



Edward A. Rojas

December 17, 2018

City Manager

Retta Logan  
AAA Flag and Banner Manufacturing Co., Inc  
681 NW 108<sup>th</sup> Street  
Miami, FL 33168

Ref: Extension of Contract for Banner Production, Installation and Removal Svcs.

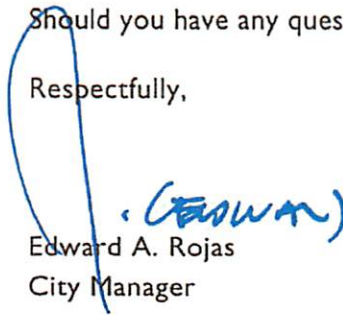
The City of Doral invites your company to extend our contract for the above services for an additional one hundred and eighty (180) days retroactively effective from the contract expiration of September 30<sup>th</sup>, 2018, as per section 2.2.1 – Term/ Commencement Date of the contract. The terms of the original contract, amendments, and revisions shall remain in full force and effect. Pricing shall also remain fixed for the duration of this term. The new expiration date is March 29<sup>th</sup>, 2019.

Kindly sign this notice with your acceptance and return at your earliest convenience.

The City wishes to thank you and your team for the services you have provided. It is fully realized that on occasions you have gone over and above that of which was expected of you in your efforts to provide the best possible service to the City of Doral.

Should you have any questions, please do not hesitate to contact me.

Respectfully,

  
Edward A. Rojas  
City Manager

Accepted: AAA Flag and Banner Manufacturing Co., Inc

  
Retta Logan, General Manager

Date: 12/17/2018



**PROFESSIONAL SERVICES AGREEMENT BETWEEN  
THE CITY OF DORAL  
AND  
AAA FLAG & BANNER MFG. CO.  
FOR  
BANNER PRINTING, INSTALLATION, AND REMOVAL SERVICES**

**THIS AGREEMENT** is made between **AAA FLAG & BANNER MFG. CO.**, a Florida corporation, (hereinafter the "Consultant"), and the **CITY OF DORAL, FLORIDA**, a Florida municipal corporation, (hereinafter the "City").

**WHEREAS**, the Consultant and City, through mutual negotiation, have agreed upon a scope of services, schedule, and fee for **BANNER PRINTING, INSTALLATION, AND REMOVAL SERVICES** as detailed in the City's ITB# 2016-28 (the "Project"); and

**WHEREAS**, the City desires to engage the Consultant to perform the services specified below.

**NOW, THEREFORE**, in consideration of the mutual covenants and conditions contained herein, the Consultant and the City agree as follows.

**1. Scope of Services/Deliverables.**

- 1.1** The Consultant shall furnish professional services to the City as set forth in the Scope of Services.
- 1.2** The "Scope of Services" includes a Project Schedule for the Project which includes a breakdown of tasks, timeline and deliverables to the City.

**2. Term/Commencement Date.**

- 2.1** This Agreement shall become effective upon execution by both parties and shall remain in effect through September 30, 2018 unless earlier terminated in accordance with Paragraph 8. The City Manager may extend the term of this Agreement up to an additional 180 days by written notice to the Consultant
- 2.2** Consultant agrees that time is of the essence and Consultant shall complete each deliverable for the Project within the timeframes set forth in the Project Schedule, unless extended by the City Manager.

**3. Compensation and Payment.**

- 3.1** The Consultant shall be compensated in the following manner:

On a time and material/expense basis to complete the Scope of Services, provided, however, that total payments to Consultant shall not exceed \$172,025.00, without the prior written approval of the City. Consultant shall submit its bills in arrears upon the completion of each task or deliverable in accordance with the Project Schedule or on a monthly basis in a form approved by the City. The bills shall show or include: (i) the task(s) performed; (ii) the time devoted to the task(s); (iii) the hourly rate or rates of the persons performing the task(s); and (iv) copies of receipts for reimbursable materials/expenses, if any. Expenses not expressly authorized by the Agreement shall not be reimbursed.

3.2 The City shall pay Consultant in accordance with the Florida Prompt Payment Act.

3.3 If a dispute should occur regarding an invoice submitted, the City Manager may withhold payment of the disputed amount and may pay to the Consultant the undisputed portion of the invoice. Upon written request of the Finance Director, the Consultant shall provide written documentation to justify the invoice. Any compensation disputes shall be decided by the City Manager whose decision shall be final.

4. **Subconsultants.**

4.1 The Consultant shall be responsible for all payments to any sub-consultants and shall maintain responsibility for all work related to the Project.

4.2 Any sub-consultants used on the Project must have the prior written approval of the City Manager or his designee.

5. **City's Responsibilities.**

5.1 Furnish to Consultant, at the Consultant's written request, all available maps, plans, existing studies, reports and other data pertinent to the services to be provided by Consultant, in possession of the City.

5.2 Arrange for access to and make all provisions for Consultant to enter upon real property as required for Consultant to perform services as may be requested in writing by the Consultant (if applicable).

6. **Consultant's Responsibilities.**

**6.1** The Consultant shall exercise the same degree of care, skill and diligence in the performance of the Project as is ordinarily provided by a professional under similar circumstances. If at any time during the term of this Agreement or within one year from the completion of the Project, it is determined that the Consultant's deliverables are incorrect, defective or fail to conform to the Scope of Services of the Project, upon written notification from the City Manager, the Consultant shall at Consultants sole expense, immediately correct the work. The City in no way assumes or shares any responsibility or liability of the Consultant or Sub Consultant under this agreement.

**7. Conflict of Interest.**

**7.1** To avoid any conflict of interest or any appearance thereof, Consultant shall not, for the term of this Agreement, represent any private sector entities (developers, corporations, real estate investors, etc.), with regard to any City related matter.

**8. Termination.**

**8.1** The City Manager without cause may terminate this Agreement upon thirty (30) days written notice to the Consultant, or immediately with cause.

**8.2** Upon receipt of the City's written notice of termination, Consultant shall stop work on the Project.

**8.3** In the event of termination by the City, the Consultant shall be paid for all work accepted by the City Manager up to the date of termination, provided that the Consultant has first complied with the provisions of Paragraph 8.4.

**8.4** The Consultant shall transfer all books, records, reports, working drafts, documents, maps, and data pertaining to the Project to the City, in a hard copy and electronic format specified by the City within 14 days from the date of the written notice of termination or the date of expiration of this Agreement.

**9. Insurance.**

**9.1** The Consultant shall secure and maintain throughout the duration of this Agreement insurance of such type and in such amounts as required by Exhibit A. The insurance carrier shall be qualified to do business in the State of Florida and have agents upon whom service of process may be made in the State of Florida.

9.2 Certificates of Insurance shall be provided to the City at the time of execution of this Agreement and certified copies provided if requested. Each policy certificate shall be endorsed with a provision that not less than thirty (30) calendar days' written notice shall be provided to the City before any policy or coverage is cancelled or restricted, or in accordance to policy provisions. The City further reserves the right to solicit additional coverage, or require higher limits of liability as needed, and depending on the nature of scope, or level of exposure.

10. **Nondiscrimination.**

10.1 During the term of this Agreement, Consultant shall not discriminate against any of its employees or applicants for employment because of their race, color, religion, sex, or national origin, and to abide by all Federal and State laws regarding nondiscrimination

11. **Attorneys' Fees and Waiver of Jury Trial.**

11.1 In the event of any litigation arising out of this Agreement, each party shall be responsible for their attorneys' fees and costs, including the fees and expenses of any paralegals, law clerks and legal assistants, and including fees and expenses charged for representation at both the trial and appellate levels.

11.2 In the event of any litigation arising out of this Agreement, each party hereby knowingly, irrevocably, voluntarily and intentionally waives its right to trial by jury.

12. **Indemnification.**

12.1 Consultant shall defend, indemnify, and hold harmless the City, its officers, agents and employees, from and against any and all demands, claims, losses, suits, liabilities, causes of action, judgment or damages, arising out of, related to, or any way connected with Consultant's performance or non-performance of any provision of this Agreement including, but not limited to, liabilities arising from contracts between the Consultant and third parties made pursuant to this Agreement. Consultant shall reimburse the City for all its expenses including reasonable attorneys' fees and costs incurred in and about the defense of any such claim or investigation and for any judgment or damages arising out of, related to, or in any way connected with Consultant's performance or non-performance of this Agreement. This section shall be interpreted and construed in a manner to

comply with any applicable Florida Statutes, including without limitation Sections 725.06 and 725.08, Fla. Stat., if applicable.

12.2 The provisions of this section shall survive termination of this Agreement.

12.3 Ten dollars (\$10) of the payments made by the City constitute separate, distinct, and independent consideration for the granting of this indemnification, the receipt and sufficiency of which is voluntary and knowingly acknowledged by the Consultant.

13. **Notices/Authorized Representatives.**

13.1 Any notices required by this Agreement shall be in writing and shall be deemed to have been properly given if transmitted by hand-delivery, by registered or certified mail with postage prepaid return receipt requested, or by a private postal service, addressed to the parties (or their successors) at the following addresses:

For the City: Edward A. Rojas  
City Manager  
City of Doral, Florida  
8401 NW 53rd Terrace  
Doral, Florida 33166

With a Copy to: Daniel A Espino, Esq.  
City Attorney  
Weiss Serota Helfman  
Pastoriza Cole & Boniske, P.L.  
2525 Ponce De Leon Boulevard, 7<sup>th</sup> Floor  
Coral Gables, FL 33134

For The Consultant: AAA Flagaid Bennee mfg CO  
Retta Lopez  
691 NW 10th St  
Miami, FL 33168

14. **Governing Law.**

14.1 This Agreement shall be construed in accordance with and governed by the laws of the State of Florida. Exclusive venue for any litigation arising out of this Agreement shall be in Miami-Dade County, Florida.

**15. Entire Agreement/Modification/Amendment.**

**15.1 This writing contains the entire Agreement of the parties and supersedes any prior oral or written representations. No representations were made or relied upon by either party, other than those that are expressly set forth herein.**

**15.2 No agent, employee, or other representative of either party is empowered to modify or amend the terms of this Agreement, unless executed with the same formality as this document.**

**16. Ownership and Access to Records and Audits.**

**16.1 All records, books, documents, maps, data, deliverables, papers and financial information (the "Records") that result from the Consultant providing services to the City under this Agreement shall be the property of the City.**

**16.2 The City Manager or his designee shall, during the term of this Agreement and for a period of three (3) years from the date of termination of this Agreement, have access to and the right to examine and audit any Records of the Consultant involving transactions related to this Agreement.**

**16.3 The City may cancel this Agreement for refusal by the Consultant to allow access by the City Manager or his designee to any Records pertaining to work performed under this Agreement that are subject to the provisions of Chapter 119, Florida Statutes.**

**17. Nonassignability.**

**17.1 This Agreement shall not be assignable by Consultant unless such assignment is first approved by the City Manager. The City is relying upon the apparent qualifications and personal expertise of the Consultant, and such firm's familiarity with the City's area, circumstances and desires.**

**18. Severability.**

**18.1 If any term or provision of this Agreement shall to any extent be held invalid or unenforceable, the remainder of this Agreement shall not be affected thereby, and each remaining term and provision of this Agreement shall be valid and be enforceable to the fullest extent permitted by law.**

**19. Independent Contractor.**

**19.1 The Consultant and its employees, volunteers and agents shall be and remain independent contractors and not agents or employees of the City with respect to all of the acts and services performed by and under the terms of this Agreement. This Agreement shall not in any way be construed to create a partnership, association or any other kind of joint undertaking, enterprise or venture between the parties.**

**20. Compliance with Laws.**

**20.1 The Consultant shall comply with all applicable laws, ordinances, rules, regulations, and lawful orders of public authorities relating to the Project.**

**21. Waiver**

**21.1 The failure of either party to this Agreement to object to or to take affirmative action with respect to any conduct of the other which is in violation of the terms of this Agreement shall not be construed as a waiver of the violation or breach, or of any future violation, breach or wrongful conduct.**

**22. Survival of Provisions**

**22.1 Any terms or conditions of either this Agreement that require acts beyond the date of the term of the Agreement, shall survive termination of the Agreement, shall remain in full force and effect unless and until the terms or conditions are completed and shall be fully enforceable by either party.**

**23. Prohibition of Contingency Fees.**

**23.1 The Consultant warrants that it has not employed or retained any company or person, other than a bona fide employee working solely for the Consultant, to solicit or secure this Agreement, and that it has not paid or agreed to pay any person(s), company, corporation, individual or firm, other than a bona fide employee working solely for the Consultant, any fee, commission, percentage, gift, or any other consideration, contingent upon or resulting from the award or making of this Agreement.**

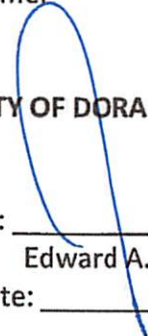
**24. Counterparts**

**24.1 This Agreement may be executed in several counterparts, each of which shall be deemed an original and such counterpart shall constitute one and the same instrument.**



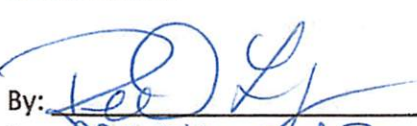
IN WITNESS WHEREOF, the parties execute this Agreement on the respective dates under each signature: The City, signing by and through its City Manager, attested to by its City Clerk, duly authorized to execute same and by Consultant by and through its AAA Flag and Banner MFG CO, Pella Logan, whose representative has been duly authorized to execute same.

Attest:  
  
\_\_\_\_\_  
Connie Diaz, City Clerk

CITY OF DORAL  
  
By: \_\_\_\_\_  
Edward A. Rojas, City Manager  
Date: 2.10.17

Approved As To Form and Legal Sufficiency for the Use  
And Reliance of the City of Doral Only:

  
\_\_\_\_\_  
Weiss Serota Helfman Pastoriza Cole & Bonsike, PL  
City Attorney

CONSULTANT  
  
By: \_\_\_\_\_  
Its: AAA Flag and Banner MFG CO  
Date: 2/7/2017

# Scope of Services

## BID FORM

Bid Item	Description	Estimated Quantity	Unit	Unit Price	Estimated Total
1	PRINT & DELIVER 2-SIDED, 3' X 8' 4-COLOR CUSTOM BANNER PRINTED WITH UV 360 DPI OUTDOOR HEAVY COVERAGE INK ON 16 OUNCE VINYL UTILIZING BLEED RESISTANT TECHNOLOGY, AND 3 INCH SEWN BACK TO BACK TOP & BOTTOM.	500	EACH	49.50	24,750
2	INSTALL 3' X 8' CUSTOM BANNERS. INCLUDE METAL GROMMETS IN CORNERS FOR FASTENING TO BRACKETS AND REINFORCED HEAVY DUTY POLE POCKETS BRACKETS ON TOP AND BOTTOM OF BANNERS.	500	EACH	47.50	23,750
3	REMOVE 3' X 8' CUSTOM BANNERS. INCLUDE FOR STORAGE OF BANNERS FOR FUTURE USE.	500	EACH	17.50	8,750
4	REMOVE OLD AND INSTALL NEW 3' X 8' CUSTOM BANNERS. INCLUDE METAL GROMMETS IN CORNERS FOR FASTENING TO BRACKETS AND REINFORCED HEAVY DUTY POLE POCKETS BRACKETS ON TOP AND BOTTOM OF BANNERS PLUS STORAGE FOR FUTURE USE.	500	EACH	47.50	23,750
5	PRINT & DELIVER 2-SIDED, 3' X 8' 4-COLOR CUSTOM BANNER PRINTED WITH UV 360 DPI OUTDOOR HEAVY COVERAGE INK ON 16 OUNCE VINYL UTILIZING BLEED RESISTANT TECHNOLOGY, AND 3 INCH SEWN BACK TO BACK TOP & BOTTOM.	75	EACH	67.50	5062.50
6	PRINT & DELIVER 2-SIDED, 3' X 8' 4-COLOR CUSTOM BANNER PRINTED WITH UV 360 DPI OUTDOOR HEAVY COVERAGE INK ON 16 OUNCE VINYL UTILIZING BLEED RESISTANT TECHNOLOGY, AND 3 INCH SEWN BACK TO BACK TOP & BOTTOM.	50	EACH	87.50	4375
7	PRINT & DELIVER 2-SIDED, 3' X 8' 4-COLOR CUSTOM BANNER PRINTED WITH UV 360 DPI OUTDOOR HEAVY COVERAGE INK ON 16 OUNCE VINYL UTILIZING BLEED RESISTANT TECHNOLOGY, AND 3 INCH SEWN BACK TO BACK TOP & BOTTOM.	25	EACH	107.50	2687.50
8	PRINT & DELIVER 2-SIDED, 3' X 8' 4-COLOR CUSTOM BANNER PRINTED WITH UV 360 DPI OUTDOOR HEAVY COVERAGE INK ON 16 OUNCE VINYL UTILIZING BLEED RESISTANT TECHNOLOGY, AND 3 INCH SEWN BACK TO BACK TOP & BOTTOM.	10 or less	EACH	127.50	1275
9	PRINT & DELIVER 2-SIDED, 2' X 4.5' 4-COLOR CUSTOM BANNER PRINTED WITH UV 360 DPI OUTDOOR HEAVY COVERAGE INK ON 16 OUNCE VINYL UTILIZING BLEED RESISTANT TECHNOLOGY, AND 2 INCH SEWN BACK TO BACK TOP & BOTTOM.	500	EACH	39.50	19,750
10	INSTALL 2' X 4.5' CUSTOM BANNERS. INCLUDE METAL GROMMETS IN CORNERS FOR FASTENING TO BRACKETS AND REINFORCED HEAVY DUTY POLE POCKETS BRACKETS ON TOP AND BOTTOM OF BANNERS.	500	EACH	37.50	18,750
11	REMOVE 2' X 4.5' CUSTOM BANNERS. INCLUDE FOR STORAGE OF BANNERS FOR FUTURE USE.	500	EACH	17.50	8,750
12	REMOVE OLD AND INSTALL NEW 2' X 4.5' CUSTOM BANNERS. INCLUDE METAL GROMMETS IN CORNERS FOR FASTENING TO BRACKETS AND REINFORCED HEAVY DUTY POLE POCKETS BRACKETS ON TOP AND BOTTOM OF BANNERS PLUS STORAGE FOR FUTURE USE.	500	EACH	37.50	18,750
13	PRINT & DELIVER 2-SIDED, 2' X 4.5' 4-COLOR CUSTOM BANNER PRINTED WITH UV 360 DPI OUTDOOR HEAVY COVERAGE INK ON 16 OUNCE VINYL UTILIZING BLEED RESISTANT TECHNOLOGY, AND 2 INCH SEWN BACK TO BACK TOP & BOTTOM.	100	EACH	47.50	4750
14	PRINT & DELIVER 2-SIDED, 2' X 4.5' 4-COLOR CUSTOM BANNER PRINTED WITH UV 360 DPI OUTDOOR HEAVY COVERAGE INK ON 16 OUNCE VINYL UTILIZING BLEED RESISTANT TECHNOLOGY, AND 2 INCH SEWN BACK TO BACK TOP & BOTTOM.	75	EACH	57.50	4312.50
15	PRINT & DELIVER 2-SIDED, 2' X 4.5' 4-COLOR CUSTOM BANNER PRINTED WITH UV 360 DPI OUTDOOR HEAVY COVERAGE INK ON 16 OUNCE VINYL UTILIZING BLEED RESISTANT TECHNOLOGY, AND 2 INCH SEWN BACK TO BACK TOP & BOTTOM.	25	EACH	67.50	1687.50
16	PRINT & DELIVER 2-SIDED, 2' X 4.5' 4-COLOR CUSTOM BANNER PRINTED WITH UV 360 DPI OUTDOOR HEAVY COVERAGE INK ON 16 OUNCE VINYL UTILIZING BLEED RESISTANT TECHNOLOGY, AND 2 INCH SEWN BACK TO BACK TOP & BOTTOM.	10 or less	EACH	87.50	875

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