



# *City of Hollywood, Florida*

2600 HOLLYWOOD BOULEVARD • P.O. BOX 229045 • ZIP 33022-9045

## **NOTICE OF INTENT TO AWARD**

**RFP No.: RFP-4417-14-JE**

**OPENED: MAY 29, 2014**

**ITEM: LOBBYING SERVICES**

**AWARD BEING RECOMMENDED TO:**

- 1) Becker & Poliakoff
- 2) Gray Robinson
- 3) Sayfie Law Firm

**DATED AND POSTED: AUGUST 12, 2014**

**JOEL WASSERMAN, DIRECTOR**

**PROCUREMENT SERVICES**

PROTEST: ANY ACTUAL OR PROSPECTIVE BIDDER WHO IS AGGRIEVED IN CONNECTION WITH THIS PENDING AWARD OF THE CONTRACT OR ANY ELEMENT OF THE PROCESS LEADING TO THE AWARD MAY PROTEST TO THE DIRECTOR OF PROCUREMENT SERVICES. THE PROTEST MUST BE FILED WITHIN FIVE (5) BUSINESS DAYS OF THIS POSTING OR ANY RIGHT TO PROTEST IS FORFEITED. THE PROTEST MUST BE IN WRITING, MUST IDENTIFY THE NAME AND ADDRESS OF THE PROTESTER, AND MUST INCLUDE A FACTUAL SUMMARY OF, AND THE BASIS FOR, THE PROTEST. FILING SHALL BE CONSIDERED COMPLETE WHEN THE PROTEST IS RECEIVED BY THE DIVISION OF PROCUREMENT SERVICES

PROTEST DEPOSIT: A DEPOSIT IS REQUIRED FROM THE PROTESTER TO COMPENSATE THE CITY FOR THE EXPENSES OF ADMINISTERING THE PROTEST. IF THE PROTEST IS DECIDED IN THE PROTESTER'S FAVOR, THE ENTIRE DEPOSIT SHALL BE RETURNED TO THE PROTESTER. IF THE PROTEST IS DETERMINED TO BE WITHOUT MERIT, THE DEPOSIT SHALL BE FORFEITED TO THE CITY. THE DEPOSIT SHALL BE IN THE FORM OF CASH, A CASHIER'S CHECK, OR A PAYMENT BOND AND SHALL BE IN THE AMOUNT OF \$250.00 OR 1% OF THE AMOUNT OF THE PENDING AWARD, WHICHEVER IS GREATER, UP TO THE MAXIMUM OF \$1,000.00.

"An Equal Opportunity and Service Provider Agency"

# RFP-4417-14-JE

## Lobbying Services

### Evaluation Matrix

July 10, 2014

Propersers: Evaluation Committee:	Sayfie Law Firm	Gray Robinson	CLD & Associates	JEJ & Associates	Buchanan, Ingersoll, Rooney	Ronald Book	Becker & Poliakoff	Capital Alliance Group	Bryant, Miller, Olive
Steve Joseph	82	86	60	73	81	77	93	69	76
Sylvia Glazer	90	92	64	72	95	87	102	69	86
Chuck Ellis	92	85	67	73	85	75	101	74	84
Davon Barbour	89	86	69	64	82	87	97	76	84
Totals:	353	349	260	282	343	326	393	288	330
Rankings:	2	3	9	8	4	6	1	7	5



# CITY OF HOLLYWOOD, FLORIDA

## PROCUREMENT SERVICES DIVISION

### Solicitation Request Form (Use for bids, RFPs, RLIs, RFQs)

Date 2/13/2014

Department/Office Office of Parking & Intergov. Affairs

Division/Area \_\_\_\_\_

Contact Person Lorie Mertens-Black, Rosanne Regan

Title Director, Financial Analyst

Phone Ext. 3452, 8142

Email lmertensblack@hollywoodfl.org  
rregan@hollywoodfl.org

1. Product/Service being requested (be specific.) Lobbying services

2. Detailed description of the products/services function and purpose. The goal of this procurement is to create a pool of lobbyists to assist the City in influencing legislation at the state and local levels. Given the many legislative issues currently impacting Hollywood, ethical, professional and experienced lobbying is sought to encourage responsive and responsible decision making. Additionally, the lobbyist is to serve as an information provider and consultant to the City regarding legislative and related administrative process issues.

Are there alternative products/services capable of performing the required function? n/a

3. Has this product/service previously been formally solicited by the City of Hollywood?

☒ Yes ☐ No ☐ Unsure

If yes, please provide previous solicitation number. RFP4170-08-JE

4. Has this product/service previously been formally solicited by another government agency?

☐ Yes ☐ No ☒ Unsure

If yes, please provide details and copy if available. \_\_\_\_\_

5. Total estimated cost of the requested product/service? \$150,000.00

#### Procurement Service Division use only

Requisition # R \_\_\_\_\_

Purchase Order # P \_\_\_\_\_

Blanket Purchase Order # \_\_\_\_\_

BPO \_\_\_\_\_  
(As Applicable)

(As Applicable)

(As Applicable)

(Revised 9/2013)

Has this cost been approved in your budget? ☒ Yes ☐ No

*will be requested for FY15*

If yes, provide Account Number (s.) 01.1150.00000.512.003149

6. Formal Solicitations must be advertised for a minimum of 10 (ten) days and typically not more than 30 (thirty) days. How long is the Department/Office requesting to advertise this solicitation? 30 Days

7. Is a pre-bid meeting required? ☐ Yes ☒ No

If yes, are you requesting it to be mandatory? ☐ Yes ☐ No

8. Project location? n/a

9. Completion Time: Final completion of this project shall be in n/a calendar days once a Notice To Proceed (NTP) is given to the awarded vendor.

10. Are you requesting this formal solicitation require liquidated damages (liquidated damages are not penalties, they should represent the amount of monies the City will incur/lose if the project is not completed in require time?)

☐ Yes ☒ No

11. Please list any special licenses or certification require to bid. none

12. Are there any outside entities assisting with this solicitation (i.e. Architect, Consultant, etc?)

☐ Yes ☒ No

If yes, please provide the information:

Entity \_\_\_\_\_ Contact Person \_\_\_\_\_

Phone \_\_\_\_\_ Email \_\_\_\_\_

13. Are there attachments associated with this request? ☐ Yes ☒ No

14. Would this purchase(s) result in the potential of future purchases for related products/services being restricted to a particular vendor or create a specific vendor as sole source provider for related items?

☐ Yes ☒ No

If yes, please describe the related products/services and estimated cost(s.)

\_\_\_\_\_

15. Would this purchase(s) result in any future maintenance costs which are not included in the initial purchase?

☐ Yes ☒ No

If yes, please attach a draft maintenance plan which includes cost estimates and funding source(s.)

\_\_\_\_\_

16. Is this a grant related purchase? ☐ Yes ☒ No

Procurement Service Division use only

Requisition # R  
BPO \_\_\_\_\_  
(As Applicable)

Purchase Order # P  
(As Applicable)

Blanket Purchase Order # \_\_\_\_\_  
(As Applicable)

If yes, please provide details (timeline, expiration dates, milestones, special procurement requirements, etc.) \_\_\_\_\_

Will this require matching funds? ☐ Yes ☒ No

What is the grant source? \_\_\_\_\_

What is the grant (dollar) amount? \_\_\_\_\_

17. Does this solicitation for product/service work in conjunction with any other Department/Office or will it impact any other Department/Office? ☐ Yes ☒ No

If yes, please provide details on Department/Office and how. \_\_\_\_\_

Signature(s) below of other Department/Office Director(s) indicates they have reviewed and agree to this Request Form.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Department/Office

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Department/Office

18. Please provide the names of suggested evaluations committee member:

(NOTE: Committee members should not be direct reports.)

Davan Barbour

Steve Joseph

Chuck Ellis

Sylvia Glazer

19. Please provide any specific vendor(s) to be included in the notification of these solicitations.

Becker & Poliakoff, GrayRobinson, The Cormac Group, Sayfie Law Firm, and all other firms on the lobbying registration list from the State

To be completed by Procurement Services Division upon award recommendation

Advanced search of the vendor recommended for award on the Federal Government's Systems for Award Management at [www.sam.gov](http://www.sam.gov).

Date of Advanced Search \_\_\_\_\_

Company Name(s) Searched

Search Results

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

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\_\_\_\_\_

\_\_\_\_\_

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\_\_\_\_\_

*Procurement Service Division use only*

Requisition # R \_\_\_\_\_

Purchase Order # P \_\_\_\_\_

Blanket Purchase Order #

BPO

(As Applicable)

(As Applicable)

(As Applicable)

(Revised 9/2013)

Rosanne Agan  
Contact Person's Signature

2-18-14  
Date

David M. Black  
Supervisor's Signature  
Director's Signature

2-18-14  
Date

APPROVAL (Procurement Service Division Use Only)			
Verified By:	<u>JE</u>	Date	<u>5/1/14</u>
Approved By:	<u>[Signature]</u>	Date	<u>5/6/14</u>

Procurement Service Division use only

Requisition # R  
BPO  
(As Applicable)

Purchase Order # P  
(As Applicable)

Blanket Purchase Order #  
(As Applicable)

## Exhibit A

### 2014 City of Hollywood Legislative Priorities – *proposed*

#### Priorities:

- **Miller Claims Bill (SB054) - \$100,000.**
- **Beach Renourishment/Sand By-Pass Funding (*part of Department of Environmental Protection, Bureau of Beach and Coastal Systems budget*)**
- **Use of Chapter 175 and 185 Funds (SB246)**
  - The City of Hollywood **supports** legislation that provides flexibility in the municipal use of these funds.
- **Threats to Local Revenue**
  - The City of Hollywood **opposes** any legislation that would threaten revenue streams including elimination of Red Light Camera Programs (SB144/HB4009/HB7005), Local Business Tax, and Communications Services Tax (SB266).
- **Commuter Rail on FEC corridor – Coastal Link**
  - The City of Hollywood supports the approval and funding of commuter rail on the FEC railway. The City also supports the location of a station at Hollywood Boulevard and the installation of quiet zone improvements.
- **Senior Program Funding (*in Department of Elder Affairs budget, Local Service Provider*)**

#### Support for Legislation on:

- Stronger regulation of sexual predators (SB522/SB524/SB526/SB528)
- Support for funds allocated to the Sadowski Trust to be used for housing related activities
- Extension of the sunset date for Enterprise Zones from 2015 to 2025 (SB472/HB141)
- Safe Neighborhood Districts – ability to bond for capital improvements (SB510/HB351)
- Renewal of the Seminole Compact preserving the local share to mitigate negative impacts
- Funding for water and sewer infrastructure, coastal flooding, transportation, economic development (HB691)
- State regulation of sober houses
- Elimination of the State preemption of regulations for vacation rentals (SB356)
- Authority to ban smoking on municipal property (SB342/HB309)
- FRDAP grant funding for improvements to Henry Graham Park (\$150,000)
- Amendment of Ch 790 – to allow regulation of guns at municipal facilities (SB492/HB305)
- Prohibition of sale of e-cigarettes to minors (SB224/HB153/HB169)
- Amend Section 856.022, Florida Statutes, by eliminating a “transient status” address registration for sexual offenders
- Amend Sections 538 and 539, Florida Statutes relating to pawnbrokers and secondhand dealers to require pawnbrokers and secondhand dealers to obtain a digital photograph of the person pawning or selling items and to create a statewide pawn database.
- Limits to extensions on development permits granted by State law instead of by the local government

#### Opposed to Legislation on:

- UCOA – creation of a Uniform Chart of Accounts
- Requiring a referendum for bond issues of more than \$50 million (HB435)

***Monitor Legislation on:***

- Impact of increasing insurance costs upon homeowners and homeownership (SB542)
- FDOT study of parking revenues on State owned lands (HB7005)
- Water and wastewater utilities regulation
- Amend state statute to allow for local control over the banning of breed specific animals
- Municipal property tax exemption (HJR473/SJR704)
- Ethics reform (HB655/SB606)