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**RESOLUTION NO. 2016-70**

**A RESOLUTION OF THE MAYOR AND VILLAGE COUNCIL OF THE VILLAGE OF PALMETTO BAY, FLORIDA, RELATING TO CONTRACTS; APPROVING THE VILLAGE MANAGER'S SELECTION OF 300 ENGINEERING GROUP, INC., TO PROVIDE PROFESSIONAL GIS SERVICES; AUTHORIZING THE VILLAGE MANAGER TO ENTER INTO CONTRACT NEGOTIATIONS WITH THE SELECTED FIRM; AND PROVIDING FOR AN EFFECTIVE DATE.** (Sponsored by Administration)

**WHEREAS**, on June 14, 2016, the Village Procurement Division opened sealed bids solicited under Request for Proposals (RFP) No. 1516-07-004 for Geographic Information System (GIS) – Professional Services; and

**WHEREAS**, a selection committee reviewed the applications and found 300 Engineering Group, Inc., to be responsive to that RFP in providing the documents required for consideration; and

**WHEREAS**, the Village Manager finds 300 Engineering Group, Inc., as the most responsive and cost-effective qualified proposer; and

**WHEREAS**, the Mayor and Village Council desire to approve the selection of 300 Engineering Group, Inc., as the most responsive proposer and authorizes the Village Manager to begin negotiations with that firm for the efforts of negotiating a contract for review, consideration, and approval by the Village Council.

**NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND VILLAGE COUNCIL OF THE VILLAGE OF PALMETTO BAY, FLORIDA, AS FOLLOWS:**

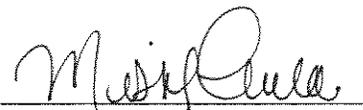
**Section 1.** The firm, 300 Engineering Group, Inc., is selected as the most responsive and cost-effective qualified proposer to provide the Village with professional Geographic Information System (GIS) services, and the Village Manager is authorized to negotiate a Contract with the selected firm.

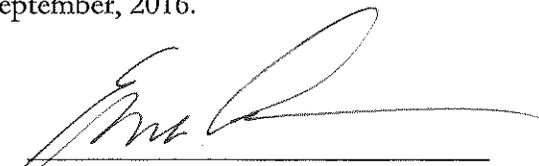
**Section 2.** Should said negotiations be successful, the Village Manager shall bring the negotiated contract to the Village Council for their review and approval consideration.

**Section 3.** This Resolution shall take effect immediately upon approval.

PASSED and ADOPTED this 12<sup>th</sup> day of September, 2016.

Attest:

  
Missy Arocha  
Village Clerk

  
Eugene Flinn  
Mayor

1 APPROVED AS TO FORM AND LEGAL SUFFICIENCY FOR THE  
2 USE AND RELIANCE OF THE VILLAGE OF PALMETTO BAY ONLY:

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6 \_\_\_\_\_  
7 Dexter W. Lehtinen  
8 Village Attorney  
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12 FINAL VOTE AT ADOPTION:

- 13  
14 Council Member Karyn Cunningham YES  
15  
16 Council Member Tim Schaffer YES  
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18 Council Member Larissa Siegel Lara YES  
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20 Vice-Mayor John DuBois YES  
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22 Mayor Eugene Flinn YES

Village of Palmetto Bay  
 Procurement Division - Village Manager's Office  
**RECOMMENDATION TO AWARD**



To: Mr. Edward Silva, Village Manager

From: Litsy C. Pittser, Procurement Specialist

Date: 8/1/2016

RFP#: 1516-07-004 Item/Service: Geographic Information Systems (GIS) Prof. Services

Attached please find the score tabulation sheets with all the proposers that took part of this open bid.

**I. Procurement Comments:**

After reviewing the tabulations and credentials of each respondent, I would like to recommend 300 Engineering Group, Inc. They were the 2nd highest scored but they delivered the following: Lowest maintenance charge of \$ 735.00, they are a Company with several employees specializing in different fields like architecture, engineering and drafting which will add to the value of our GIS system. Their references and reference letters from Miami-Dade County and Miami Dade Water and Sewer shows that the Company has the caliber to not only have the personnel to do the small projects but also they have the capability to perform high level tasks.

**II. Recommendation:**

a. Which bid is being recommended to Award? 300 Engineering Group, Inc.

b. Does the response being recommended to proceed for an award meet the specifications as per the request and as advertised? Yes  No

If No, is the variance considered: Minor  Major

c. Is the recommendation the lowest bid received? Yes  No

The results of the recommendation are attached.

**III. Procurement Action/Recommendation(s):**

Based on the results of the scoring sheets and the assesment of all the points addressed on Section I. Procurement Comments

**IV. Recommendation Approval:**

Acceptance to Move Forward with Award

  
 \_\_\_\_\_  
 Mr. Edward Silva, Village Manager