

**RESOLUTION 19-31**

**A RESOLUTION OF THE CITY OF PANAMA CITY BEACH, FLORIDA, AUTHORIZING A BUDGET AMENDMENT FOR ADDITIONAL JANITORIAL SERVICES AT THE LIBRARY IN AN AMOUNT NOT TO EXCEED \$9,360; AND PROVIDING AN IMMEDIATELY EFFECTIVE DATE.**

**WHEREAS**, on July 30, 2018, the City entered into an Agreement with TCS for Janitorial Services at 5 City Buildings which did not include services at the Library but contemplated authorization of additional services; and

**WHEREAS**, on November 27, 2018, the City authorized additional Janitorial Services at the Library with TCS in an amount not to exceed \$9,360 which requires the recording of a budget amendment in that amount.

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Panama City Beach that the following budget amendment (#5) is adopted for the City of Panama City Beach, Florida, for the fiscal year beginning October 1, 2018, and ending September 30, 2019, as shown in and in accordance with the attached and incorporated Exhibit A, to reflect the expenditure of funds for the purposes stated herein.


**THIS RESOLUTION** shall be effective immediately upon passage.

**PASSED** in special session this 20<sup>th</sup> day of December, 2018.

**CITY OF PANAMA CITY BEACH**

By   
**MIKE THOMAS, MAYOR**

**ATTEST:**

  
**JO SMITH, CITY CLERK**

**CITY OF PANAMA CITY BEACH  
BUDGET TRANSFER FORM BF-10**

No. BA # 5

FUND GENERAL ACCOUNT NUMBER	ACCOUNT DESCRIPTION	APPROVED BUDGET	BUDGET ADJUSTMENT	NEW BUDGET BALANCE
TO 001-7100-571.34-10	Contractual Services	194,000.00	9,360.00	203,360.00
FROM 001-8100-999.96-00	Reserves Available for Expenditures	5,003,049.00	(9,360.00)	4,993,689.00
		0.00	0.00	0.00
		0.00	0.00	0.00
		0.00	0.00	0.00
	Check Adjustment Totals:	5,197,049.00	0.00	5,197,049.00

**BRIEF JUSTIFICATION FOR BUDGET ADJUSTMENT:**

To record budget amendment to modify contract with TCS to provide janitorial services at the Library 4X per week (recreation staff will continue to clean 2X per week)

ROUTING FOR APPROVAL \_\_\_\_\_ DEPARTMENT HEAD \_\_\_\_\_ DATE \_\_\_\_\_ CITY MANAGER \_\_\_\_\_ DATE \_\_\_\_\_

FINANCE DIRECTOR \_\_\_\_\_ DATE \_\_\_\_\_

*Exhibit A*

## **AUTHORIZATION OF ADDITIONAL JANITORIAL SERVICES**

**THIS AUTHORIZATION** is made and entered into this 27<sup>th</sup> day of November, 2018, by and between the **CITY OF PANAMA CITY BEACH, FLORIDA**, a municipal corporation (City) and TCS (Contractor).

### **1. AUTHORIZATION OF ADDITIONAL SERVICES**

Reference is made to that certain 2018 Janitorial Services Agreement between the City and Contractor dated July 30, 2018, the terms, conditions, and definitions of which are incorporated herein as if set forth in full. Such terms, conditions, and definitions shall apply unless expressly modified or inconsistent with the terms of this Authorization.

Pursuant to the Agreement, the City Manager authorizes and Contractor agrees to perform additional janitorial services for the Panama City Beach Public Library as more fully set forth herein. Such services shall be provided after 6:00 p.m. every Tuesday, Wednesday, Thursday, and Friday. Janitorial services shall include trash removal, cleaning all interior floors, and cleaning the inside of all windows once per week. No services shall commence prior to 6:00 p.m.

### **2. COMPENSATION**

As compensation for the services contemplated herein and performance rendered by Contractor of its duties and obligations hereunder, City shall pay Contractor Forty-Five Dollars (\$45.00) per cleaning session at a total cost not to exceed Nine Thousand, Three Hundred Sixty and 0/100 Dollars (\$9,360.00) during the term of this authorization. The City shall pay to the Contractor as full consideration for the performance of the work required by this Agreement, upon the basis of actual measured quantities as the same may be finally determined by the City Manager or his designee(s).

### **3. TERM**

Unless terminated sooner pursuant to the provision of the Termination clauses of the Janitorial Services Agreement, this Authorization shall take effect on the day and year first above written for an initial term of one years.

Upon execution of this Authorization by both City and Contractor, Contractor is directed to proceed.

**IN WITNESS WHEREOF**, the Contractor has executed this Agreement as of the day and year first above written.

IN WITNESS WHEREOF the parties have caused these presents to be executed in their names on the date shown.

Witness:

L. C. Smith  
Becky Cox

TCS

By: [Signature] Date: 11-20-12  
Its: owner

ATTEST:

[Signature]  
City Clerk

CITY OF PANAMA CITY BEACH, FLA.

By: [Signature] Date: 11-20-12  
City Manager