



City Clerk
City of Key West, Florida
3126 Flagler Avenue
Key West, FL 33040

RE: RFP#16-003 Grant Writing Services

Dear City Clerk:

By this letter Langton Associates, Inc. and In Rem Solutions, Inc. (hereinafter Langton) object to and challenge the Evaluation Committee ranking of respondents to the City of Key West's RFP#16-003 Grant Writing Services. Over the past three years Langton has served as the City's grant writing firm resulting in \$6,337,152 in funding to the City. In addition, during our representation of the City from 2003 to 2005, we secured over \$4 million in grant funding. The total grants secured for the City is a remarkable \$10,300,000!

Langton requests that this item be deferred at the January 20th City Commission Meeting, the matter be reviewed by city staff, and points redistributed as appropriate. If a formal appeal process exists, Langton requests access to the process and will begin the appeal process immediately. In the alternative, Langton requests that the Clerk recommend that the City Commission conduct interviews with the responding grant writing firms in order to independently assess the skills of the respondents.

We content that there were three (3) issues with the selection process that give cause for re-evaluation.

1. Langton's first contention is that it was not proper for the Evaluation Committee to exclude the staff member most closely related to the grant writing process. The City's Senior Grants Administrator is perhaps one of the most qualified persons to evaluate the best firm to meet the requirements of the City's RFP for grant writing services, yet she was not included in the Evaluation Committee.

In issue 2 and 3 Langton asserts that the Evaluation Committee did not properly assess points in the following categories:

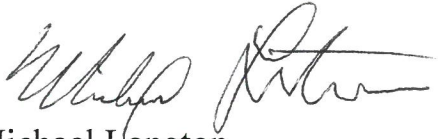
2. Professional qualifications – Writers at Large/Angie Brewer & Associates' (hereinafter WAL) qualifications did not warrant 97 points. The RFP states that the City will conduct such investigation as is necessary to determine the performance record and ability of the selected proposer to perform the size and type of work specified under the contract. The RFP requested municipal grant writing services. WAL's stated combined experience is primarily in government loan programs and private foundation grants. The City's RFP specifically requested municipal grant writing services, which require different skills and experience. Loan programs require substantiation, but are not funds distributed on a competitive basis. Loan programs constitute a large monetary proportion of the experience and monetary awards listed in the WAL proposal.

3. Familiarity with local area – Langton's points should have exceeded points awarded to any other firm. Langton has worked extensively with city staff for the past three years to develop a City grant program and prepare grant applications. Langton has researched the City's priority projects and goals to match with funding programs. Langton previously served as the City's grant writing firm from 2003 to 2005, resulting in over \$4 million in grant funds procured for the City. During the course of Langton's representation of the City, it has gained local knowledge equal to or greater than any other responding firm.

Langton requests the opportunity to appear before the City Commission to discuss the stated irregularities and to present its qualifications, experience and record of its grant writing success, prior to the City Commission granting an approval to negotiate a contract.

Your immediate attention **today** would be greatly appreciated.

Sincerely,

A handwritten signature in black ink, appearing to read "Michael Langton". The signature is fluid and cursive, with a long horizontal stroke at the end.

Michael Langton
President
Langton Associates

CC: Mayor and City Commissioners, City Manager, Assistant City
Managers, Finance Director, Senior Grants Administrator