



## Legislation Text

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**File #:** 18-1425, **Version:** 1

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MOTION TO APPROVE THE DEPARTMENT RECOMMENDATIONS FOR THE FOLLOWING ITEM LISTED ON THE CONTRACT DATABASE REPORT:

(A) KEYLITE POWER & LIGHTING CORP - MAINTENANCE FOR FIRE STATION ALERTING SYSTEMS.

(B) HERFF JONES, LLC. - HIGH SCHOOL YEARBOOK SERVICES.

### **SUMMARY EXPLANATION AND BACKGROUND:**

1. Pursuant to Section 35.29(F) "City Commission notification" of the City's Code of Ordinances, "The City Manager, or his or her designee, shall notify the Commission, in writing, at least three months in advance of the expiration, renewal, automatic renewal or extension date, and shall provide a copy of the contract or agreement and a vendor performance report card for the contract or agreement to the City Commission."

2. On May 17, 2017, Commission approved the motion to place all contracts from the Contract Database Reports on consent agendas as they come up for contractual term renewal so that City Commission affirms directions to administration whether to renew or to go out to bid.

3. The Agreements shown below are listed on the December 2018 Contract Database Report.

#### **(A) Keylite Power & Lighting Corp - Maintenance for Fire Station Alerting Systems.**

1. On December 20, 2017, the City Commission approved the purchase of six (6) Fire Station Alerting Systems utilizing Broward County's System and Services Agreement.

2. The City of Pembroke Pines Fire Department utilizes Keylite Power & Lighting Corp. for the purchase of Fire Station Alerting Systems and the Service and Maintenance for the Alerting Systems.

3. Pursuant to Section 10 of the Service Agreement, Customer ("the CITY") may renew this agreement for four (4) additional one-year terms by giving written notice of the CITY's intent to renew at least 30 days prior to the expiration of the Initial Term or any Additional Term.

4. The Fire Department recommends that the CITY renew this Agreement for an additional one (1) year term commencing May 1, 2019 and expiring April 30, 2020, as allowed by the agreement.

#### **(B) Herff Jones, LLC. - High School Yearbook Services.**

1. On April 5, 2017, the City Commission approved to enter into an Agreement with Herff Jones, LLC. for an initial two (2) year period commencing April 5, 2017 and expiring April 4, 2019.

2. The City of Pembroke Pines Charter High School utilizes Herff Jones, LLC. for an online based yearbook application and to produce and ship 650 copies of the completed yearbooks.
3. Pursuant to Section 3.2 of the Original Agreement, this agreement may be renewed for two (2) additional two (2) year terms upon mutual consent, evidenced by a written amendment.
4. The Charter High School recommends that the City renew this Agreement for an additional two (2) year term commencing April 5, 2019 and expiring April 4, 2021, as allowed by the agreement.

**FINANCIAL IMPACT DETAIL:**

Please see the attached Contract Database Report for the amount of revenues and/or expenditures for each specific agreement.