

**RESOLUTION NO. 17-\_\_\_\_**

**A RESOLUTION OF THE MAYOR AND TOWN COUNCIL OF THE TOWN OF CUTLER BAY, FLORIDA, APPROVING TROY & BANKS, INC. PURSUANT TO REQUEST FOR PROPOSAL NO. 17-03 FOR UTILITY INVOICE AUDITING SERVICES; PROVIDING FOR AUTHORIZATION; AND PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS**, the Town Council of the Town of Cutler Bay (the “Town”) via Resolution No. 17-10 authorized the issuance of Request for Proposal No. 17-03 (the “RFP”) for Utility Invoice Auditing Services; and

**WHEREAS**, the RFP was advertised in a newspaper of general circulation- Daily Business Review on May 22, 2017; and

**WHEREAS**, a mandatory Pre-Bid meeting was held on June 12, 2017 in which one (1) potential bidder attended; and

**WHEREAS**, the RFP resulted in one (1) sealed proposal being received prior to the 3:00 p.m. deadline on July 10, 2017; and

**WHEREAS**, the Town Manager appointed a Selection Committee to review the bid submittal and on August 8, 2017 the Selection Committee rendered their recommendation; and

**WHEREAS**, pursuant to the competitive selection process utilized by the Town and the recommendation of the Town Manager, the Town Council desires to approve an agreement with the most responsible and responsive proposer, Troy & Banks, Inc., pursuant to RFP for Utility Invoice Auditing Services; and

**WHEREAS**, per Section III, Section 2.5, Compensation, of the RFP, the vendor’s compensation will be based on the discrepancies found that the Town chooses to move forward with and the vendor is only compensated on findings the Town approves and actually receives. In the event the Town declines to move forward with any or all discrepancies, the Town will not pay for any of the services performed; and

**WHEREAS**, the Town Council finds that this Resolution is in the best interest 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.**     **Approval.** The Town Council hereby approves Troy & Banks, Inc. pursuant to the RFP No. 17-03 for Utility Invoice Auditing Services.

**Section 3.**     **Town Manager Authorized.** The Town Manager is hereby authorized to negotiate and execute the Agreement, in substantially the form attached hereto as Exhibit “A,” with Troy & Banks, Inc. on behalf of the Town, subject to the Town Attorney’s approval as to content, form, and legal sufficiency. In the event the Town Manager is unable to negotiate a satisfactory agreement with the selected vendor, then the Town Manager is hereby authorized to re-advertise and issue Request for Proposal (RFP) 17-03 for the Utility Auditing Services.

**Section 4.**     **Effective Date.** This Resolution shall be effective immediately upon adoption.

PASSED and ADOPTED this \_\_\_\_ day of September, 2017.

Attest:

\_\_\_\_\_  
PEGGY R. BELL  
Mayor

\_\_\_\_\_  
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  
COLE & BIERMAN, P.L.  
Town Attorney

Moved By: \_\_\_\_\_  
Seconded By: \_\_\_\_\_

FINAL VOTE AT ADOPTION:

Mayor Peggy R. Bell	_____
Vice Mayor Sue Ellen Loyzelle	_____
Council Member Mary Ann Mixon	_____
Council Member Michael P. Callahan	_____
Council Member Roger Coriat	_____