

**CITY OF MIRAMAR
PROPOSED CITY COMMISSION AGENDA ITEM**

Meeting Date: September 17, 2025

Presenter's Name and Title: Kirk Hobson-Garcia, Deputy Public Works Director

Prepared By: Tecora Noble, Fiscal Operations Manager

Temp. Reso. Number: 8486

Item Description: Temp. Reso. #R8486 APPROVING RATIFICATION OF THE EMERGENCY PURCHASE OF FIRE ALARM PANEL REPAIRS FOR SIX CITY FACILITIES FROM CENTURY FIRE PROTECTION-ADVANCED INC., IN THE AMOUNT OF \$8,800, AND ADDITIONAL PURCHASES OF \$15,000 FOR A TOTAL EXPENDITURE OF \$98,505 DURING FISCAL YEAR 2025; UTILIZING REQUEST FOR QUOTE ("RFQ") NO. 24-PW009 ENTITLED "FIRE ALARM MONITORING, INSPECTION, MAINTENANCE, TESTING AND REPAIR SERVICES". *(Acting Director, Kirk Hobson-Garcia and Director of Procurement Alicia Ayum)*

Consent ☒ Resolution ☐ Ordinance ☐ Quasi-Judicial ☐ Public Hearing ☐

Instructions for the Office of the City Clerk: N/A

Public Notice – As required by the Sec. ____ of the City Code and/or Sec. ____, Florida Statutes, public notice for this item was provided as follows: on ____ in a ____ ad in the ____; by the posting the property on ____ and/or by sending mailed notice to property owners within ____ feet of the property on ____
(fill in all that apply)

Special Voting Requirement – As required by Sec. ____, of the City Code and/or Sec. ____, Florida Statutes, approval of this item requires a ____ (unanimous, 4/5ths etc.) vote by the City Commission.

Fiscal Impact: Yes ☒ No ☐

REMARKS: Funds totaling \$8,800 will be expended from Account No. 001-50-501-519-000-603400 entitled "Contract Services-Other". Additional expenditures totaling \$15,000 will be expended from Account No. 001-50-501-519-000-603400 entitled "Contractual Services-Other".

Content:

- Agenda Item Memo from the City Manager to City Commission
- Resolution TR8486
 - Exhibit A: RFQ 24-PW009 Contract with Century Fire
 - Exhibit B: Emergency Procurement Determination and Approval for Fire Alarm Panel Repairs at five City facilities



**CITY OF MIRAMAR
INTEROFFICE MEMORANDUM**

TO: Mayor, Vice Mayor, & City Commissioners

FROM: Dr. Roy L. Virgin, City Manager 

BY: Shana Coombs, Director of Public Works

DATE: September 11, 2025

RE: Temp. Reso. No. 8486 approving the ratification of emergency purchase of fire alarm panel repairs

RECOMMENDATION: The City Manager recommends approval of Temp. Reso. No. 8486, approving the ratification of emergency purchase of fire alarm panel repairs for six (6) City facilities from Century Fire Protection-Advanced, Inc., ("Century Fire") in the amount of \$8,800, and additional purchases of \$15,000 for a total expenditure of \$98,505 during Fiscal Year 2025 ("FY2025"); utilizing Request for Quote ("RFQ") No. 24-PW009 entitled "Fire Alarm Monitoring, Inspection, Maintenance, Testing and Repair Services".

ISSUE: City Commission approval is required for all expenditures exceeding the \$75,000 from the same vendor within a single fiscal year. This resolution request ratification of emergency purchase totaling \$8,800 and approval of additional expenditures with Century Fire in the amount of \$15,000 during Fiscal Year 2025 ("FY2025").

BACKGROUND: The Public Works Department Building Maintenance is responsible for the maintenance, repairs, and services of all City facilities fire alarm systems. This service is completed through utilization of a contractual service provider. During FY2025, staff requested quotes from Century Fire to provide fire alarm testing, monitoring, inspection and repair services. Purchase Order Nos. 250566, 250605 and 252242 totaling \$74,705, were encumbered. Expenditures to date with Century Fire total \$72,285.25.

DISCUSSION: The fire alarm panel devices at Fire Stations 84 and 107, Ansin Sports Complex, Wastewater Reclamation Facility Building "L," Multi-Service Center and Regional Park Aquatics facilities are in trouble mode due to faulty devices within the system. Pursuant to Florida Building Code, these devices are required to always be fully functional. A failure to bring the devices into operational mode would have required each

facility to be placed on a 24-hour fire watch until repairs were completed. Furthermore, if the issue was not addressed immediately, all six (6) facilities would have failed inspection and violations issued to bring them into regulatory compliance. After consulting with the Procurement Department, Public Works staff prepared an emergency Procurement Determination and Approval, attached hereto as Exhibit "B" totaling \$8,800.

Additional expenditures totaling \$15,000 are needed through the end of FY2025 for ongoing fire alarm monitoring, inspection, testing, maintenance and repair services. The table below details total expenditures, emergency and pending purchases through the end of FY2025.

FY2025 Expenditures with Century Fire

| Description of Work | Munis Purchase Order (PO) No. | Total Amount | Account No. |
|---|--------------------------------------|---------------------|---------------------------|
| Fire alarm monitoring, inspection, maintenance and testing | 250566 | \$10,856 | 001-50-501-519-000-603400 |
| Fire alarm repairs | 250605 | 18,000 | 001-50-501-519-000-603400 |
| Fire alarm wiring corrections at Multi Service Center | 252242 | 45,849 | 001-50-501-519-000-606405 |
| Services paid to date | | 74,705 | |
| Emergency Purchase | | | |
| Emergency fire alarm panel repairs for six (6) facilities in trouble mode | PO Pending | 8,800 | 001-50-501-519-000-603400 |
| Emergency Purchase to date | | 8,800 | |
| Additional Services Pending | | | |
| Fire alarm repairs, inspection, maintenance and testing | PO Pending | 15,000 | 001-50-501-519-000-603400 |
| Additional services pending | | 15,000 | |
| Total FY2025 Operational Expenditures | | \$98,505.00 | |

Century Fire will provide ongoing fire alarm monitoring, testing, maintenance and repair services to ensure protection of the City's investment and building maintenance reliability.

The City's Procurement Department competitively solicited Request for Quote ("RFQ") No. 24-PW009 entitled "Fire Alarm Monitoring, Inspection, Maintenance, Testing and

through November 20, 2024. The contract was subsequently renewed by the Procurement Department through November 20, 2025.

ANALYSIS: Funds totaling \$8,800 will be expended from Account No. 001-50-501-519-000-603400 entitled "Contract Services-Other". Additional expenditures totaling \$15,000 will be expended from Account No. 001-50-501-519-000-603400 entitled "Contract Services-Other".

Temp. Reso. No. 8486

7/31/25

9/10/25

**CITY OF MIRAMAR
MIRAMAR, FLORIDA**

RESOLUTION NO. _____

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF MIRAMAR, FLORIDA, APPROVING THE RATIFICATION OF THE EMERGENCY PURCHASE OF FIRE ALARM PANEL REPAIRS FOR SIX CITY FACILITIES FROM CENTURY FIRE PROTECTION-ADVANCED INC., IN THE AMOUNT OF \$8,800, AND ADDITIONAL PURCHASES OF \$15,000 FOR A TOTAL EXPENDITURE OF \$98,505 DURING FISCAL YEAR 2025; UTILIZING REQUEST FOR QUOTE NO. 24-PW009 ENTITLED “FIRE ALARM MONITORING, INSPECTION, MAINTENANCE, TESTING AND REPAIR SERVICES;” AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Public Works Department Building Maintenance is responsible for the maintenance, repairs, and services of all City facilities fire alarm systems through utilization of contractual service providers; and

WHEREAS, during FY2025, the Department requested quotes for fire alarm monitoring, inspection, maintenance, testing and repair services from Century Fire Protection-Advanced Inc., and Purchase Order Nos. 250566, 250605 and 252242 for \$74,705 were encumbered; and

WHEREAS, expenditures to date with Century Fire Protection-Advanced Inc., total \$72,285.25; and

WHEREAS, the fire alarm panels at Fire Stations 84 and 107, Ansin Sports Complex, Wastewater Reclamation Facility Building “L,” Multi-Service Center and Regional Park Aquatics facilities are in trouble mode due to faulty devices within the system; and

Reso. No. _____

WHEREAS, failure to immediately bring the facilities devices into operational mode and regulatory compliance would require each facility to be placed on a 24-hour fire watch until repairs were completed; and

WHEREAS, to immediately address the safety issues and bring all fire alarm panel devices into compliance, Public Works staff utilized the Emergency Procurement Determination and Approval, attached hereto as Exhibit “B,” to repair the faulty devices from Century Fire in the amount of \$8,800; and

WHEREAS, Section 2-412(a)(1) of the City Code provides that all commodities or services purchased by a single department from the same vendor in excess of \$75,000 in fiscal year must be formally approved by the City Commission; and

WHEREAS, Section 2-413 of the City Code provides for purchases made utilizing already competitive agreements such as Request for Quote (“RFQ”) No. 24-PW009 entitled “Fire Alarm Monitoring, Inspection, Maintenance, Testing and Repair Services” to be exempt from further competitive bidding requirements; and

WHEREAS, ongoing maintenance and repair services to the City’s fire alarm systems are needed for the remainder of FY2025, totaling \$15,000; and

WHEREAS, the City Manager recommends that the City Commission approve the ratification of the emergency purchase of Fire Alarm Panel Repairs for six (6) facilities from Century Fire Protection-Advanced Inc., in the amount of \$8,800; attached hereto as Exhibit “B,” and approval of additional expenditures in the amount of \$15,000, for total expenditures during FY25 in the amount of \$98,505, utilizing Request for Quote (“RFQ”) No. 24-PW009, attached hereto as Exhibit “A;” and

WHEREAS, the City Commission deems it to be in the best interest of the citizens and residents of the City of Miramar to approve the ratification of the emergency purchase of Fire Alarm Panel Repairs for six (6) facilities from Century Fire Protection-Advanced Inc., in the amount of \$8,800; attached hereto as Exhibit “B,” and approval of additional expenditures in the amount of \$15,000, for total expenditures during FY25 in the amount of \$98,505, utilizing Request for Quote (“RFQ”) No. 24-PW009.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF MIRAMAR, FLORIDA AS FOLLOWS:

Section 1: That the foregoing “**WHEREAS**” clauses are ratified and confirmed as being true and correct and are made a specific part of this Resolution.

Section 2: That the City Commission approves ratification of the emergency purchase of Fire Alarm Panel Repairs for six (6) facilities from Century Fire Protection-Advanced Inc., in the amount of \$8,800; and approval of additional expenditures in the amount of \$15,000, for total expenditures during FY25 in the amount of \$98,505, utilizing Request for Quote (“RFQ”) No. 24-PW009.

Section 3: That the appropriate City officials are authorized to do all things necessary and expedient to carry out the aims of this Resolution.

Section 4: That this Resolution shall take effect immediately upon adoption.

Temp. Reso. No. 8486

7/31/25

9/10/25

PASSED AND ADOPTED this _____ day of _____, _____.

Mayor, Wayne M. Messam

Vice Mayor, Yvette Colbourne

ATTEST:

City Clerk, Denise A. Gibbs

I HEREBY CERTIFY that I have approved
this RESOLUTION as to form:

City Attorney,
Austin Pamies Norris Weeks Powell, PLLC

Requested by Administration

Commissioner Maxwell B. Chambers

Commissioner Avril Cherasard

Vice Mayor Yvette Colbourne

Commissioner Carson Edwards

Mayor Wayne M. Messam

Voted



CITY OF MIRAMAR

An Equal Opportunity Employer

Mayor

Wayne M. Messam

City Commission

Winston F. Barnes

Maxwell B. Chambers

Yvette Colburne

City Manager

Dr. Roy L. Virgin

"We're at the
Center of Everything"

Procurement Dept
2200 Civic Center Place
Miramar, Florida 33025

Phone: (954) 602-3121

SENT VIA EMAIL

scott.ousley@centuryfp.com

November 12, 2024

Scott Ousley
Century Fire Protection-Advanced, Inc.
Advanced Fire & Security, Inc. & Advanced Fire Sprinklers, LLC
2701 Gateway Drive
Pompano Beach, Florida 33069

Re: Renewal of City of Miramar Agreement (RFQu 24-PW009 - Fire Alarm Monitoring, Inspection, Testing and Maintenance Services)

Dear Mr. Ousley,

The Agreement between Century Fire Protection-Advanced, Inc. will expire on November 29th, 2024.

This Agreement was originally awarded on November 30th, 2023, for an initial period of one (1) year, with the option to renew for three (3) additional one-year periods.

The City would like to continue services under this Agreement for the first one-year renewal period.

This will extend the contact from November 30th, 2024, through November 29th, 2025. Please indicate your acceptance of this renewal offer by selecting the appropriate response below and providing the appropriate signature.

Alicia Ayum, CPPB
Procurement Director

☒ Century Fire Protection-Advanced, Inc. agrees to renew the contract under RFQ 24-PW009, and will continue to provide Fire Alarm Monitoring, Inspection, Testing and Maintenance Services for the first one-year renewal period from November 30th, 2024, through November 29th, 2025.

☐ Century Fire Protection-Advanced, Inc. does not agree to renew the contract under RFQ 24-PW009 for the first one-year renewal period from November 30th, 2024, through November 29th, 2025.

PRINT NAME

SIGNATURE

TITLE:

DATE:

cc. Contract File #3409

City of Miramar
"EMERGENCY" PROCUREMENT DETERMINATION AND APPROVAL

Requested Product/Service:
 To repair fire alarm devices at 6 City facilities

Budget Account No.:

Recommended Vendor(s) if any:
Century Fire / Advanced Fire

Department: **Public Works**

Contact Person: **Wahid Ishmael**

Estimated Cost: **\$8,000.00**
 Date: **07/24/2025**

**** Completion of this form is required for every "emergency" purchase (procurement) more than \$1000 when an existing, pre-established Miramar contract was not used. See guidance below. The completed form must be submitted to the Director, Procurement Management Department, within three (3) business days of the "emergency" procurement.***

When there is an unforeseen or unanticipated urgent threat to life, health, safety or welfare of the community or public properties that require the immediate purchase of commodities or Services, the City Manager is empowered to waive competitive bidding or competitive proposals and authorize the Chief Procurement Officer to secure by open market procedure, to the extent possible, any commodities or Services, notwithstanding the estimated cost of the commodities or Services, subject to ratification by the City Commission as appropriate..

1. Describe the factual basis of the "emergency" (describe the event).

The fire panels (FACP) at Station 84, Station 107, Ansin Sports Complex, Wastewater Reclamation Facility Bldg. "L" Multi-service Center and Regional Park Aquatics are currently in "trouble" mode due to faulty devices within the system. These devices are required to be functioning at their optimum, pursuant to the Florida Building Code. This issue needs to be addressed immediately, if not, the FACP device will fail inspection, and violations will be issued to bring them into compliance. Additionally, continued operation of the FACP in this condition poses safety risks to the facility, residents and staff, and maintenance personnel. Replacing the defective devices (smoke detectors, duct detectors, ion detectors etc.) will mitigate these risks, reduce long-term expenses, and ensure the city fire alarm systems follow State Building codes.

2. Why was it not possible to utilize an existing, pre-established Miramar contract?

Advanced Fire / Century Fire E currently holds a pre-established contract with the City of Miramar, which supports the selection of this vendor to address the emergency repair needed at the six (6) city facilities. Utilizing this existing contract allows for immediate remediation of the issue, ensuring timely response and continuity of operations while adhering to city procurement protocols.

City of Miramar
"EMERGENCY" PROCUREMENT DETERMINATION AND APPROVAL

3. Was a purchase requisition for these "emergency" products or services submitted in advance to Procurement? If so, when? If not, why not?

No, the defective fire alarm devices are unforeseen. Given the urgency of the situation, any delay in addressing the issue would have resulted in increased costs to the City. As previously stated, failure to repair / replace these devices could lead to significant safety risks, potentially endangering residents, staff and the facility as a whole.

4. Who contacted the vendor during this event and requested the "emergency" product(s) or services that were purchased?

Facility Coordinator: Wahid Ishmael contacted the vendor to address the urgent repairs of the FACP and related devices at Fire Station 84, Fire Station 107, Ansin Sports Complex, Wastewater Reclamation Facility Bldg. "L" Multi-service Center and Regional Park Aquatics.

Recognizing the critical nature of the issue and the potential safety risks involved, Advanced Fire / City Fire was immediately notified.

5. Did a Department Director or ACM approve the "emergency" purchase at the time they were purchased? If so, who?

At this time, no purchase has been made. This Emergency Request form is currently being prepared and routed for approval by the Acting Director of Public Works, Kirk Hobson-Garcia / Assistant Director Kristy Gilbert. This step is part of the City's due diligence process to ensure proper authorization and oversight before initiating any emergency procurement related to the repair of the fire alarm devices at the Fire Station 84, Fire Station 107, Ansin Sports Complex, Wastewater Reclamation Facility Bldg. "L", Multi-service Center and Regional Park Aquatics.

6. Describe how the vendor (contractor) was selected to meet this "emergency" situation.

Century Fire / Advanced Fire was selected for this task on account of knowledgeable staff and expertise in this field. The vendor has a proven track record of delivering reliable, timely, and efficient service. As the current service provider for our fire alarm systems, Century Fire / Advanced Fire is already familiar with the equipment and operational needs of our facilities. Their continued involvement ensures a seamless response and helps guarantee that our fire alarm system remains safe, fully functional, and compliant with all applicable safety standards.

City of Miramar
"EMERGENCY" PROCUREMENT DETERMINATION AND APPROVAL

7. Describe why this vendor (contractor) was chosen.

Century Fire / Advanced Fire was selected due to their knowledge of the city's fire alarm systems. The decision to proceed with Century Fire / Advanced Fire is supported by their established track record of providing reliable and efficient service. As the current vendor responsible for servicing the City's FACP's and Related devices Century Fire / Advanced Fire is already familiar with our systems and operational requirements. Their continued involvement ensures consistency, minimizes downtime, and promotes the safe and efficient operation of our fire alarm panels.

8. From the "procurement" point of view, what would you do differently (or suggest at this time) were this event to happen again ("lessons learned")?

Given the nature of this emergency incident and the urgent need to address the defective fire alarm devices and to ensure the safety of all stakeholders, I would not have taken a different approach from a procurement standpoint. I believe it is essential for the Procurement team to maintain the flexibility to adapt their processes and procedures in response to emergencies. This adaptability is critical to meeting the demands of urgent circumstances while still upholding the core principles of responsible procurement.

Person who prepared this Determination and document

Name: Wahid Ishmael

Position: Facilities Coordinator.

Department/Program: Public Works/Building Maintenance

Date: 7/24/25

I hereby certify that the above Determination is accurate and complete to the best of my knowledge and belief.

Department Head Signature

Date

Approved: I hereby approve the above Determination and emergency procurement.

Procurement Director

Date