CITY OF HOLLYWOOD, FLORIDA
INTEROFFICE MEMORANDUM
POLICE DEPARTMENT

DATE: September 16, 2020 **FILE:** Kemp Group

TO: Janice English
Procurement Contracts Officer

FROM: Micheline Vitale
Fiscal Affairs Manager MV

SUBJECT: Kemp Group International B002918

ISSUE:

Second Renewal Period.

EXPLANATION:

The current contract expires 10/31/20 with an option to renew for the final period of 11/1/20 to 10/31/21. The vendor sent a request dated June 26, 2020 (see attached) requesting an increase from $11.75 per hour to $12.44. No funding was available to increase the current contract but additional funding was provided for the renewal contract.

However, to better coordinate with school calendar year, I am asking that an adjustment to ending date of the contract be modified to July 31, 2021.

RECOMMENDATION:

For review and processing.

Attachments

CITY OF HOLLYWOOD, FLORIDA

PROCUREMENT SERVICES DIVISION

DATE: September 3, 2020 **FILE:** PR-20-243

TO: Chris O'Brien, Chief of Police

FROM: JE Janice English, Procurement Contracts Officer

SUBJECT: Blanket Contract Renewal for School Crossing Guard Services - B002918 with Kemp Group International Corp.

ISSUE:
The current period of the above contract, based on Bid #RFP-4516-16-JE, expires on **10/31/2020.** This contract is renewable for a Final one (1) year period term, if it is determined to be in the City's best interest and the vendor agrees to the renewal in writing.

EXPLANATION:
Notification of Intent to Renew must be mailed to the vendor thirty (30) calendar days in advance of the contract expiration date. Accordingly, it is requested that you give this matter your immediate attention thereby providing a timely reply to preclude contract expiration.

If you do not want to renew this contract, please explain the reason(s) in a separate memo. Also note that this contract will expire on the date mentioned above and if a new contract is to be established, you must submit bid specifications.

RECOMMENDATION:
Please reply as soon as possible by returning this memo appropriately filled out, signed and dated along with the attached Contract Renewal Evaluation Form.

Date: 9/16/20 To: Janice English, Procurement Services

The Chief of Police recommends the following:

_____ RENEW the contract under the same terms and conditions. The Budget Account Number to be charged is 001.204303.52100.531170.000000.000.000

_____ DO NOT renew this contract. See attached memo explaining the reason(s).

_____ DO NOT renew this contract. DO NOT prepare a replacement bid (items/services no longer needed).

✓ **Estimated annual usage/expenditure is** $425000.00

By: [signature]

Title: Chief of Police

CITY OF HOLLYWOOD, FLORIDA

PROCUREMENT SERVICES DIVISION

Department/Office
Contract Renewal Evaluation

Date: 9/14/2020	
Department/Office: Police / Public Affairs	Division/Area: 204303
Contact Person: Nicola Williams	Title: Sergeant
Contact phone number: (954) 967-4371	Contact Email NWilliams@hollywoodfl.org
Purchase Order/Blanket Purchase Order #: BØØ2918	
Contract Expiration Date: 10/31/2021 ~~*~~ TO BE adjusted to July 31, 2021	
Vendor: Kemp Group Int'l	Contact Person: Christine Adesinokun
Contact phone number: (954) 437-7294	Contact Email: Kempgroupintl@aol.com
Good/Service: Service	Solicitation #: BØØ2918

1. How would you rate the quality of goods/services?

☑ Excellent ☐ Good ☐ Satisfactory ☐ Poor

2. How would you rate the courteousness vendor's personnel?

☑ Excellent ☐ Good ☐ Satisfactory ☐ Poor

3. With regards to the goods or services provided, how satisfied are you with the following items?
(Please check one per category)

	Excellent	Good	Satisfactory	Poor
Overall Quality	☑	☐	☐	☐
Value	☑	☐	☐	☐
Frequency of Contact	☑	☐	☐	☐
Responsiveness to request	☑	☐	☐	☐

4. Are all goods/services on the contract being performed at the agreed upon time and manner?

☑ Yes ☐ No

If no, please explain?

5. If you contacted the vendor, were all your questions or any issues resolved to your complete satisfaction?

☑ Yes ☐ No ☐ Did not need to contact

If no, please explain?

CITY OF HOLLYWOOD, FLORIDA

PROCUREMENT SERVICES DIVISION

Department/Office
Contract Renewal Evaluation

6. Has the invoicing been timely, accurate and in accordance with the contract?

☑ Yes ☐ No

If no, please explain?

7. Does the Department/Office recommend renewing a contract based upon the available renewal options when the current agreement expires?

☑ Yes ☐ No

If no, please explain?

8. Please state any additional comments about your experience with this vendor and the goods/services provided:

I am pleased with the accuracy with the timesheets which caused a delay in the past.

Department/Office Director's Name: Chris O'Brien

Department/Office Director's Signature: [signature]

CITY OF HOLLYWOOD POLIC DEPT

SCHOOL - POST LOCATION	Hours Per Day	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Total Days	Total Hours	Rate	Total	
BOULEVARD HEIGHTS																		
Johnson St./72 Ave.	2.5	14	14	18	19	17	21	20	7		9	20	21	180	450	12.44	$ 5,598.00	
Johnson St./72 Ave.	2.5	14	14	18	19	17	21	20	7		9	20	21	180	450	12.44	$ 5,598.00	
Arthur St./ 72 Ave.	2.5	14	14	18	19	17	21	20	7		9	20	21	180	450	12.44	$ 5,598.00	
Johnson St./ 7300 Blk.	2.5	14	14	18	19	17	21	20	7		9	20	21	180	450	12.44	$ 5,598.00	$ 22,392.00
															0		$ -	
SHERIDAN PARK																		
Sheridan St. N 72 Ave.	2.5	14	14	18	19	17	21	20	7		9	20	21	180	450	12.44	$ 5,598.00	
Sherida St. N 72 Ave.	2.5	14	14	18	19	17	21	20	7		9	20	21	180	450	12.44	$ 5,598.00	
Sheridan St. N 70 Terr	2.5	14	14	18	19	17	21	20	7		9	20	21	180	450	12.44	$ 5,598.00	
Sheridan St.N 70 Terr	2.5	14	14	18	19	17	21	20	7		9	20	21	180	450	12.44	$ 5,598.00	
Lee St. N 70 Terr	2.5	14	14	18	19	17	21	20	7		9	20	21	180	450	12.44	$ 5,598.00	
Thomas St. N 70 Terr	2.5	14	14	18	19	17	21	20	7		9	20	21	180	450	12.44	$ 5,598.00	
Thomas St. N 66 Ave.	2.5	14	14	18	19	17	21	20	7		9	20	21	180	450	12.44	$ 5,598.00	
Thomas St. N 68 Ave.	2.5	14	14	18	19	17	21	20	7		9	20	21	180	450	12.44	$ 5,598.00	$ 44,784.00
															0		$ -	
ORANGEBROOK																		
Washington St./S 46 Ave.	2.5	14	14	18	19	17	21	20	7		9	20	21	180	450	12.44	$ 5,598.00	
Jefferson St/S 46 Ave	2.5	14	14	18	19	17	21	20	7		9	20	21	180	450	12.44	$ 5,598.00	
Washington St/S 52 Ave	2.5	14	14	18	19	17	21	20	7		9	20	21	180	450	12.44	$ 5,598.00	
Washington St/S 56 Ave	2.5	14	14	18	19	17	21	20	7		9	20	21	180	450	12.44	$ 5,598.00	
Washington St/S 60 Ave	2.5	14	14	18	19	17	21	20	7		9	20	21	180	450	12.44	$ 5,598.00	
Washington St/S 60 Ave	2.5	14	14	18	19	17	21	20	7		9	20	21	180	450	12.44	$ 5,598.00	$ 33,588.00
															0		$ -	
HOLLYWOOD PARK																		
6900 Blk/ Johnson St	2.5	14	14	18	19	17	21	20	7		9	20	21	180	450	12.44	$ 5,598.00	
1000 Blk/ N 69 Way	2.5	14	14	18	19	17	21	20	7		9	20	21	180	450	12.44	$ 5,598.00	$ 11,196.00
															0		$ -	
WEST HOLLYWOOD																		
Hollywood Blvd/ N 63 Ave.	2.5	14	14	18	19	17	21	20	7		9	20	21	180	450	12.44	$ 5,598.00	
100 Blk/ N 64 Ave.	2.5	14	14	18	19	17	21	20	7		9	20	21	180	450	12.44	$ 5,598.00	
Johnson St/ N 64 Ave	2.5	14	14	18	19	17	21	20	7		9	20	21	180	450	12.44	$ 5,598.00	
Hollywood Blvd/ N 60 Ave	2.5	14	14	18	19	17	21	20	7		9	20	21	180	450	12.44	$ 5,598.00	
Hollywood Blvd/ N 60 Ave	2.5	14	14	18	19	17	21	20	7		9	20	21	180	450	12.44	$ 5,598.00	$ 27,990.00
Polks St. N 63 Ave																		
															0		$ -	
DRIFTWOOD																		
Charleston St/ 72 Ave.	2.5	14	14	18	19	17	21	20	7		9	20	21	180	450	12.44	$ 5,598.00	
Davie Rd/ 74 Ave.	2.5	14	14	18	19	17	21	20	7		9	20	21	180	450	12.44	$ 5,598.00	
Charleston St/ 68 Ave.	2.5	14	14	18	19	17	21	20	7		9	20	21	180	450	12.44	$ 5,598.00	
2800 Blk/ N 69 Ave.	2.5	14	14	18	19	17	21	20	7		9	20	21	180	450	12.44	$ 5,598.00	$ 22,392.00
															0		$ -	
OAKRIDGE																		
N 27 Ave. Roosevelt St.	2.5	14	14	18	19	17	21	20	7		9	20	21	180	450	12.44	$ 5,598.00	
N 26 Ave.Roosevelt St	2.5	14	14	18	19	17	21	20	7		9	20	21	180	450	12.44	$ 5,598.00	
2600 Blk/ Taft St	2.5	14	14	18	19	17	21	20	7		9	20	21	180	450	12.44	$ 5,598.00	
Sheridan St/ N 23 Ave	2.5	14	14	18	19	17	21	20	7		9	20	21	180	450	12.44	$ 5,598.00	
N 26 Ave. / Johnson St.x	2.5	14	14	18	19	17	21	20	7		9	20	21	180	450	12.44	$ 5,598.00	$ 27,990.00
															0		$ -	
STIRLING																		
5500 Blk/ N Hills Drive	2.5	14	14	18	19	17	21	20	7		9	20	21	180	450	12.44	$ 5,598.00	
N 56 Ave/ Douglas St.	2.5	14	14	18	19	17	21	20	7		9	20	21	180	450	12.44	$ 5,598.00	$ 11,196.00
															0		$ -	

HOLLYWOOD HILLS																		
Taft St/ 35 Ave.	2.5	14	14	18	19	17	21	20	7		9	20	21	180	450	12.44	$ 5,598.00	
Taft St/ N Park Rd	2.5	14	14	18	19	17	21	20	7		9	20	21	180	450	12.44	$ 5,598.00	
37 N Longfellow Cir	2.5	14	14	18	19	17	21	20	7		9	20	21	180	450	12.44	$ 5,598.00	
Johnson St. / 35 Ave.	2.5	14	14	18	19	17	21	20	7		9	20	21	180	450	12.44	$ 5,598.00	
West Park Rd/N 37 Ave.	2.5	14	14	18	19	17	21	20	7		9	20	21	180	450	12.44	$ 5,598.00	$ 27,990.00
															0		$ -	
HOLLYWOOD CENTRAL																		
Monroe St/ 18 Ave.	2.5	14	14	18	19	17	21	20	7		9	20	21	180	450	12.44	$ 5,598.00	
Madison St/ 17 Ave	2.5	14	14	18	19	17	21	20	7		9	20	21	180	450	12.44	$ 5,598.00	
Monroe St/ 17 Ave.	2.5	14	14	18	19	17	21	20	7		9	20	21	180	450	12.44	$ 5,598.00	$ 16,794.00
															0		$ -	
BETHUNE																		
3300 Blk/ N 22 Ave.	2.5	14	14	18	19	17	21	20	7		9	20	21	180	450	12.44	$ 5,598.00	$ 5,598.00
															0		$ -	
COLBERT																		
Plunkett St. 26 Ave	2.5	14	14	18	19	17	21	20	7		9	20	21	180	450	12.44	$ 5,598.00	
Plunkett St/ 28 Ave	2.5	14	14	18	19	17	21	20	7		9	20	21	180	450	12.44	$ 5,598.00	
2700 Blk/ Plunkett St	2.5	14	14	18	19	17	21	20	7		9	20	21	180	450	12.44	$ 5,598.00	
Pembroke Rd/ 2700 Blk	2.5	14	14	18	19	17	21	20	7		9	20	21	180	450	12.44	$ 5,598.00	$ 22,392.00
															0		$ -	
SHERIDAN HILL																		
2400 Blk/ N 56 Ave.	2.5	14	14	18	19	17	21	20	7		9	20	21	180	450	12.44	$ 5,598.00	
Thomas St/N 51 Ave.	2.5	14	14	18	19	17	21	20	7		9	20	21	180	450	12.44	$ 5,598.00	
5000 Blk/ West Park Rd	2.5	14	14	18	19	17	21	20	7		9	20	21	180	450	12.44	$ 5,598.00	
Taft St/ N 56 Ave.	2.5	14	14	18	19	17	21	20	7		9	20	21	180	450	12.44	$ 5,598.00	$ 22,392.00
															0		$ -	
OLSEN MIDDLE																		
Federal Hwy/ Sheridan St.	2.5	14	14	18	19	17	21	20	7		9	20	21	180	450	12.44	$ 5,598.00	
Federal Hwy/ Sheridan St.	2.5	14	14	18	19	17	21	20	7		9	20	21	180	450	12.44	$ 5,598.00	$ 11,196.00
															0		$ -	
BEACH SIDE MONTESSORI VILLAGE																		
N. 24 Ave Johnson St	2.5	14	14	18	19	17	21	20	7		9	20	21	180	450	12.44	$ 5,598.00	
N 24 Ave Pierce St	2.5	14	14	18	19	17	21	20	7		9	20	21	180	450	12.44	$ 5,598.00	
N. 2100 Block of Lincoln St	2.5	14	14	18	19	17	21	20	7		9	20	21	180	450	12.44	$ 5,598.00	
N. 24 Ave, Lincoln St	2.5	14	14	18	19	17	21	20	7		9	20	21	180	450	12.44	$ 5,598.00	$ 22,392.00
															0		$ -	
																		$ 330,282.00
Supervisor															1807	12.44	$ 22,479.08	
Supervisor															1807	12.44	$ 22,479.08	
Supervisor															1807	12.44	$ 22,479.08	
Supervisor															1807	12.44	$ 22,479.08	
Summer School															320	12.44	$ 3,980.80	$ 93,897.12
															0			
															34098		$ 424,179.12	$ 424,179.12
															TOTAL HOURS		**Total**	

Mailing: PO Box 471614*Miami FL 33247
Office: 2111 SW 60 Way*Miramar FL 33023

KEMP GROUP INTERNATIONAL CORPORATION

June 26, 2020

City of Hollywood
Janice English, Procurement Contracts Officer
Office of Procurement Services
PO Box 229045
Hollywood FL 33022-9045

Re: Contract/RFP-4516-16-JE
School Crossing Guard Services

Dear Ms. English:

In reference to Contract/RFP-4516-16-JE for School Crossing Guard Services we are asking for an increase in our billing rate.

We would like to increase the hourly billing rate for both guards and supervisors to $12.44 per man hour.

The request for an increase is from the minimum wage increasing from $8.05 per hour to $8.56 per hour. This is a 6.2% increase in the Florida minimum wage since the beginning of the contract in 2016.

The State's minimum wage has gone up twice. So we are asking the City to please increase the per hour bill rate we charge on the contract with the same percentage of the increase of Florida's minimum wage.

This will be greatly appreciated. Thank you for your understanding.

Sincerely,

Joseph Faluade

Joe Faluade
Manager

PHONE: (954) 437-7294
FAX: (954) 437-8952
EMAIL: kempgroupintl@aol.com