

**RESOLUTION NO. 21-1746**

**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF MIAMI LAKES, FLORIDA, APPROVING THE AWARD OF A CONTRACT FOR RFQ 2021-21, TO A&A INSURANCE SERVICES FOR AGENT/BROKER OF RECORD FOR INSURANCE SERVICES; AUTHORIZING THE TOWN MANAGER TO TAKE ALL NECESSARY STEPS TO IMPLEMENT THE TERMS AND CONDITIONS OF THE CONTRACT; AUTHORIZING THE TOWN MANAGER TO EXECUTE THE CONTRACT; PROVIDING FOR INCORPORATION OF RECITALS; PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS**, the Town of Miami Lakes (the “Town”) requires a contractor to provide agent/broker of record for insurance services for the Town; and

**WHEREAS**, in accordance with Chapter 2, Article V, Division 2, Section 2-157 of the Town Code, the Town issued a Request for Qualifications (“RFQ”) No. 2021-21 on March 25, 2021, for Agent/Broker of Record for Insurance Services; and

**WHEREAS**, the RFQ was advertised in the Miami Daily Business Review, was posted online via two public bidding websites, DemandStar and Public Purchase, and was physically posted in the Government Center Lobby; and

**WHEREAS**, the Town received five (5) proposal by the proposal deadline from A&A Insurance Services (“A&A”), Brown & Brown of Florida LLC. dba Brown & Brown Miami Dade (“Brown & Brown”), Foundation Risk Partners, Corp. dba Accentria Public Risk (“Accentria”), National Benefit Service Center (“National Benefit”) and National Marketing Group Services, Inc. (“National Marketing”); and

**WHEREAS**, the Town’s Procurement Department performed a due diligence review of the proposals for responsiveness and found that all proposals were responsive; and

**WHEREAS**, an Evaluation Committee was appointed comprised of the following individuals: Cynthia Alejo, Ismael Diaz, and Lourdes Rodriguez; and

**WHEREAS**, the Evaluation Committee recommended awarding a contract to A&A for the services requested in the RFQ; and

**WHEREAS**, the Town Manager concurs with the finding of the Evaluation Committee and recommends the approval of a contract with A&A for Agent/Broker of Record for Insurance Services; and

**WHEREAS**, A&A shall receive payment in the form of commissions from the insurance carriers and no amount of compensation shall be paid directly from the Town; and

**WHEREAS**, the Town Council approves the recommendations of the Town Manager and authorizes the Town Manager to enter into a contract with A&A for Agent/Broker of Record for Insurance Services.

**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 a contract to A&A in substantially the form attached hereto as Exhibit “A” for Agent/Broker of Record for Insurance Services (hereinafter referred to as “Contract”).

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

**Section 4.**    **Execution of the Contract.**    The Town Manager is authorized to execute the Contract with A&A and to execute any extension and/or amendments to the Contract, subject to approval as to form and legality by the Town Attorney.

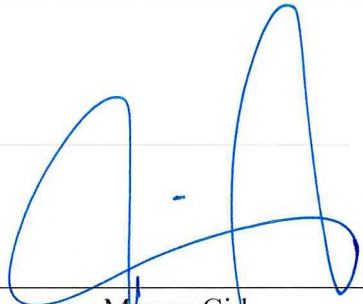
**Section 6.**    **Effective Date.**    This Resolution shall take effect immediately upon adoption.

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Passed and adopted this 8th day of June 2021.

The foregoing resolution was offered by Mayor Cid who moved its adoption. The motion was seconded by Councilmember Alvarez and upon being put to a vote, the vote was as follows:

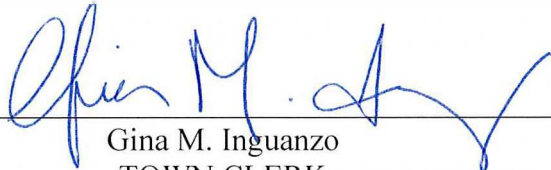
Mayor Manny Cid	yes
Vice Mayor Luis E. Collazo	yes
Councilmember Carlos O. Alvarez	yes
Councilmember Josh Dieguez	yes
Councilmember Jeffrey Rodriguez	yes
Councilmember Tony Fernandez	yes
Councilmember Marilyn Ruano	yes



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Manny Cid  
MAYOR

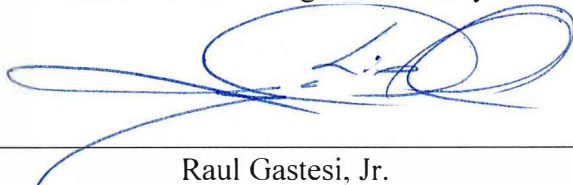
Attest:



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Gina M. Inguanzo  
TOWN CLERK

Approved as to form and legal sufficiency:



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Raul Gastesi, Jr.  
Gastesi, Lopez & Mestre, PLLC  
TOWN ATTORNEY

# **EXHIBIT A**

Agreement  
between the  
Town of Miami Lakes  
and  
**A&A Insurance Services**  
for  
Agent/Broker of Record for Insurance Services, RFQ 2021-21