

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 BLANKET PURCHASE AGREEMENT NO. PA600818 WITH ROBERT HALF INTERNATIONAL, INC. TO INCREASE THE ANNUAL CONTRACT AMOUNT FROM \$95,000.00 TO \$249,000.00 FOR TEMPORARY PROJECT MANAGEMENT SERVICES COVERING THE PERIOD OF DECEMBER 04, 2024, TO DECEMBER 03, 2025.

WHEREAS, on December 12, 2023, the City Manager approved Memo No. PR-24-049, for a Blanket Purchase Agreement (“BPA”) not to exceed \$95,000.00 annually with Robert Half International, Inc. (“Robert Half”) for a temporary Project Manager to oversee and assist with the implementation of the Accela software and ensure proper oversight during the conversion of BCLA to the cloud-based platform, before, during, and after implementation, for the period covering December 4, 2023, to December 3, 2024, and an additional one-year renewal; and

WHEREAS, on October 30, 2024, City Manager Memo No. PR-25-023 renewed the BPA with Robert Half for a second year which covers the period of December 04, 2024, to December 03, 2025; and

WHEREAS, the Department of Development Services (“Department”) desires to issue a change order to BPA No. PA600818 to increase the annual contract amount from \$95,000.00 to \$249,000.00 due to the need for more project management hours as the City pushes for Accela’s launch of Phase 2; 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 Department Director recommends that the City Commission approve and authorize a change order to the BPA with Robert Half to increase the annual contract amount from \$95,000.00 to \$249,000.00 covering the period of December 04, 2024, to December 3, 2025, with the option to renew for one additional year; and

WHEREAS, funding for the change order to the BPA will be made available in account number 114.140301.52400.513100.000000.000.000 subject to adoption of a companion budget amendment resolution, and will be requested 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 Robert Half 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 _____, 2025.

JOSH LEVY, MAYOR

ATTEST:

PATRICIA A. CERNY, MMC
CITY CLERK

APPROVED AS TO FORM:

DAMARIS HENLON
INTERIM CITY ATTORNEY