

RESOLUTION NO. 2004-05-56

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MIAMI GARDENS, FLORIDA, RELATING TO FINANCIAL SERVICES; AWARDING BID TO NEW COMMUNITY STRATEGIES TO PROVIDE FINANCIAL SERVICES TO THE CITY OF MIAMI GARDENS; AUTHORIZING THE CITY MANAGER TO ENTER INTO NEGOTIATIONS WITH THE HIGHEST RANKED FIRM; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, an RFP to provide complete Financial Services to the City of Miami Gardens was issued; and

WHEREAS, the proposal addressed (A) **Accounting Function** - Establish initial structure of City's financial system appropriate funds and accounts, and other functions to include Receivables, Payables, fixed asset system per GASB 34, and Payroll; prepare journal entries, Monthly Financials, provide Audit Assistance and schedule preparation, CAFR preparation, GASB 34 requirements. (B) **Budgeting Function** - Annual Budget preparation, hearings and workshop assistance, monthly monitoring reports, budget amendments, legal ads, GFOA Distinguished Budget Award preparation. (C) **Revenue Collection Process** - Ensure receipt of all state, federal, local revenues; monitor revenues; establish procedures for deposit of revenues; Advise of fees and charges. (D) **Investments/Debt Management** - Prepare investment policy; analyze cash flow for investment opportunities; make investments per policy; prepare monthly report on status of investments; prepare and file all necessary reports with state and other appropriate agencies. Prepare amortization schedules for all debt and ensure the timely payment of principal and interest. (E) **Risk Management** - Provide risk management services for the city by undertaking/assisting in the evaluation of risks and in the acquisition of appropriate coverages. Perform periodic review of coverages for adequacy. (F) **Capital Projects** - Establish Record keeping system to include monitoring of payments and other financial records, bidding assistance and evaluation; bond preparation assistance, and other necessary financial assistance. Assist in evaluation and acquisition of risk/insurance coverage for capitol projects and assets. (G) **FY 02/03 Audit** - Perform the reconstruction of FY 03 financials according to generally accepted financial procedures, GASB, and or other appropriate standards; assist the City's independent auditor in preparation of year-end audit. Complete any filings or reports missed during the year. (H) **On-Site Presence**, if applicable. (I) **Hourly rate or services above and beyond routine services**, if needed; and

WHEREAS, New Community Strategies was selected after being evaluated by the following criteria:

- * Qualification and experience of personnel who will be directly involved in all elements of the work.
- * Proposed scope of services and commitment to the city.
- * Firm's experience with projects that are similar to the requests of this RFP.
- * Cost.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF MIAMI GARDENS, FLORIDA AS FOLLOWS:

Section 1: Approval of Bid Award. The City Council hereby approves the award of Financial Services to New Community Strategies.

Section 2: Authority to the City Manager. The City Manger is authorized to enter into negotiations.

Section 3: Effective Date. This Resolution shall become effective immediately upon adoption.

PASSED and ADOPTED this 14th day of January, 2004.



Shirley Gibson, Mayor

ATTEST:



Ronetta Taylor, CMC
City Clerk

**APPROVED AS TO FORM
AND LEGAL SUFFICIENCY:**



Hans Ottinot, Interim City Attorney

Moved by: Vice Mayor Campbell

Seconded by: Councilwoman Watson

VOTE: 5-1

Mayor Gibson	<u> x </u> (Yes)	____ (No)
Vice Mayor Aaron Campbell	<u> x </u> (Yes)	____ (No)
Councilman Melvin L. Bratton	<u> x </u> (Yes)	____ (No)
Councilman Oscar Braynon, II	<u> x </u> (Yes)	____ (No)
Councilwoman Audrey J. King	____ (Yes)	____ (No) (Out of town)
Councilwoman Sharon Pritchett	____ (Yes)	____ x (No)
Councilwoman Barbara Watson	<u> x </u> (Yes)	____ (No)