, on December 1, 2021, the City Commission passed and adopted Resolution No. R-2021-304, approving a Blanket Purchase Agreement (“BPA”) in the amount of \$810,277.00 with Postal Center International, Inc. for bulk mail services for an initial three-year term for the period from July 4, 2021 to July 3, 2024, with two additional two-year optional renewal periods (“BPA No. PA600343”); and

WHEREAS, the Office of the City Clerk, Records and Archives Division, Department of Financial Services, Treasury Division, and Department of Development Services, Building Division, desire to issue the first of two two-year renewals to BPA No. PA600343 in an estimated annual amount up to \$236,759.00 for the first two-year renewal period from July 4, 2024 to July 3, 2026; and

WHEREAS, Section 38.49(C)(1) of the Procurement Code states that when a contract entered into by the City pursuant to City Commission approval provides for one or more renewals by affirmative action of the City and the estimated annual cost of a renewal exceeds \$250,000.00, only the City Commission is authorized to approve such renewals; and

WHEREAS, the City Clerk, Director of Financial Services and Director of Development Services recommend that the City Commission approve and authorize the first two-year renewal of BPA No. PA600343 with Postal Center International, Inc. in an estimated annual amount up to \$236,759.00 over the first two-year renewal period; and

WHEREAS, a portion of the funding for the renewal of the BPA is available in the FY 2024 Operating budget in account numbers 557.111002.51900.542010.00000.000.000, 001.120301.51300.542010.000000.000.000, and 114.140301.52400.542010.000000.000.000, 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 renewal, by the appropriate City officials, of BPA No. PA600343 with Postal Center International, Inc., 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