



## Legislation Details (With Text)

**File #:** R-2023-199    **Version:** 1    **Name:** Alarm Billing and Collection Services FY 2024  
**Type:** Resolution    **Status:** Passed  
**File created:** 6/8/2023    **In control:** Department of Financial Services  
**On agenda:** 7/5/2023    **Final action:** 7/5/2023  
**Title:** A Resolution Of The City Commission Of The City Of Hollywood, Florida, Authorizing The Appropriate City Officials To Execute An Agreement With PM AM Corporation For Alarm Billing And Collection Services, Based Upon The City Of Pembroke Pines, Florida RFP No. PD-21-02 And In Accordance With Section 38.41(C)(5) Of The Procurement Code (Piggyback).

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** 1. 01 Reso Alarm Billing and Collection Svcs, 2. 02 Pembroke Pines RFP PD-21-02, 3. 03 RFP PD-21-02 Ranking, 4. 04 PM AM Corp Proposal, 5. 05 PM AM Corp Agreement Pembroke Pines, FL, 6. 2023 PM AM Alarm Billing and Collection Term Sheet.pdf

| Date     | Ver. | Action By                       | Action | Result |
|----------|------|---------------------------------|--------|--------|
| 7/5/2023 | 1    | Regular City Commission Meeting | adopt  | Pass   |

A Resolution Of The City Commission Of The City Of Hollywood, Florida, Authorizing The Appropriate City Officials To Execute An Agreement With PM AM Corporation For Alarm Billing And Collection Services, Based Upon The City Of Pembroke Pines, Florida RFP No. PD-21-02 And In Accordance With Section 38.41(C)(5) Of The Procurement Code (Piggyback).

*Financial Management & Administration*

Staff Recommends: Approval of the Attached Resolution.

**Explanation:**

Since the inception of the Emergency Alarm Registration Program, the City has utilized an in-house system to register accounts, track decals issued, bill annual renewals and recurring false alarm fees, maintain billing and false alarm records, and record payments. Over the years there have been numerous changes in the systems that feed data into the emergency alarm registration system. In the past, City staff were able to adjust programming and parameters to enable the continued use of the existing system.

With the continued changes in network hardware requirements and mandatory security setups, the in-house software has become extremely limited and is no longer able to provide a practical registration and billing system. Specifically, due to system security concerns the

current system no longer integrates or accepts false alarm incident data or produces reporting that enables staff to identify unregistered emergency alarm users and/or delinquent accounts. To this end, the City's Financial Services Department is in need of an affordable and efficient alarm registration, billing, and collection service.

In reviewing the options available, staff identified services that were competitively bid by the City of Pembroke Pines, Florida, under Request For Proposal ("RFP") PD-21-02 posted on January 19, 2021, which resulted in the award of an agreement to PM AM Corporation, effective June 2, 2021, through June 2, 2024, for an initial three-year period with the option to renew for one additional three-year period.

Section 38.41(C)(5) of the City's Procurement Code allows the Chief Procurement Officer to procure, without formal solicitation procedures, all goods, supplies, materials, equipment, and services that are the 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 ("piggyback"), provided that the goods, supplies, materials, equipment, or services are the subject of a price schedule negotiated by the entities listed above and is based strictly on competitive bids, quotations, or competitive proposals and not on any preference and such utilization of other governmental entities contracts shall be permitted only during the term of the other governmental entity's contract.

PM AM Corporation has agreed to extend to the City the same pricing under the terms and conditions set forth in the agreement awarded under RFP PD-21-02 on June 2, 2021.

**Fiscal Impact:**

Under this agreement, PM AM Corporation will provide alarm billing and collection services for a fee of 20% of billing collections and the costs associated with mailing and payment processing. Costs are incurred only when revenue is collected. First-year collections are estimated at \$270,000 at an estimated cost of \$60,000.

The fees related to this agreement are based on the revenues collected. The revenue collected will be recorded to the alarm revenue accounts, 001.190107.32900.329310.000000.000.000, 001.190107.32900.329315.000000.000.000 or 001.190107.32900.329320.000000.000.000. A portion of the funding for the payment of fees is available in account number 001.120301.51300.531170.000000.000.000 and will be budgeted in subsequent fiscal years' operating budget subject to approval and adoption by the City Commission.

Recommended for inclusion on the agenda by:

Shawn Burgess, Assistant Director, Financial Services/City Treasurer

David E. Keller, Director, Financial Services

Adam Reichbach, Assistant City Manager, Finance and Administration