



ADDED ITEM

# AGENDA REQUEST FORM

THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA

MEETING DATE	2018-08-07 10:05 - School Board Operational Meeting
AGENDA ITEM	ITEMS
CATEGORY	JJ. OFFICE OF FACILITIES & CONSTRUCTION
DEPARTMENT	Facilities Pre-Construction

Special Order Request	<input type="radio"/> Yes	<input checked="" type="radio"/> No
Time		
Open Agenda	<input checked="" type="radio"/> Yes	<input type="radio"/> No

ITEM No.:  
JJ-17.

**TITLE:**  
Construction Recommendation and Agreement for Donated Services - Ballistiglass, LLC - Retrofit of Existing Glass Windows and Glass Door Panels - District School

**REQUESTED ACTION:**  
Approve recommendation and Agreement for Donated Services, Ballistiglass, LLC, for the retrofit of existing glass windows and glass door panels at a District School.

**SUMMARY EXPLANATION AND BACKGROUND:**  
See Executive Summary (Exhibit 1) for details.

**SCHOOL BOARD GOALS:**  
 Goal 1: High Quality Instruction  
 Goal 2: Continuous Improvement  
 Goal 3: Effective Communication

**FINANCIAL IMPACT:**  
There is no financial impact to the District.

**EXHIBITS: (List)**  
(1) Executive Summary (2) Agreement

**BOARD ACTION:**  
**APPROVED**  
(For Official School Board Records Office Only)

**SOURCE OF ADDITIONAL INFORMATION:**

Name: Shelley N. Meloni, Director	Phone: (754) 321-1515
Name:	Phone:

**THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA**  
Senior Leader & Title

Leo Bobadilla - Chief Facilities Officer

Signature  
Leo Bobadilla Jr  
8/6/2018 10:30:49 AM

Approved In Open Board Meeting On: **AUG - 7 2018**  
By: *Nora Kuper*  
School Board Chair

**EXECUTIVE SUMMARY**

**Construction Recommendation for Donated Services  
Ballistiglass, LLC  
Retrofit of Existing Glass Windows and  
Glass Door Panels  
District School**

**PROJECT OVERVIEW:**

<b>Type of Contract:</b>	<b>Performance</b>
<b>Architect:</b>	<b>Ballistiglass, LLC</b>
<b>Authorization to Proceed Date:</b>	<b>Upon Board Approval</b>
<b>Budget:</b>	<b>N/A</b>

**GENERAL OVERVIEW:**

This item requests the approval of a no-cost agreement with Ballistiglass, LLC (Ballistiglass) to retrofit existing glass windows and glass door panels at a District School.

This donation will provide a bullet-resistant product that retrofits windows at Heron Heights Elementary School. Donated items do not reflect an intent by the District to incorporate system-wide.

The Office of Facilities & Construction, the Office of the General Counsel, Risk Management, the Building Department, the Office of the Chief Fire Official, and Physical Plant Operations have collaborated to ensure that this project meets all applicable requirements, including the provision of all required insurance, security background checks, and badging of all onsite workers. This proposal was also reviewed by Safe Havens International.

District staff has met with school administrators. Completion is scheduled for seven (7) days after the issuance of the Notice to Proceed.

Pursuant to Florida Statutes and the State Requirements for Educational Facilities ("SREF"), payment and performance bonds are required on projects costing \$300,000 or more. Since this project has no associated costs, bonds are optional, and will not be required.

Attachments "A" and "B" are not loaded because of security details that are exempt.

This Agreement has been reviewed and approved as to form and legal content by the Office of the General Counsel.



The School Board of Broward County, Florida  
 Procurement & Warehousing Services Department  
 7720 W. Oakland Park Blvd., Suite 323  
 Sunrise, Florida 33351

(754) 321-0505

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**Document 00520: Agreement Form**

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**THIS AGREEMENT** made and entered into this 7th day of August 2018 by and between

**THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA**

(Hereinafter referred to as "**Owner**" and

**BALLISTIGLASS LLC**  
 9588 Kenley Court  
 Parkland, FL 33076

(Hereinafter referred to as "**Contractor**").

**WHEREAS**, Owner is the owner of certain real property located in Broward County and known as [REDACTED] and

**WHEREAS**, in an act of generosity and goodwill, Contractor desires to retrofit existing glass windows and glass door panels [REDACTED] at no cost to the Owner, and in accordance with applicable Contract Documents, laws, codes and ordinances (the "**Project**"); and

**WHEREAS**, Owner and Contractor wish to enter into this Agreement to facilitate such work.

**NOW THEREFORE**, in exchange for the mutual covenants and promises set forth herein, the parties agree as follows:

**ARTICLE 1. ENTIRE AGREEMENT**

- 1.01 This Contract, along with the Contract Documents consisting of the Agreement Form, Drawings, Specifications, and modifications issued after execution of the Contract embodies the entire agreement between Owner and Contractor and supersedes all other writings, oral agreements, or representations.
- 1.02 The parties shall not be bound by or be liable for any statement, representation, promise, inducement or understanding of any kind or nature not set forth herein.
- 1.03 NO CHANGES, AMENDMENTS OR MODIFICATIONS OF ANY OF THE TERMS OR CONDITIONS OF THE CONTRACT SHALL BE VALID UNLESS REDUCED TO WRITING AND SIGNED BY BOTH PARTIES.

**ARTICLE 2. ENUMERATION OF THE CONTRACT DOCUMENTS.**

- 2.01 The Contract Documents consisting of the Agreement Form, Drawings, Specifications, and all Addenda and modifications issued after execution of the

Contract thereto together form the Contract, and they are fully a part of the Contract as if written herein word for word. The following is an enumeration of the Drawings and Specifications for this Project:

1. Ballistiglass Proposal, pages 1 through 5, attached hereto as **Attachment "A,"** and
2. Ballistiglass Installation Diagram and Description, consisting of one page, attached hereto as **Attachment "B."**

**ARTICLE 3. CONTRACT SUM**

3.01 (Not used)

**ARTICLE 4. TIME FOR CONTRACTOR'S PERFORMANCE.**

4.01 Upon execution of the contract by both the Contractor and the Owner, submittal of the required certificates of insurance, and receipt and approval of other required information, the Owner will issue **Document 00550, Notice to Proceed** which will stipulate the commencement date for the Work.

4.02 The Contractor shall commence the performance of the Work on the date stipulated on Document 00550, Notice to Proceed, and agrees to diligently continue its performance to and until final completion of the Project which shall be no later than **August 14, 2018.**

**4.03 Required date(s) of Substantial Completion**

4.03.01 The Contractor shall accomplish Substantial Completion of the Work on or before **August 12, 2018.**

4.03.02 (Not used)

**4.04 Liquidated Damages for Substantial Completion:**

(Not used)

**ARTICLE 5. SUBSTANTIAL COMPLETION AND FINAL PAYMENT.**

**5.01 Substantial Completion:**

5.01.01 When the Contractor believes that Substantial Completion has been achieved, the Contractor shall notify Marleine Ghaby, Project Manager (the "**SBBC PM**") in writing and shall provide to the SBBC PM a listing of those matters yet to be finished. the SBBC PM will determine whether the Work (or portion thereof) is appropriately ready for a Substantial Completion Inspection.

5.01.02 If the Work is determined to be ready for a Substantial Completion Inspection, the SBBC PM and Owner will thereupon conduct an inspection of the Work to determine if the Work is, in fact, substantially complete and establish a list of

items necessary for the Contractor to correct or finish. When Substantial Completion has been granted as evidenced by the Substantial Completion Inspection, the SBBC PM will issue a letter formally establishing the Substantial Completion Date for the Work or portion thereof.

5.01.03 (Not used)

5.02 **Final Completion:**

5.02.01 When the Contractor believes that the Work or portion thereof, is finally complete and is ready for a final inspection, the Contractor shall notify the SBBC PM, in writing, the SBBC PM will then determine whether the Work (or portion thereof) is appropriately ready for a Final Completion Inspection.

5.02.02 If the Work is determined to be ready for a Final Completion Inspection, the SBBC PM will thereupon conduct an inspection of the Work to determine if the Work is, in fact, finally complete. When Final Completion has been granted as evidenced by the Final Completion Inspection, the SBBC PM will issue a letter formally establishing the Final Completion Date for the Work or portion thereof.

5.04 Upon Final Completion, Contractor shall provide the Owner, in the form and manner required by Owner, if any, with a copy to the SBBC PM: of the following:

5.04.01 An affidavit that all of the Contractor's obligations to subcontractors, laborers, equipment or suppliers, or other third parties in connection with the Project, if any, have been paid or otherwise satisfied;

5.04.02 Such other documents as required by the Owner from each subcontractor, lower tier subcontractor, laborer, supplier or other person or entity who has or might have a claim against the Owner;

5.04.03 All product warranties, operating manuals, instruction manuals and other things or documents customarily required of the Contractor, or reasonably required by Owner, including but not limited to those required elsewhere in the Contract Documents, as part of its Project Closeout procedures;

5.04.04 (Not used)

5.04.05 (Not used)

**ARTICLE 6. TIME AND DELAYS.**

6.01 All time in the Contract Documents is calculated on a consecutive calendar day basis.

6.02 Time is of the essence in this Contract, and any breach of same shall go to the essence hereof, and Contractor, in agreeing to complete the Work within the time herein mentioned, has taken into consideration and made allowances for all reasonable hindrances and delays incident to his work.

- 6.03 Contractor agrees to commence the Work when directed by Owner and to diligently and continuously perform such Work and to coordinate the Work with other Work being performed on the Project by other trades so that the Owner shall not be delayed by any act or omission of Contractor in completion of the Project within the time specified above.
- 6.04 Contractor shall make payments, if any, promptly to its vendors, subcontractors, suppliers and for labor, material and equipment used by it in the performance of its work.
- 6.05 The Contractor shall not be entitled to any claim for damages or an extension of Time on account of hindrance or delays from any cause whatsoever, but if caused by any act of God or active interference on the part of the Owner, such act, hindrance, or delay may only entitle the Contractor to receive an extension of time as its sole and exclusive remedy.
- 6.05.01 Adverse weather such as rain is not to be considered to be an Act of God unless it exceeds the ten (10) year average as published by the National Weather Service (or equivalent organization acceptable to the Owner at its sole discretion) for that time of year in Broward County.
- 6.05.02 An extension of time to complete the Work shall be determined by the Owner provided that the Contractor provides the Owner with notice in writing of the cause of said act, hindrance or delay within twenty (20) days after its occurrence.
- 6.05.03 In the event the request for extension is not made in writing within that twenty (20) day time period, Contractor acknowledges and agrees it has forever waived any and all rights to such an extension.
- 6.05.04 All extensions of time shall be authorized only by a written change order executed by the Owner and the SBBC PM.
- 6.05.05 This "no damage for delay" clause will encompass any damages for delay or disruption even if the Contractor completes construction of the Work in a timely fashion in accordance with this Contract.
- 6.05.06 Damages as referenced in this "no damage for delay" shall include any type of damages that are or could be awarded by any court or arbitration panel such as, by way of general example, but not limitation, tort, contract, strict liability, consequential damages, liquidated damages and/or punitive damages.
- 6.05.07 By way of specific example but not limitation, damages as referenced within this clause includes loss of use, loss of profits, labor inefficiency, overhead and repair costs, costs of capital replacement, loss of wages, pain and suffering, loss of production costs to replace facilities, equipment and/or product loss, increased and/or extended home office overhead, increased general conditions, costs of mobilization and demobilization, decrease in value, and/or any other damage or loss.

- 6.05.08 The Contractor recognizes and specifically acknowledges the terms and conditions of the "no damage for delay" clause upon execution of this Contract.

**ARTICLE 7. CONTRACT BOND AND INSURANCE**

7.01 (Not used)

7.02 (Not used)

7.03 (Not used)

7.04 (Not used)

7.04.01 (Not used)

**7.05 INSURANCE REQUIREMENTS – MINIMUM INSURANCE REQUIREMENTS**

7.05.1 **GENERAL LIABILITY:** Limits not less than \$1,000,000 per occurrence for Bodily Injury/ Property Damage; \$1,000,000 General Aggregate. Limits not less than \$1,000,000 for Products/Completed Operations Aggregate.

7.05.2 **WORKER'S COMPENSATION:** Florida Statutory limits in accordance with Chapter 440; Employer's Liability limits not less than \$100,000/\$100,000/\$500,000 (each accident/disease-each employee/disease-policy limit).

7.05.3 **AUTO LIABILITY:** Owned, Non-Owned and Hired Auto Liability with Bodily Injury and Property Damage limits of not less than \$1,000,000 Combined Single Limit. If Awardee does not own any vehicles, hired and non-owned automobile liability coverage in the amount of \$1,000,000 shall be accepted. In addition, an affidavit signed by the Awardee must be furnished to SBBC indicating the following:

*Ballistiglass LLC does not own any vehicles. In the event insured acquires any vehicles throughout the term of this agreement, insured agrees to provide proof of "Any Auto" coverage effective the date of acquisition.*

7.05.4 **ACCEPTABILITY OF INSURANCE CARRIERS:** The insurance policies shall be issued by companies qualified to do business in the State of Florida. The insurance companies must be rated at least A- VI by AM Best or Aa3 by Moody's Investor Service.

7.05.5 **VERIFICATION OF COVERAGE:** Proof of Insurance must be furnished within 15 days of execution of this Agreement. To streamline this process, SBBC has partnered with EXIGIS RiskWorks to collect and verify insurance documentation. All certificates (and any required documents) must be received and approved by SBBC before any work commences to permit Awardee time to remedy any deficiencies. EXIGIS RiskWorks will send an email notification within three (3) business days after receipt of the award letter.

- New vendors will receive an email notification requesting account verification and insurance agent information.
- Existing vendors will receive an email notification of current status.

7.05.6 **REQUIRED CONDITIONS:** Liability policies must contain the following provisions. In addition, the following wording must be included on the Certificate of Insurance:

7.05.6.1 The School Board of Broward County, Florida, its members, officers, employees and agents are added as additional insured.

7.05.6.2 All liability policies are primary of all other valid and collectable coverage maintained by the School Board of Broward County, Florida.

7.05.6.3 Certificate Holder: The School Board of Broward County, Florida, c/o EXIGIS Risk Management Services, P. O. Box 4668-ECM, New York, New York 10163-4668

7.05.7 **CANCELLATION OF INSURANCE:** Vendors are prohibited from providing services under this Agreement with SBBC without the minimum required insurance coverage and must notify SBBC within two business days if required insurance is cancelled.

The School Board of Broward County, Florida reserves the right to review, reject or accept any required policies of insurance, including limits, coverage's or endorsements, herein throughout the term of this agreement.

**ARTICLE 8. NOTICES**

8.01 Any notices provided for hereunder shall be in writing and may be served either personally on the authorized representative of the receiving party at the jobsite, with a copy via telecopy or facsimile to the addresses shown below, or by registered mail or overnight delivery/courier service (e.g., Federal Express) to that party at the addresses shown below:

<b>Party:</b>		<b>Address:</b>
Owner:	Superintendent of Schools The School Board of Broward County, Florida	600 SE Third Avenue Ft. Lauderdale, FL 33301 Attn: Robert W. Runcie
With Copies To:	SBBC Project Manager	2301 NW 26 <sup>th</sup> Street Ft. Lauderdale, FL 33311 Attn: Marleine Ghaby
Contractor:	Ballistiglass LLC	9588 Kenley Court Parkland, FL 33076 Attn: John Mehew



8.02 These addresses may be changed by either of the parties by written notice to the other party.

**ARTICLE 9. CONTRACTOR'S RESPONSIBILITIES**

9.01 The Contractor must comply with public records laws. Florida State Statute 119.0701 requires that the Contractor keep, maintain and provide public access to public records. The Contractor shall ensure that public records that are confidential and exempt from public records disclosure are not disclosed, except as authorized by law. The Contractor shall be responsible for retaining public records and transfer, at no cost to the public agency, all public records in their possession upon completion or termination of the contract. Electronically stored records must be provided in a format compatible with the information technology systems of the public agency. Failure to comply with these provisions will constitute a breach of contract and will have financial consequences.

9.02 **Background Screening of Contractual Personnel** - Contractor must comply with the background screening requirements for all personnel to be working onsite, regardless of whether such personnel is directly employed by Contractor or employed by any subcontractors. See **Document 00455: Background Screening of Contractual Personnel**.

[Intentionally left blank]

IN WITNESS HEREOF, Contractor, Ballistiglass LLC, and the Owner, The School Board of Broward County, Florida, have caused this contract to be executed and their corporate seals affixed by and through their proper officers, thereunto duly authorized, on this day and year first above written.

OWNER

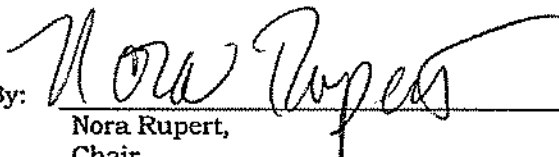
CONTRACTOR

THE SCHOOL BOARD OF BROWARD  
COUNTY, FLORIDA

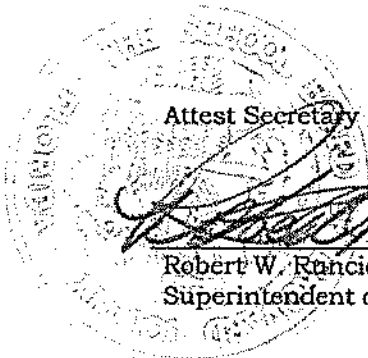

BALLISTIGLASS LLC

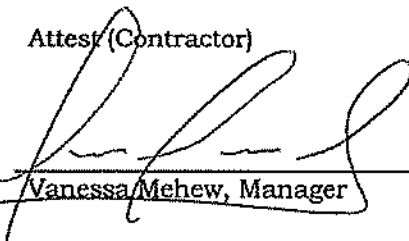
SEAL

SEAL

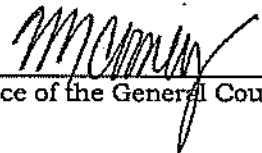
By:   
Nora Rupert,  
Chair

By:   
John Mehew, Manager

  
Attest Secretary  
  
Robert W. Rancie  
Superintendent of Schools

Attest (Contractor)  
  
By: Vanessa Mehew, Manager

Approved as to Form and Legal Content By:

  
Office of the General Counsel

**CONTRACTOR NOTARIZATION**

STATE OF FLORIDA

COUNTY OF BROWARD

The foregoing instrument was acknowledged before me this 31<sup>st</sup> day of July, 2018 by John Mehew, Manager of Ballistiglass LLC, and Vanessa Mehew, Manager of Ballistiglass LLC, on behalf of the Contractor.

John Mehew, and Vanessa Mehew are personally known to me or produced Florida Driver License as identification and did/did not first take an oath.

My commission expires: 02/24/2020



Robert Caldwell  
Notary Public  
State of Florida  
My Commission Expires 02/24/2020  
Commission No. FF 964456

Robert Caldwell  
Signature - Notary Public

Robert Caldwell  
Printed Name of Notary

FF964456  
Notary's Commission No.

**END OF DOCUMENT**