

**RESOLUTION 82-10-23**

**A RESOLUTION AUTHORIZING AND DIRECTING THE MAYOR TO EXECUTE A CONTRACT WITH 1<sup>ST</sup> FIRE AND SECURITY, INC., TO FURNISH, INSTALL, MAINTAIN AND MONITOR THE TOWN HALL FIRE ALARM SYSTEM; AND PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS**, the Town is a municipality with such powers and authority as is enumerated by Chapter 166 Florida Statutes and the Florida Constitution; and

**WHEREAS**, the Town Manager previously determined that there is a need for a contractor to replace, maintain, and monitor the fire alarm system of the Town Hall (the “Project”); and

**WHEREAS**, Town staff prepared Request for Proposal No. 112-2023 (RFP) to solicit bids from qualified bidders for the Project; and

**WHEREAS**, on August 17, 2023, Town staff received one (1) bid, and following its evaluation, it was determined that the bid provided by 1<sup>st</sup> Fire and Security, Inc., (the “Contractor”), in an amount of \$86,510.00, was a responsive and responsible bid; and

**WHEREAS**, in its response to the RFP, the Contractor represented that it is qualified, able, and willing to satisfactorily provide the labor, materials, equipment and services required to complete the project; and

**WHEREAS**, the Town Manager has recommended to the Town Commission that the Town enter into a contract with 1st Fire and Security, Inc., to replace, maintain, and monitor the Town Hall fire alarm system.

**NOW THEREFORE, BE IT RESOLVED BY THE TOWN COMMISSION OF THE TOWN OF LAKE PARK, FLORIDA, AS FOLLOWS:**

**Section 1.** The whereas clauses are hereby incorporated herein.

**Section 2.** The mayor is hereby authorized and directed to execute a contract with 1st Fire and Security, Inc., for the replacement of the Town Hall fire alarm system. A copy of the contract is attached hereto and incorporated herein as Exhibit A.

**Section 3.** This Resolution shall take effect immediately upon its execution.

The foregoing Resolution was offered by Commissioner Thomas, who moved its adoption. The motion was seconded by Vice-Mayor Glas-Castro and upon being put to a roll call vote, the vote was as follows:

	AYE	NAY
MAYOR ROGER D. MICHAUD	<u>  /  </u>	<u>  —  </u>
VICE-MAYOR KIMBERLY GLAS-CASTRO	<u>  /  </u>	<u>  —  </u>
COMMISSIONER JOHN LINDEN	<u>  /  </u>	<u>  —  </u>
COMMISSIONER MARY BETH TAYLOR	<u>  /  </u>	<u>  —  </u>
COMMISSIONER JUDITH E. THOMAS	<u>  /  </u>	<u>  —  </u>

The Town Commission thereupon declared the foregoing Resolution 82-10-23 duly passed and adopted this 4 day of October, 2023.

TOWN OF LAKE PARK, FLORIDA

BY:   
ROGER D. MICHAUD  
MAYOR

ATTEST:

  
VIVIAN MENDEZ  
TOWN CLERK



Approved as to form and legal sufficiency:

BY:   
THOMAS J. BAIRD  
TOWN ATTORNEY

## CONTRACT FOR THE PURCHASE OF THE TOWN HALL FIRE ALARM SYSTEM

**THIS CONTRACT FOR THE PURCHASE, INSTALLATION, MAINTENANCE AND MONITORING SERVICES FOR THE TOWN HALL FIRE ALARM SYSTEM (Contract)** is made and entered into this 4<sup>th</sup> day of October, 2023, by and between the Town of Lake Park, a municipal corporation of the State of Florida, having an address of 535 Park Avenue, Lake Park, Florida, 33403 ("Town") and 1st Fire and Security, Inc., 610 1st Street, Vero Beach, FL 32962 ("Contractor").

### WITNESSETH THAT:

**WHEREAS**, the Town is a municipality with such powers and authority as is enumerated by Chapter 166 Florida Statutes and the Florida Constitution; and

**WHEREAS**, the Town Manager previously determined that there is a need for a contractor to replace, maintain, and monitor the fire alarm system of the Town Hall (the "Project"); and

**WHEREAS**, Town staff prepared Request for Proposal No. 112-2023 (RFP) to solicit bids from qualified bidders for the Project; and

**WHEREAS**, on August 17, 2023, Town staff received one (1) bid, and following its evaluation, it was determined that the bid provided by 1<sup>st</sup> Fire and Security, Inc., (the "Contractor"), in an amount of \$86,510.00, was a responsive and responsible bid; and

**WHEREAS**, in its response to the RFP, the Contractor represented that it is qualified, able, and willing to satisfactorily provide the labor, materials, equipment and services required to complete the project; and

**WHEREAS**, the Town Manager has recommended to the Town Commission that the Town enter into a contract with 1st Fire and Security, Inc., to replace, maintain, and monitor the Town Hall fire alarm system.

**NOW, THEREFORE**, the Town and the Contractor in consideration of the benefits flowing from each to the other do hereby agree as follows:

1. The above stated recitals are true and correct and are incorporated herein.

### 2. COST OF THE PROJECT

The cost for the Project is \$86,510.00.

### 3. LAWS AND REGULATIONS

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The Contractor shall comply with all laws and regulations applicable to provide the goods or services necessary for the Project. The Contractor shall comply with all federal, state, and local laws in the performance of this Contract.

#### **4. LICENSES, PERMITS AND FEES**

The Contractor shall hold all licenses and/or certifications necessary to perform the construction work and services and shall obtain and pay for all permits and/or inspections, and comply with all laws, ordinances, regulations, and building code requirements applicable to the construction work and services to be provided. Damages, penalties, and/or fines incurred by or imposed on the Town or Contractor for failure to obtain and maintain any required licenses, certifications, permits, and/or inspections shall be the responsibility of the Contractor.

#### **5. SUBCONTRACTING**

The Contractor shall provide to the Town a list of all subcontractors the Contractor is using to complete the Project.

#### **6. ASSIGNMENT**

The Contractor shall not assign or transfer the Contract, including any rights, title, or interest therein, or its power to perform the services and work required for the Project to any person, company, or corporation without the prior written consent of the Town. The purported assignment without the prior consent of the Town may result in termination of the Contract.

#### **7. CONTRACTOR'S EMPLOYEES**

The employees of the Contractor shall be considered to be at all times its employees and shall not be considered to be employees or agents of the Town. The Contractor shall provide physically competent employees capable of performing the services and work for the Project. Employees shall be licensed or certified as may be necessary to perform the work and services for the Project. The Town may require the Contractor to remove any employee the Town deems to be unacceptable. All employees of the Contractor shall wear proper identification at all times while on Town properties.

It is the Contractor's responsibility to ensure that all its employees and any identified subcontractors comply with the employment regulations required by the United States Department of Homeland Security. The Town shall have no responsibility to check or verify the legal immigration status of any employee of the Contractor.

#### **8. INDEMNIFICATION AND INSURANCE**

The Contractor shall indemnify and hold harmless the Town and its elected and appointed officers, employees, and agents from any and all liability, losses, or damages, including attorney's fees and costs of defense, which the Town or its elected or appointed officers,

employees, or agents may incur as a result of any claims, fees, demands suits, causes of actions, or proceedings of any kind or nature arising out of, relating to, or resulting from the performance of the Contract by the Contractor or its employees, agents, servants, partners, principals, or subcontractors. The Contractor shall be responsible for paying all claims and losses, or fees in connection therewith, and shall investigate and defend all claims, suits, or actions of any kind or nature against the Town, for its negligence, acot or omission, including appellate proceedings, and shall pay all costs, judgments, and attorney's fees which may be incurred thereon. The Contractor expressly understands and agrees that any insurance protection required by this Contract or otherwise provided by the Contractor shall in no way limit its responsibility to indemnify, keep and save harmless, and defend the Town or its elected and appointed officers, employees, and agents.

The Contractor shall have and maintain during the term insurance coverage is to be issued by an insurance company authorized, licensed, and registered to do business in the state of Florida, with a minimum rating of B+ or better, in accordance with the latest edition of A.M. Best's Insurance Guide. This insurance shall be documented in certificates of insurance which provides that the Town shall be notified at least 30 days in advance of cancellation, non-renewal, or adverse change. The receipt of certificates of insurance, including if requested by the Town policies or copies of policies by the Town or by any of its representatives, which indicate less coverage than is required, does not constitute a waiver of the selected Contractor's obligation to fulfill the insurance requirements herein. Deductibles must be acceptable to the Town.

The selected Contractor must submit a current Certificate of Insurance, naming the Town as an additional insured and listed as such on the insurance certificate. New certificates of insurance are to be provided to the Town upon expiration.

The selected Contractor shall provide insurance coverage as follows:

- a. **WORKERS' COMPENSATION INSURANCE** in accordance with statutory requirements and Employer's Liability Insurance with limits of not less than (\$100,000 for each accident, not less than \$100,000 for each disease, and not less than \$500,000 aggregate.
- b. **GENERAL LIABILITY INSURANCE** with each occurrence limits of not less than \$1,000,000.
- c. **PROFESSIONAL LIABILITY INSURANCE** with limits of not less than \$1,000,000 annual aggregate.
- d. **HIRED AND NON-HIRED VEHICLES** with limits of not less than \$500,000 per claim.

## **9. TIME FOR PERFORMANCE**

The number of days within which, or the date by which, the work is to be completed shall be 90 calendar days from notice to proceed to substantial completion, plus 55

days from substantial completion to final completion, for a total contract time of 145 days.

#### **10. LIQUIDATED DAMAGES**

The parties agree that the precise damages to the Town for the Contractor's failure to timely complete the work cannot be determined. Accordingly, in the event the Contractor fails to timely complete the work, the Town may assess Liquidated Damages of \$100.00 for each calendar day beyond the completion time of the work.

#### **11. MODIFICATION OF CONTRACT**

The Contract may only be modified by the mutual consent, as evidenced by a written amendment to the Contract.

#### **12. TERMINATION FOR CONVENIENCE**

The Town, at its sole discretion, reserves the right to terminate this Contract for convenience and without cause upon providing 60 days' advance written notice to the Contractor. Upon receipt of such notice, the Contractor shall not continue to provide the work and services for the Project unless the Town shall have provided written authorization.

#### **13. TERMINATION BY CONTRACTOR**

The Contractor may terminate the Contract before the expiration of the Contract Time for completion of the Project provided it gives 90 days written notice of its intention to do so. In the event of termination by Contractor, the Town may procure the required goods and/or services from any source and use any method deemed in its best interest to provide the Services. All of the Town's re-procurement costs shall be borne by the Contractor.

#### **14. ACCESS AND AUDIT OF RECORDS**

The Town reserves the right to require the Contractor to submit to an audit by an auditor of the Town's choosing at the Contractor's expense of its records, which relate directly or indirectly to this Contract, at its place of business during regular business hours, or at such other places as mutually agreed to by the Town and Contractor.

The Contractor shall retain all records pertaining to this Contract, and upon request, make them available to the Town for three (3) years following expiration of the Contract. The Contractor agrees to provide such assistance as may be necessary to facilitate the review or audit by the Town to ensure compliance with applicable accounting and financial standards.

#### **15. OFFICE OF THE INSPECTOR GENERAL**

Palm Beach County has established the Office of the Inspector General (OIG), which is authorized and empowered to review past, present, and proposed Town programs, contracts, transactions, accounts, and records. The OIG has the power to subpoena witnesses, administer oaths, require the production of records, and monitor existing projects and programs. The OIG may, on a random basis, perform audits on all Town contracts.

#### **16. BINDING EFFECT**

All of the terms and provisions of this Contract, whether so expressed or not, shall be binding upon, inure to the benefit of, and be enforceable by the parties and their respective legal representatives, successors, and authorized assigns.

#### **17. SEVERABILITY**

If any part of this Contract is contrary to, prohibited by, or deemed invalid under applicable law or regulation, such provision shall be inapplicable and deemed omitted to the extent so contrary, prohibited, or invalid, but the remainder hereof shall not be invalidated thereby and shall be given full force and effect so far as possible.

#### **18. GOVERNING LAW AND VENUE**

The enforcement of this Contract shall be governed by and enforced in accordance with the laws of the state of Florida without regard to any contrary conflicts of law principle. Venue of all proceedings in connection herewith shall lie exclusively in Palm Beach County, Florida.

#### **19. ATTORNEY'S FEES**

If either party is required to initiate a legal action, including appeals, to enforce this Contract, the prevailing party shall be entitled to recover its reasonable attorney's fees and costs.

#### **20. EQUAL OPPORTUNITY AND ANTI-DISCRIMINATION**

The Town complies with all laws of prohibiting discrimination on the basis of age, race, gender, religion, creed, political affiliation, sexual orientation, physical or mental disability, color or national origin, and therefore is committed to assuring equal opportunity in the award of contracts and encourages small, local, minority and female-owned businesses to participate.

During the performance of this Contract, Contractor shall not discriminate or permit discrimination in its hiring practices or in its performance of the Contract. The Contractor shall strictly adhere to the equal employment opportunity requirements and any applicable

requirements established by the state of Florida, Palm Beach County and the federal government.

The Contractor further acknowledges and agrees to provide the Town with all information and documentation that may be requested by the Town from time to time regarding the solicitation, selection, treatment, and payment of approved subcontractors, suppliers, and vendors in connection with this Contract.

## **21. NO DISCRIMINATION CLAUSE**

The Contractor will not discriminate against any employee or applicant for employment because of race, color, religion, sex or national origin age pregnancy, handicap or marital status. The Contractor will take affirmative action to ensure that applicants are employed, and that employees are treated during employment, without regard to their race, color, religion, sex or national origin. Such action shall include, but not be limited to the following: employment, up-grading, demotion, or transfer, recruitment or recruitment advertising; layout or termination; rates of pay or other forms of compensation, and selection of training, including apprenticeship. The Contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the contracting officer setting forth the provisions of this nondiscrimination clause."

## **22. MINIMUM WAGE REQUIREMENTS**

The Contractor shall comply with all minimum wage requirements, such as Living Wage requirements, minimum wages based on Federal Law, minimum wages based on the Davis-Bacon Act, and the provisions of any other employment laws, as may be applicable to this Contract.

## **23. PUBLIC RECORDS**

The Contractor shall comply with Florida's Public Records Law. Specifically, the Contractor shall:

- a. Keep and maintain public records required by the Town to perform the service.
- b. Upon the request of the Town's custodian of public records, provided the Town with such public records within a reasonable time at a cost that does not exceed the costs provided for in Chapter 119, Florida Statutes.
- c. Ensure that any public records that are exempt or confidential from public records disclosure are not disclosed except as authorized by law for the duration of the term of this Contract, and following completion of



this Contract if the Contactor does not transfer the records which are part of this Contract to the Town.

- d. Upon the completion of the term of the Contract, transfer, at no cost, to the Town all public records in possession of the Contactor; or keep and maintain the public records associated with the services provided for in the Contract. If the Contactor transfers all public records to the Town upon completion of the term of the Contract, the Consultant shall destroy any duplicate public records that are exempt of confidential from public records disclosure. If the Contractor keeps and maintains public records upon completion of the term of the Contract, the Contractor shall meet all applicable requirements pertaining to the retention of public records. All records stored electronically shall be provided to the Town, upon request from the Towns custodian of public records, in a format that is compatible with the information technology systems of the Town.
- e. **IF THE CONTRACTOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, ITS DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT, THE CONTACTOR SHOULD CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT: TOWN CLERK, 535 Park Avenue, Lake Park, Florida 33403, 561-881-3311, [Townclerk@lakeparkflorida.gov](mailto:Townclerk@lakeparkflorida.gov).**

### **23. ATTACHMENTS TO CONTRACT**

The below listed attachments are considered to be documents included as part of this Contact:

- Attachment 1: Request for Proposal (RFP) No. 112-2023  
Fire Alarm System Purchase and Installation for Town Hall  
Including all related bid documents, addenda, plans, written scope of work, and submitted bid form documents.
- Attachment 2: Bid Response Proposal to RFP No. 112-2023  
as submitted by 1<sup>st</sup> Fire and Security, Inc., on Thursday, August 17, 2023, at 2:00 p.m. Including Bid Documents / Certificate of Insurance / Permits & Licenses / and related bid form documents

**IN WITNESS WHEREOF**, the parties hereto have made and executed this Contract as of the day and year last executed below.

ATTEST:

By:   
Vivian Mendez, TOWN Clerk


TOWN OF LAKE PARK

By:   
Roger D. Michaud, Mayor

APPROVED AS TO FORM  
AND LEGAL SUFFICIENCY

By:   
Thomas J. Baird, Town Attorney

1<sup>st</sup> Fire and Security, Inc.  
610 1<sup>st</sup> Street  
Vero Beach, FL 32962

By:   
Printed Name: Elena Andrews  
Its: Vice President  
Title