

RESOLUTION NO. 19-____

A RESOLUTION OF THE MAYOR AND TOWN COUNCIL OF THE TOWN OF CUTLER BAY, FLORIDA, APPROVING AN AGREEMENT WITH BELL TOWER CONSULTING GROUP, LLC FOR GRANT WRITING AND ADMINISTRATION SERVICES; WAIVING COMPETITIVE BIDDING DUE TO IMPRACTICABILITY; PROVIDING FOR AUTHORIZATION; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Town of Cutler Bay (the “Town”) has a proven track record in obtaining grants from Federal, State, and Local Grants for various programs and capital projects; and

WHEREAS, from 2013-2019 the Town employed a part-time Grants Coordinator that was instrumental in securing nearly \$7 Million in grants for the Town; and

WHEREAS, pursuant to Section 3.12 of the Town Charter “the Town Council shall instruct the Town Manager to engage a grant writer, either as an employee or consultant, whose duty it will be, to secure all applicable grants for the Town”; and

WHEREAS, in the interest of ensuring that the Town remains consistent, effective, and efficient in researching and securing grants, the Town Manager recommends entering into a Professional Services Agreement (the “Agreement”) in substantially the form attached hereto as Exhibit “A” with Bell Tower Consulting Group, LLC to provide grant writing and administration services (the “Services”); and

WHEREAS, the Town Manager has provided a written recommendation to the Town Council that the competitive bidding requirements of Section 3.10 of the Town Charter be waived for the selection of a consultant to provide the Services due to impracticability; and

WHEREAS, pursuant to the written recommendation of the Town Manager, the Town Council hereby waives the competitive bidding requirements of Section 3.10 of the Town Charter due to impracticability and approves an Agreement with Bell Tower Consulting Group, LLC for the Services; and

WHEREAS, the Town Council is confident that Bell Tower Consulting Group, LLC is equipped to continue the successful track record of securing and administering grants and other special projects on behalf of the Town; and

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

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

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 the Agreement, in substantially the form attached hereto as Exhibit "A."

Section 3. Waiver of Competitive Bidding. In accordance with Section 3.10 of the Town Charter and Section 24-66 of the Town Code, the Town Council hereby waives competitive bidding based upon the Town Manager's recommendation to contract with Bell Tower Consulting Group, LLC for the Services.

Section 4. Authorization. The Town Council hereby authorizes the Town Manager to enter into a Professional Services Agreement in substantially the form attached hereto as Exhibit "A," subject to the approval of the Town Attorney as to form, content, and legal sufficiency. The Town Manager is hereby authorized to take any actions necessary to implement the Agreement and expend budgeted funds.

Section 5. Effective Date. This Resolution shall become effective immediately upon adoption.

PASSED and ADOPTED this ____ day of September, 2019.

TIM MEERBOTT
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
COLE & BIERMAN, P.L.
Town Attorney

Moved By: _____
Seconded By: _____

FINAL VOTE AT ADOPTION:

Mayor Tim Meerbott _____

Vice Mayor Sue Ellen Loyzelle _____

Council Member Robert “BJ” Duncan _____

Council Member Michael P. Callahan _____

Council Member Roger Coriat _____