



Cover Memorandum/Staff Report

File #: 19-532

Agenda Date: 6/4/2019

Item #: 6.J.1.

TO: Mayor and Commissioners
FROM: Caryn Gardner-Young, Acting Public Works Director
THROUGH: Neal de Jesus, Interim City Manager
DATE: June 4, 2019

APPROVAL OF RESOLUTION NO. 102-19 FOR STORM SHUTTER PREVENTIVE MAINTENANCE AND REPAIR SERVICES FROM ADFS, LLC UTILIZING THE COLLIER COUNTY CONTRACT NO. 18-7418 - \$250,000

Recommended Action:

Motion to approve Resolution No. 102-19 for Storm Shutter Preventive Maintenance from ADFS, LLC utilizing the Collier County Contract No. 18-7418 - \$250,000 and authorize the City Manager to approve renewal options, in the amounts below, contingent upon appropriation of funds.

Background:

On January 8, 2019 Collier County awarded an agreement to ADFS, LLC for Storm Shutter Preventive Maintenance and Repair Services. The agreement is valid through January 7, 2022 with two, one-year renewal options.

The City of Delray Beach (City) Public Works Department (PW) is responsible for maintaining automatic and manual storm shutters, at various City owned and leased buildings. In order to maintain the integrity and continuous operation of these systems, PW recommends awarding a contract to ADFS, LLC for preventive maintenance, routine and urgent repair services for automatic and manual storm shutters. If approved, PW will immediately obtain a schedule for the City's storm shutters to be evaluated as soon as possible so we are prepared for the coming hurricane season.

Should the City exercise the renewal options provided in the contract, the cumulative contract value is provided below.

Estimated Contract Value		
Initial Term	June 4, 2019 - January 7, 2022	\$150,000
Renewal 1	January 8, 2022 - January 7, 2023	\$ 50,000
Renewal 2	January 8, 2023 - January 7, 2024	\$ 50,000
\$250,000		

This motion is in accordance with Code of Ordinances Section 36.02 Commission Approval Required.

City Attorney Review:

Approved as to form and legal sufficiency.

Funding Source/Financial Impact:

001-41-350-519.46-20 (Public Works Building Maintenance).

Timing of Request:

This matter is not time sensitive.