

STATEMENT OF BUDGET IMPACT
(Policy Number 94-45)
Budgetary Review of Proposed Resolution &
Ordinances with Financial Implication.

Date: April 23, 2018

BIS 18 – 160

FILE: TMP-2018-196

Proposed Legislation:

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF HOLLYWOOD, FLORIDA, AUTHORIZING THE APPROPRIATE CITY OFFICIALS TO RENEW THE ATTACHED BLANKET PURCHASE ORDER WITH CRAIG A. SMITH & ASSOCIATES, INC. FOR LOCATE/MARK UNDERGROUND UTILITIES IN AN ESTIMATED ANNUAL AMOUNT OF \$300,000.00.

Statement of Budget Impact:

1. No Budget Impact associated with this action;
2. Sufficient budgetary resources identified/available;
3. Budgetary resources not identified/unavailable;
4. Potential Revenue is possible with this action;
5. Will not increase the cost of Housing;
6. May increase the cost of Housing; (CDAB review required)

Explanation:

This Resolution seeks authorization for the appropriate City Officials to renew the attached Blanket Purchase Order (BPO) with Craig A. Smith & Associates, Inc. to continue providing utility locator services. The Departments of Public Utilities and Public Works require an agreement with a qualified contractor to provide these services Citywide. The estimated annual amount is \$300,000.00.

The City of Cooper City awarded Bid Number 2015-5-UTL to Craig A. Smith & Associates, Inc. to provide the required locating and marking services on April 28, 2015 for a three year initial term with the option to renew for two additional one year periods. Cooper City exercised the first one year renewal period on March 27, 2018.

The City of Hollywood piggybacked this service with the adoption of Resolution R-2016-353 on December 14, 2016 authorizing the issuance of a Blanket Purchase Order to Craig A. Smith & Associates, Inc. Section 38.40 (C)(5) of the Purchasing Ordinance allows the Director to procure, without following formal procedures, all goods and services which are subject of contracts with the state, its political subdivisions, the United States government, other governmental entities, or a corporation not for profit whose members are governmental entities, public officers, or any combination thereof, provided however, the goods and services are: (i) the subject of a price schedule negotiated by the state or the United States government, or (ii) 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.

This will be the first of two one year renewal options. Funding for the services is provided in the Fiscal Year 2018 budget in the Department of Public Utilities Account Numbers 42.4012.00772.536.003117 – Contracted Services, 42.4012.00773.536.003117 – Contracted Services, 43.4031.00000.538.003117 – Contracted Services, in the Department of Public Works Account Number 01.5174.00475.541.003117 – Contracted Services, and funding will be budgeted in subsequent fiscal years subject to the passage and adoption of each subsequent fiscal year's Operating Budget by the City Commission.

PREPARED BY: Mac Champion
Management/Budget Analyst

APPROVED BY: Kee Juen Eng
Assistant Director, Budget and Financial Services