



"The Best Waterfront City in Which to Live, Work and Play."

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## CITY OF RIVIERA BEACH – MEMORANDUM

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**TO:** HON. MAYOR, CHAIRPERSON AND CITY COUNCIL

**THROUGH:** JONATHAN EVANS, CITY MANAGER, MPA, MBA, ICMA-CM

**FROM:** STEVE SHIELDS, RISK MANAGER

**THROUGH:** EUREKA YOUNG, ASSISTANT HUMAN RESOURCES MANAGER

**SUBJECT:** AFR ENVIRONMENTAL CORP. – INVOICE FOR REPAIRS

**DATE:** WEDNESDAY, JULY 7, 2021

**CC:** GENERAL PUBLIC

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In February 2019, a visual inspection of the Evidence Room of the Police Department was performed by Kalimantan Environmental Services, Inc., due to moisture intrusion. The inspection found “paint, delamination, discoloration and delamination of the baseboard and discoloration and possible biological growth and impacted floor tiles.” The area impacted was greater than 100sf of wallboard which required removal.

During the removal project, a significant rain event occurred and caused additional damage to the Evidence room and evidence stored in the room. AFR Environmental Corp., was contacted to remediate mold and moisture damage, install a vapor barrier and rebuild the areas of the Evidence room that had been deconstructed due to the moisture damage. Those activities took place during the period of October 29, 2020 and December 4, 2020.

On multiple occasions, the resulting invoice for \$45,100 was presented for payment to Procurement, but was denied. Procurement notified the department that there was no approval by Council as the \$45,100 invoice required Council approval. Due to the time delay in payment, the vendor, AFR Environmental Corp., issued a demand letter for payment. Please note appropriate actions were implemented; whereas, the department will follow procurement guidelines in the future.



Due to the continued need for remediation after the initial event, the cost went beyond the city's staff authority. Additionally, the initial contact to AFR Environmental Corp was within staff authority, staff erroneously assumed the invoice could be paid as other services performed by AFR Environmental as needed. Therefore, staff respectfully recommend approval of the resolution for payment of \$45,100 to AFR Environmental Corp.

**Citywide Goal:**

The goal is to eliminate delays in payments to vendors for services rendered.

**Budget/Fiscal Impact:**

The fiscal impact is \$45,100 which is incorporated in the Human Resources Department/Risk Management's budget (page 301).

**Recommendation:**

Staff recommends that the City Council approves the payment for services to AFR Environmental Corp.

**Attachments**

Resolution Number 75-21

