



THE CITY OF KEY WEST

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EXECUTIVE SUMMARY

TO: Greg Veliz, City Manager
FROM: Doug Bradshaw, Director of Port and Marine Services
CC: Patti McLauchlin, Assistant City Manager
DATE: September 16, 2019
SUBJECT: Award of RFP #010-19 State Government Relations Services

ACTION STATEMENT:

Resolution approving the recommendation of award to GrayRobinson for State government relations services for a three (3) year contract with the option for two (2) additional one-year terms in an annual lump sum amount of \$72,000.

BACKGROUND:

Request for Proposal (RFP) # 010-19 State Government Relations Services was advertised on July 6, 2019 seeking proposals from qualified individuals or firms to provide State government relations services for the CITY before the Executive branch, Legislators and/or legislative staff of the State government to secure funds for, and otherwise represent, CITY efforts.

Four (4) responses were received on August 14, 2019 for RFP #010-19 State Government Relations Services.

1. Capital City Consulting
2. Meenan Capital Group
3. Becker & Poliakoff, P.A.
4. GrayRobinson

All proposals received were considered responsive.

Three (3) City Staff members, Jim Scholl, George Wallace, and Doug Bradshaw and one citizen Wayne Miller independently ranked the proposals based on the criteria in the RFP. All reviewers meet at a publicly advertised meeting to compile the rankings, discuss the proposals, and develop a recommendation of award. Complete ranking sheets by each reviewer are attached.

Key to the Caribbean – Average yearly temperature 77° F.

RESOLUTIONS SUMMARY

The final ranking was as follows:

FIRM	Total Points	Average Score	Rank
Meenan Capital Group	255	63.8	4
Capital City Consulting	328	82.0	2
GrayRobinson	367	91.8	1
Becker & Poliakoff, P.A.	326	81.5	3

PURPOSE & JUSTIFICATION:

The City needs a firm that can identify and secure state funding, can provide access to State agencies and members of the Executive branch, Legislators and/or legislative staff to discuss legislative issues effecting the City, can review on a continuing basis all existing and proposed State of Florida policies and legislation effecting the city, and can monitor all bills, resolutions, files, journals, histories, etc. that may have an impact on legislative or regulatory interests of the City.

FINANCIAL IMPACT:

GrayRobinson proposal is for an annual lump sum fee of \$72,000. The City has budgeted \$75,000 for these services in 001-1101-511-3100.

RECOMMENDATION:

Based on the ranking it is recommended awarding a contract to GrayRobinson for State government relations services for a three (3) year contract with the option for two (2) additional one-year terms in an annual lump sum amount of \$72,000 If a contract cannot be entered into with GrayRobinson, it is recommended that a contract be offered to the second ranked proposer and so on.