

**RESOLUTION NO. 20-\_\_**

**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 PROFESSIONAL ENGINEERING 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's (the "Town") Department of Public Works is responsible for overseeing various Capital Improvement Projects and conducting studies to determine the need for future infrastructure improvements; and

**WHEREAS**, Town staff has prepared a Request for Qualifications ("RFQ") to identify the best qualified consultants to assist the Town with Professional Engineering Services ("Services"); and

**WHEREAS**, Resolution No. 19-65 authorized the issuance of Request for Qualifications No. 19-10 (the "RFQ"); and

**WHEREAS**, on October 17, 2019, the Town issued the RFQ for Professional Engineering Services; and

**WHEREAS**, the RFQ was advertised in a newspaper of general circulation, the Daily Business Review, on October 17, 2019; and

**WHEREAS**, on November 5, 2019, the Town held a mandatory pre-bid meeting, which was attended by twenty-two (22) potential firms; and

**WHEREAS**, the RFQ resulted in fifteen (15) sealed proposals being received before the November 22, 2019 deadline; and

**WHEREAS**, the Town's Selection Committee was formed and evaluated each of the proposals based on the scoring criteria identified in the RFQ; and

**WHEREAS**, on January 13, 2020 the top five (5) ranked firms who were short-listed performed Oral Presentation(s) before the Town's Selection Committee; and

**WHEREAS**, as per the RFQ, the Selection Committee awarded points to each bidder 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 three (3) ranked firms: Stantec Consulting Services, Inc., Kimley-Horn and Associates, Inc., and SRS Engineering, Inc.; and

**WHEREAS,** the Town Council desires to authorize the Town Manager to negotiate and execute agreements in substantially the form attached hereto as Exhibit "A" between the Town and the top three (3) ranked firms; and

**WHEREAS,** the Town Council finds that the adoption of this Resolution is in the best interest of the health, safety 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 Stantec Consulting Services, Inc., Kimley-Horn and Associates, Inc., and SRS Engineering, Inc. for the Services.

**Section 3. Authorization.** The Town Manager is hereby authorized to enter into an agreement, in substantially the form attached hereto as Exhibit "A," with Stantec Consulting Services Inc., Kimley-Horn and Associates, Inc., and SRS Engineering, 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 top three (3) ranked firms, 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 be effective immediately upon adoption.

PASSED and ADOPTED this \_\_\_\_ day of March, 2020.

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TIM MEERBOTT  
Mayor

Attest:

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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 \_\_\_\_\_