

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

Meeting Date: July 9, 2025

Presenter's Name and Title: Zakiya Kelley, Assistant Director, Cultural Affairs

Prepared By: Zakiya Kelley, Assistant Director, Cultural Affairs

Temp. Reso. Number: 8445

Item Description: Temp. Reso. #R8445, APPROVING THE SECOND ONE-YEAR RENEWAL OF THE SECURITY GUARD SERVICES AGREEMENT BETWEEN CITY OF MIRAMAR AND BRIGHT LIGHT SECURITY SERVICES, LLC, IN THE AMOUNT OF \$453,000, FOR THE RENEWAL TERM; AND PROVIDING FOR AN EFFECTIVE DATE. *(Zakiya Kelley, Assistant Director of Cultural Affairs and Procurement Director 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: Funding will be available in the following accounts: 1.) \$53,000 in GL Account No. 001-63-100-569-000-603455, entitled "Community Services Administration Security Services"; 2.) \$250,000 in GL Account No. 001-68-100-573-000-603455, entitled "Cultural Affairs Administration Security Services" 3.) \$150,000 in GL Account No. 001-90-000-519-000-603455, entitled "Office of the City Manager Security Services"


Content:

- **Agenda Item Memo from the City Manager to City Commission**
- **Resolution TR8445**
 - **Exhibit A: Second Renewal Agreement between the City and Bright Light Security Services, LLC**
- **Attachment(s)**
 - **Attachment 1: First Renewal Agreement between the City and Bright Light Security Services, LLC.**
 - **Attachment 2: Third Amendment to the Security Guard Services Agreement**



**CITY OF MIRAMAR
INTEROFFICE MEMORANDUM**

TO: Mayor, Vice Mayor, & City Commissioners

FROM: Dr. Roy L. Virgin, City Manager 

BY: Zakiya Kelley, Assistant Director, Cultural Affairs

DATE: July 2, 2025

RE: Temp. Reso. No. 8445 approving the second one-year renewal of the Security Guard Services Agreement between City of Miramar and Bright Light Security Services, LLC, in the amount of \$453,000, for the renewal term

RECOMMENDATION: The City Manager recommends approval of Temp. Reso. No. R8445, approving the second one-year renewal of the Security Guard Services Agreement between City of Miramar and Bright Light Security Services, LLC in the amount of \$453,000 for the renewal term.

ISSUE: Pursuant to City Code Sections 2-412(a)(1) and 2-412(c), approval of the City Commission is required for the purchase or contract for goods or services in excess of \$75,000 from the same vendor in a single fiscal year, and for the renewal of an agreement when the original agreement was awarded by approval of the City Commission.

BACKGROUND: The City currently utilizes the services of security guards to provide access control, employee and visitor safety, protection of assets and crowd control at City Facilities. On July 7, 2021, the City Commission adopted Resolution No. 21-124, approving the award of the Agreement for Security Guard Services to Bright Light Security Services, LLC. The initial term of the Agreement was for three years, with an option to renew for two additional one-year terms. The initial term of the agreement expired on September 30, 2024, and was renewed for one year, from October 1, 2024, to September 30, 2025, through the adoption of Resolution No. 24-135.

DISCUSSION: The City of Miramar requires the use of security guard services to protect the City's staff, property and visitors to the facilities. The guards are required for regular workdays, holidays, weekends and during special events. The initial agreement covered Security Guard Services for the Miramar Cultural Center Artspark, the Wastewater Reclamation Facility, and the Multi-Service Complex. However, the need for security guards has since increased and the scope of the agreement has been expanded to include security guards at the City of Miramar Town Center (City Hall).

In addition, on June 17th, City Commission approved Amendment No. 3 to increase security guard coverage at the Wastewater Reclamation Facility to 24 hours per day/7 days per week, and to add 24/7 security guard coverage to the two additional treatment facilities managed by the Utilities Department - the West Water Treatment Plant (West-WTP) and the East Water Treatment Plant (East-WTP) - for the period of June 18th through September 30th, 2025.

The Utilities Department has now identified the need for armed security guards at all three of its treatment facilities. The current Security Guard Services Agreement covers unarmed security guards only, and therefore this renewal agreement will exclude the three treatment facilities beginning October 1, 2025.

ANALYSIS: Funding in the amount of \$453,000 will be available in the following accounts: 1.) \$53,000 in GL Account No. 001-63-100-569-000-603455, entitled "Community Services Administration Security Services"; 2.) \$250,000 in GL Account No. 001-68-100-573-000-603455, entitled "Cultural Affairs Administration Security Services" 3.) \$150,000 in GL Account No. 001-90-000-519-000-603455, entitled "Office of the City Manager Security Services"

Temp. Reso. No. 8445
5/27/25
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**CITY OF MIRAMAR
MIRAMAR, FLORIDA**

RESOLUTION NO. _____

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF MIRAMAR, FLORIDA, APPROVING THE SECOND ONE-YEAR RENEWAL OF THE SECURITY GUARD SERVICES AGREEMENT BETWEEN CITY OF MIRAMAR AND BRIGHT LIGHT SECURITY SERVICES, LLC, IN THE AMOUNT OF \$453,000, FOR THE RENEWAL TERM; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, on July 7, 2021, the City Commission adopted Resolution No. 21-124, approving the award of the Agreement for Security Guard Services to Bright Light Security Services, LLC for an initial term of three years with the option to renew for two additional one-year terms; and

WHEREAS, the initial term of the Agreement was effective on October 1, 2021, and will expire on September 30, 2024; and

WHEREAS, on July 10, 2024, the City Commission adopted Resolution No. 24-135, approving the first one-year renewal of the agreement, from October 1, 2024, to September 30, 2025; and

WHEREAS, the current Security Guard Services Agreement covers unarmed security guards only; and

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WHEREAS, the Utilities Department has identified the need for armed security guards at all three of its treatment facilities (the Wastewater Reclamation Facility, the West Water Treatment Plant and the East Water Treatment Plant) beginning October 1, 2025; and

WHEREAS, effective October 1, 2025, the Security Guard Services Agreement will be amended to remove security guard coverage at the three treatment facilities (the Wastewater Reclamation Facility, the West Water Treatment Plant and the East Water Treatment Plant); and

WHEREAS, the City wishes to renew the Security Guard Services Agreement, as amended, between City of Miramar and Bright Light Security Guard Services LLC, for the second one-year renewal term from October 1, 2025, to September 30, 2026, in the amount of \$453,000 for the renewal term; and

WHEREAS, the City Manager recommends approval of the second one-year renewal of the Security Guard Services Agreement, as amended, between City of Miramar and Bright Light Security Guard Services, LLC from October 1, 2025, to September 30, 2026, in the amount of \$453,000 for the renewal term.

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**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 it approves the second one-year renewal of the Security Guard Services Agreement, as amended, between City of Miramar and Bright Light Security Services LLC attached hereto as Exhibit “A,” in the amount of \$453,000 for the renewal term, together with such non-substantive changes as are deemed acceptable to the City Manager and approved as to form and legal sufficiency by the City Attorney.

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

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5/27/25
6/25/25

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

Reso. No. _____



RENEWAL AND AMENDMENT AGREEMENT FOR SECURITY GUARD SERVICES

This Agreement (the “Renewal and Amendment Agreement”) is entered into between the City of Miramar (hereinafter “City”) and Bright Light Security Services, LLC (hereinafter “Provider”).

RECITALS:

WHEREAS, on July 7, 2021 the City Commission adopted Resolution No. 21-124 and approved the award of Request for Proposals No. 21-01-11 to the Provider for Security Guard Services (the “services”); and

WHEREAS, the City entered into an agreement for the services with the Provider for an initial term of three year(s) with the option to renew for two additional one-year terms (the “Original Agreement”); and

WHEREAS, the initial term of the Agreement was effective on October 1, 2021 and expired on September 30, 2024; and

WHEREAS, on July 10, 2024 the City Commission adopted Resolution No. 24-135, approving the renewal of the agreement for the first one-year renewal term, from October 1, 2024 to September 30, 2025; and

WHEREAS, the current Security Guard Services Agreement covers unarmed security guards only; and

WHEREAS, the Utilities Department has identified the need for armed security guards at all three of its treatment facilities (the Wastewater Reclamation Facility, the West Water Treatment Plant and the East Water Treatment Plant) beginning October 1, 2025; and

WHEREAS, effective October 1, 2025 the Security Guard Services Agreement will be amended to remove security guard coverage at the three treatment facilities (the Wastewater Reclamation Facility, the West Water Treatment Plant and the East Water Treatment Plant); and

WHEREAS, pursuant to City Code, when a contract is entered into by the City pursuant to City Commission approval and provides for one or more renewals, only the City Commission is authorized to approve such renewals.

WHEREAS, the City wishes to renew the Security Guard Services Agreement, as amended, with the Provider for the second one-year renewal term from October 1, 2025 to September 30, 2026.

NOW, THEREFORE, the parties, in consideration of the mutual promises and covenants contained in this Renewal and Amendment Agreement and in the Original Agreement, agree as follows:

1. The foregoing Recitals are true and correct and are incorporated and made a part of this Renewal and Amendment Agreement.
2. The Original Agreement, as amended, shall be renewed for the second one-year term commencing on October 1, 2025 and expiring on September 30, 2026.

3. All covenants, terms, and conditions contained in the Original Agreement, as amended, and this Renewal and Amendment Agreement shall remain in full force and effect through October 1, 2025 to September 30, 2026.

IN WITNESS WHEREOF, the parties hereto have caused this Second Renewal Agreement to be executed by their respective officials, duly authorized to execute same, on the dates indicated below.

THE CITY OF MIRAMAR

ATTEST:

Denise Gibbs, City Clerk

By: _____
Dr. Roy L. Virgin, City Manager

Dated: _____

Approved as to legal form and sufficiency
for the use of and reliance by the City of
Miramar only:

City Attorney
Austin Pamies Norris Weeks Powell, PLLC

BRIGHT LIGHT SECURITY SERVICES, LLC

By: _____

Print Name: _____

Date: _____



FIRST RENEWAL AGREEMENT FOR SECURITY GUARD SERVICES

This Agreement (the "First Renewal Agreement") is entered this 10 day of July, 2024, between the City of Miramar (hereinafter "City") and Bright Light Security Services, LLC (hereinafter "Provider").

RECITALS:

WHEREAS, on July 7, 2021 the City Commission adopted Resolution No. 21-124 and approved the award of Request for Proposals No. 21-01-11 to the Provider for Security Guard Services (the "services"); and

WHEREAS, the City entered into an agreement for the services with the Provider for an initial term of three year(s) with the option to renew for two additional one-year terms (the "Original Agreement"); and

WHEREAS, the initial term of the Agreement was effective on October 1, 2021 and will expire on September 30, 2024; and

WHEREAS, the Original Agreement was amended to expand the scope of services to add one unarmed security guard for the Town Center Main Lobby ("Amendment No. 1"); and

WHEREAS, the Original Agreement was further amended to expand the scope of services to add an additional unarmed security guard for the Town Center, on an as needed basis, and increase hourly rate from \$18.00 per hour to \$21.00 per hour ("Amendment No. 2"); and

WHEREAS, pursuant to City Code, when a contract is entered into by the City pursuant to City Commission approval and provides for one or more renewals, only the City Commission is authorized to approve such renewals; and

WHEREAS, the City wishes to exercise the option to renew the Security Guard Services Agreement, as amended, with the Provider for the first one-year renewal term from October 1, 2024 to September 30, 2025; and

WHEREAS, on July 10, 2024, the City Commission adopted Resolution No. 24-135 and approved this First Renewal Agreement.

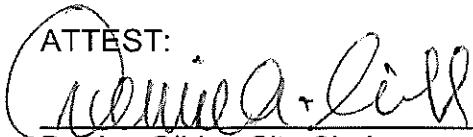
NOW, THEREFORE, the parties, in consideration of the mutual promises and covenants contained in this First Renewal Agreement and in the Original Agreement, agree as follows:


1. The foregoing Recitals are true and correct and are incorporated and made a part of this First Renewal Agreement.
2. The Original Agreement, as amended, shall be renewed for the first one-year term commencing on October 1, 2024 and expiring on September 30, 2025.
3. All covenants, terms, and conditions contained in the Original Agreement, as amended, and this First Renewal Agreement shall remain in full force and effect through the renewal term.

IN WITNESS WHEREOF, the parties hereto have caused this First Renewal Agreement to be executed by their respective officials, duly authorized to execute same, on the dates indicated below.

THE CITY OF MIRAMAR


ATTEST:


Denise Gibbs, City Clerk


By: 
Dr. Roy L. Virgin, City Manager

Dated: 7/10/2024

Approved as to legal form and sufficiency
for the use of and reliance by the City of
Miramar only:


City Attorney
Austin Pamies Norris Weeks Powell, PLLC

BRIGHT LIGHT SECURITY SERVICES, LLC

By: 

Print Name: Maxine Gordon

Date: 6/17/2024



**AMENDMENT NO. 1
TO THE
AGREEMENT BETWEEN THE CITY OF MIRAMAR, FLORIDA
AND
BRIGHT LIGHT SECURITY SERVICES, LLC
FOR
SECURITY GUARD SERVICES
IN MIRAMAR, FLORIDA**

THIS AMENDMENT NO. 1 (the "Amendment") is made and entered into between the **CITY OF MIRAMAR, FLORIDA**, (the "City"), a Florida municipal corporation, whose place of business is 2300 Civic Center Place, Miramar, Florida 33025,

AND

BRIGHT LIGHT SECURITY SERVICES, LLC (the "Provider"), a corporation authorized to conduct business in the State of Florida, whose principal place of business is 3600 South State Road 7, Suite 260, Miramar, FL 33023.

WHEREAS, on July 7, 2021 by the adoption of Resolution No. 21-124, the City Commission approved the award of Request for Proposals No. 21-01-11 (the "RFP"), entitled "Security Guard Services" (the "Work" or "Services"), to Provider as the lowest, responsible, responsive Bidder whose bid is in the best interest of the City; and

WHEREAS, on July 7, 2021 the City and Provider (the "Parties") entered into an agreement for the Services (the "Original Agreement"); and

WHEREAS, in accordance with Section 3-9 the RFP, the City wishes to expand the Scope of Services to include one additional unarmed Security Guard at the Town Center Main Lobby; and

WHEREAS, the Parties agree that the Scope of Services will be expanded to include one additional unarmed Security Guard for the Town Center Main Lobby;

WHEREAS, the Parties agree that the hours of the additional guard will be Monday to Thursday from 7am to 6pm.

NOW, THEREFORE, in consideration of the mutual covenants, terms and conditions provided herein, the Parties agree as follows:

1. The foregoing "**WHEREAS**" clauses are ratified and confirmed as being true and correct and are made a specific part of this First Amendment.
2. No term of this Amendment may be modified except in writing and executed by all parties to this Amendment.
3. The Original Agreement between the Parties is deemed amended as set forth herein.
4. All other terms and conditions of the Agreement, not inconsistent with this Amendment, shall remain in full force and effect.

IN WITNESS WHEREOF, the parties hereto have made and executed this First Amendment to the Original Agreement on the respective dates under each signature.

CITY OF MIRAMAR:

By: 

City Manager
Dr. Roy Virgin

This ____ day of 1/9/2023, 2022.

BRIGHT LIGHT SECURITY SERVICES, LLC:

By: 

Owner/Director of Operations
Maxine Gordon

Date: 12-14-2022

ATTEST:

DocuSigned by:



1/9/2023

Denise A. Gibbs, City Clerk

Corporate Seal

Approved as to form and legal sufficiency
for the use of and reliance by the City of
Miramar, Florida only:


City Attorney

Austin Pamies Norris Weeks Powell, PLLC.



**AMENDMENT NO. 2
TO THE
AGREEMENT BETWEEN THE CITY OF MIRAMAR, FLORIDA
AND
BRIGHT LIGHT SECURITY SERVICES, LLC
FOR
SECURITY GUARD SERVICES**

THIS AMENDMENT NO. 2 (the "Amendment") is made and entered into between the **CITY OF MIRAMAR, FLORIDA**, (the "City"), a Florida municipal corporation, whose place of business is 2300 Civic Center Place, Miramar, Florida 33025,

AND

BRIGHT LIGHT SECURITY SERVICES, LLC (the "Provider"), a corporation authorized to conduct business in the State of Florida, whose principal place of business is 3600 South State Road 7, Suite 260, Miramar, FL 33023.

WHEREAS, on July 7, 2021 by the adoption of Resolution No. 21-124, the City Commission approved the award of Request for Proposals No. 21-01-11 (the "RFP"), entitled "Security Guard Services" (the "Work" or "Services"), to Provider as the lowest, responsible, responsive Bidder whose bid is in the best interest of the City; and

WHEREAS, on July 7, 2021 the City and Provider (the "Parties") entered into an agreement for the Services (the "Original Agreement"); and

WHEREAS, in accordance with Section 3-9 the RFP, the City wishes to expand the Scope of Services to include one additional unarmed Security Guard at the Town Center Main Lobby; and

WHEREAS, the Parties agree that the Scope of Services will be expanded to include one additional unarmed Security Guard for the Town Center, on an as-needed basis; and

WHEREAS, the Provider has proposed an increase in the hourly rates (incorporated herein as Exhibit A), effective October 1, 2023; and

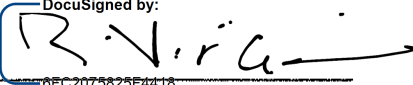
WHEREAS, the City has accepted the proposed rate increase effective October 1, 2023.

NOW, THEREFORE, in consideration of the mutual covenants, terms and conditions provided herein, the Parties agree as follows:

1. The foregoing "**WHEREAS**" clauses are ratified and confirmed as being true and correct and are made a specific part of this Second Amendment.
2. No term of this Amendment may be modified except in writing and executed by all parties to this Amendment.
3. The Original Agreement between the Parties is deemed amended as set forth herein.
4. All other terms and conditions of the Agreement, not inconsistent with this Amendment, shall remain in full force and effect.

IN WITNESS WHEREOF, the parties hereto have made and executed this Second Amendment to the Original Agreement on the respective dates under each signature.

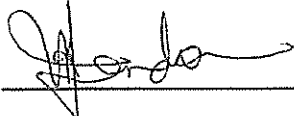
CITY OF MIRAMAR:

By: 
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City Manager

Dr. Roy Virgin

BRIGHT LIGHT SECURITY SERVICES, LLC:

By: 
DocuSigned by:

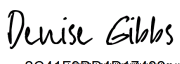
Owner/Director of Operations

Maxine Gordon

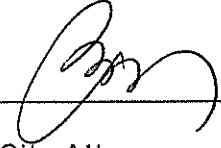
This ____ day of 8/7/2024, 2023.

Date: 11/13/2023

ATTEST:

DocuSigned by:

2C41F8DD4D17482
Denise A. Gibbs, City Clerk

Approved as to form and legal sufficiency
for the use of and reliance by the City of
Miramar, Florida only:



City Attorney

Austin Pamies Norris Weeks Powell, PLLC.



BRIGHT LIGHT SECURITY SERVICES LLC
3600 S STATE RD 7, SUITE 260
MIRAMAR, FL 33023
TEL: 954-494-0419 EMAIL: info@brightlightsecurity.com

September 1, 2023

To Whom It May Concern:

Dear Sir/Madam

Due to an increase in cost-of-living expenses after the Covid-19 Pandemic, Bright Light Security Services LLC has seen a sharp increase in its operating costs, and is therefore requesting a rate increase in order to offset the additional costs. This will enable the company to continue to provide excellent service to the City of Miramar by retaining its quality Security Guard personnel. Below are the proposed new rates to provide Security Guard Services for City of Miramar, effective October 1, 2023.

New regular rate: \$21 per hour per guard
New overtime rate: \$31.50

A handwritten signature in black ink, appearing to read "Maxine Gordon", is written over a horizontal line.

Maxine Gordon, President



**AMENDMENT NO. 3
TO THE
AGREEMENT BETWEEN THE CITY OF MIRAMAR, FLORIDA
AND
BRIGHT LIGHT SECURITY SERVICES, LLC
FOR
SECURITY GUARD SERVICES**

THIS THIRD AMENDMENT (the "Amendment") is made and entered into between the **CITY OF MIRAMAR, FLORIDA**, (the "City"), a Florida municipal corporation, whose place of business is 2300 Civic Center Place, Miramar, Florida 33025

AND

BRIGHT LIGHT SECURITY SERVICES, LLC (the "Provider"), a corporation authorized to conduct business in the State of Florida, whose principal place of business is 3600 South State Road 7, Suite 260, Miramar, FL 33023.

WHEREAS, on July 7, 2021 by the adoption of Resolution No. 21-124, the City Commission approved the award of Request for Proposals No. 21-01-11 (the "RFP"), entitled "Security Guard Services" (the "Services"), to Provider; and

WHEREAS, on July 7, 2021 the City and Provider (the "Parties") entered into an agreement for the Services (the "Original Agreement"); and

WHEREAS, the Original Agreement provides for security guard coverage for the City's Wastewater Reclamation Facility ("WWRF"), one of three facilities managed by the Utilities Department, located at 13900 Pembroke Road, Miramar, FL 33027 from Monday to Friday, 7:00 am to 6:00 pm; and

WHEREAS, in accordance with Section 3-9 of the RFP, Additional Locations, the City wishes to amend the contract to provide services for 24 hours per day/7 days per week at two additional facilities managed by the Utilities Department: the West Water Treatment Plant (West-WTP) located at 4100 S. Flamingo Road, Miramar, FL 33027 and the East Water Treatment Plant (East-WTP) located at 2600 SW 66 Terrace, Miramar, FL 33023; and

WHEREAS, the City also wishes to extend services at the WWRF to 24 hours per day/7 days per week; and

WHEREAS, the Parties agree that the contract will be amended to provide services for 24 hours per day/7 days per week at the WWRF, the West-WTP and the East-WTP, effective June 12, 2025; and

WHEREAS, the Provider has submitted a price proposal for the additional services, incorporated herein as Exhibit "1"; and

WHEREAS, the City has accepted the Provider's price proposal for the additional services.

NOW, THEREFORE, in consideration of the mutual covenants, terms and conditions provided herein, the Parties agree as follows:

1. The foregoing "**WHEREAS**" clauses are ratified and confirmed as being true and correct and are made a specific part of this Third Amendment.
2. No term of this Amendment may be modified except in writing and executed by all parties to this Amendment.
3. The Original Agreement between the Parties is deemed amended as set forth herein.
4. All other terms and conditions of the Agreement, not inconsistent with this Amendment, shall remain in full force and effect.

IN WITNESS WHEREOF, the parties hereto have made and executed this Third Amendment to the Original Agreement on the respective dates under each signature.

CITY OF MIRAMAR:

By: _____

Dr. Roy L. Virgin
City Manager

Date: _____

BRIGHT LIGHT SECURITY SERVICES, LLC:

By:  _____

Maxine Gordon
Owner/Director of Operations

Date: 5/13/2025

ATTEST:

Denise A. Gibbs, City Clerk

Approved as to form and legal sufficiency
for the use of and reliance by the City of
Miramar, Florida only:

City Attorney
Austin Pamies Norris Weeks Powell, PLLC.

