

**RESOLUTION NO. 2004 - 98**

**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF SOUTHWEST RANCHES, FLORIDA, APPROVING THE VENDOR RANKING FOR COMPREHENSIVE CAPITAL IMPROVEMENTS CONTRACT ADMINISTRATION, PROCUREMENT, AND PROJECT CONSTRUCTION IMPLEMENTATION CONSULTING SERVICES; AUTHORIZING THE TOWN ADMINISTRATOR AND THE TOWN ATTORNEY TO ENTER INTO NEGOTIATIONS WITH THE TOP RANKED VENDOR; AUTHORIZING THE TOWN ATTORNEY TO DRAFT AN AGREEMENT FOR THE TOWN COUNCIL'S APPROVAL; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, The Town will be developing, at a minimum, a \$38.2 million dollar capital program over the next four to ten years; and

**WHEREAS**, the Town Administrator feels that it is in the best interest of the Town to hire a company to implement and to administer these projects; and

**WHEREAS**, on June 22, 2004 the Town of Southwest Ranches issued a Request for Letters of Interest seeking Contract Administration, Procurement, and Project Construction Implementation Consulting Services; and

**WHEREAS**, on July 20, 2004, at a duly noticed meeting, the Town opened the vendor submittals; and

**WHEREAS**, in furtherance of §287.055, Florida Statutes, the Town's Selection and Negotiation Committee, evaluated and ranked the submitted proposals; and

**WHEREAS**, the Selection and Negotiation Committee evaluated and ranked the submitted proposals and received presentations from the top three vendors at a public meeting held on July 27, 2004; and

**WHEREAS**, the Selection and Negotiation Committee has provided its findings and rankings to the Town Council for approval.

**NOW, THEREFORE, BE IT RESOLVED** by the Town Council of the Town of Southwest Ranches, Florida:

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

**Section 2.** The Town Council hereby approves the following vendor ranking for Comprehensive Capital Improvements Contract Administration, Procurement, and Project Construction Implementation Consulting Services:

1. Management Research and Consulting Associates, Inc.
2. URS Corporation
3. Government Services Group, Inc.

**Section 3.** The Town Council authorizes the Town Administrator and the Town Attorney to enter into negotiations with the top ranked vendor and if that negotiation fails to enter into negotiations with the highest ranked vendor thereafter. Notwithstanding the aforesaid, prior to the Town Administrator and Town Attorney commencing negotiations with the top ranked vendor, the Town Council shall be given an opportunity to submit questions, in writing, to the top two ranked vendors by submitting same to John Canada, Town Administrator, on or before Tuesday, August 3, 2004, at 12:00 noon. The Town Administrator shall submit the questions to the top two ranked vendors, as applicable, by 5:00 p.m., on Tuesday, August 3, 2004. The top two vendors shall respond, in writing, to the questions presented to them on or before 5:00 p.m., on Friday, August 6, 2004. The responses shall be delivered to the Members of the Town Council on or before 7:00 p.m., on Friday, August 6, 2004, by delivery to their residences. The questions and answers will be reviewed with each Member of the Town Council and the Town Administrator at their scheduled weekly meeting during the week of August 9, 2004. In the event that after reviewing the questions and answers, any Member of the Town Council feels it necessary for the matter to be deferred until the Town Workshop on September 7, 2004 and the Town Meeting on September 9, 2004, then, upon such instruction, the Town Administrator shall bring the matter back for discussion at the Workshop Meeting on Tuesday, September 7, 2004, and for reconsideration at the Town Council Meeting on Thursday, September 9, 2004. If no Member of the Town Council requests that the matter be placed on the September 7, 2004 Workshop Agenda and the September 9, 2004 Town Meeting Agenda, then the Town Attorney and the Town Administrator shall proceed with negotiations in accordance with this Section 3 and Section 4.

**Section 4.** The Town Council authorizes the Town Attorney to draft an agreement delineating the vendor's services and to bring the agreement back to the Town Council for Town Council approval.

**Section 5.** That this Resolution shall become effective immediately upon its adoption.

**PASSED AND ADOPTED** by the Town Council of the Town of Southwest Ranches, Florida, this 28<sup>th</sup> day of July 2004, on a motion by Vice Mayor Knight and seconded by Council Member Maines.

Fink Y  
Knight Y  
Blanton Y  
Maines Y  
Nelson Y

Ayes 5  
Nays 0  
Absent or  
Abstaining 0

Mecca Fink  
Mecca Fink, Mayor

ATTEST:

Shari Canada  
Shari Canada, Town Clerk

Approved as to Form and Correctness:

Gary A. Poliakoff  
Gary A. Poliakoff, J.D., Town Attorney

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