



AGENDA ITEM MEMORADUM

Public Works

Don Prince

Department

Public Works Director

| COMMISSION MEETING DATE (*) - 7:00 PM | Deadline to Town Clerk |
|--|------------------------|
| <input checked="" type="checkbox"/> April 24, 2012 | |

**Subject to Change*

- | | | | |
|---------------------------------------|---|--|---------------------------------------|
| <input type="checkbox"/> Presentation | <input type="checkbox"/> Reports | <input checked="" type="checkbox"/> Consent | <input type="checkbox"/> Ordinance |
| <input type="checkbox"/> Resolution | <input type="checkbox"/> Quasi-Judicial | <input type="checkbox"/> Old Business | <input type="checkbox"/> New Business |

SUBJECT TITLE: Universal Electric of Florida Inc. one (1) year contract extension for Electrical Maintenance Services.

EXPLANATION: Universal Electric of Florida, Inc. provides electrical maintenance for the Town. The current contract was effective May 18, 2010 and terminates on May 18, 2012. The agreement provides for one (1) single year extension at the same terms, conditions and prices.

In FY 2011, the Town spent \$12,743.00 on electrical services from this company.

Universal Electric has good pricing and completes their work in a professional and timely manner. I do not believe rebidding the contract will result in a significant benefit to the Town.

RECOMMENDATION: Since in any one year, this agreement could exceed \$15,000.00, we recommend the Commission approve a one year extension of the contract.

Reviewed by Town Attorney
 Yes No

Town Manager Initials CS