



Town of Lake Park Town Commission

Agenda Request Form

Meeting Date: October 4, 2023

Originating Department: Public Works

Agenda Title: Resolution Authorizing and Directing the Mayor to Execute a Contract with 1st Fire and Security, Inc., to Furnish, Install, Maintain, and Monitor the Town Hall Fire Alarm System.

Approved by Town Manager: John D'Agostino Digitally signed by John D'Agostino
DN: cn=John D'Agostino, o=Town of Lake Park, ou=Town Manager,
email=jdagostino@lakeparkflorida.gov, c=US
Date: 2023.09.29 12:11:24 -0400 **Date:** _____

Cost of Item: \$86,510.00 **Funding Source:** Fund Balance

Account Number: 301-521-301-63100 **Finance Signature:** Jeffrey P. Duvall Digitally signed by Jeffrey P. Duvall
DN: cn=Jeffrey P. Duvall, o=, ou=,
email=jduvall@lakeparkflorida.gov, c=US
Date: 2023.09.28 17:17:41 -0400

Advertised:

Date: July 16, 2023 **Newspaper:** The Palm Beach Post

Attachments:

1. Agenda Request Form
2. Resolution
3. Contract between the Town of Lake Park and 1st Fire and Security
4. 1st Fire and Security submitted Response to RFP-112-2023

Please initial one:

X Yes, I have notified everyone

____ Not applicable in this case

Summary Explanation/Background:

The Town Hall of Lake Park, which was built in 1927, is a beautiful historic landmark that is registered on the National Register of Historic Places. This facility serves as the headquarters of the municipal government of the Town and is frequently visited by both community residents and local business owners.

Moreover, the Town Manager previously determined that the existing fire safety equipment and devices are outdated, in need of replacement, and that a contractor is required to provide fire safety equipment and device installation, maintenance, repair and monitoring services (the “Services”).

As a result, Town staff, at the direction of the Town Manager, published Request for Proposals (RFP) 112-2023 on July 17, 2023, seeking qualified fire alarm contractor to provide the Services for the historic Town Hall building.

Furthermore, on August 17, 2023, Town staff received one (1) fully responsive submittal from 1st Fire and Security, Inc.

The total cost to replace the fire safety equipment and devices and provide maintenance, repair, and monitoring services for a period of three (3) years (FY 2024-2026) is **\$86,510.00**, with the option of extending the contract for two (2) additional one (1) year terms.

The Following table provides a breakdown of the Services costs, per Fiscal Year:

	FY-2024	FY-2025	FY-2026	Total
Fire Alarm System Purchase and Installation	\$73,250.00	N/A	N/A	\$73,250.00
Annual Testing and Inspection of Life Safety Devices	\$1,600.00	\$1,600.00	\$1,600.00	\$4,800.00
Semi-Annual Testing and Inspection of Life Safety Devices	\$800.00	\$800.00	\$800.00	\$2,400.00
Quarterly Testing and Inspection of Life Safety Devices	\$1,600.00	\$1,600.00	\$1,600.00	\$4,800.00
Twenty-four Hour Central Station Monitoring	\$420.00	\$420.00	\$420.00	\$1,260.00
Total Cost - Four-Years:				\$86,510.00*

*Excludes hourly rates and customary material markup.

Finally, the Town Manager recommends approval.

Recommended Motion:

I move to adopt Resolution No. _____