

RESOLUTION NO. 13-____

A RESOLUTION OF THE MAYOR AND TOWN COUNCIL OF THE TOWN OF CUTLER BAY, FLORIDA, RELATING TO PROFESSIONAL SERVICES; APPROVING THE QUALIFICATIONS OF THE FIRMS TO PROVIDE GENERAL PLANNING SERVICES TO THE TOWN; AUTHORIZING THE TOWN MANAGER TO ENTER INTO A PROFESSIONAL SERVICES AGREEMENT WITH SUCH QUALIFYING FIRMS; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Town of Cutler Bay, (the “Town”) Community Development Department (“Department”) is responsible for the implementation of planning studies such as the Growth Management Plan and Land Development Regulations to ensure the orderly development of the Town; and

WHEREAS, the Department desires and it is in the best interest of the Town to contract with the most qualified consultants to provide General Planning Services; and

WHEREAS, a Request For Qualifications (RFQ) has been prepared to identify the best available consultants to provide General Planning Services as detailed in Exhibit “A”; and

WHEREAS, the Town Council adopted Resolution No. 13-60 authorizing the issuance of RFQ No.13-07; and

WHEREAS, on August 29, 2013, the Town posted the RFQ on the Town’s website and it was advertised in the Daily Business Review on August 30, 2013; and

WHEREAS, on September 16, 2013, the Town held a “mandatory” pre-bid meeting that nine (9) potential bidders attended; and

WHEREAS, on October 11, 2013, the Town received four (4) sealed proposals from interested bidders; and

WHEREAS, the Town’s Selection Committee was formed and evaluated each of the proposals based on the scoring criteria identified in RFQ No. 13-07; and

WHEREAS, on October 31, 2013, the top three (3) short-listed firms made a presentation to the Selection Committee; and

WHEREAS, the Town desires to select Calvin Giordano and Associates and Iler Planning, which received the highest scores by the Selection Committee; and

WHEREAS, the Town Council finds that this Resolution is in the best interest and welfare of the residents of the Town.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND TOWN COUNCIL OF THE TOWN OF CUTLER BAY, FLORIDA, THAT:

Section 1. **Recitals.** The above recitals are true and correct and are incorporated herein by this reference.

Section 2. **Authorization.** The Town Manager is hereby authorized, on behalf of the Town, to negotiate a Professional Service Agreement (PSA) with Calvin Giordano and Associates and Iler Planning the top two ranked firms, subject to the Town Attorney approval as to form, content and legal sufficiency. In the event the Town Manager is unable to negotiate a satisfactory agreement with the top two ranked firms, then the Town Manager may negotiate an agreement with the next highest ranked firm, in order of ranking. The Manager shall present the negotiated agreement to the Council for final approval.

Section 3. **Effective Date.** This Resolution shall take effect immediately upon enactment.

PASSED and ADOPTED this _____ day of _____, 2013.

Edward P. MacDougall, Mayor

Attest:

Debra E. Eastman, MMC
Town Clerk

APPROVED AS TO FORM AND
LEGAL SUFFICIENCY FOR THE
SOLE USE OF THE TOWN OF CUTLER BAY:

WEISS SEROTA HELFMAN PASTORIZA
COLE & BONISKE, P.L.
Town Attorney

Moved By: _____
Seconded By: _____

FINAL VOTE AT ADOPTION:

Mayor Edward P. MacDougall _____

Vice Mayor Ernest N. Sochin _____

Council Member Peggy R. Bell _____

Council Member Mary Ann Mixon _____

Council Member Sue Ellen Loyzelle _____