

# Village of Tequesta

345 Tequesta Drive  
Tequesta, FL 33469



561-768-0700  
[www.tequesta.org](http://www.tequesta.org)

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## TEQUESTA PUBLIC WORKS DEPARTMENT MEMORANDUM

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To: Michael R. Couzzo, Village Manager

From: Douglas M. Chambers, Director Public Works

Subject: Fire Department Electric Lift

Date: July 22, 2018

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The Following agenda item references a proposal from DG Carpentry to install an electric lift for the second floor storage area in the Fire Department.  
Additionally The Contractor will install push/pull latches on the existing hatch.

Currently Fire Department Personnel uses an extension ladder to carry or pull items up to the second floor for storage. This is cumbersome and unsafe.

The Fire Department has already purchased the lift separately.  
The Contractor will need to pull a permit.

The Total cost of the installation is \$3,975 and will be paid out of the Fire Department Safety Supplies Fund. 001-192-552.308

Douglas M. Chambers  
Director Public Works  
Village of Tequesta

Vice-Mayor Frank D'Ambra  
Council Member Steve Okun

Mayor Abby Brennan  
Village Manager Michael Couzzo

Council Member Tom Paterno  
Council Member Vince Arena

## Proposal

From: **DG CARPENTRY LLC**  
**4114 Waverly Dr.**  
**West Palm Beach, FL 33407**  
**561-670-5870**

July 24, 2018

Submitted to: Village of Tequesta/ Fire Department  
345 Tequesta Dr  
Tequesta, FL

I hereby propose to furnish all the labor and materials necessary for the completion of the following: Cut floor joist in upstairs floor storage room, support cut joist with double girder 2 x 10, cut open floor and exterior ceiling 4 ft by 4 ft to accommodate attic lift, build 4 x 4 bracing for lift. Install lift, install chain for safety around opening. Customer to run all electrical. Price includes permits for installation. Department floor plans of the proposed area are required to prepare for city submittal. Customer has attic lift. Install push pull latches or similar on existing ceiling door, discontinue existing door twist latch, add new floor door in storage room.

All labor is guaranteed to be as specified, and the above work to be performed in accordance with specifications as discussed above. Work will be completed in a substantial workmanlike manner for the sum of: Three thousand nine hundred seventy-five and 00/100 Dollars (\$3,975.00)

Payments to be made as follows:  
Mobilization \$1,987.50  
Balance upon completion of the job.

*Any alteration or deviation from above specifications involving extra cost, will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control.*

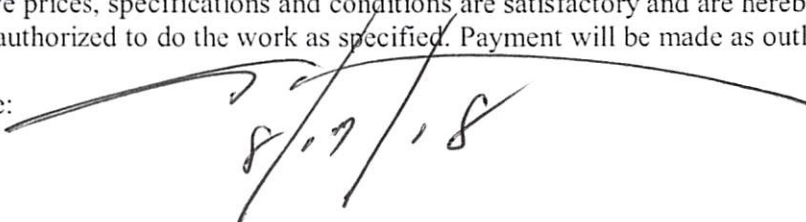
Respectfully Submitted  
Derrell Gibson

*This proposal may be withdrawn by me if not accepted within 30 days.*

### **Acceptance of Proposal**

The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Signature:  
Date:

A handwritten signature in black ink, followed by the date "8/17/18" written in a similar style.

## **ADDENDUM**

**Public Records:** In accordance with Sec. 119.0701, *Florida Statutes*, the Contractor must keep and maintain this Agreement and any other records associated therewith and that are associated with the performance of the work described in the Scope of Services. Upon request, the Contractor must provide the public with access to such records in accordance with access and cost requirements of Chapter 119, *Florida Statutes*. Further, the Contractor shall ensure that any exempt or confidential records associated with this Agreement or associated with the performance of the work described in the Scope of Services are not disclosed except as authorized by law. Finally, the Contractor shall retain the records described in this paragraph throughout the performance of the work described in the Scope of Services, and at the conclusion of said work, transfer to the Town, at no cost to the Town, all such records in the possession of the Contractor and destroy any duplicates thereof. Records that are stored electronically must be transferred to the Town in a format that is compatible with the Town's information technology systems.