



**City of Coral Gables
CITY COMMISSION MEETING
November 14, 2023**

ITEM TITLE:

A resolution of the City Commission approving an amendment to the professional services agreement between the City of Coral Gables and Plant Professionals Inc. for the construction and preparation of the seasonal Holiday Park and Santa House Pursuant to section 2-764 of the Procurement Code entitled ‘Approval of Change Orders and Contract Modifications’.

DEPARTMENT HEAD RECOMMENDATION:

Approval.

BRIEF HISTORY:

The City and Plant Professionals Inc. entered into a Professional Services Agreement on August 1, 2017 for the fabrication, installation and maintenance services of the seasonal Holiday Park and Santa House.

The existing agreement and initial six years of said agreement are for the annual provision, installation, storage, and decoration of holiday themed props and equipment for the seasonal Holiday Park and Santa House located inside Merrick Park in front of City Hall.

The initial six years have passed and the existing agreement of services allows for an optional two, two year renewal terms of services at the reduced price of \$77,500 per year with ownership of said equipment and decorations being transferred to the City, but without the required storage and refurbishment needed of said equipment. Neither party is interested in exercising the last renewal option, and both parties agree to amend the dates of the initial renewal term to terminate on July 31, 2025 with the additional scope as presented in the amendment’s revised exhibit A.

Approval of the amendment to the contract will allow for additional park enhancements to the aging park equipment to include a Charleston Truck with photo scenery, a new photo area by the Santa House and will include in the terms and scope of services the need for ongoing storage and maintenance of said equipment for an additional two holiday seasons.

The proposed new annual fee of \$116,270.20 will replace the originally listed contract renewal amount of \$77,500. The annual renewal difference of \$38,770.20 is currently available in the Holiday Park Decorations and Santa House FY24 budget allocation. Under Section 2-829 of the Procurement Code entitled “Approval of Change Orders and Contract Modifications,” the current contract may be amended and extended by the City.

FINANCIAL INFORMATION:

No.	Amount	Account No.	Source of Funds
1.	\$116,270.20	001-6065-572-3106	001 - General Fund
Total:	\$116,270.20		

Fiscal Impact:

The contract amendment will result in an additional annual fee of \$38,770.20, however said annual fee has no impact to the annual budget as the full amount for the Holiday Park and Santa House professional services are currently available in the FY24 operating budget.

ATTACHMENT(S):

- 1. Resolution**
- 2. Contract Amendment**