

RESOLUTION NO. \_\_\_\_\_

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF HOLLYWOOD, FLORIDA, AUTHORIZING THE APPROPRIATE CITY OFFICIALS TO ISSUE A PURCHASE ORDER TO EMPIRE OFFICE, INC., FOR OFFICE FURNITURE AND INSTALLATION SERVICES AS PART OF THE CITY HALL RENOVATION PROJECT, IN AN AMOUNT UP TO \$39,973.44, BASED ON THE STATE OF FLORIDA ALTERNATIVE SOURCE CONTRACT 56120000-24-NY-ACS AGREEMENT, IN ACCORDANCE WITH SECTION 38.41(C)(5) OF THE PROCUREMENT CODE. (PIGGYBACK)

WHEREAS, the Department of Design and Construction Management (“DCM”) desires to procure and install office furniture and workstation equipment as part of the City Hall Renovations Project; and

WHEREAS, on June 28, 2023, furniture equipment and installation services were competitively bid by the State of New York Office for General Services Procurement Services under title group 20915 – Furniture, All Types issued on December 5, 2023, per award number 23295 (“NYS Contract”); and

WHEREAS, the State of Florida Department of Management Services (“Department”) has made purchases for furniture, equipment, and installation services under the NYS Contract pursuant to Alternate Contract Source (“ACS”) No. 56120000-24-NY-ACS Furniture, All Types (“Contract”), between the Department and Affordable Interior Systems, Inc., effective December 5, 2023; and

WHEREAS, Empire Office, Inc. (“Empire”), is a corporation and authorized dealer for various furniture contractors/vendors under the Contract; and

WHEREAS, the current term of the Contract is from December 5, 2023, through December 1, 2028, and has up to five years of renewals available; and

WHEREAS, Empire has agreed to extend the same pricing to the City under the terms and conditions set forth in the Contract; and

WHEREAS, the City has utilized Empire for the purchase of other office furniture and installation services, and the amount being paid collectively across all purchases, including this request, is expected to exceed \$100,000.00 for Fiscal Year 2026, and therefore, City Commission approval is required for the payment of fees for these services pursuant to Section 38.38 of the Procurement Code; and

WHEREAS, Section 38.41(C)(5) of the 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; and

WHEREAS, the Director of DCM and the Director of Procurement and Performance Management recommend that the City Commission approve and authorize the issuance of a Purchase Order to Empire for the provision of furniture and installation services for the City Hall Renovation Project, in an amount up to \$39,973.44; and

WHEREAS, funding for this project was included in the amended FY 2026 Capital Improvement Plan, and is available in account number 334.179901.51900.531170.001742.000.000.

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 issuance, by the appropriate City officials, of a Purchase Order to Empire Office, Inc., together with such non-material changes as may be subsequently agreed to by the City Manager and approved as to form and legal sufficiency by the City Attorney.

Section 3: That this Resolution shall be in full force and effect immediately upon its passage and adoption.

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PASSED AND ADOPTED this \_\_\_\_\_ day of \_\_\_\_\_, 2026.

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JOSH LEVY, MAYOR

ATTEST:

\_\_\_\_\_  
PATRICIA A. CERNY, MMC  
CITY CLERK

APPROVED AS TO FORM  
AND LEGAL SUFFICIENCY:

\_\_\_\_\_  
DAMARIS HENLON  
CITY ATTORNEY