

**RESOLUTION NO. 16-\_\_\_\_**

**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF MIAMI LAKES, FLORIDA, TO APPROVE AWARD OF RFP 2016-36, PROPERTY, CASUALTY AND LIABILITY INSURANCE PROGRAM TO BROWN & BROWN OF FLORIDA, INC.; AUTHORIZING THE TOWN MANAGER TO TAKE ALL NECESSARY STEPS TO IMPLEMENT THE TERMS AND CONDITIONS OF THE CONTRACT; AUTHORIZING THE TOWN MANAGER TO EXPEND BUDGETED FUNDS; AUTHORIZING THE TOWN MANAGER TO EXECUTE THE CONTRACTS; PROVIDING FOR INCORPORATION OF RECITALS; PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS**, on June 28, 2016 the Town of Miami Lakes (the “Town”) issued Request for Proposals (“RFP”) No. 2016-36 to secure a brokerage firm to provide a complete cost effective Property, Casualty and Liability Insurance Program for the Town ; and

**WHEREAS**, the brokerage firm is responsible for management and administration of the Town’s insurance policies, to include claims management and recommendation of services that will best meet the needs of the Town in terms of cost, level of protection and long term feasibility; and

**WHEREAS**, the RFP was properly advertised, posted on the Town Website, distributed to four hundred thirty nine (439) suppliers via demand star and noticed in the Town Hall lobby; and

**WHEREAS**, the Town received one (1) RFP proposal from Brown and Brown of Florida, Inc. (“Brown & Brown”); and

**WHEREAS**, an Evaluation Committee reviewed the proposal in accordance with the criteria stated in the solicitation and determined that Brown & Brown’s response to include policy servicing and premiums quoted are of good value; and

**WHEREAS**, the Town Manager concurs with the Evaluation Committee's recommendation to award RFP 2016-36 to Brown & Brown; and

**WHEREAS**, the premium quoted by Brown & Brown for the upcoming policy beginning on October 1, 2016 inclusive of broker's fees is \$238,276 and is in accordance with budgeted funds; and

**WHEREAS**, the quoted coverage includes policies insured by Preferred Governmental Insurance Trust (PGIT) and Fidelity and Deposit Company of Maryland; and

**WHEREAS**, in the event Brown & Brown recommends the Town change insurers, the Town Manager will present the new insurers to the Town Council for approval; and

**WHEREAS**, the initial contract period is three years with two twelve-month options to renew; and

**WHEREAS**, the Town Council approves the recommendation of the Town Manager and authorizes the Town Manager to enter into the contract with Brown & Brown of Florida, Inc. for award of RFP 2016-36 Property, Casualty and Liability Insurance Program; and

**NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF MIAMI LAKES, FLORIDA, AS FOLLOWS:**

**Section 1. Recitals.** The foregoing Recitals are true and correct and incorporated herein by this reference.

**Section 2. Approval of the Contract.** The Town Council hereby approves the award of RFP 2016-36 to Brown & Brown of Florida, Inc. in an amount not to exceed budgeted funds per fiscal year.

**Section 3. Authorization of Town Officials.** The Town Manager and/or his designee and the Town Attorney are authorized to take all steps necessary to implement the terms and

conditions of the Contract with Brown & Brown of Florida, Inc. for Property, Casualty and Liability Insurance Program.

**Section 4. Authorization of Fund Expenditure.** The Town Manager is authorized to expend budgeted funds to implement the terms and conditions of the Contract from budgeted funds.

**Section 5. Execution of the Contract.** The Town Manager is authorized to execute the Contract with Brown & Brown of Florida, Inc. for Property, Casualty and Liability Insurance Program on behalf of the Town in an amount not to exceed budgeted funds per fiscal year, in substantially the form attached hereto.

**Section 6. Effective Date.** This Resolution shall take effect immediately upon adoption.

**PASSED AND ADOPTED** this 6th day of September, 2016.

Motion to adopt by \_\_\_\_\_, second by \_\_\_\_\_.

**FINAL VOTE AT ADOPTION**

Mayor Michael A. Pizzi, Jr. \_\_\_\_\_  
Vice Mayor Tim Daubert \_\_\_\_\_  
Councilmember Manny Cid \_\_\_\_\_  
Councilmember Ceasar Mestre \_\_\_\_\_  
Councilmember Frank Mingo \_\_\_\_\_  
Councilmember Tony Lama \_\_\_\_\_  
Councilmember Nelson Rodriguez \_\_\_\_\_

\_\_\_\_\_  
Michael A. Pizzi, Jr.  
MAYOR

Attest:

Approve as to Form and Legal Sufficiency

\_\_\_\_\_  
Gina Inguanzo  
TOWN CLERK

\_\_\_\_\_  
Raul Gastesi, P.A.  
TOWN ATTORNEY