



Cover Memorandum/Staff Report

File #: 25-1042

Agenda Date: 9/3/2025

Item #: 6.H.1.

TO: Mayor and Commissioners
FROM: Missie Barletto, Public Works Director
THOROUGH: Terrence R. Moore, ICMA-CM
DATE: September 3, 2025

APPROVAL OF RESOLUTIONS NO. 168-25 AND 169-25 TO AWARD AGREEMENTS WITH ACCESS SPECIALISTS DBA SOUTHERN LOCK AND SUPPLY, AND ACCREDITED LOCK & DOOR HARDWARE CO. FOR DOOR AND LOCK HARDWARE UTILIZING THE SCHOOL BOARD OF BREVARD COUNTY ON ITB. NO. 25-0472-B-LW IN THE AMOUNT OF \$175,000.00

Recommended Action:

Motion to Approve Resolutions No. 168-25 and 169-25 to award Agreements with Southern Lock and Supply, and Accredited Lock & Door Hardware Co. for Door and Lock Hardware utilizing the School Board of Brevard County on ITB No. 25-0472-B-LW in the amount of \$175,000.00.

Background:

On February 11, 2025, the School Board of Brevard County approved the award of agreements for door and lock hardware with Southern Lock and Supply, and Accredited Lock & Door Hardware Co., pursuant to ITB No. 25-0472-B-LW. The contract is valid through February 11, 2028, with the option to renew for one (1) two-year renewal period through February 11, 2030. The Brevard County contract provides for a discount percentage off products, including 58% and 62.5% off Schlage and BEST Locks, respectively. Schlage and BEST Locks are commonly utilized throughout City facilities.

Both Southern Lock and Supply, and Accredited Lock & Door Hardware Co. provide a comprehensive line of door and lock hardware. The Building Maintenance Division of Public Works utilizes door and lock hardware regularly to ensure secure access to facilities, citywide. The procurement of these products is critical to ensuring prompt and efficient maintenance.

Should the City exercise all renewal options provided in the Agreement, the estimated agreement value is as follows:

Agreement Value		
Initial Term	Upon execution - February 10, 2028	\$105,000.00
Renewal Term 1	February 11, 2028 - February 11, 2030	\$70,000.00
TOTAL		\$175,000.00

The City, at its sole discretion, reserves the right to terminate this agreement with or without cause

immediately upon providing written notice to contractor. Upon receipt of such notice, the contractor shall not incur any additional costs under the agreement. The City shall be liable only for reasonable costs incurred by contractor prior to the date of the notice of termination. The City shall be the sole judge of "reasonable costs."

This motion is in accordance with the City of Delray Beach Code of Ordinances Chapter 36.02, Commission Approval Required; and Purchasing Policies and Procedures, Accessing Contracts from other Government Agencies and Not-for-Profit Organizations.

Attachments:

1. Resolutions No. 168-25 and 169-25
2. Agreements P2025-030
3. P2025-030 Exhibit A_Discout Catalog Proposal Summary
4. Legal Review Checklists
5. Agreements ITB No. 25-0472-B-LW_Southern Lock and Supply, and Accredited Lock & Door Hardware
6. Original Solicitation ITB 25-0472-B-LW

City Attorney Review:

Approved as to form and legal sufficiency.

Funding Source/Financial Impact:

Funding is available from 001-41-350-519.52-20 (General Operating Supplies).

Timing of Request:

Timely approval is requested.