

RESOLUTION NO. 2022-003

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF COCONUT CREEK, FLORIDA, AUTHORIZING THE CITY MANAGER, OR DESIGNEE, TO EXECUTE A SOLE SOURCE CONSULTANT AGREEMENT BETWEEN THE CITY OF COCONUT CREEK AND STEVE M. LEWIS, INC. D/B/A SML, INC. TO PROVIDE RECORDS MANAGEMENT IMPLEMENTATION SERVICES; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City desires to employ the services of consulting firm Steve M. Lewis, Inc. (hereinafter "SML, Inc.") as a sole source for records management implementation services; and

WHEREAS, based on research, SML, Inc. is the only qualified consultant to provide said records management implementation services; and

WHEREAS, the term of the agreement shall be for an initial two (2) year period with the option to renew for up to three (3) one-year periods; and

WHEREAS, the cost of services shall not exceed \$60,000 for the initial two (2) year period; and

WHEREAS, the City Commission finds and determines it to be in the best interest of the City to enter into said consultant agreement as a sole source for records management implementation services.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF COCONUT CREEK, FLORIDA:

Section 1: That the foregoing "WHEREAS" clauses are hereby ratified and confirmed as being true and correct and are hereby made a specific part of this resolution. All exhibits attached hereto are incorporated herein and made a specific part of this resolution.

Section 2: That the City Commission hereby authorizes the City Manager, or designee, to execute the attached agreement between the City and SML, Inc., attached hereto and made a part hereof.

Section 3: That if any clause, section, other part or application of this resolution is held by any court of competent jurisdiction to be unconstitutional or invalid, in part or in application, it shall not affect the validity of the remaining portion or applications of this resolution.

Section 4: That this resolution shall be in full force and effect immediately upon its adoption.

Adopted this 13th day of January, 2022.

Rebecca A. Tooley, Mayor

Attest:

Marianne Bowers, Interim City Clerk

Tooley Aye

Rydell Aye

Sarbone Aye

Welch Aye

Railey Aye