



City of Margate

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Legislation Text

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TO: Mayor and City Commission
FROM: Joseph J. Kavanagh, City Clerk
DATE: October 17, 2018

RESOLUTION - AMENDING RESOLUTION 11-552, RECORDS MANAGEMENT SERVICES WITH STEVE M. LEWIS, INC., PROVIDING FOR RATE INCREASE, PROVIDING FOR SEVERABILITY, PROVIDING FOR EFFECTIVE DATE.

BACKGROUND: The City of Margate has utilized Steve M. Lewis, Inc. since 2009 for Records Management Services. The agreed upon rate in 2009 was \$1,600 per eight-hour day, inclusive of travel and expenses. This is the first rate increase in nine years.

This item was proposed in the FY 18-19 Budget and approved at the increased rate of \$2,000 per day, inclusive of travel and expenses.

RECOMMENDATION: Approval.

FISCAL IMPACT: The City Clerk's Office budgeted \$32,000 for FY 18-19 for SML, Inc. services in account 001-1210 -513.34-32 - Records Management Training. The previous budgeted amount for FY 17-18 was \$25,600. This reflects an overall increase of \$6,400 for FY 18-19.

CONTACT PERSON: Joseph J. Kavanagh, City Clerk