

RESOLUTION NO. 82-11-18

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF LAKE PARK, FLORIDA, AUTHORIZING THE PURCHASE OF PROFESSIONAL DEEP CLEANING SERVICES FROM SERV-PRO FOR THE LIBRARY; AND AUTHORIZING THE TOWN MANAGER TO EXECUTE ALL DOCUMENTS NEEDED TO EFFECTUATE SUCH PURCHASE; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Town of Lake Park, Florida (“Town”) is a municipal corporation of the State of Florida with such power and authority as has been conferred upon it by the Florida Constitution and Chapter 166, Florida Statutes; and

WHEREAS, the Town is empowered to enter into contractual arrangements with public agencies, private corporations or other persons and

WHEREAS, the Town has determined a need for a Florida licensed facility remediator to professionally deep clean the library to improve the facility for occupants; and

WHEREAS, the Town solicited quotes from four Florida licensed facility remediators for the procurement of all necessary cleaning services; and

WHEREAS, the Town received one quote from the firm of Serv-Pro, a Lake Park business, in an amount of \$18,419.66; and

WHEREAS, in its quote proposal, the Vendor represented that it is qualified, able and willing to satisfactorily provide the services solicited; and

WHEREAS, the Town has budgeted funds in its current fiscal year budget which are available to fund this service; and

WHEREAS, Town Manager has recommended to the Town Commission of Lake Park that it is in the best interest of the Town to procure all necessary professional deep cleaning services needed for the library.

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

Section 1. The foregoing recitals are incorporated herein by reference.

Section 2. The Mayor hereby authorizes and directs the Town Manager to execute all documents necessary to effectuate the purchase of the professional deep cleaning services for the library. A copy of the vendor's quote is attached hereto and incorporated herein as Exhibit A.

Section 4. This Resolution shall take effect upon execution.

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

	AYE	NAY
MAYOR MICHAEL O'ROURKE	<u>/</u>	<u> </u>
VICE-MAYOR KIMBERLY GLAS-CASTRO	<u>/</u>	<u> </u>
COMMISSIONER ERIN FLAHERTY	<u>Absent</u>	<u> </u>
COMMISSIONER ANNE LYNCH	<u>/</u>	<u> </u>
COMMISSIONER ROGER MICHAUD	<u>/</u>	<u> </u>

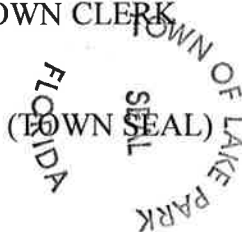
The Town Commission thereupon declared the foregoing Resolution NO. 82-11-18 duly passed and adopted this 7 day of November, 2018.

TOWN OF LAKE PARK, FLORIDA

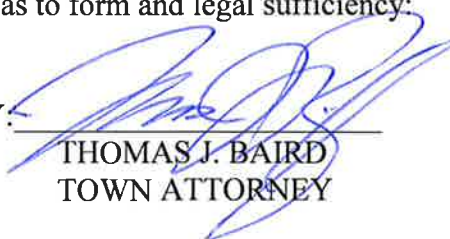
BY: 
MICHAEL O'ROURKE
MAYOR

ATTEST:


VIVIAN MENDEZ
TOWN CLERK



Approved as to form and legal sufficiency:

BY: 
THOMAS J. BAIRD
TOWN ATTORNEY

**TOWN OF LAKE PARK
TELEPHONE QUOTE FORM**

For Purchases \$500.00 through \$9,999.99

Dept: Facilities Maintenance

Date: 10-4-18

Awarded To: Serv Pro Lake Park

Complete detailed description of purchase needed:

Town of Lake Park Library: Based on the Eco Advisors report we established four areas of remediation needed to be performed by certified restoration professionals: 1. Deep clean carpet 2. Deep clean surfaces 3. Deep clean air vents, intake and output 4. Make exploratory drywall cuts by windows, test for mold and remediate mold if discovered.

Vendor Quote #1 see notes attached

Company: Serv Pro Lake Park	Quoted Price: \$14,954.08 & \$3,465.58
Telephone #: 561-881-8784	Contact Person: Mitchell Rubin & Steve Goldsmith

Vendor Quote #2

Company: Certified Priority Restoration	Quoted Price: None see notes attached
Telephone #: 561-287-6194	Contact Person: Ryan

Vendor Quote #3

Company: Enviro Tech Air Quality	Quoted Price: None see notes attached
Telephone #: 561-327-4486	Contact Person: Rich

Vendor Quote #4

Company: Restoration 1	Quoted Price: None see notes attached
Telephone #: 561-270-0892	Contact Person: Ashely

Signature of Caller: 

Date: 10-18-18

Department Approval: 

Date: 10/31/18

James DuBois

Full Name: Mitchell Rubin
Last Name: Rubin
First Name: Mitchell
Job Title: Owner
Company: Servpro

Business: (561) 881-8784

E-mail: mrubin14@msn.com
E-mail Display As: Servpro (mrubin14@msn.com)

Call to set up quote re library Eco Adv report
Deep Clean surfaces
Carpet Clean
AC Vents clean
Explore for Mold

9-14-18 I called spoke to Sherry – send pdf of Eco Adv report

9/17/18 I emailed report

9-24-18 Steve Goldsmith visited the library to see the scope of work and take measurements. He will try to get a quote to us next week.

9-28-18 Mitchell Rubin called for clarification on deep cleaning surfaces, I told him cleaning should include outsides of bookshelves and book spines not each individual book.

10-3-18 I received an email with two attachments 1 quote for carpet cleaning and 1 quote for surface deep cleaning, vents, and mold treatment at windows.

James DuBois

Full Name: Ryan
First Name: Ryan
Company: Certified Priority Restoration

Business: (561) 287-6194

I called on 9-14-18: My notes were; “ ‘ can’t respond in timely manor”.

I called back on 10-4-18 to recheck the vendor. I spoke to Ryan: He only does emergency type remediation in response to water damage or other. He does not do carpet cleaning. He did not ask for a copy of the Eco Adv. report and he did not want to quote.

James DuBois

Company: Envirotech Air Quality
Business: (561) 327-4486
E-mail: redmiston@envirotechair.com
E-mail Display As: (redmiston@envirotechair.com)

Call to set up quote re library Eco Adv report
Deep Clean surfaces
Carpet Clean
AC Vents clean
Explore for Mold

9-14-18 I called spoke to Rich
9-17-18 I emailed Eco Adv. Report to redmiston@envirotechair.com
9-26-18 I called and spoke to Monica. They will not provide a quote.

James DuBois

Full Name: Ashely
First Name: Ashely
Company: Restoration 1

Business: (561) 270-0892

E-mail: jeremy.restoration1wpb@gmail.com
E-mail Display As: Ashely (jeremy.restoration1wpb@gmail.com)

Call to set up quote re library Eco Adv report
Deep Clean surfaces
Carpet Clean
AC Vents clean
Explore for Mold

I LM on VM Fri 9-14-18

I LM on VM Mon 9-17-18

I spoke to Ashely 9-17-18

9-18-18 I emailed Eco Adv. Report to jeremy.restoration1wpb@gmail.com

9-26-18 I called and spoke to them. They will not provide a quote unless we sign a contract with them first and allow them to bill our insurance company.

6.0 Recommendations

Eco Advisors recommends the following to address occupant concerns or conditions identified during the IEE and improve the indoor environmental quality over the long term:

6.1 HVAC

- Clean coils on AHUs that service the Computer Room and Schuyler Room.
 - Replace coils if they cannot be cleaned without incurring damage.
- Replace filters on the AHU that services the Computer Room.
- Address condensation on supply registers in Computer Room
 - Remove and clean metal supply registers and replace adjacent ceiling panels. Install foam or plastic material between metal edge of supply register and ceiling panel to insulate and minimize ceiling panel damage.
 - Remove and clean metal supply registers and replace adjacent ceiling panels. Utilize a Mechanical Engineer to determine the causation of the condensation and recommend system design / adjustments to prevent future condensation from forming.
- Remove metal supply register located closest to east exterior door. Clean utilizing soapy water. Allow to dry thoroughly before replacing.
- Address outside air intake on AHU servicing Schuyler Room – air must be filtered prior to entering the air stream.
- Remove wet wood AHU mixing box servicing Schuyler Room and address the cause of the moisture.
- Remove temporary seals on outside air intakes. HVAC system design and humidity control should be assessed by a Mechanical Engineer.
- Seal gaps/punctures in ductwork and housing of HVAC units.
- Damp wipe housing of all HVAC units.

6.2 Interior

- Replace carpet throughout building except Schuyler Room.
- Remove stored items from Electrical Room and seal wall cavity and penetrations into room to prevent pest intrusion.
- Address storage in Administrative Area and eliminate items stored on and near desks – when possible place paperwork into enclosed file cabinets.
 - Clear area in front of return grilles.
- Professionally deep clean entire building, including HEPA vacuuming carpet (if not replaced) and damp wiping of horizontal and vertical surfaces. At the completion of the cleaning event, dust should not be visible on any surface.
 - A more extensive-than-normal cleaning should be repeated on an annual basis, or more frequently.
 - Library staff need to remove paperwork and stored items from office surfaces to allow for efficient and effective cleaning.
- Assess functionality of restroom exhaust fans. If restroom exhausts are functioning properly, restrooms should remain negative in relation to their surroundings.
- Remove and replace all water-stained ceiling panels (while removed, assess plenum space for source of water leak and address).



- Discard blow-up chairs and fitted sheet from Teen Room Storage Area.
- Remove and replace exterior door in Administration Area.
- Add weather-stripping to all exterior doors to prevent water/pest intrusion.
- Utilize a Florida-Licensed Mold Remediator for the following work:
 - Perform exploratory drywall cuts around all windows in the building, excluding windows that extend to floor and windows in Main Book Room.
 - Cuts are to start at midpoint of window (height) and extend outwards six inches, continuing around bottom of window until reaching midpoint on opposite side of window.
 - Remove drywall from within one foot of bottom six inches of east exterior door.
 - Assess backside of removed drywall for water staining or suspect visible mold.
 - If mold is present, construct containment for those work areas and continue drywall removal until at least two feet past affected building materials.
 - Clean exposed wall cavity with HEPA vacuuming and damp-wiping. Sand away or remove rusty components.

6.3 Exterior

- Seal cracks in exterior stucco.
- Remove and replace window caulking.
- Assess roof for unsealed penetrations or cracks above location of wet ceiling panels in Main Book Room.