

RESOLUTION NO. _____

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF KEY WEST, FLORIDA, RANKING THE RESPONDENTS TO CITY OF KEY WEST REQUEST FOR PROPOSALS (RFP) NO. 16-003 FOR GRANT WRITING SERVICES; DIRECTING THE CITY MANAGER TO NEGOTIATE A CONTRACT WITH THE HIGHEST RANKED FIRM FOR CITY COMMISSION APPROVAL; PROVIDING FOR AN EFFECTIVE DATE

WHEREAS the City issued RFP 16-003 requesting proposals for grant writing services; and

WHEREAS, the City opened five responses to the RFP on December 9, 2015; and

WHEREAS, an evaluation committee, consisting of City staff and local experts, evaluated the proposals at a public session on December 29, 2015; and

WHEREAS, the evaluation committee ranked the firms, and recommended that the City Commission approve the ranking of the top three firms, and authorize the negotiation of a contract for subsequent City Commission consideration.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF KEY WEST, FLORIDA, AS FOLLOWS:

Section 1: That top ranked firms as determined in order by the Commission are:

1. Writers at Large/Angie Brewer and Associates, LC
2. Langton Associates, Inc. and IN REM Solutions
3. Sheila Griffin/Government Consultants, Inc/Grants, Ink, LLC

Section 2: That City staff is authorized to negotiate a contract starting with the topped ranked firm, and then the second and third-ranked firms thereafter in order if necessary, until an acceptable agreement is reached. The City Manager is directed to bring the contract before the City Commission for final consideration.

Section 3: That this Resolution shall go into effect immediately upon its passage and adoption and authentication by the signature of the Presiding Officer and the Clerk of the Commission.

Passed and adopted by the City Commission at a meeting held this _____ day of _____, 2016.

Authenticated by the Presiding Officer and Clerk of the Commission on _____ day of _____, 2016.

Filed with the Clerk on _____, 2016.

Mayor Craig Cates	_____
Vice Mayor Clayton Lopez	_____
Commissioner Sam Kaufman	_____
Commissioner Richard Payne	_____
Commissioner Margaret Romero	_____
Commissioner Billy Wardlow	_____
Commissioner Jimmy Weekley	_____

CRAIG CATES, MAYOR

ATTEST:

CHERYL SMITH, CITY CLERK