

City of Dunnellon  
Agenda Summary Form

**Meeting Date:** October 5, 2022

1. Responsible Department: Community Development
2. Presenter: Georgina Cid
3. Recommended Action: Approval

**Subject:** Approval of Amendment to existing contract for professional services between City of Dunnellon and M.T. Causley, LLC and termination letter issued to East Central Florida Regional Planning Council (ECRPC) for Agreement AGR2019-15.

**Request for Approval Summary Explanation & Background:**

The City of Dunnellon has contracted services for Planning and GIS from East Central Florida Regional Planning Council (ECFRPC) and the work that has been provided to the City thus far has been lacking in research depth, reporting matrices, and poor writing. Agreement AGR2019-15 will be automatically renewed in October, unless the City decides to terminate it.

As per our Purchasing Policy, two quotes are needed in order to make a selection are hereby presented for further consideration for professional services:

One from our existing provided for Planning and GIS Services, East Central Florida Regional Planning Council (ECFRPC) whose contract will be automatically renewed unless terminated due to the already mentioned issues; and

One from M.T. Causley, LLC. (a SAFEbuilt Company), who have amended their existing agreement for services to add Planning, GIS and Grant Writing Services, on an as needed basis.

M.T. Causley, LLC currently assists the City by providing Building Inspection services and has also provided very effective Code Enforcement services. It is staff's recommendation that City Council approve the amended agreement for services presented by M.T. Causley, LLC based on the facts outlined above and terminate existing agreement (AGR2019-15) with ECFRPC (termination letter is attached as back up along with a copy of Agreement AGR2019-15).

**Procurement Method:** Community Development Existing Budget Line Item

**Fiscal Information:** FY2022-2023

**Attorney Review:** Yes