

RESOLUTION NO. 2019-005

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2           **A RESOLUTION OF THE CITY COMMISSION OF THE CITY**  
3           **OF PARKLAND, FLORIDA, APPROVING THE EVALUATION**  
4           **COMMITTEE'S RANKING AND AUTHORIZING THE**  
5           **PURCHASING DIRECTOR TO NEGOTIATE A CONTRACT**  
6           **WITH THE TWO TOP-RANKED PROPOSERS, KEITH &**  
7           **ASSOCIATES, INC. DBA KEITH AND DRMP, INC., FOR**  
8           **CONTINUING ENGINEERING SERVICES; PROVIDING FOR**  
9           **AN EFFECTIVE DATE.**

10           **WHEREAS**, the City of Parkland's ("City") is seeking two experienced and qualified  
11 firms to provide continuing services for engineering, architecture and planning services; and  
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14           **WHEREAS**, the services are being sought to assist with the planning and management  
15 of the various projects important to maintain the City's current development standards; and  
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17           **WHEREAS**, on November 9, 2018, in accordance with the City's Procurement Code as  
18 well as Chapter 287 of Florida Statutes, Section 287.055 titled Consultants' Competitive  
19 Negotiation Act (CCNA), City staff advertised Request for Qualification (RFP # 2018-21) for  
20 Continuing Engineering Services; and  
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22           **WHEREAS**, on December 18, 2018, the City received eleven (11) proposals from  
23 Baxter & Woodman, Inc., Calvin, Giordano & Associates, Inc., Carnahan, Proctor and Cross,  
24 Inc., Craig A. Smith & Associates, Inc., Crain Atlantis Engineering, Inc., Craven Thompson &  
25 Associates, Inc., DRMP, Inc., Engenuity Group, Inc., Johnson, Mirmiran & Thompson, Inc.,  
26 Keith & Associates, Inc. dba KEITH and Keith & Schnars, P.A.; and  
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28           **WHEREAS**, on January 8, 2019, the Evaluation Committee reviewed, rated and  
29 shortlisted the top six (6) proposals from DRMP, Inc., Keith & Associates, Inc. dba KEITH,  
30 Calvin, Giordano & Associates, Inc., Craven Thompson & Associates, Inc., Carnahan, Proctor  
31 and Cross, Inc. and Craig A. Smith & Associates, Inc.; and  
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33           **WHEREAS**, on January 17, 2019, the Evaluation Committee interviewed the shortlisted  
34 six (6) proposers and after further discussion and review of the criteria set forth in the RFP, the  
35 Evaluation Committee unanimously recommended approval of the two top-ranked proposers,  
36 Keith & Associates, Inc. dba KEITH and DRMP, Inc.; and  
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38           **WHEREAS**, Engineering Services required during the term of the contract will be  
39 provided on an as-needed basis, contingent upon budget approval; and  
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41           **WHEREAS**, any work authorization in excess of \$25,000 will require City Commission  
42 approval, as per City's Procurement Code, Section 2-146; and  
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44           **WHEREAS**, the initial contract period shall start on date of contract execution and shall  
45 continue for a term of two years, with the option to renew for three additional one-year periods,  
46 if determined to be in the City's best interest; and  
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48           **WHEREAS**, upon award, the City Commission hereby authorizes the Purchasing  
49 Director to negotiate terms, condition and fees with the two top-ranked proposer, Keith &  
50 Associates, Inc. dba KEITH and DRMP, Inc., for Continuing Engineering Services.  
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52 **NOW THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY**  
53 **OF PARKLAND, FLORIDA AS FOLLOWS:**  
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55 **Section 1.** The foregoing "WHEREAS" clauses are confirmed and ratified as being true  
56 and correct and are hereby incorporated herein.  
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58 **Section 2.** The City Commission hereby approves the Evaluation Committee ranking of  
59 the Continuing Engineering Services and authorizes the Purchasing Director to negotiate terms,  
60 conditions and fees with the two top-ranked proposers, Keith & Associates, Inc. dba KEITH and  
61 DRMP, Inc., and extend the contract for three, one-year periods, if determined to be in the City's  
62 best interest.  
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64 **Section 3.** In the event the Purchasing Director is unable to negotiate a contract deemed  
65 to be acceptable with the top-ranked firm, the Purchasing Director shall report to the City  
66 Commission which shall either require that the Purchasing Director continue negotiations or  
67 authorize negotiations with the next-ranked firm until the process is complete or, until the  
68 Purchasing Director or the City Commission determines that it is no longer feasible to continue  
69 negotiating; at any time the City Commission has the full discretion to either abandon the  
70 process or begin the process again.  
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72 **Section 4.** The RFP packet has been reviewed and approved by the City Attorney.  
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74 **Section 5.** This Resolution shall become effective immediately upon adoption.  
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77 PASSED AND ADOPTED THIS 6th DAY OF February, 2019.  
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80 **CITY OF PARKLAND, FLORIDA**  
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83 \_\_\_\_\_  
84 **CHRISTINE HUNSCHOFSKY**  
85 **MAYOR**

86 ATTEST:  
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90 **JENNIFER JOHNSON**  
91 **CITY CLERK**



**RECORD OF COMMISSION VOTE**

Commissioner Kagan	<u>Yes</u>
Commissioner Mayersohn	<u>Yes</u>
Mayor Hunschofsky	<u>Yes</u>
Commissioner Walker	<u>Yes</u>
Vice Mayor Cutler	<u>Yes</u>



