



Cover Memorandum/Staff Report

File #: 18-875

Agenda Date: 1/15/2019

Item #: 6.H.

TO: Mayor and Commissioners
FROM: Susan Goebel-Canning, Public Works Director
THROUGH: Mark R. Lauzier, City Manager
DATE: January 15, 2019

APPROVAL OF AMENDMENT NO. 1 WITH CJ CONTRACTING, LLC FOR ROOF MAINTENANCE AND REPAIR SERVICES FOR AN ANNUAL AMOUNT NOT-TO-EXCEED OF \$315,000.

Recommended Action:

Motion to approve Amendment No. 1 with CJ Contracting, LLC to extend the Agreement, under the same terms and conditions, for the period of March 1, 2019 through February 28, 2020 for an annual not to exceed amount of Three Hundred Fifteen Thousand Dollars (\$315,000).

Background:

On December 8, 2016, the City of Delray Beach (City) issued a solicitation for roof maintenance and repair services for various City buildings (ITB No.2017-022). On February 21, 2017, City Commission approved an Agreement for citywide roof maintenance and repair services.

The Agreement included provisions for renewal options, staff recommends exercising the first of the three one year renewal options.

This motion is in accordance with the City Code of Ordinances, Section 36 and City Policies and Procedures, Change Orders and Amendments; Contracts must be amended in the same manner in which they were executed.

City Attorney Review:

Approved as to form and legal sufficiency.

Funding Source/Financial Impact:

Funds were allocated for the renewal of capital facilities such as:

- Preventative maintenance - scheduled, routine, and recurring maintenance to prevent breakdowns and mitigate deterioration.
- Corrective repairs - work required to correct a non-emergency deficiency.
- Emergency corrective repairs - work performed to immediately correct a problem that poses a threat to building security or public safety.

Funding is available from Account No. 334-90-260-519.64-90 - Machinery & Equipment Other Machinery / Equipment.

Timing of Request:

This issue is very time sensitive in order to provide the required services without interruption.