



Town of Lake Park Town Commission

Agenda Request Form

Meeting Date: November 16, 2022

Agenda Item No. _____

Agenda Title: Resolution Authorizing and Directing the Mayor to Execute an Agreement with United Special Patrol, Inc. for Security Services at Lake Park Harbor Marina

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|---|---|
| <input type="checkbox"/> SPECIAL PRESENTATION/REPORTS
<input type="checkbox"/> BOARD APPOINTMENT
<input type="checkbox"/> PUBLIC HEARING ORDINANCE ON _____
<input type="checkbox"/> NEW BUSINESS
<input type="checkbox"/> OTHER: _____ | <input checked="" type="checkbox"/> CONSENT AGENDA
<input type="checkbox"/> OLD BUSINESS
READING |
|---|---|

Approved by Town Manager _____

TOWN MANAGER

Date: 11/07/22

Name/Title ***Stephen H. Boegner, Marina Director***

Originating Department: <div style="text-align: center; font-weight: bold;">Marina</div>	Costs: \$ 67,672.00/annually Funding Source: Acct. # 401-57-579-800-34000 <input type="checkbox"/> Finance <u>Jeffrey P. Duvall</u> <div style="font-size: small; margin-top: 5px;"> <small>Digitally signed by Jeffrey P. Duvall DN: cn=Jeffrey P. Duvall, o=the townoflakeparkfloridagov, c=US Date: 2022.11.07 16:47:40 -0500</small> </div>	Attachments: 1. Copy of Public Advertisement 2. Copy of United Special Patrol, Inc. response to RFP 107-2022 3. Resolution _____ with Agreement 4. Notice of Intent to Award Contract
Advertised: Date: <u>September 11, 2022</u> Paper: <u>Palm Beach Post</u> <input type="checkbox"/> Not Required	All parties that have an interest in this agenda item must be notified of meeting date and time. The following box must be filled out to be on agenda.	Yes I have notified everyone _____ OR Not applicable in this case <u>X</u> Please initial one.

Summary Explanation/Background: This item is seeking approval to enter into an agreement with United Special Patrol, Inc. for the provision of unarmed, uniformed security services at Lake Park Harbor Marina.

PROJECT SUMMARY: The Lake Park Harbor Marina has need for a qualified, licensed, and experienced contractor to perform security services at the facility. The existing contract, awarded to United Special Patrol, Inc., dba United K9 Special Patrol, expires on November 6, 2022.

PROJECT FUNDING: Funding for this project will come from the marina's annual operating budget's contractual services expense account.

PROCUREMENT: The Marina Department solicited for sealed public proposals to procure the services of a qualified security services contractor through RFP 107-2022. The project was advertised on September 11, 2022, with proposals due on October 13, 2022. Five proposals were received. On November 1, 2022, an Evaluation Committee comprised of Town staff convened to review the proposals, and recommended to move forward with awarding the work to United Special Patrol, Inc. at an annual cost of \$67,672.00.

CONCLUSION: The successful bidder, United Special Patrol, Inc., is a highly qualified licensed and insured security services contractor and has a great deal of expertise and experience in this type of work. Staff recommends approval.

Recommended Motion: I move to adopt Resolution No. _____