

RESOLUTION NO. 16-____

A RESOLUTION OF THE MAYOR AND TOWN COUNCIL OF THE TOWN OF CUTLER BAY, FLORIDA, SELECTING KIMLEY-HORN AND ASSOCIATES, INC. TO PROVIDE PROFESSIONAL SERVICES FOR SAFE ROUTES TO SCHOOL DESIGN SERVICES; AUTHORIZING THE TOWN MANAGER TO ENTER INTO A PROFESSIONAL SERVICES AGREEMENT; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Town of Cutler Bay, (the “Town”) Public Works Department (“Department”) is responsible for general civil engineering, transportation planning and engineering, stormwater utility engineering, landscape architecture, and other Public Works related activities; and

WHEREAS, the Department desires and believes that it is in the best interest of the Town to contract with the most qualified consultants to provide professional services; and

WHEREAS, a Request for Qualifications (RFQ #15-11) was prepared to identify the most qualified consultant to provide Safe Routes to School Design Services; and

WHEREAS, the Town Council adopted Resolution No. 15-62 authorizing the issuance of RFQ #15-11; and

WHEREAS, Town staff posted the RFQ on the Town’s website and it was advertised in the Daily Business Review on September 28, 2015; and

WHEREAS, on October 20, 2015, the Town held a “Mandatory” Pre-Bid Meeting of which seven (7) potential firms were in attendance; and

WHEREAS, on November 12, 2015, the Town received three (3) sealed proposals from interested firms; and

WHEREAS, a Selection Committee was established by the Town Manager, which evaluated each of the proposals based on the scoring criteria identified in RFQ # 15-11; and

WHEREAS, as per the RFQ, the Selection Committee awarded points to each bidders based on their individual oral presentation(s); and

WHEREAS, based on the Selection Committee’s final rankings, the Town desires to select the following top ranked firm: Kimley-Horn and Associates, Inc.; and

WHEREAS, the Town Council desires to authorize the Town Manager to negotiate and execute an agreement in substantially the form attached hereto as Exhibit “A”, between the Town and the top ranked firm; 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. **Selection.** The Town Council hereby selects Kimley-Horn and Associates, Inc. as the top ranked firm to provide professional services for the Town's Safe Routes to School Design Services.

Section 3. **Authorization.** The Town Manager is hereby authorized, on behalf of the Town, to negotiate and execute a Professional Service Agreement (PSA) with Kimley-Horn and Associates, Inc., the top ranked firm, subject to the Town Attorney's approval as to form, content and legal sufficiency. In the event the Town Manager is unable to negotiate a satisfactory agreement with the top ranked firm, then the Town Manager may negotiate and execute an agreement with the next highest ranked firm, in order of ranking.

Section 4. **Effective Date.** This Resolution shall take effect immediately upon adoption.

PASSED and ADOPTED this ____ day of January, 2016.

Attest:

PEGGY R. BELL
Mayor

JACQUELINE N. WILSON
Town Clerk

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

WEISS SEROTA HELFMAN
COLE & BIERMAN, P.L.
Town Attorney

Moved By: _____
Seconded By: _____

FINAL VOTE AT ADOPTION:

Mayor Peggy R. Bell _____

Vice Mayor Ernest N. Sochin _____

Council Member Roger Coriat _____

Council Member Sue Ellen Loyzelle _____

Council Member Mary Ann Mixon _____