

MASTER CONTRACTOR/SERVICES AGREEMENT

THIS AGREEMENT is made by and between the City of Delray Beach, a Florida municipal corporation (hereinafter referred to as "City"), whose address is 100 NW 1st Avenue, Delray Beach, FL 33444 and A-Excellent Service, Inc., a Florida Corporation (hereinafter referred to as "Contractor"), whose address is 9121 N. Military Trail, #103, Palm Beach Gardens, Florida 33410, this _____ of _____, 2017.

WHEREAS, the City desires to purchase products and services required to perform HVAC Maintenance and Repair Services citywide.

WHEREAS, the City desires to procure these products and services from Contractor utilizing existing contract prices provided to the City of Deerfield Beach pursuant to its solicitation number RFP #2013-14/16, "HVAC Maintenance and Repairs Services" conducted on February 21, 2014.

WHEREAS, in accordance with solicitation number RFP #2013-14/16, the City of Deerfield Beach entered into a three-year agreement with Contractor for products and services effective June 1, 2014 through May 31, 2017, which contained an option(s) to renew for two one-year extensions. The agreement was renewed through May 31, 2018.

WHEREAS, the City desires to purchase products and services from Contractor on the same terms, conditions, and pricing provided under solicitation number RFP #2013-14/16, subject to the terms and conditions of this Agreement, the City's Purchasing ordinance, and Florida law.

WHEREAS, the Contractor agrees to extend the terms, conditions, and pricing of solicitation number RFP #2013-14/16 to the City, subject to the terms and conditions of this Agreement.

NOW, THEREFORE, in consideration of the mutual promises contained herein and other good and valuable consideration of which the parties hereto acknowledge, the parties agree as follows:

1 The above recitals are true and correct and are incorporated herein by reference.

2 The Contractor shall provide to the City HVAC Maintenance and Repairs Services in accordance with and pursuant to the same terms, conditions, and pricing of solicitation number RFP #2013-14/16 procured by the City of Deerfield Beach and in accordance with the scope of services and pricing detailed in the attached Appendix A, Scope.

3 This Agreement shall terminate on May 31, 2018.

4 The Contactor certifies that the price and rate represents the lowest price and rate for the products and services of any contract between the Contractor and any other governmental entity within the State of Florida.

5 Contractor shall at all times hereafter indemnify, hold harmless and, at the City Attorney's option, defend or pay for an attorney selected by the City Attorney to defend City, its officers, agents, servants, and employees from and against any and all causes of action, demands, claims, losses, liabilities and expenditures of any kind, including attorney fees, court costs, and expenses, caused or alleged to be caused by any intentional, negligent, or reckless act of, or omission of, Contractor, its employees, agents, servants, or officers, or accruing, resulting from, or related to the subject matter of this Agreement including, without limitation, any and all claims, losses, liabilities, expenditures, demands or causes of action of any nature whatsoever resulting from injuries or damages sustained by any person or property. In the event any lawsuit or other proceeding is brought against City by reason of any such claim, cause of action, or demand, Contractor shall, upon written notice from City, resist and defend such lawsuit or proceeding by counsel satisfactory to City or, at City's option, pay for an attorney selected by City Attorney to defend City. The obligations of this section shall survive the expiration or earlier termination of this Agreement. To the extent considered necessary by the Contract Administrator and the City Attorney, any sums due Contractor under this Agreement may be retained by City until all of City's claims for indemnification pursuant to this Agreement have been settled or otherwise resolved. Any amount withheld shall not be subject to payment of interest by City.

6 Whenever either Party desires to give notice to the other, such notice must be in writing, sent by certified United States Mail, postage prepaid, return receipt requested, or sent by commercial express carrier with acknowledgement of delivery, or by hand delivery with a request for a written receipt of acknowledgment of delivery, addressed to the party for whom it is intended at the place last specified. The place for giving notice shall remain the same as set forth herein until changed in writing in the manner provided in this section. For the present, the Parties designate the following:

For City:

City of Delray Beach
100 N.W. 1st Avenue
Delray Beach, Florida 33444
Attn: City Manager

For Contractor:

A-Excellent Services, Inc.
9121 N. Military Trail, #103

Palm Beach Gardens, FL 334410
ATTN: Mr. Jay Weiss

7 Neither this Agreement nor any right or interest herein shall be assigned, transferred, or encumbered without the written consent of the other Party.

8 This Agreement shall be construed in accordance with the City of Delray Beach's Code of Ordinances and the laws of the State of Florida. Any dispute relating to this Agreement shall only be filed in a court of competent jurisdiction in Palm Beach County, Florida, and each of the parties to this Agreement submits itself to the jurisdiction of such court.

9 IF THE CONTRACTOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE CONTRACTOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS AGREEMENT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT CITY OF DELRAY BEACH, CITY CLERK, 100 N.W. 1ST AVE., DELRAY BEACH FLORIDA. THE CITY CLERK'S OFFICE MAY BE CONTACTED BY PHONE AT 561-243-7050 OR VIA EMAIL AT CITYCLERK@MYDELRAYBEACH.COM.

- a. Contractor shall comply with public records laws, specifically to:
- i. Keep and maintain public records required by the City to perform the service.
 - ii. Upon request from the City's custodian of public records, provide the City with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in Florida Statute or as otherwise provided by law.
 - iii. Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the Agreement term and following completion of the Agreement if the Contractor does not transfer the records to the City.
 - iv. Upon completion of the Agreement, transfer, at no cost, to the City all public records in possession of the Contractor or keep and maintain public records required by the City to perform the service. If the Contractor transfers all public records to the City upon completion of the Agreement, the Contractor shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If the Contractor keeps and maintains public records upon completion of the Agreement, the Contractor shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to the City, upon

request from the City's custodian of public records, in a format that is compatible with the information technology systems of the City.

- v. If the Contractor does not comply with this section, the City shall enforce the contract provisions in accordance with the contract and may unilaterally cancel this contract in accordance with state law.

10 Contractor is aware that the Inspector General of Palm Beach County has the authority to investigate and audit matters relating to the negotiation and performance of this contract, and may demand and obtain records and testimony from Contractor and its subcontractors and lower tier subcontractors. Contractor understands and agrees that in addition to all other remedies and consequences provided by law, the failure of Contractor or its subcontractors and lower tier subcontractors to fully cooperate with the Inspector General when requested may be deemed by the City to be a material breach of this Agreement justifying its termination.

11 The continuation of this Agreement beyond the end of any fiscal year shall be subject to both the appropriation and the availability of funds in accordance with Florida law.

12 The documents listed below are a part of this Agreement and are hereby incorporated by reference. In the event of inconsistency between the documents, unless otherwise provided herein, the terms of the following documents will govern in the following order of precedence:

- a. Terms and conditions as contained in this Agreement.
- b. Terms and Conditions of the City of Deerfield Beach, solicitation number RFP #2013-14/16.
- c. Contractor's response to solicitation number RFP #2013-14/16 and any subsequent information submitted by Contractor during the evaluation and negotiation process

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Appendix A Scope

The following HVAC Preventative Maintenance and Repairs Services will be performed to Package Units and Split Systems every three (3) months starting on the first of the month of the Agreement or as deemed necessary by the City of Delray Beach's Building Maintenance Division.

1. Package Units:

- Replace all air filters with pleated type
- Clean and flush drain lines and pans
- Install new drive belts when applicable
- Clean condenser coil with non-acid cleaning solution and water hose
- Clean evaporator coil with non-acid cleaning solution and with water hose
- Check electrical connections
- Check Freon pressure
- Measure superheat to insure proper cooling
- Check and oil condenser fan motor if applicable
- Lubricate any moving operational parts

2. Split Systems:

- Replace all air filters with pleated type
- Clean and flush drain lines and pans
- Install new drive belts when applicable
- Clean condenser coil with non-acid cleaning solution and water hose
- Check electrical connections
- Check Freon pressure
- Measure superheat to insure proper cooling
- Check and oil condenser fan motor if applicable
- Lubricate any moving operational parts

3. Filter Change:

- Install new filters in each unit with pleated type
- Clean drain lines
- Visual inspect each unit.

Hourly rates and mark-up percentage for materials, according to RFP #2013-14/16 between the City of Deerfield Beach and A-Excellent Services, Inc. that are part of this Agreement are as follows:

LOT I – HOURLY COST ON LABOR		
Item#	Description	Hourly Cost
A	During Normal Business Hours, 8:00 a.m. to 5:00 p.m., Monday through Friday.	
1	Master Air Conditioning Technician	\$50.00
2	Journeyman Air Conditioning Technician	\$35.00
3	Apprentice Air Conditioning Technician	\$20.00
B	After Normal Business Hours, 5:01 p.m. to 7:59 a.m., Monday through Friday.	
4	Master Air Conditioning Technician	\$50.00
5	Journeyman Air Conditioning Technician	\$35.00
6	Apprentice Air Conditioning Technician	\$20.00
C	Weekend, Saturday and Sunday, Regardless of Time,	
7	Master Air Conditioning Technician	\$50.00
8	Journeyman Air Conditioning Technician	\$35.00
9	Apprentice Air Conditioning Technician	\$20.00
LOT II – PERCENTAGE MARK-UP ON PARTS AND/OR MATERIALS		
Item#	Description	Percentage Mark-up
1	Percentage Mark-up above Contractor's Cost for Parts and/or Materials used During the Performance of the Work.	20.00%
LOT III – EQUIPMENT		
Item#	Description	Hourly Cost
1	Required Equipment: Boom Truck, (35-40 Ton).	\$95.00
2	Required Equipment: Boom Truck, (55-60 Ton).	\$110.00

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IN WITNESS WHEREOF, the City and the Contractor executed this Agreement as of the day and year first above written.

ATTEST:

CITY OF DELRAY BEACH

Kimberly Wynn, Acting City Clerk

By: _____
Cary D. Glickstein, Mayor

Approved as to form and legal sufficiency:

R. Max Lohman, City Attorney

CONTRACTOR

By: _____

Print Name: _____

Title: _____

(SEAL)

STATE OF FLORIDA
COUNTY OF PALM BEACH

The foregoing instrument was acknowledged before me this ____ day of _____, 2017, by _____, as _____ (name of officer or agent, title of officer or agent), of _____ (name of corporation acknowledging), a _____ (state or place of incorporation) corporation, on behalf of the corporation. He / She is personally known to me or has produced _____ (type of identification) as identification

Notary Public – State of Florida