



COMMISSION MEMORANDUM

TO: Honorable Mayor and Members of the City Commission
FROM: Eric Carpenter, City Manager
DATE: April 23, 2025
TITLE: REQUEST FOR APPROVAL OF ROUTINE RENEWAL OPTIONS, TASK ORDERS, CHANGE ORDERS, OR CONTRACT AMENDMENTS FOR CITY-AWARDED CONTRACTS.

RECOMMENDATION

The Administration recommends that the Mayor and City Commission approve the item detailed in Attachment A.

BACKGROUND/HISTORY

This summary item addresses routine adjustments required to City agreements, which may include term extensions or approval of task orders, change orders, or amendments. Contracts included in this item may require one of the following adjustments, as detailed in Attachment A.

Renewals/Extension - As is customary, many agreements resulting from competitive solicitations include renewal clauses that allow for the extension of an Agreement for a certain number of renewal periods beyond the original term, as may be stipulated in the solicitation or resulting agreement. The renewal periods allow the City to continue acquiring the necessary goods and services from reputable contractors at prices established through competitive solicitations. In some cases, the City may require extending agreements, on a month-to-month basis, beyond the terms stated in the solicitation to ensure continuous operations until such time replacement agreements can be executed.

Task/Service Orders - Certain contracts, especially those awarded to pools of contractors, require service/task orders to be approved prior to the commencement of work. The work included in the service/task orders is consistent with the contracts approved by the City Commission.

Change Orders/Contract Amendments - Occasionally, it is necessary to approve minor change orders or amendments to existing contracts.

ANALYSIS

Details on the items for which approval is sought are included in Attachment A.

FISCAL IMPACT STATEMENT

The fiscal impact is included in each item in Attachment A.

Does this Ordinance require a Business Impact Estimate?
(FOR ORDINANCES ONLY)

If applicable, the Business Impact Estimate (BIE) was published on:

See BIE at: <https://www.miamibeachfl.gov/city-hall/city-clerk/meeting-notices/>

FINANCIAL INFORMATION

Financial information is included in each item in Attachment A.

CONCLUSION

The Administration recommends that the Mayor and City Commission approve the renewals/extensions, task/service orders, or change orders/amendments, as detailed in Attachment A.

Applicable Area

Citywide

Is this a "Residents Right to Know" item, pursuant to City Code Section 2-17?

No

Is this item related to a G.O. Bond Project?

No

Was this Agenda Item initially requested by a lobbyist which, as defined in Code Sec. 2-481, includes a principal engaged in lobbying? No

If so, specify the name of lobbyist(s) and principal(s):

Department

Procurement

Sponsor(s)

Co-sponsor(s)

Condensed Title

Request Approval of Routine Renewal Options/Task Orders/Change Orders/Contract Amendments. PR

Previous Action (For City Clerk Use Only)