

**PROFESSIONAL SERVICES AGREEMENT  
BETWEEN  
THE CITY OF DORAL  
AND  
RON BOOK, P.A. AND LEVY & ASSOCIATES  
FOR  
PUBLIC POLICY AND GOVERNMENTAL RELATIONS SERVICES**

**THIS AGREEMENT** is made between **RONALD L. BOOK, P.A.** an active, for-profit Florida corporation and Levy & Associates (hereinafter the “Consultants”), and the **CITY OF DORAL, FLORIDA**, a Florida municipal corporation, (hereinafter the “City”).

**RECITALS**

**WHEREAS**, the Consultants is engaged in the profession of local, state, and federal governmental relations and government advisory services; and

**WHEREAS**, the City and Consultants entered into an initial agreement for Consultants to pursue certain projects, programs, and/or legislative objectives involving the State of Florida, which has expired; and

**WHEREAS**, the City desires to further retain Consultants, and Consultants desires to continue to work with the City, to accomplish the City’s public policy objectives, pursuant to the terms specified herein.

**AGREEMENT**

**NOW, THEREFORE**, in consideration of the aforementioned recitals, which are incorporated herein and made a part hereof by this reference, the mutual covenants and conditions contained herein, and other good and valuable consideration, the sufficiency of which is acknowledged by the Parties, Consultants and the City agree as follows.

**1. Scope of Services/Deliverables.**

- 1.1 The Consultants shall furnish strategic public policy and government relations services as before the Legislature of the State of Florida, the members of the Florida Cabinet, and such State administrative agencies as may be needed from time to time, all upon the direction of the City (the “Services”). The Services shall include, without limitation, liaising and facilitating communication with the referenced government agencies and the City and providing on-going advice on strategies and methods for the City accomplishing its public policy objectives.
- 1.2 The Parties understand that each project, program, policy and/or funding objective will have its owner designated time frame for completion as mutually established by the City and the Consultants.

2. **Term/Commencement Date.**

- 2.1 This Agreement shall become effective on October 1, 2017 and shall remain in effect for one (1) year, unless earlier terminated in accordance with Paragraph 8.
- 2.2 Consultants agrees that time is of the essence and Consultants shall complete each deliverable for the Project within the timeframes set forth per section 1.2, unless extended by the City Manager.

3. **Compensation and Payment.**

- 3.1 In consideration for the Services, Consultants shall be paid a fixed, flat fee of **\$90,000.00**, payable in monthly installment, payable within 30 days of an invoice being forwarded by Consultants. Related costs incurred by Consultants that have been approved by the City Manager shall be reimbursed to Consultants upon inclusion of such costs in a monthly invoice, supported by documentation and forwarded along with invoices.
- 3.2 The City shall pay Consultants in accordance with the Florida Prompt Payment Act.
- 3.3 If a dispute should occur regarding an invoice submitted, the City Manager may withhold payment of the disputed amount and may pay to the Consultants the undisputed portion of the invoice. Upon written request of the Finance Director, the Consultants shall provide written documentation to justify the invoice. Any compensation disputes shall be decided by the City Manager whose decision shall be final.

4. **Sub-Consultantss.**

- 4.1 The Consultants shall be responsible for all payments to any subcontractors and shall maintain responsibility for all work related to the Project.
- 4.2 Any subcontractors used on City priorities must have the prior written approval of the City Manager or his designee.

5. **City's Responsibilities.**

- 5.1 Furnish to Consultants, at the Consultants's written request, all available maps, plans, existing studies, reports and other data pertinent to the services to be provided by Consultants, in possession of the City.

5.2 Arrange for access to and make all provisions for Consultants to enter upon real property as required for Consultants to perform services as may be requested in writing by the Consultants (if applicable).

6. **Consultants's Responsibilities.**

6.1 The Consultants shall exercise the same degree of care, skill and diligence in the performance of the Services as is ordinarily provided by professional government relations Consultantss under similar circumstances. If at any time during the term of this Agreement or within one (1) year of completion of any objective, it is determined that the Consultants's deliverables are incorrect, defective or fail to conform to the Scope of Services, upon written notification from the City Manager, the Consultants shall at Consultantss sole expense, immediately correct the work. The City in no way assumes or shares any responsibility or liability of the Consultants or Sub Consultants under this agreement.

7. **Conflict of Interest.**

7.1 To avoid any conflict of interest or any appearance thereof, Consultants shall not, for the term of this Agreement, represent any private sector entities (developers, corporations, real estate investors, etc.), with regard to any City related matter.

8. **Termination.**

8.1 The City Manager without cause may terminate this Agreement upon thirty (30) days written notice to the Consultants, or immediately with cause. Cause shall be defined as a finding by the City, determined in the City's sole discretion, that Consultants has violated Federal, State, County or City laws, has failed to perform a material provisions of this Agreement which has not been cured within fifteen days of receiving notice from the City, and/or committed an act which might tend to bring Consultants into public disrepute, contempt, scandal, or ridicule, or which might tend to reflect unfavorably on the City.

8.2 Upon receipt of the City's written notice of termination, Consultants shall stop work on the Project.

8.3 In the event of termination by the City, the Consultants shall be paid for all work accepted by the City Manager up to the date of termination, provided that the Consultants has first complied with the provisions of Paragraph 8.4.

8.4 The Consultants shall transfer all books, records, reports, working drafts, documents, maps, and data pertaining to the Project to the City, in a hard

copy and electronic format specified by the City within 14 days from the date of the written notice of termination or the date of expiration of this Agreement.

- 8.5 If the Consultants wishes to terminate this Agreement prior to the end of the initial term or during the option years, they must provide the City with one-hundred and twenty (120) days written notice. Failure to provide the City with one-hundred and twenty (120) days written notice may result in the Consultants being unable to do business with the City in the future.

9. **Insurance.**

- 9.1 The Consultants shall secure and maintain throughout the duration of this Agreement shall secure and/or maintain appropriate levels of commercial insurance, as determined by the City.

10. **Nondiscrimination.**

- 10.1 During the term of this Agreement, Consultants shall not discriminate against any of its employees or applicants for employment because of their race, color, religion, sex, or national origin, and to abide by all Federal and State laws regarding nondiscrimination

11. **Attorneys' Fees and Waiver of Jury Trial.**

- 11.1 In the event of any litigation arising out of this Agreement, each party shall be responsible for their attorneys' fees and costs, including the fees and expenses of any paralegals, law clerks and legal assistants, and including fees and expenses charged for representation at both the trial and appellate levels.
- 11.2 In the event of any litigation arising out of this Agreement, each party hereby knowingly, irrevocably, voluntarily and intentionally waives its right to trial by jury.

12. **Indemnification.**

- 12.1 Consultants shall indemnify and hold harmless the City, its officers and employees, from and against any and all demands, claims, losses, suits, liabilities, judgment or damages, arising out of, related to, or any way connected with Consultants's negligent performance or non-performance of any provision of this Agreement including, but not limited to, liabilities arising from Agreements between the Consultants and third parties made pursuant to this Agreement, as determined by judgment and/or good faith settlement. Consultants shall reimburse the City for all its expenses including reasonable attorneys' fees and costs incurred in and about the

defense of any such claim or investigation and for any judgment or damages arising out of, related to, or in any way connected with Consultants's negligent performance or non-performance of this Agreement. This section shall be interpreted and construed in a manner to comply with any applicable Florida Statutes, including without limitation Sections 725.06 and 725.08, Fla. Stat., if applicable.

12.2 The provisions of this section shall survive termination of this Agreement.

12.3 Ten dollars (\$10) of the payments made by the City constitute separate, distinct, and independent consideration for the granting of this indemnification, the receipt and sufficiency of which is voluntary and knowingly acknowledged by the Consultants.

13. **Remedies.**

13.1 Neither the City nor the Consultants shall be liable to the other or shall make any claim for any incidental, indirect or consequential damages arising out of or connected to this Agreement or the performance of the services on this Project. This mutual waiver includes, but is not limited to, damages related to loss of use, loss of profits, loss of income, unrealized energy savings, diminution of property value or loss of reimbursement or credits from governmental or other agencies.

14. **Notices/Authorized Representatives.**

14.1 Any notices required by this Agreement shall be in writing and shall be deemed to have been properly given if transmitted by hand-delivery, by registered or certified mail with postage prepaid return receipt requested, or by a private postal service, addressed to the parties (or their successors) at the following addresses:

For the City: Edward Rojas  
City Manager  
City of Doral, Florida  
8401 NW 53rd Terrace  
Doral, Florida 33166

With a Copy to: Daniel A Espino, Esq.  
Weiss Serota Helfman Cole & Bierman, P.L.  
City Attorney  
2525 Ponce De Leon Boulevard, 7<sup>th</sup> Floor  
Coral Gables, FL 33134

For The Consultants: Ronald L. Book, P.A.  
18851 N.E. 29<sup>th</sup> Avenue, Suite 1010  
Aventura, FL 33180

15. **Governing Law.**

15.1 This Agreement shall be construed in accordance with and governed by the laws of the State of Florida. Exclusive venue for any litigation arising out of this Agreement shall be in Miami-Dade County, Florida, or the Southern District of Florida.

16. **Entire Agreement/Modification/Amendment.**

16.1 This writing and any addenda hereto comprises the entire Agreement of the parties. This agreement further supersedes any prior oral or written representations. No representations were made or relied upon by either party, other than those that are expressly set forth herein.

16.2 No agent, employee, or other representative of either party is empowered to modify or amend the terms of this Agreement, unless executed with the same formality as this document.

17. **Ownership and Access to Records and Audits.**

17.1 Upon full payment of all monies owed to the Consultants, all records, books, documents, maps, data, deliverables, papers and financial information (the "Records") that result from the Consultants providing services to the City under this Agreement shall be the property of the City. The City agrees, to the fullest extent permitted by law, to indemnify and hold Consultants harmless from any claim, liability or cost (including reasonable attorney's fees and defense costs) arising or allegedly arising out of any reuse or modification of the Records by the City or any person or entity that obtains the Records from or through the City.

17.2 The City Manager or his designee shall, during the term of this Agreement and for a period of three (3) years from the date of termination of this Agreement, have access to and the right to examine and audit any Records of the Consultants involving transactions related to this Agreement.

17.3 Consultants shall comply with public records laws, specifically, without limitation, to:

- (a) Keep and maintain public records that ordinarily and necessarily would be required by the public agency in order to perform the service;
- (b) Provide the public with access to public records on the same terms and conditions that the public agency would provide the records

and at a cost that does not exceed the cost provided in this chapter or as otherwise provided by law;

- (c) Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law;
- (d) Meet all requirements for retaining public records and transfer, at no cost, to the public agency all public records in possession of the contractor upon termination of the contract and destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. All records stored electronically must be provided to the public agency in a format that is compatible with the information technology systems of the public agency.

17.3 The City may cancel this Agreement for if Consultants refuses or fails to comply with this section, to allow access by the City Manager or his designee to any Records pertaining to work performed under this Agreement that are subject to the provisions of Chapter 119, Florida Statutes, and/or to comply with a public records request, the public agency shall enforce the contract provisions in accordance with the contract.

18. **Nonassignability.**

18.1 This Agreement shall not be assignable by Consultants unless such assignment is first approved by the City Manager. The City is relying upon the apparent qualifications and personal expertise of the Consultants, and such firm's familiarity with the City's area, circumstances and desires.

19. **Severability.**

19.1 If any term or provision of this Agreement shall to any extent be held invalid or unenforceable, the remainder of this Agreement shall not be affected thereby, and each remaining term and provision of this Agreement shall be valid and be enforceable to the fullest extent permitted by law.

20. **Independent Contractor.**

20.1 The Consultants and its employees, volunteers and agents shall be and remain independent contractor and not agents or employees of the City with respect to all of the acts and services performed by and under the terms of this Agreement. This Agreement shall not in any way be construed to create a partnership, association or any other kind of joint undertaking, enterprise or venture between the parties.

21. **Representations and Warranties of Consultants.**

21.1 Consultants hereby warrants and represents, at all times during the Term of this Agreement, inclusive of any renewals thereof, that:

21.1.1 Consultants, and its employees and/or subcontractors, shall maintain in good standing all required licenses, certifications and permits required under federal, state and local laws necessary to perform the Services hereunder;

21.1.2 Consultants is a limited liability company duly organized, validly existing and in good standing under the laws of the State of New Jersey and duly registered, validly doing business and in good standing under the laws of the State of Florida;

21.1.3 The execution, delivery and performance of this Agreement by Consultants has been duly authorized and no consent of any other person or entity to such execution, delivery and performance is required to render this Agreement a valid and binding instrument enforceable against Consultants in accordance with its terms; and

21.1.4 Consultants has the required knowledge, expertise, and experience to perform the Services and carry out its obligations under this Agreement in a professional and first class manner.

22. **Compliance with Laws.**

22.1 The Consultants shall comply with all applicable laws, ordinances, rules, regulations, and lawful orders of public authorities relating to the services.

23. **Non-collusion.**

23.1 Consultants certifies that it has not divulged, discussed or compared his/her/its quote with other individuals and/or entities that provided quotes to the City for the Services and has not colluded with any other individual or entity whatsoever.

24. **Truth in Negotiating Certificate.**

24.1 Consultants hereby certifies, covenants, and warrants that wage rates and other factual unit costs supporting the compensation for the Services that may be offered pursuant to this Agreement are accurate, complete, and current. Consultants further agrees that the Fee provided shall be adjusted to exclude any significant sums by which the City determines the agreement price was increased due to inaccurate, incomplete, or non-current wage rates and other factual unit costs. All such agreement



adjustments shall be made within one (1) year following the end of the Term or any Extension term.

25. **Waiver**

25.1 The failure of either party to this Agreement to object to or to take affirmative action with respect to any conduct of the other which is in violation of the terms of this Agreement shall not be construed as a waiver of the violation or breach, or of any future violation, breach or wrongful conduct.

26. **Survival of Provisions**

26.1 Any terms or conditions of either this Agreement that require acts beyond the date of the term of the Agreement, shall survive termination of the Agreement, shall remain in full force and effect unless and until the terms or conditions are completed and shall be fully enforceable by either party.

27. **Prohibition of Contingency Fees.**

27.1 The Consultants warrants that it has not employed or retained any company or person, other than a bona fide employee working solely for the Consultants, to solicit or secure this Agreement, and that it has not paid or agreed to pay any person(s), company, corporation, individual or firm, other than a bona fide employee working solely for the Consultants, any fee, commission, percentage, gift, or any other consideration, contingent upon or resulting from the award or making of this Agreement.

28. **Force Majeure.**

28.1 It is understood that performance of any act by the City or Consultants hereunder may be delayed or suspended at any time while, but only so long as, either party is hindered in or prevented from performance by acts of God, the elements, war, rebellion, strikes, lockouts or any cause beyond the reasonable control of such party, provided however, the City shall have the right to provide substitute service from third parties or City forces as may be necessary to meet City needs, and, in such event, the City shall withhold payment due Contractor for such period of time, if any. If the condition of force majeure exceeds a period of fourteen (14) days, the City may, at its option and discretion, cancel or renegotiate the Agreement.

29. **Counterparts**

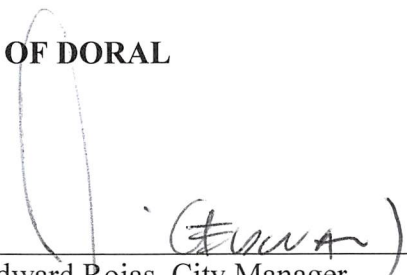
29.1 This Agreement may be executed in several counterparts, each of which shall be deemed an original and such counterpart shall constitute one and the same instrument.

IN WITNESS WHEREOF, the parties execute this Agreement on the respective dates under each signature:


Attest:

  
\_\_\_\_\_  
Connie Diaz, City Clerk


**CITY OF DORAL**

  
By: \_\_\_\_\_  
Edward Rojas, City Manager  
Date: 1.5.18


Approved As To Form and Legal Sufficiency for the Use  
And Reliance of the City of Doral Only:

  
\_\_\_\_\_  
Weiss Serota Helfman Cole & Bierman, PL  
City Attorney

**RONALD L. BOOK, P.A.**

  
By: \_\_\_\_\_  
Its: Ronald L. Book  
Date: 1/10/18

**LEVY & ASSOCIATES**

  
By: \_\_\_\_\_  
Its: Jose Diaz  
Date: 1/11/18

## **EXHIBIT "A"**

### **Proposal and Scope of Services**

Provider under the terms of this agreement shall:

- 1) Provide State Lobbying Services for the City of Doral during the Legislative Sessions.
- 2) Submit a monthly report with each monthly invoice.
- 3) Provide weekly updates to the Mayor and City Council-Members during the Legislative Sessions of States Bills that may impact the City of Doral.
- 4) Appear before the City Council at the end of the Legislative Session and provide an oral report of the outcome.
- 5) Keep City Administration informed of any issues that may arise during the Session.

**RESOLUTION No. 17-180**

**A RESOLUTION OF THE MAYOR AND THE CITY COUNCIL OF THE CITY OF DORAL, FLORIDA, APPROVING A PROFESSIONAL SERVICES AGREEMENT WITH THE FIRMS OF RONALD L. BOOK, P.A. AND ROBERT LEVY AND ASSOCIATES, INC. TO PROVIDE STATE LOBBYING SERVICES FOR A PERIOD OF TWO (2) YEARS WITH THE OPTION TO RENEW FOR A ONE (1) YEAR PERIOD IN AN AMOUNT NOT TO EXCEED \$90,000.00 PER YEAR; AUTHORIZING THE CITY MANAGER TO EXECUTE THE AGREEMENT AND EXPEND BUDGETED FUNDS ON BEHALF OF THE CITY; PROVIDING FOR IMPLEMENTATION AND PROVIDING FOR AN EFFECTIVE DATE**

**WHEREAS**, February 8, 2017 the City of Doral approved a contract for a one (1) year period with Ronald L. Book and Robert M. Levy & Associates, Inc. for State Lobbying Services; and

**WHEREAS**, Ronald L. Book, P.A. has a long history of representing local governments and have been industry leaders in providing quality affordable lobbying services to communities throughout the State of Florida; and

**WHEREAS**, the City of Doral wishes to retain the services of Book to continue with State Lobbying Services for the 2017 Legislative Session, the committee meetings of which have already begun, making time of the essence.

**NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF DORAL, FLORIDA, AS FOLLOWS:**

**Section 1. Recitals.** The above recitals are confirmed, adopted, and incorporated herein and made a part hereof by this reference.

**Section 2. Approval.** The agreement between the City and the firms of Ronald L. Book, P.A. and Robert M. Levy & Associates, Inc. to provide State Lobbying Services to the City of Doral in an amount not to exceed \$90,000.00 per year, a copy of which is

attached hereto as Exhibit "A" (the "Agreement"), which is incorporated herein and made a part hereof by this reference, is hereby approved. Funding for this request is available from the General Government Professional Services Account #001.50005.500310.

**Section 3. Authorization.** The City Manager is authorized to execute the Agreement and expend budgeted funds on behalf of the City in furtherance hereof.

**Section 4. Implementation.** The City Manager and City Attorney are hereby authorized to take action as is necessary to implement the provisions of this Resolution.

**Section 5. Effective Date.** This Resolution shall become effective immediately upon its adoption.

The foregoing Resolution was offered by Councilmember Rodriguez who moved its adoption. The motion was seconded by Councilmember Mariaca and upon being put to a vote, the vote was as follows:

Mayor Juan Carlos Bermudez	Yes
Vice Mayor Pete Cabrera	Yes
Councilwoman Christi Fraga	Absent/Excused
Councilwoman Claudia Mariaca	Yes
Councilwoman Ana Maria Rodriguez	Yes

PASSED AND ADOPTED this 11 day of October, 2017.

  
\_\_\_\_\_  
JUAN CARLOS BERMUDEZ, MAYOR

ATTEST:

  
\_\_\_\_\_  
CONNIE DIAZ, CMC  
CITY CLERK

APPROVED AS TO FORM AND LEGAL SUFFICIENCY  
FOR THE USE AND RELIANCE OF THE CITY OF DORAL ONLY:

  
\_\_\_\_\_  
WEISS, SEROTA, HELFMAN, COLE & BIERMAN, P.L.  
CITY ATTORNEY




## Memorandum

---

Date: October 11, 2017

To: Honorable Mayor and Council Members

From: Edward A. Rojas, City Manager 

Subject: State-Lobbying Services

---

At the February 8<sup>th</sup>, 2017 Regular Council Meeting, Consent Agenda Item 6(A) 17-2046 – Recommendation/State Lobbying Services (Ronald L. Book, P.A. and Robert M. Levy & Associates, Inc.) was pulled from the Consent Agenda and placed as a Discussion Item. As a result, the lobbying services for the aforementioned firms were approved and in addition, a unanimous motion was passed to bring back all remaining lobbyist contracts for Council review.

Agreements for Lobbying services had expired in the beginning of the year of 2017. It was approved by the City Council to extend the agreements for all Lobbying Services to the end of the fiscal year for 2016-17.

### **Background**

At the February 8<sup>th</sup> 2017, the Mayor and City Council-members approved a one (1) year contract for State Lobbying Services with the firm of Ronald L. Book, P.A. to complete the Legislative Year. During the discussion, it was also approved to extend the agreements of the other Lobbyist to the end of the fiscal year for 2016-17. During that time period, the City Manager would evaluate the contrast of all the Lobbyist to determine if a need existed to continue with their services.

During the evaluation process, the City Manager determined that the State Lobbying Services were the most vital to the needs of the City. During the last year, Ronald Book's firm was able to obtain an award of \$461,708 for storm water improvements. Those improvements have proved most vital during the recent Hurricane experienced by the City of Doral. The firm of Ronald L. Book, P.A. has a long history of representing local governments and have been

leaders in providing quality, affordable lobbying services to communities throughout the State of Florida. Nearly every member of their team has at one time or another worked for government. In the past, the firm assisting in securing \$1 million in funds for the City of Doral's Canal Bank Stabilization Project.

Each year the firm has made presentations at a City Council Workshops to discuss the City's legislative priorities and have provided weekly reports to the Mayor and City Council-Members during the legislative session. The weekly reports provide information on the numerous bills that are being considered at the various legislative committees. Finally, at the end of the Legislative Session, the firm has provided a final report to the Mayor and City Council-members at a workshop.

### **Recommendation**

We respectfully request authorization for the City Manager to negotiate and enter into an agreement with the firms of Ronald L. Book, P.A. and Robert M. Levy & Associates to provide State Lobbying Services in an amount not to exceed \$90,000 per year for two (2) years with an option to renew for a period of one (1) year. Funding for this request is available from the General Government Professional Services Account #001.50005.500310. In addition, \$50,000 was allocated from the General Government, Professional Services Account for general lobbying services, on an as needed basis, with subject matter expertise for project specific assignments.