



Southwest Ranches Town Council

REGULAR MEETING

Agenda of February 13, 2019

Southwest Ranches Council Chambers
7:00 PM Wednesday

13400 Griffin Road
Southwest Ranches, FL 33330

<u>Mayor</u>	<u>Town Council</u>	<u>Town Administrator</u>	<u>Town Attorney</u>
Doug McKay	Freddy Fisikelli	Andrew D. Berns	Keith M. Poliakoff, J.D.
<u>Vice Mayor</u>	Bob Hartmann	<u>Town Financial</u>	<u>Assistant Town</u>
Gary Jablonski	Denise Schroeder	<u>Administrator</u>	<u>Administrator/Town Clerk</u>
		Martin Sherwood, CPA CGFO	Russell C. Muniz, MMC

In accordance with the Americans with Disabilities Act of 1990, persons needing special accommodation, a sign language interpreter or hearing impaired to participate in this proceeding should contact the Town Clerk at (954) 434-0008 for assistance no later than four days prior to the meeting.

- 1. Call to Order/Roll Call**
- 2. Pledge of Allegiance**
- 3. Rolling Oaks Park Corral - Eagle Scout Candidate Anthony Beckman**
- 4. Public Comment**
 - All Speakers are limited to 3 minutes.
 - Public Comment will last for 30 minutes.
 - All comments must be on non-agenda items.
 - All Speakers must fill out a request card prior to speaking.
 - All Speakers must state first name, last name, and mailing address.
 - Speakers will be called in the order the request cards were received.
 - Request cards will only be received until the first five minutes of public comment have concluded.
- 5. Board Reports**
- 6. Council Member Comments**
- 7. Legal Comments**
- 8. Administration Comments**

Resolutions

- 9. A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF SOUTHWEST RANCHES, FLORIDA, APPROVING A PURCHASE ORDER PIGGYBACKING ONTO US COMMUNITIES CONTRACT NUMBER 4400008468 WITH SAFEWARE, INC. FOR FIRE STATION SECURITY IMPROVEMENTS IN THE AMOUNT OF ONE HUNDRED FIFTY-FIVE THOUSAND EIGHT HUNDRED THIRTY-EIGHT DOLLARS AND EIGHT CENTS (\$155,838.08); APPROVING A FISCAL YEAR 2018-2019 BUDGET AMENDMENT; AUTHORIZING THE TOWN ADMINISTRATOR TO EXECUTE THE PURCHASE ORDER; AND PROVIDING AN EFFECTIVE DATE.**

10. A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF SOUTHWEST RANCHES, FLORIDA, APPOINTING A SELECTION & NEGOTIATION COMMITTEE ("SC") IN CONJUNCTION WITH THE TOWN'S PROCUREMENT OF EXTERNAL AUDIT SERVICES; ENACTING A CONE OF SILENCE; AND PROVIDING AN EFFECTIVE DATE THEREFOR.

Discussion

11. Affirmation of Advisory Board Policy

12. Adjournment

PURSUANT TO FLORIDA STATUTES 286.0105, THE TOWN HEREBY ADVISES THE PUBLIC THAT IF A PERSON DECIDES TO APPEAL ANY DECISION MADE BY THIS COUNCIL WITH RESPECT TO ANY MATTER CONSIDERED AT ITS MEETING OR HEARING, HE OR SHE WILL NEED A RECORD OF THE PROCEEDINGS, AND THAT FOR SUCH PURPOSE, THE AFFECTED PERSON MAY NEED TO ENSURE THAT A VERBATIM RECORD OF THE PROCEEDING IS MADE, WHICH RECORD INCLUDES THE TESTIMONY AND EVIDENCE UPON WHICH THE APPEAL IS TO BE BASED. THIS NOTICE DOES NOT CONSTITUTE CONSENT BY THE TOWN FOR THE INTRODUCTION OR ADMISSION OF OTHERWISE INADMISSIBLE OR IRRELEVANT EVIDENCE, NOR DOES IT AUTHORIZE CHALLENGES OR APPEALS NOT OTHERWISE ALLOWED BY LAW.



Town of Southwest Ranches
13400 Griffin Road
Southwest Ranches, FL 33330-2628

(954) 434-0008 Town Hall
(954) 434-1490 Fax

Town Council
Doug McKay, Mayor
Gary Jablonski, Vice Mayor
Freddy Fisikelli, Council Member
Bob Hartmann, Council Member
Denise Schroeder, Council Member

Andrew D. Berns, Town Administrator
Keith M. Poliakoff, JD, Town Attorney
Russell Muniz, Assistant Town Administrator/Town Clerk
Martin D. Sherwood, CPA, CGMA, CGFO, Town Financial Administrator

COUNCIL MEMORANDUM

TO: Honorable Mayor McKay and Town Council
VIA: Andrew D. Berns, Town Administrator
FROM: Rod Ley, P.E., Town Engineer
DATE: 2/13/2019
SUBJECT: Approval of Purchase Order to Safeware, Inc. for Fire Station Security

Recommendation

To place this item on the agenda for Council consideration and approval to issue a Purchase Order to Safeware, Inc. for the fire station security that satisfies the minimum requirements stipulated within our Public Safety Agreement with the Town of Davie.

Unanimous Vote of the Town Council Required?

No

Strategic Priorities

- A. Sound Governance
- B. Enhanced Resource Management
- C. Reliable Public Safety
- D. Improved Infrastructure

Background

The fire modular building replacement at 17220 Griffin Road was completed during FY 2018. The building houses the Davie Fire Rescue and Southwest Ranches Volunteer Fire Rescue departments. As per Section 14.4 of the Public Safety Agreement with the Town of Davie, the Town must, at a minimum, install perimeter fencing, security lighting, network video management, and security cameras.

Therefore, the Town received a quote (see attached Exhibit A) from Safeware, Inc. piggybacking on the US Communities Contract number 4400008468 (see attached Exhibit B) that the Town of Davie has used for fire station security at other stations. The quote totals \$155,838.08, which includes discounts per the contract terms.

Additional Costs:

- CAP Permit Fees: Approximately \$4,000
- Information Technology Fees \$2,000
- Signs \$1,000
- Contingency (2%) \$3,256.76

Fiscal Impact/Analysis

Funds were budgeted and available in the Fiscal Year 2019 Capital Projects Fund Expenditures account #301-5300-522-62150 (Buildings – Fire Control Modulares) in the amount of \$160,000. The total project including additional costs listed above will be \$166,094.84. Therefore, a budget adjustment from restricted fire control fund balance within the General Fund to Capital Projects Fund will be necessary as follows:

General Fund:

Revenue: Appropriated Fund balance # 001-0000-399-39900 \$6,094.84

Expenditure: Transfer to Capital Projects Fund #001-3900-581-91301 \$6,094.84

Capital Project Fund:

Revenue: Transfer from General Fund #301-0000-381-38101 \$6,094.84

Expenditure: Buildings – Fire Control Modular #301-5300-522-62150

Staff Contact:

Rod Ley, Town Engineer

Emily Aceti, Community Services Manager

Martin Sherwood, Town Financial Administrator

Mara Semper, Procurement and Budget Officer

ATTACHMENTS:

Description	Upload Date	Type
Security Improvements to Fire Station Reso	2/6/2019	Resolution
Quotation	2/6/2019	Backup Material
Fencing Pricing	2/6/2019	Backup Material
Piggyback Agreement	2/6/2019	Backup Material

RESOLUTION 2019 - XXX

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF SOUTHWEST RANCHES, FLORIDA, APPROVING A PURCHASE ORDER PIGGYBACKING ONTO US COMMUNITIES CONTRACT NUMBER 4400008468 WITH SAFEWARE, INC. FOR FIRE STATION SECURITY IMPROVEMENTS IN THE AMOUNT OF ONE HUNDRED FIFTY-FIVE THOUSAND EIGHT HUNDRED THIRTY-EIGHT DOLLARS AND EIGHT CENTS (\$155,838.08); APPROVING A FISCAL YEAR 2018-2019 BUDGET AMENDMENT; AUTHORIZING THE TOWN ADMINISTRATOR TO EXECUTE THE PURCHASE ORDER; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, on June 8, 2017, pursuant to Resolution 2017-046, the Town approved an agreement with the Town of Davie for public safety services; and

WHEREAS, as per the agreement, the Town completed the replacement of the modular unit in FY 2018; and

WHEREAS, as per Section 14.4 of the Public Safety Agreement with the Town of Davie, the Town must, at a minimum, install perimeter fencing, security lighting, network video management, and security cameras; and

WHEREAS, the Town received a quote (see attached Exhibit A) from Safeware, Inc. piggybacking US Communities Contract number 4400008468 (see attached Exhibit B) that the Town of Davie has previously used and therefore approved for fire station security improvements at its other stations; and

WHEREAS, the quote totals One Hundred Fifty-Five Thousand Eight Hundred Thirty-Eight Thousand Dollars and Eight Cents (\$155,838.08), which includes discounts per the contract terms;

WHEREAS, the Town desires to piggyback onto the US Communities Contract for these services; and

WHEREAS, additional costs for the project include permitting, information technology fees, signage, and a two percent contingency; and

WHEREAS, funds were budgeted and available in the Fiscal Year 2019 Capital Projects Fund Expenditures account #301-5300-522-62150 (Buildings – Fire Control Modulares) in the amount of One Hundred Sixty Thousand Dollars and Zero Cents (\$160,000.00); and

WHEREAS, the total project including additional costs listed above will be One Hundred Sixty-Six Thousand Ninety-Four Dollars and Eighty-Four Cents (\$166,094.84); and

WHEREAS, a Fiscal Year 2019 Budget Amendment will be necessary to additionally appropriate and to transfer available funding from General Fund Restricted Fire Control Fund Balance to the Capital Projects Fund; and

WHEREAS, the Town Council believes that the approval of this purchase order is in the best interest of the health, safety, and welfare of its residents.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF SOUTHWEST RANCHES, FLORIDA:

Section 1: Recitals. The recitals above are true and correct and are incorporated herein by reference.

Section 2: The Town Council hereby approves a purchase order to Safeware, Inc. in the amount of One Hundred Fifty-Five Thousand Eight Hundred Thirty-Eight Thousand Dollars and Eight Cents (\$155,838.08) for fire station security improvements in substantially the same form as that attached hereto as Exhibit "A".

Section 3: In accordance with the Town Charter and the budget adopted in Ordinance 2018-005, a FY 2018-2019 budget amendment totaling Six Thousand Ninety-Four Dollars and Eighty-Four Cents (\$6,094.84 derived via \$166,094.84 grand total project expenses - \$160,000.00 previously budgeted) from restricted fire control fund balance within the General Fund to Capital Projects Fund is approved as follows:

General Fund:

Revenue: Appropriated Fund balance # 001-0000-399-39900 \$6,094.84

Expenditure: Transfer to Capital Projects Fund #001-3900-581-91301 \$6,094.84

Capital Project Fund:

Revenue: Transfer from General Fund #301-0000-381-38101 \$6,094.84

Expenditure: Buildings – Fire Control Modular #301-5300-522-62150

Section 4: Approval. The Town Council hereby authorizes the Town Administrator to execute a purchase order in substantially the same form as that attached hereto as Exhibit "A" and to make such modifications, additions, and/or deletions, which they deem necessary to effectuate the intent of this Resolution.

Section 5: Effective Date. This Resolution shall become effective immediately upon its adoption.

PASSED AND ADOPTED by the Town Council of the Town of Southwest

Ranches, Florida, this ____ day of _____, _____ on a motion

by _____ and seconded by _____.

McKay _____
Fisikelli _____
Breitkreuz _____
Jablonski _____
Schroeder _____

Ayes _____
Nays _____
Absent _____
Abstaining _____

Doug McKay, Mayor

Attest:

Russell Muñiz, Assistant Town Administrator/Town Clerk

Approved as to Form and Correctness:

Keith Poliakoff, Town Attorney



QUOTATION

4403 Forbes Blvd.
Lanham, MD 20706-4328
USA
301-683-1234
www.safewareinc.com

Order Number	
1612385	
Order Date	Page
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Quote Expires On 1/25/2019

Bill To: **Customer ID:** 105226

Town of Southwest Ranches
13400 Griffin Road
Southwest Ranches, FL 33330

Ship To:

Town of Southwest Ranches
13400 Griffin Road
Southwest Ranches, FL 33330

954-343-7444

Requested By: Rod Ley

PO Number	Taker	Email
Fire Station Project	Lori Orantes	lorantes@safewareinc.com
Freight Terms	Phone	Fax
Freight Paid	301-683-1212	301-683-1200

Quantities					Item ID Item Description	Pricing UOM Unit Size	Unit Price	Extended Price
Ordered	Allocated	Remaining	UOM Unit Size	Disp.				

Order Note: Includes creation of Electrical Drawings and Permit Processing
Includes creation of Lighting Drawings and Permit Processing
Includes creation of Fence Drawings and Permit Processing
Does not include Permit Fees

1.00	0.00	1.00	EA		PVANKIRK	EA	0.00	0.00
				1.0	For questions regarding this proposal please contact: Peter Van Kirk Safeware-Mallory Director-Government Security Solutions (M) 561-262-8343 (O) 561-400-1029 (F) 804-236-0429 (E) pvankirk@safewareinc.com	1.0		
1.00	0.00	1.00	EA		APS ENG PROJ MGMT	EA	5,000.00	5,000.00
					List Price: 10,951.76 USC Discount: 41% Your Discount: 54.35%			
				1.0	Engineering and Project Management	1.0		
1.00	0.00	1.00	EA		APS SITE LIGHTING	EA	21,636.36	21,636.36
					List Price: 55,639.98 USC Discount: 41% Your Discount: 61.11%			
				1.0	Furnish and Installation of Light Fixtur	1.0		
					Order Line Notes: Furnish and installation of: (6) 150W LED, and (2) 300W LED wall mounted light fixtures, to replace the existing spot lights. Fixtures shall be installed at same location and existing circuits shall be reused.			



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USA
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Order Number	
1612385	
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Quote Expires On 1/25/2019

Quantities					Item ID	Pricing		
Ordered	Allocated	Remaining	UOM	Disp.	Item Description	UOM	Unit Price	Extended Price
			Unit Size			Unit Size		

(1) concrete pole and (1) 300W pole mounted light fixture at the Griffin Road Fire Station entrance.

Provide signed and sealed plans for permitting. Plans shall include Photometric Study.

Upgrades to existing electrical panels and circuits requested by the Town Electrical Inspectors are not included.

Additional work requested by the Town Electrical Inspectors to remedy existing code violations are not included.

1.00	0.00	1.00	EA		APS FENCING AND GATES	EA	74,625.00	74,625.00
					List Price: 191,905.32	USC Discount: 41%	Your Discount: 61.11%	

1.0 Furnish/Install Fencing, Rolling Gates

1.0

Order Line Notes:

Fencing and Rolling Gates
400' of six foot galvanized chain link fencing surrounding the property, abutting rolling gates and existing fencing owned by others.
(1) set of two Front Entrance Chain Link Rolling Gates (Two Gates required due to length of opening)
(1) Back Entrance Chain Link Rolling Gate
(3) Monitored Photocell Safety Device (Reflective)
(3) Gate Operators - Motors
(3) In-Ground Safety Loops and Loop Detector
(3) In-Ground Free-Exit Loop and Detector
(3) Power A/C, Concrete Foundation for Motors (24x24x18)
(3) Piping for Gate Operator for A/C Power (300 ft)
(3) Piping for 1 Exit and 1 Safety Loop (300 ft)

SUBTOTAL

Line items sub-total: 101,261.36

2.00	0.00	2.00	EA		APS IMND	EA	2,215.91	4,431.82
					List Price: 4,721.55	USC Discount: 41%	Your Discount: 53.07%	

1.0 Intercom Multi Number Dialer, IP Camera

1.0

1.00	0.00	1.00	EA		APS S2NN	EA	2,797.77	2,797.77
					List Price: 5,961.36	USC Discount: 41%	Your Discount: 53.07%	

1.0 S2 Network Node in Wall Mount Enclosure

1.0



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Quote Expires On 1/25/2019

Quantities					Item ID Item Description	Pricing UOM	Unit Price	Extended Price
Ordered	Allocated	Remaining	UOM Unit Size	Disp.		Unit Size		
2.00	0.00	2.00	EA		APS S2ACB	EA	1,162.64	2,325.28
					List Price: 2,312.14	USC Discount: 41%	Your Discount: 49.72%	
					1.0 S2 Access Control Blades for 3 Readers 2 front and 1 back	1.0		
1.00	0.00	1.00	EA		APS APC	EA	437.51	437.51
					List Price: 870.08	USC Discount: 41%	Your Discount: 49.72%	
					1.0 Access Power Controller w/Pwr Supply/Chg 8PTC Class 2 Relay Outputs, 12VDC @ 10A, FAI, 115VAC, BC400 Enclosure (Three Doors)	1.0		
1.00	0.00	1.00	EA		APS MM750	EA	196.88	196.88
					List Price: 391.53	USC Discount: 41%	Your Discount: 49.72%	
					1.0 Minuteman 750 VA Stand-By UPS w/8 outlets	1.0		
2.00	0.00	2.00	EA		APS ERPROX	EA	432.94	865.88
					List Price: 860.99	USC Discount: 41%	Your Discount: 49.72%	
					1.0 Extended Range Proximity Reader	1.0		
1.00	0.00	1.00	EA		APS LRRFID	EA	5,795.45	5,795.45
					List Price: 11,525.42	USC Discount: 41%	Your Discount: 49.72%	
					1.0 AWID Long Range RFID Reader	1.0		
1.00	0.00	1.00	EA		APS MLRPR	EA	818.18	818.18
					List Price: 1,627.12	USC Discount: 41%	Your Discount: 49.72%	
					1.0 Mount for Long Range Proximity/AVI Rdr	1.0		
2.00	0.00	2.00	EA		APS MFI	EA	426.14	852.28
					List Price: 847.46	USC Discount: 41%	Your Discount: 49.72%	
					1.0 Mount for Intercom	1.0		
2.00	0.00	2.00	EA		APS 18X6 DBWSCABLE	EA	511.36	1,022.72
					List Price: 1,016.95	USC Discount: 41%	Your Discount: 49.72%	
					1.0 18x6 Direct Burial Wthprf Shielded Cabl	1.0		
2.00	0.00	2.00	EA		APS 18X4DBWSC	EA	511.36	1,022.72
					List Price: 1,016.95	USC Discount: 41%	Your Discount: 49.72%	
					1.0 18x4 Direct Burial Weathprf Shield Cabl for AVI Readers	1.0		
2.00	0.00	2.00	EA		APS 22X4 DBWSCABLE	EA	511.36	1,022.72
					List Price: 1,016.95	USC Discount: 41%	Your Discount: 49.72%	
					1.0 22x4 Direct Burial Wthprf Shielded Cabl	1.0		
2.00	0.00	2.00	EA		APS CAT5 CABLE	EA	511.36	1,022.72
					List Price: 1,016.95	USC Discount: 41%	Your Discount: 49.72%	



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Order Number	
1612385	
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Quote Expires On 1/25/2019

Quantities					Item ID	Pricing	Unit	Extended
Ordered	Allocated	Remaining	UOM	Disp.	Item Description	UOM	Price	Price
			Unit Size			Unit Size		
			1.0		Category 5 Cabling	1.0		
1.00	0.00	1.00	EA		APS MEDIAN	EA	2,954.55	2,954.55
					List Price: 6,295.40	USC Discount: 41%	Your Discount: 53.07%	
			1.0		Construction of Concrete Median	1.0		
					Including trenching for underground conduit installation.			
SUBTOTAL								
Line items sub-total:								25,566.48
4.00	0.00	4.00	EA		APS Q3708	EA	2,630.49	10,521.96
					List Price: 5,604.92	USC Discount: 41%	Your Discount: 53.07%	
			1.0		Axis Q3708 15MP 180 Deg 3 Lens Camera	1.0		
1.00	0.00	1.00	EA		APS EMT 3/4	EA	2,880.09	2,880.09
					List Price: 5,727.64	USC Discount: 41%	Your Discount: 49.72%	
			1.0		EMT 3/4" Pipes w/Connectors	1.0		
1.00	0.00	1.00	EA		APS NVR	EA	14,784.48	14,784.48
					List Price: 38,019.70	USC Discount: 41%	Your Discount: 61.11%	
			1.0		Network Video Recorder, 15FPS Motion Onl	1.0		
					10 seconds pre-motion			
1.00	0.00	1.00	EA		APS NS18	EA	823.71	823.71
					List Price: 1,638.10	USC Discount: 41%	Your Discount: 49.72%	
			1.0		Network Switch (18Port PoE+, Unmanaged)	1.0		
SUBTOTAL								
Line items sub-total:								29,010.24
1.00	0.00	1.00	EA		USC	EA	0.00	0.00
			1.0		U.S. Communities Contract #4400008468	1.0		
					Public Safety and Emergency Preparedness			
					Standard freight within continental US is paid, all			
					HAZMAT or expedited freight will be billed.			
					*Agency must be registered with U.S.			
					Communities at www.uscommunities.org			

Total Lines: 23

SUB-TOTAL: 155,838.08

TAX: 0.00

AMOUNT DUE: 155,838.08

Actual freight added per freight terms



County of Fairfax, Virginia

NOTICE OF AWARD

Date: **JUN - 7 2018**

CONTRACT TITLE: Public Safety and Emergency Preparedness Equipment and Related Services

RFx NUMBER: RFP2000002547

CONTRACT NUMBERS: 4400008468 – Safeware, Inc.
4400008495 – Mallory Safety and Supply LLC.

NIGP CODES: 34020, 34054, 34072, 34080, 34087, 34540, 34574,
68008, 68068, 68067, 99029

CONTRACT PERIOD: October 1, 2018 through September 30, 2023

RENEWALS: Five (5) One-Year Options
(or a combination of the years)

SUPERSEDES CONTRACTS: 4400001839 (Safeware, Inc.);
4400001840 (Mallory Safety and Supply LLC.)

CONTRACTOR:

Safeware, Inc.
4403 Forbes Blvd
Lanham, MD 20706

Contact: Rick Bond, Vice President of Sales
Phone: 301-542-3258
E-mail: rbond@safewareinc.com

For ordering, go to www.safewareinc.com

SUPPLIER CODE:

1000011775

Mallory Safety and Supply, LLC
1040 Industrial Way
Longview, WA 98632

1000017276

Contact: Allison Windsor, Director of Government Sales
Phone: 818-644-9484
E-mail: allison.windsor@malloryco.com

Department of Procurement & Material Management

12000 Government Center Parkway, Suite 427

Fairfax, VA 22035-0013

Website: www.fairfaxcounty.gov/dpmm

Phone (703) 324-3201, TTY: 1-800- 828-1140, Fax: (703) 324-3228

DELIVERY: N/A

TERMS: Net 30 Days

FOB: Destination

PRICES: See Attached Pricing Schedule

DPSM CONTACT: Jamie Pun, VCO, CPPB, Contract Specialist II
Telephone: 703-324-3653
Fax: 703-324-3228
E-mail: Jamie.Pun@fairfaxcounty.gov

ORDERING INSTRUCTIONS:

Any county department may enter into FOCUS (Fairfax County Unified Systems) a shopping cart indicating the item/service required, the quantity, the payment terms and the delivery date. The shopping cart must be annotated with the contract number. Requests exceeding the small purchase threshold (\$10K) will be routed to DPMM and a purchase order will be executed.



Jamie Pun, VCO, CPPB
Contract Specialist II

DISTRIBUTION:

Finance – Accounts Payable/e

FRD – Jason Stanley/e

FCPD – Mike Estelle/e

FCPD – Kerene Gordon/e

DPSC – Robert Turner/e

DPWES, Noman Control Pollution Plant – Cliff Davis/e

Sheriff's Office – Kevin Burns/e

COG – Rick Konrad (rkonrad@mwkog.org)

U.S. Communities – Alexis Turner (aturner@uscommunities.org)

Contractor - rbond@safewareinc.com

Contract Specialist – J. Pun

ACS, Team 1 – J. Waysome-Tomlin

Description	% Discount from Safeware & Mallory's List Price
Personal Protective Equipment (PPE)	41%
Explosive Device Mitigation and Remediation Equipment	41%
Environmental Monitoring	41%
CBRNE Search & Rescue Equipment	41%
Interoperable Communications Equipment	41%
Detection Equipment	41%
Decontamination Equipment	41%
Hazardous Materials Storage	41%
Spill Control and Containment	41%
Physical Security Enhancement Equipment	41%
Fire and Emergency Response	41%
Traffic Safety	41%
Facility Safety and Maintenance	41%
Fall protection and Confined Space	41%
Medical and First Aid Supplies	41%
CBRNE Reference Materials	41%
Automated External Defibrillators (AEDs)	41%
Ammunition/Less than Lethal Munitions	41%
Civil Disturbance Gear	41%
Dive Gear/Underwater Recovery/Water Safety	41%
Police Fleet Management Products	41%
Law Enforcement Software	41%
Public Safety Aviation – Helicopters	41%

Description	% Discount from Safeware & Mallory's List Price
Public Safety Uniforms	41%
Vehicles	41%
Trainers and Training Equipment	41%
Vending Solutions	41%
Related Services	41%
Other Non-listed Public Safety, Law Enforcement and Fire Equipment	41%

The attached technical service, rental and training price lists are added and Contractor agrees that the pricing is the maximum rate and/or pricing allowed under this contract. In addition, pricing may be negotiated to a lower rate and/or price.

Technical Services Rates

Contract 4400008468
Contract 4400008495

Service Type	Description	Details	Unit Price	Discount	USC Price	Qty
Flow Testing	Posichex Bench Test for the following Manufacturer's; Avon, Draeger, MSA, Scott & Survivair	Repairs & Batteries Not Included, Onsite Service fees may apply	\$ 65.00	10%	\$ 58.50	ea
Flow Testing-Interspiro	Posichex 3 Bench Test for the following Manufacturer's; Interspiro	Repairs & Batteries Not Included, Onsite Service fees may apply	\$ 95.00	10%	\$ 85.50	ea
Hydrostatic Testing	Pressure testing up to 4500 psi, includes devalving & o-ring replacement	Excludes refill; Pick-up and delivery fees may apply	\$ 27.00	10%	\$ 24.30	ea
Cylinder Refill 4500 psi	Breathable air cylinders up to 4500 psi	Hazmat shipping fees apply to refilled cylinders, Pick-up & delivery fees may apply	\$ 8.00	10%	\$ 7.20	ea
DOT Hydrostatic Testing	Hydrostatic testing 6000 lb	Hydro Testing	\$ 75.00	10%	\$ 67.50	ea
Cylinder Refill 6000 psi	Breathable air cylinders up to 6000 psi	Hazmat shipping fees apply to refilled cylinders, Pick-up & delivery fees may apply	\$ 32.00	10%	\$ 28.80	ea
Compressor Service 1 & 50 Maintenance	Comprehensive maintenance service as per manufactures recommendations to include: Bauer, Eagle & Scott models	Operational evaluation, Parts & labor for 50hr preventative maintenance, (1) ea. Air sample, calibration & certification service. Additional repair fees not included.	\$ 2,470.00	10%	\$ 2,223.00	ea
Compressor Service 4 & 50 Maintenance	Comprehensive maintenance service as per manufactures recommendations to include: Bauer, Eagle & Scott models	Operational evaluations performed quarterly, Parts & labor for 50hr preventative maintenance, (4) ea. Air samples, calibration & certifications service. Additional repair fees not included.	\$ 3,895.00	10%	\$ 3,505.50	ea
Compressor Service 12 & 50 Maintenance	Comprehensive maintenance service as per manufactures recommendations to include: Bauer, Eagle & Scott models	Operational evaluations performed monthly, Parts & labor for 50hr preventative maintenance, (4) ea. Air samples, calibration & certifications service. Additional repair fees not included.	\$ 5,415.00	10%	\$ 4,873.50	ea
Air Sample	Breathable Air Testing, Grade D Air Quality	Air Sample Draw	\$ 285.00	10%	\$ 256.50	ea

Technical Services Rates

Contract 4400008468
Contract 4400008495

Service Type	Description	Details	Unit Price	Discount	USC Price	Qty
Fit Testing , Qualitative	Respiratory Manual fit test service; Bitrex	Per Mask	\$ 45.00	10%	\$ 40.50	ea
Fit Testing, Quantitative	Respiratory Computer aided fit test service	Per Mask	\$ 45.00	10%	\$ 40.50	ea
Mask Cleaning	Cleaning & disinfecting of face mask only	Replacement parts not included	\$ 50.00	10%	\$ 45.00	ea
SCBA Cleaning	Clean, disinfect & inspection service includes Case	Replacement parts not included	\$ 95.00	10%	\$ 85.50	ea
Fire Hose Testing	Pressure Testing	Price per linear foot up to 4" hose	\$ 0.95	10%	\$ 0.86	LF
Fire Hose Repair	Nozzle & appliance repair	Call for Quote			\$ -	ea
Fire Hose Coupling Repair	Hose recouping	Call for Quote			\$ -	ea
Breather Box	Air Systems Breather Box service: Function test	(1) each Air sample certification & Calibration service	\$ 350.00	10%	\$ 315.00	ea
Level A Suit Testing	Pressure testing with annual certification	A Letter of decontamination certification must be attached to each suit prior to service	\$ 105.00	10%	\$ 94.50	ea
Evaluation	Evaluation Fee for Gas Detection service only- refused repair	Fee is waived if new instrument is purchased through Safeware	\$ 75.00	10%	\$ 67.50	ea
Calibration Service	Portable Gas Detection service to include preventative maintenance, calibration & software upgrades	Price based on standard 4 gas mix, Repair parts & labor not included	\$ 95.00	10%	\$ 85.50	ea
Fixed System Gas Detection	Preventative Maintenance , calibration & software upgrade	Price per sensor site; Onsite Service Fee will apply to this service, Repair parts & labor not included; Call for Quote			\$ -	ea
Emergency Shelter Cleaning Small	Clean & disinfect; less then 350 sq foot deployment area	Pick up & delivery fees not included	\$ 670.00	10%	\$ 603.00	ea
Emergency Shelter Cleaning Medium	Clean & disinfect; 351 to 499 sq foot deployment area	Pick up & delivery fees not included	\$ 950.00	10%	\$ 855.00	ea
Emergency Shelter Cleaning Large	Clean & disinfect, 500+ sq foot deployment area	Pick up & delivery fees not included	\$ 1,170.00	10%	\$ 1,053.00	ea
Fixed Fall Protection Systems	Design, install & training service for Horizontal Lifeline/fixed system	Call for Quote			\$ -	ea

Technical Services Rates

Contract 4400008468
Contract 4400008495

Service Type	Description	Details	Unit Price	Discount	USC Price	Qty
Labor	Hourly Technician rate	Price per hour; billed in 15 minute increments	\$ 95.00	10%	\$ 85.50	ea
Rush Charge	Expedited repair service; per unit fee	Service is dependent upon part and technician availability. This charge is in addition to other applicable fees	\$ 100.00	10%	\$ 90.00	ea
Pick up/Delivery Fee	Per Occurrence Fee	Call for Availability	\$ 150.00	10%	\$ 135.00	ea
On-Site Service- Daily Rate	Customer site; per occurrence	Travel & accommodation fees not included. Please Call for availability	\$ 650.00	10%	\$ 585.00	ea
After Hour Response	After standard business hours: Emergency Hourly Response Fee	This charge is in addition to other applicable fees	\$ 125.00	10%	\$ 112.50	ea
Travel Rate	Hourly Travel Rate	Price per hour, per technician	\$ 95.00	10%	\$ 85.50	ea
Travel/ Lodging	Lodging Fee	Per night /Per technician	\$ 200.00	10%	\$ 180.00	ea
TRAVEL MILEAGE	Mileage Charge	Per Mile over 60 mile radius from Service Center	\$ 0.62	10%	\$ 0.56	ea
PLEASE NOTE THAT ALL SERVICES MAY NOT BE AVAILABLE IN ALL LOCATIONS. ONSITE SERVICE FEES MAY APPLY TO SERVICES LISTED. CONTACT YOUR LOCAL SERVICE CENTER FOR DETAILS.						
Standard or Expedited Shipping costs are not included. Some material may require hazardous material shipping. Other rental equipment available, call for information						

28. TRAINERS AND TRAINING EQUIPMENT

Training Equipment – 41% off List Price

Training Classes – 10% off List Price – see below

30. RELATED SERVICES

Classroom or Onsite Training	Published Price	Discount	USC Price
Half Day	\$ 975.00	10%	\$ 877.50
Full Day	\$ 1,500.00	10%	\$ 1,350.00
Travel Rate Half Day	\$ 487.50	10%	\$ 438.75
Travel Rate Full Day	\$ 750.00	10%	\$ 675.00
SET Public Order Training*	\$ 788.89	10%	\$ 710.00

*SET Public Order Training - Foundation Course for Public Order & Crowd Management Policing (Basic/Intermediate) 4 day class. Price per student, minimum of 32 students per class.

Training Classes:

- Aerial Work/Lift Platforms
- Back Safety
- Bloodborne Pathogens
- Bucket Truck Safety
- Chainsaw Safety
- Confined Space Entry Awareness
- Confined Space Entry Operations
- Confined Space Rescue
- Cranes, Hoists & Lifts
- Crane Safety Awareness
- Defensive Driver (National Safety Council Certification)
- Developing Effective Safety Action Teams
- Do Your Own OSHA Inspection
- Electrical Safe Work Practices
- Emergency Action Plans
- Evacuation Plans that Work
- Ergonomics Hazard Assessment
- Establishing a Safety & Health Committee
- Fall Protection Awareness
- Fall Protection Competent Person
- Fire Prevention & Fire Extinguishers
- First Aid CPR AED (National Safety Council Certification)
- Flagger Certification (National Safety Council Certification)
- Forklift Operator (industrial/warehouse)
- Forklift Train the Trainer
- Hand & Portable Power Tools
- Hazard Communication/Right to Know
- Hazard Identification
- Hazardous Materials Awareness (initial and refresher)
- Hazardous Materials Operations / Spill Response Team (initial and refresher)
- Hazardous Materials 24 Hour Technician (initial and refresher)
- Hazardous Waste Management (initial and refresher)
- Hearing Conservation
- High Voltage Electrical Safety
- Hoists & Overhead Cranes
- Job Safety Analysis/Job Hazard Analysis
- Ladder Safety
- Lead Safety
- Lockout/Tagout Electrical Safety (authorized, affected and other)
- Law Enforcement Public Order Civil Unrest
- Law Enforcement Public Order Command Foundation Course
- Machine Guarding
- Material Handling
- Mobile Cranes & Rigging
- NFPA70E
- OSHA 10-hour General Industry
- OSHA 10-hour Construction
- OSHA 30-hour General Industry
- OSHA 30-hour Construction
- OSHA Overview for HR Managers
- OSHA Recordkeeping Requirements
- Overhead Crane Operator
- Personal Protective Equipment

- Power Tool Safety
- PPE Hazard Assessments
- Respirator Fit-Tester Course
- Respiratory Protection
- Respiratory Protection Program Administrator
- Safe Lifting
- Safety Orientation Programs
- Scaffold User
- Scaffold Competent Person
- Slings and Rigging
- Spill Response Team Training
- TB & Airborne Pathogens
- Trenching & Excavation Competent Person
- Work Zone Safety Supervisor

Training Classes Terms:

Maximum quantity of student varies with course.

Customized classes available.

Basic Training material included.

Additional equipment may be required and is not included in the rates.

Travel and Accommodations not included.

Half-day minimum.

Training facilities provided by customer.

Some courses may require multiple days.



County of Fairfax, Virginia

To protect and enrich the quality of life for the people, neighborhoods and diverse communities of Fairfax County

Date of Award: **JUN - 7 2018**

Safeware, Inc.
4403 Forbes Blvd
Lanham, MD 20706

Attention: Rick Bond, Vice President of Sales

Reference: RFP2000002547; Public Safety and Emergency Preparedness Equipment and Related Services

Dear Mr. Bond:

Acceptance Agreement

Contract Number: 4400008468

This acceptance agreement signifies a contract award for Public Safety and Emergency Preparedness Equipment and Related Services. The period of the contract shall be from October 1, 2018 through September 30, 2023 with renewals of five (5) additional years, one (1) year at a time or a combination of the years, by mutual agreement of both parties.

The contract award shall be in accordance with:

- 1) This Acceptance Agreement; and
- 2) The Attached Memorandum of Negotiations.

Please note that this is not an order to proceed. A Purchase Order, which constitutes your notice to proceed, will be issued to your firm. Please provide your Insurance Certificate according to Fairfax County Special Provisions, Section 1 (Insurance) within ten (10) days after receipt of this letter.

Sincerely,

Cathy A. Muse, CPPO
Director/County Purchasing Agent

Department of Procurement & Material Management
12000 Government Center Parkway, Suite 427
Fairfax, VA 22035-0013

Website: www.fairfaxcounty.gov/dpmm

Phone 703-324-3201, **TTY:** 1-800-828-1140, **Fax:** 703-324-3228



County of Fairfax, Virginia

To protect and enrich the quality of life for the people, neighborhoods and diverse communities of Fairfax County

MEMORANDUM OF NEGOTIATIONS

RFP 2000002547

Public Safety and Emergency Preparedness Equipment and Related Services

The County of Fairfax (hereinafter called the County) and Safeware, Inc. and Mallory Safety and Supply, LLC. (hereinafter called the Contractor) hereby agree to the following in the execution of Contract 4400008468 with Safeware, Inc. and Contract 4400008495 with Mallory Safety and Supply, LLC. (hereinafter called the Contract) for the provision of public safety and emergency preparedness equipment and related services. The final Contract contains the following documents:

- a. The County's Request for Proposal RFP 2000002547 and all Addenda;
- b. The Contractor's Technical Proposal and Cost Proposal dated March 8, 2018;
- c. The Contractor's response to clarification questions dated March 28, 2018.
- d. The Contractor's response to items for negotiation dated April 12, 2018.
- e. This Memorandum of Negotiations;
- f. County's purchase order;
- g. Any subsequent amendments to the Contract.

In addition, the County and the Contractor agree to the following:

1. The parties to this Contract acknowledge that Safeware, Inc. submitted a proposal, on behalf of Safeware, Inc. and Mallory Safety and Supply, LLC., in response to RFP2000002547. Mallory Safety and Supply, LLC. acknowledges and agrees to provide public safety and emergency preparedness equipment and related services to Participating Public Agencies of the states of Alaska, Hawaii, Washington, Oregon, California, Arizona, Nevada, New Mexico, Wyoming, Idaho, Montana, and Utah and to assume all responsibilities and obligations under this Contract for its designated territory. Safeware, Inc. acknowledges and agrees to provide public safety and emergency preparedness equipment and related services to Participating Public Agencies located in all other states of the United States, not identified above and to assume all responsibilities and obligations under this Contract for its designated territory. Contract number 4400008468 has been assigned to Safeware, Inc. and Contract number 4400008495 has been assigned to Mallory Safety and Supply LLC. to facilitate ordering.
2. The Contractor shall provide eCommerce rebates as outlined below:
 - If 30%-69.99% of total invoiced sales are received by website orders at the conclusion of each contract year, a 0.5% rebate will be provided on purchases made through ecommerce.
 - If 70% or greater of total invoiced sales are received by website orders at the conclusion of each contract year, a 1% rebate will be provided on purchases made through ecommerce.
 - o Conditions: The agency total purchases for the annual contract period must be greater than \$20,000. Ecommerce is defined as any order placed through Safeware or Mallory's website or fully integrated third party marketplace where the Participating Public Agency's orders and Safeware-Mallory's invoices are transacted via EDI, XML or cXML. Ecommerce rebates cannot be combined with other rebates, early payment discounts, or where the buying agency or procurement platform charges an administrative or transaction fee.

Department of Procurement & Material Management

12000 Government Center Parkway, Suite 427

Fairfax, VA 22035-0013

Website: www.fairfaxcounty.gov/dpmm

Phone 703-324-3201, TTY: 1-800-828-1140, Fax: 703-324-3228

3. Large sales greater than \$20,000 may be eligible for additional price discounts from manufacturers and will be automatically flagged in the Contractor's system to seek additional price concessions from manufacturers.
4. For purchase of services under this Contract, the Contractor shall provide a minimum of 10% discount from Safeware and Mallory's list price. The pricing for services may be negotiated to a lower price.
5. The Contractor acknowledges and agrees that the County and the Participating Public Agencies reserve the right to review and negotiate the license and maintenance terms and conditions prior to any purchase of software under this Contract and that the Contractor will provide full support for executing the negotiated license/maintenance agreement(s) by the County/Participating Public Agencies and the software publisher. The Contractor also agrees to obtain agreement from its software publishers that their shrink wrap, browse wrap, click through, or similar processes are for access purposes only, and any terms and conditions offered in or referenced by those procedures will have no force or effect.
6. The Contractor shall hold the discount rate of 41% for equipment and 10% for services firm for the entire contract term including renewal periods.
7. The parties mutually agree that the first sentence of Paragraph 1.3 of Section 1 titled Insurance (Fairfax County Special Provisions) is deleted and is replaced with the following language:

No change, cancellation, or non-renewal shall be made in any insurance coverage without a thirty-day written notice to the County Purchasing Agent and/or Risk Manager.

8. The parties mutually agree that the Paragraph 1.2 b. of Section 1 titled Insurance (Fairfax County Special Provisions) is deleted and is replaced with the following language:

The contractor agrees to maintain Commercial General Liability insurance in the amount of \$1,000,000 per occurrence/aggregate, to protect the contractor, its subcontractors, and the interest of the County, against any and all injuries to third parties, including bodily injury and personal injury, wherever located, resulting from any action or operation under the contract or in connection with contracted work.

ACCEPTED BY:


Safeware, Inc.

6/6/18
Date

Shawn Murray
Mallory Safety and Supply, LLC.

6/6/18
Date


Cathy A. Muse, CPPO
Director/County Purchasing Agent

6/7/18
Date



Town of Southwest Ranches
13400 Griffin Road
Southwest Ranches, FL 33330-2628

(954) 434-0008 Town Hall
(954) 434-1490 Fax

Town Council
Doug McKay, Mayor
Gary Jablonski, Vice Mayor
Freddy Fisikelli, Council Member
Bob Hartmann, Council Member
Denise Schroeder, Council Member

Andrew D. Berns, Town Administrator
Keith M. Poliakoff, JD, Town Attorney
Russell Muniz, Assistant Town Administrator/Town Clerk
Martin D. Sherwood, CPA, CGMA, CGFO, Town Financial Administrator

COUNCIL MEMORANDUM

TO: Honorable Mayor McKay and Town Council
VIA: Andrew D. Berns, Town Administrator
FROM: Martin D. Sherwood, Town Financial Administrator
DATE: 2/13/2019
SUBJECT: External Audit Services Selection Committee

Recommendation

To place this item on the agenda for Council consideration and approval of a Selection Committee for the Town's External Audit Services commencing with the FY 2019 financial records.

Unanimous Vote of the Town Council Required?

No

Strategic Priorities

A. Sound Governance

Background

The Town of Southwest Ranches current External Audit Services contract with MARCUM LLP was originally adopted for 5-years and then was extended an additional 3-years. It is now set to expire after the audit of the FY 2018 financial records.

The Town now desires to solicit qualified firms to provide external auditing services pursuant to its procurement code and regulatory requirements. Additionally, to ensure the integrity of the process, Staff wishes to impose a cone of silence to prevent discussions with interested vendors outside of a noticed meeting.

Accordingly, the Town seeks to appoint the following five (5) primary individuals and one (1) alternate individual should a primary appointment not be able to participate to serve on the SC

which selects such firms:

1. Martin Sherwood, Southwest Ranches Town Financial Administrator and CPA.
2. Bill Ackerman, Town of Davie Budget and Finance Director and CPA.
3. Georgina Rodriquez, City of Hollywood Accounting Division Director and CPA
4. David Huppert, Huppert & Huppert CPA's and Southwest Ranches Parks Foundation Volunteer and CPA
5. Russell Muniz, Southwest Ranches Assistant Town Administrator / Town Clerk

Alternate:

6. Karen Brooks, City of Coconut Creek Deputy City Manager/CFO and CPA

Upon review of submittals and presentations, the SC will provide a shortlist and ranking of the vendors which will be provided to Town Council for subsequent recommendation of contract adoption.

Fiscal Impact/Analysis

There is no fiscal impact associated with the selection and judging of the auditing firms by the SC. Judges volunteer their times and expertise to select the most suitable candidate pursuant to the Request for Proposal (RFP) requirements.

Staff Contact:

Martin Sherwood, Town Financial Administrator
Mara Semper, Procurement and Budget Officer

ATTACHMENTS:

Description	Upload Date	Type
SC for AExternal Audit Services Reso - TA Approved	2/6/2019	Resolution

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF SOUTHWEST RANCHES, FLORIDA, APPOINTING A SELECTION & NEGOTIATION COMMITTEE ("SC") IN CONJUNCTION WITH THE TOWN'S PROCUREMENT OF EXTERNAL AUDIT SERVICES; ENACTING A CONE OF SILENCE; AND PROVIDING AN EFFECTIVE DATE THEREFOR.

WHEREAS, in furtherance of the Town's Procurement Code, the Town will soon be publishing a Request For Proposals (RFP) seeking qualified vendors for external audit services; and

WHEREAS, in furtherance of the requirements established by the Florida Statutes and the Town's Procurement Code, the Town desires to establish a Selection Committee ("SC") to review submittals and presentations, and to shortlist and to rank the vendors, if necessary; and

WHEREAS, to ensure the integrity of the process, the Town Council desires to enact a cone of silence to prevent discussions with interested vendors outside of a noticed meeting; and

WHEREAS, this cone of silence applies to anyone serving on the SC and to all members of the Town Council; and

WHEREAS, any vendor who violates this cone of silence shall be automatically disqualified from the procurement process; and

WHEREAS, the Town Council believes that this cone of silence is in the best interest of the health, safety, and welfare of its residents; and

WHEREAS, the Town desires that the SC rank the vendors and make a formal recommendation to the Town Council.

NOW, THEREFORE, BE IT RESOLVED by the Town Council of the Town of Southwest Ranches, Florida:

Section 1. The above-referenced recitals are true and correct and are incorporated herein by reference.

Section 2. The Town Council hereby appoints the following individual to serve as the SC for External Audit Services:

1. Martin Sherwood, Southwest Ranches Town Financial Administrator and CPA.
2. Bill Ackerman, Town of Davie Budget and Finance Director and CPA.
3. Georgina Rodriquez, City of Hollywood Accounting Division Director and CPA
4. David Huppert, Huppert & Huppert CPA's and Southwest Ranches Parks Foundation Volunteer and CPA
5. Russell Muniz, Southwest Ranches Assistant Town Administrator / Town Clerk

Alternate if any of the above cannot serve:

6. Karen Brooks, City of Coconut Creek Deputy City Manager/CFO and CPA

Section 3. The Town Council hereby enacts a cone of silence as it relates to this procurement. This cone of silence applies to anyone serving on the Selection Committee and to all members of the Town Council. Any vendor who has been found to violate this cone of silence shall be disqualified from the procurement process.

Section 4. That this Resolution shall become effective immediately upon its adoption.

[Signatures on Following Page]

PASSED AND ADOPTED by the Town Council of the Town of Southwest
Ranches, Florida, this ____ day of _____, _____ on a motion
by _____ and seconded by _____.

McKay _____
Jablonski _____
Fisikelli _____
Hartmann _____
Schroeder _____

Ayes _____
Nays _____
Absent _____
Abstaining _____

Doug McKay, Mayor

Attest:

Russell Muñiz, Assistant Town Administrator/Town Clerk

Approved as to Form and Correctness:

Keith Poliakoff, Town Attorney

33741014.1