



Cover Memorandum/Staff Report

File #: 19-1197

Agenda Date: 1/16/2020

Item #: 6.F.

TO: Mayor and Commissioners
FROM: Joseph Frantz, Deputy Director of Public Works
THROUGH: George Gretsas, City Manager
DATE: January 16, 2020

APPROVAL OF AMENDMENT NO. 2 TO RENEW THE AGREEMENT WITH CJ CONTRACTING, LLC FOR ROOF MAINTENANCE AND REPAIR SERVICES - \$315,000

Recommended Action:

Motion to approve Amendment No. 2 with CJ Contracting, LLC to renew the Agreement, under the same terms and conditions, and authorize the City Manager to approve renewal options in amounts below, contingent upon appropriations of funds.

Background:

On March 1, 2017, City entered into a two-year Agreement with CJ Contracting for ITB 2017-022, Roof Maintenance and Repair Services. The Agreement includes provisions for renewal options. On January 15, 2019, the City Commission approved Amendment No.1, which was the first of three one-year renewal options. Staff recommends exercising the second one-year renewal, effective through February 28, 2021, and authorizing the City Manager to approve the final renewal option as indicated below.

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

Estimated Contract Value		
Renewal Term 2	March 1, 2020 - February 28, 2021	\$315,000
Renewal Term 3	March 1, 2021 - February 28, 2022	\$315,000
\$630,000		

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 way they were executed.

City Attorney Review:

Approved as to form and legal sufficiency.

Funding Source/Financial Impact:

001-41-350-519.46-20 Building Maintenance Department

- ✚ 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.

Timing of Request:

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