



## Legislation Details (With Text)

**File #:** R-2020-107    **Version:** 1    **Name:** Craig A Smith Underground Utility Services BPO Renewal  
**Type:** Resolution    **Status:** Passed  
**File created:** 3/4/2020    **In control:** Department of Public Utilities  
**On agenda:** 5/20/2020    **Final action:** 5/20/2020

**Title:** A Resolution Of The City Commission Of The City Of Hollywood, Florida, Approving And Authorizing The Appropriate City Officials To Issue A Blanket Purchase Order With Craig A. Smith & Associates For The Renewal Of The Original Blanket Purchase Order (PA600133) For Underground Utility Location Services In An Estimated Annual Amount Of \$420,000.00, Originally Based Upon The Town Of Pembroke Park's RFP 05-1295 In Accordance With Section 38.40(C) Of The City's Purchasing Ordinance (Piggyback).

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** 1. 01 Resolution - Craig A Smith BPO Renewal for Utility Location Services.pdf, 2. 02 Resolution No. R-2019-209.pdf, 3. 03 Blanket Purchase Order PA600133, 4. 04 Blanket Contract Renewal Memo - Craig A Smith Locator Services, 5. 05 Vendor's Letter of Acceptance of Renewal with the City of Hollywood, 6. 06 Vendor's Contract Renewal Letter from the Town of Pembroke Park, 7. 07 Term Sheet - TMP-2020-188.pdf

| Date      | Ver. | Action By                       | Action | Result |
|-----------|------|---------------------------------|--------|--------|
| 5/20/2020 | 1    | Regular City Commission Meeting | adopt  | Pass   |

A Resolution Of The City Commission Of The City Of Hollywood, Florida, Approving And Authorizing The Appropriate City Officials To Issue A Blanket Purchase Order With Craig A. Smith & Associates For The Renewal Of The Original Blanket Purchase Order (PA600133) For Underground Utility Location Services In An Estimated Annual Amount Of \$420,000.00, Originally Based Upon The Town Of Pembroke Park's RFP 05-1295 In Accordance With Section 38.40(C) Of The City's Purchasing Ordinance (Piggyback).

*Infrastructure & Facilities*

Staff Recommends: Approval of the attached Resolution.

**Explanation:**

City of Hollywood is a "member operator" of the Underground Facility Damage Prevention and Safety Act legislated by the State of Florida under Chapter 556. This Act has created a uniform statewide procedure for determining the existence of underground utilities prior to excavation. This system provides member operators an opportunity to identify and locate underground facilities to avoid potential accidents without having the need for excavators or excavating contractors to contact each and every underground utility provider (known as

member operators under the Act) to determine whether such utilities are present in the area to be excavated..

The current blanket purchase order for underground utility location services with Craig A. Smith was for an initial one (1) year term and it expired on April 11, 2020. The Department of Public Utilities and the Department of Development Services desires to renew the original blanket purchase order for one (1) additional year.

On July 3, 2019, the City Commission passed and adopted Resolution No. R-2019-209 that approved and authorized the issuance of a Blanket Purchase Order to Craig A. Smith & Associates for underground utility location services for an initial one year term with the option to renew for two (2) additional one (1) year terms based on the Town of Pembroke Park's RFP 05-1295 in accordance with Section 38.40(C)(5) of the City's Purchasing Ordinance (Piggyback).

The Director of Public Utilities, the Director of Development Services and the Director of Procurement & Contract Compliance recommend that the City Commission approve and authorize the renewal of the original blanket purchase order and authorize the appropriate City officials to the attached blanket purchase order for Underground Utility Location Services in an estimated annual amount of \$420,000.00.

Section 38.48(C)(1) of the Purchasing Ordinance provides that, when a contract entered into by the City pursuant to City Commission approval provides for one (1) 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.

Department of Public Utilities recommends that the City Commission approve and authorizing the appropriate City officials to issue a blanket purchase order with Craig A. Smith & Associates for the renewal of the blanket PO for underground utility location services in an estimate amount of \$420,000.00. Award is subject to the City's receipt and approval of all insurance certificates and endorsements required by the City's Risk Manager.

**Fiscal Impact:**

Upon renewal approval, funding for this contract is available in the following account numbers:

442.400201.53600.531170.000000.000.000, 442.400202.53600.531170.000000.000.000,  
443.410101.53800.531170.000000.000.000, 001.140301.52400.534980.000000.000.000.

Department of Public Utilities and Development Services staff will manage this project. No additional staff is needed as a result of this project.

Recommended for inclusion on the agenda by:  
Vivek Galav, Director, Department of Public Utilities  
Gus Zambrano, Assistant City Manager/Sustainable Development

Attachments

- 01 Resolution - Craig A Smith BPO Renewal for Utility Location Services
- 02 Resolution No. R-2019-209
- 03 Blanket Purchase Order PA600133
- 04 Blanket Contract Renewal Memo - Craig A Smith Locator Services
- 05 Vendor's Letter of Acceptance of Renewal with the City of Hollywood
- 06 Vendor's Contract Renewal Letter from the Town of Pembroke Park
- 07 Term Sheet - TMP-2020-188