

RESOLUTION NO. 2006 – 055

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF SOUTHWEST RANCHES, FLORIDA AWARDING GOVERNMENT SERVICES GROUP WITH THE FIRE/RESCUE AND LAW ENFORCEMENT FEASIBILITY AND FUNDING OPTIONS STUDY; APPROVING AN AGREEMENT WITH GOVERNMENT SERVICES GROUP, WHICH ESTABLISHES THE SCOPE AND COMPENSATION FOR ITS SERVICES; AUTHORIZING THE MAYOR, TOWN ADMINISTRATOR AND TOWN ATTORNEY TO ENTER INTO AN AGREEMENT; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, on February 26, 2006, the Town, in compliance with the Town's procurement procedures, published a Request for Proposal ("RFP") seeking a Fire/Rescue and Law Enforcement Feasibility and Funding Options Study; and

WHEREAS, on March 15, 2006, at 3:30 PM, the Town opened the one (1) response that it received from Government Services Group; and

WHEREAS, the bid proposal received from Government Services Group, was for \$48,900.00; and

WHEREAS, the Town's Selection and Negotiation Committee has concluded that Government Services Group is a responsive bidder; and

WHEREAS, the Town is desirous of entering into an agreement with Government Services Group for a Fire/Rescue and Law Enforcement Feasibility and Funding Options Study,

NOW, THEREFORE, BE IT RESOLVED by the Town Council of the Town of Southwest Ranches, Florida:

Section 1: The above referenced recitals are true and correct and are incorporated herein by reference.

Section 2: The Town Council of the Town of Southwest Ranches hereby awards the Town's procurement for a Fire/Rescue and Law Enforcement Feasibility and Funding Options Study to Government Services Group.

Section 3: The Town Council hereby approves the Agreement, attached hereto as Exhibit "A", between the Town of Southwest Ranches and Government Services Group, for a Fire/Rescue and Law Enforcement Feasibility and Funding Options Study, for an amount not to exceed \$48,900.00.

Section 4: The Town Council hereby authorizes the Mayor, Town Administrator and Town Attorney to enter into an Agreement in substantially the same form as that attached hereto as Exhibit "A" and to make such modifications, additions and/or deletions which they deem necessary to effectuate the intent of this Resolution.

Section 5: This Resolution shall become effective immediately upon its adoption.

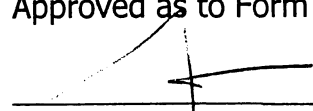
PASSED AND ADOPTED by the Town Council of the Town of Southwest Ranches, Florida, this 6th day of April, 2006, on a motion by Council Member Aster Knight and seconded by Council Member Forest Blanton.

Fink	<u>Y</u>	Ayes	<u>5</u>
Maines	<u>Y</u>	Nays	<u>0</u>
Blanton	<u>Y</u>	Absent	<u>0</u>
Knight	<u>Y</u>	Abstaining	<u>0</u>
Nelson	<u>Y</u>		


Mecca Fink, Mayor

ATTEST:

Susan A. Owens, Town Clerk

Approved as to Form and Correctness:

Gary A. Poliakoff, J.D., Town Attorney
FTL_DB: 972022_1

AGREEMENT

BETWEEN

TOWN OF SOUTHWEST RANCHES

AND

Government Services Group, Inc.

FOR

**FIRE/RESCUE AND LAW ENFORCEMENT FEASIBILITY
AND FUNDING OPTIONS STUDY AGREEMENT**

FIRE/RESCUE AND LAW ENFORCEMENT FEASIBILITY AND FUNDING OPTIONS STUDY AGREEMENT

THIS IS AN AGREEMENT made and entered into by and between the Town of Southwest Ranches, municipal corporation of the State of Florida, hereinafter referred to as "Town" and Government Services Group, Inc., hereinafter referred to as "Consultant"

WHEREAS, on February 26, 2006, the Town, in compliance with the Town's procurement procedures, published a Request for Proposal ("RFP") seeking a Fire/Rescue and Law Enforcement Feasibility and Funding Options Study; and

WHEREAS, on March 15, 2006, at 3:30 PM, the Town opened the one (1) response that it received from Government Services Group; and

WHEREAS, the bid proposal received from Government Services Group, was for \$48,900.00; and

WHEREAS, the Town's Selection and Negotiation Committee has concluded that Government Services Group is a responsive bidder; and

WHEREAS, the Town is desirous of entering into an agreement with Government Services Group for a Fire/Rescue and Law Enforcement Feasibility and Funding Options Study,

NOW, THEREFORE, BE IT RESOLVED by the Town Council of the Town of Southwest Ranches, Florida:

Section 1: **Scope of Services**

Upon execution of this Agreement, the Consultant shall immediately commence to identify, analyze, review and recommend to the Town, through coordination with the Town Administrator, the Fire/Rescue and Law Enforcement Feasibility and Funding Options Study services, per Exhibit "A" Scope of Services.

Section 2: **Compensation**

2.1 Compensation is to be based upon a proposed fee of Forty Eight Thousand Nine Hundred Dollars (\$48,900). Invoices will be submitted on a weekly basis and payment will be made within 10 working days.

2.2 Reimbursable Expenses-

Town and Consultant agree that Consultant's out of pocket expenses, approved by the Town Administrator or designee will be reimbursed at cost.

Section 3: **Term**

Town and Consultant agree that the Term of this Agreement shall commence upon the execution of this Agreement by both parties and will end no later than July 30, 2006, unless terminated earlier pursuant to Section 5 hereof. Based upon the mutual agreement of both parties, the Term of this Agreement may be extended.

Section 4: **Termination**

Either party may terminate this Agreement without cause by written notice, sent by U.S. Certified Mail, Return Receipt Requested, to the other party at the address set forth in Section 6 hereof, effective fifteen (15) days after the delivery of said notice. Said compensation as determined herein shall be prorated accordingly, and shall be paid within thirty (30) days of termination.

Section 5: **Notices**

All written correspondences shall be addressed as follows, unless a party otherwise gives notice to the other party of such other address:

If to Town:

John Canada, Town Administrator
6589 S. W. 160 Avenue
Southwest Ranches, Fl. 33331

If to Consultant:

Camille P. Tharpe
Senior Vice President
Government Services Group, Inc.
1500 Mahan Dr. Suite 250
Tallahassee, Fl. 32308

Section 6: **Relationship**

The consultant shall perform all of the services enumerated in this Agreement solely as an independent contractor, and not as an employee of the Town. The Consultant, as directed by the Town Administrator, shall be responsible for directing its efforts as to the manner and means of accomplishing the work to be performed hereunder by Consultant, pursuant to good and workmanlike practices. The priority, order, performance of services or safety practices shall not effect Consultant's status as an independent contractor and shall not relieve Consultant of the obligations assumed under this Agreement.

Section 7: **Subcontracting**

All substantive work to be performed pursuant to the terms of this Agreement shall be performed by Consultant, and no work shall be subcontracted to other parties or firms by Consultant without the prior consent of the Town.

Section 8: **Ownership Rights**

All work performed and materials created under this Agreement shall be considered work product and shall be the exclusive intellectual property of the Town.

Section 9: **Entire Agreement**

This Agreement incorporates and includes all prior negotiations and understandings applicable to the matters contained herein. The parties agree that this Agreement constitutes the entire understanding and Agreement between the parties and supersedes previous agreements and representations whether written or oral.

Section 10: **Construction**

This Agreement has been a joint effort of the parties, and the resulting documents shall not, solely as a matter of judicial construction, be construed more severely against one of the parties than the other. The headings used in this Agreement are for convenience only and shall not be considered as part of this Agreement in any respect nor shall they in any way affect the substance of any provisions contained in this Agreement.

Section 11: **Further Assurances**

Town and Consultant agree to execute, acknowledge, and deliver, and cause to be done, executed, acknowledged, and delivered, all such further documents and perform such acts as shall be requested of it to carry out this Agreement and give effect hereto solely consistent with applicable Federal, State and local laws, rules or regulations. Accordingly, without, in any manner, limiting the specific rights and obligations set forth in this Agreement, the parties declare their intention to cooperate with each other in effecting the terms of this Agreement.

Section 12: **Counterparts**

This Agreement may be executed in one or more counterparts, each of which shall be deemed to be an original but all of which shall constitute the same Agreement.

Section 13: **No Amendment or Waiver**

This Agreement may not be changed, altered, or modified except by an instrument in writing signed by all parties from whom enforcement of such change would be sought.

Section 14: **Severability**

In the event any term or provision of this Agreement shall be determined by appropriate judicial authority to be illegal or otherwise invalid, such provision shall be given its nearest legal meaning or be construed to be in full force and effect.

Section 15: **No guarantee**

Both parties agree that signing of this Agreement does not guarantee funding of a specific grant, however, the Consultant shall provide the highest degree of professional media and public relations.

Section 16: **Applicable Law and Venue**

This Agreement shall be interpreted and construed in accordance with and governed by the laws of the State of Florida. Venue for litigation concerning this Agreement shall be in Broward County, Florida.

Section 17: **Enforcement; Costs**

The Town and Consultant are the beneficiaries of this Agreement and as such, may enforce this Agreement by action at law or in equity. The prevailing party in any such action shall be entitled to reasonable attorneys' fees and costs at all tribunal levels.

IN WITNESS WHEREOF, this Agreement is accepted and executed on the 6th day of April, 2006.

FOR GOVERNMENT SERVICES GROUP, INC

Camille P. Tharpe, Vice President

FOR TOWN OF SOUTHWEST RANCHES

Mecca Fink, Mayor
this ____ day of _____, 2006

John Canada, Town Administrator

Attest:

Susan A. Owens, Town Clerk

APPROVED AS TO FORM AND CORRECTNESS:

Gary A. Poliakoff, J.D., Town Attorney

**FIRE/RESCUE AND LAW ENFORCEMENT FEASIBILITY AND
FUNDING OPTIONS STUDY AGREEMENT
Exhibit "A"**

SCOPE OF SERVICES

The services to be provided in connection with this agreement are summarized as follows,

Consultant(s) must be prepared to provide final report for Task 1, 2 and 3 by June 1, 2006 and Task 4, 5 and 6 by July 1, 2006.

Task 1

Based upon current defined level of service, the Consultant will develop the cost of the Town providing the fire/rescue and law enforcement services to serve as a benchmark for proposals from other providers or to provide an additional option to the Town for service delivery.

Task 2

Consultant will coordinate with Town staff and provide technical expertise and input during up to five (5) service delivery meetings with providers.

Task 3

Consultant will coordinate with Town staff and provide technical expertise and input during up to two (2) service delivery negotiation meetings with providers.

Task 4

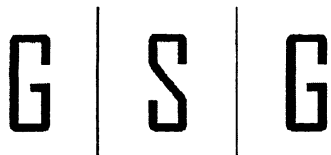
Consultant will provide a written analysis of alternative funding options available to the Town for fire/rescue and law enforcement services.

Task 5

Consultant will update current special assessment study for fire services. Consultant will provide methodology and implementation criteria for selected funding options for rescue and law enforcement services.

Task 6

Consultant will provide a presentation to Town Council to include ten (10) final reports.



GOVERNMENT SERVICES GROUP, INC.

public sector
funding & service
solutions

March 30, 2006

Via Facsimile Transmission

John Canada
Town Administrator
Town of Southwest Ranches
6589 SW 160 Avenue
Southwest Ranches, Florida 33331

Re: Revised Scope of Services for a Fire/Rescue and Law Enforcement Feasibility and Funding Options Study

Dear Mr. Canada,

This correspondence is written to provide the Town of Southwest Ranches (Town) with a revised scope of services from Government Services Group, Inc. (GSG) related to the Fire/Rescue and Law Enforcement Feasibility and Funding Options Study. The revised scope of services is based on our discussions with the Public Safety Selection and Negotiation Committee (Committee) at the meeting on March 28, 2006.

As we discussed at the March 28th meeting, GSG has agreed to revise the scope of services originally submitted in response to the request for proposals (RFP) for the Fire/Rescue and Law Enforcement Feasibility and Funding Options Study to address the Committee's request to modify the original Tasks 1, 2 and 3 of the original RFP to include several operational and capital considerations. Accordingly, I have attached the revised scope of services to this correspondence. GSG has agreed that these revisions can be completed within the original proposed fee of \$48,900.

I trust that this revised scope of services meets the Town's needs. Please review the scope and let me know if you have any revisions. As requested, I will attend the Town Council meeting on April 6, 2006 to discuss our services. If there is any additional information we can provide to you, please don't hesitate to contact our office.

Sincerely,

Camille P. Tharpe
Senior Vice President

CPT/lt

Attachment

1500 Mahan Drive, Suite 250 | Tallahassee FL 32308 | T 850.681.3717 | F 850.224.7206
280 Wekiva Springs Rd. | Protegrity Plaza, Suite 203 | Longwood FL 32779 | T 407.629.6900 | F 407.629.6963

SCOPE OF WORK

- Task 1:

Project Initiation and data gathering The Project Team will meet with Town officials in a kick off meeting to finalize the scope of services and obtain all data and information necessary to complete the scope of services. Such data may include annual budgets, existing agreements, tax roll and assessment roll information, fire rescue incident data, law enforcement dispatch data, legal documents and any other pertinent data and information related to fire rescue and law enforcement services.
- Task 2:

Law Enforcement Services The Project Team will conduct several tasks specifically related to law enforcement services as follows:

2.1 First, the Project Team will identify the benchmarks that will be used to define the Town’s current and/or proposed level of law enforcement services such as calls for service, response times, costs per capita, officers per square mile and other pertinent criteria.

2.2 Next, the Project Team will survey at least five similarly populated cities to provide comparative analysis of law enforcement services using the identified benchmarks.

2.3 Based upon the defined level of service, the Project Team will develop the cost of the Town providing the law enforcement services to serve as a baseline for proposals from other providers or to provide an additional option to the Town for service delivery.

2.4 Finally, the Project Team will provide comparative cost estimates of other law enforcement service providers including the Broward Sheriff’s Office and the Town of Davie and City of Pembroke Pines (if deemed legally applicable by the Town attorney).
- Task 3:

Fire Rescue Services The Project Team will conduct several tasks specifically related to fire rescue services as follows:

3.1 First, the Project Team will identify the benchmarks that will be used to define the Town’s current and/or proposed level of fire rescue services such as calls for service, response times, costs per capita and other pertinent criteria.

3.2 Based upon the defined level of service, the Project Team will develop the cost of the Town providing the fire rescue services to serve as a baseline for proposals from other providers or to provide an additional option to the Town for service delivery.

3.2 Next, the Project Team will provide comparative cost estimates of other fire rescue service providers including the Broward County Sheriff’s Office Fire Rescue Department, the Town of Davie, the City of Pembroke Pines and the Southwest Ranches Volunteer Fire Department. These costs estimates will be combined to provide seven service delivery and cost scenarios as follows:

 - Town of Davie provides fire rescue services in entire Town
 - Town of Davie provides fire rescue services on east side of Town and City of Pembroke Pines provides fire rescue services on the west side of Town
 - Town of Davie provides fire rescue services on east side of Town and Broward County Fire Rescue provides fire rescue services on the west side of Town with additional unit in Weston
 - Broward County Fire Rescue provides fire rescue services in entire Town

- Town of Davie provides fire rescue services on east side of Town and Broward County Fire Rescue provides fire rescue services on the west side of Town with additional unit in SW Ranches
- SW Ranches provides fire rescue services in entire Town with fully paid staff
- SW Ranches provides fire rescue services in entire Town with combination of fully paid staff and volunteers

Task 4: Provide analysis of funding options The Project Team will provide a written analysis of alternative funding options available to the Town for fire/rescue and law enforcement services.

The Project Team will research applicable case law, statutory requirements and any other pertinent criteria to identify all feasible sources of alternative funding to support the fire rescue and law enforcement services. To the extent that revenue sources are available, the Project Team will provide a strategy or examples of legally defensible methodologies for implementing such funding.

Task 5: Update current special assessment study for fire services The Project Team will update the current special assessment study for fire services. The Project Team will provide methodology and implementation criteria for selected funding options for rescue and law enforcement services. The schedule of tasks associated with the fire services study are as follows:

- Review the Town’s existing legal documents documenting the current assessment methodology, assessment roll summary information, fire call data, agreements, reports and other data pertaining to the provision of fire rescue services.
- Identify the full cost of the fire rescue service delivery using the Town’s most current financial information and allocate the costs between fire and emergency medical services in conformance with the most recent case law. Identify the alternative sources of revenue to fund the service delivery costs and determine the net service delivery revenue requirements.
- Determine the total fire rescue assessment revenue requirements to ensure the Town recovers the costs of: (a) net fire rescue service delivery revenue requirements, (b) implementing the program, and (c) collecting the assessments.
- Using the existing assessment roll summary, updated fire rescue incident data and revenue requirements, revise the apportionment methodology and apply to the assessment roll database to test the data validity and legal sufficiency. Revise the apportionment methodology as necessary.
- Calculate proforma schedule of rates based on the apportionment methodology and revenue requirements for the Fiscal Year 2006-07 assessment program.
- Prepare and present an assessment memorandum, which documents proposed apportionment methodology and proforma assessment rates.

Task 6: Coordination and Reporting The Project Team will summarize and present the report, findings and analysis to the Town Council in a public meeting. The Project Team will provide a presentation to the Town Council and prepare a minimum of ten (10) final reports detailing our analysis.



GOVERNMENT SERVICES GROUP, INC.

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March 28, 2007

Via Electronic Transmision

Chris Russo, Town Administrator
Town of Southwest Ranches
6589 SW 160 Avenue
Southwest Ranches, FL 33331

Re: Town of Southwest Ranches Fire/Rescue and Law Enforcement Feasiblilty and Funding Options Study

Dear Mr. Russo,

This correspondence is written to provide the Town of Southwest Ranches (Town) with a second revised scope of services from Government Services Group, Inc. (GSG) related to the Fire/Rescue and Law Enforcement Feasibility and Funding Options Study Agreement dated March 30, 2006. The revised scope of services is based on our discussions with Mayor Fink and yourself on March 20, 2007, and March 22, 2007.

As we discussed, GSG has agreed to revise the current scope of services in order to finalize the fire/rescue and law enforcement studies. First, we will summarize the project to date:

The previously revised scope of services dated March 30, 2006, included the following six tasks:

- The development of the cost of the Town providing fire/rescue and law enforcement services;
- The provisions of technical expertise and input during up to five service delivery meetings with providers;
- The provisions of technical expertise and input during up to two service delivery negotiation meetings with providers;
- The provisions of a written analysis of alternative funding options available to the Town;
- An update of the Town's current special assessment study for fire services; and
- The final presentation to Town Council.

Very truly yours,

[Signature]

In September 2006, GSG was instructed by the Town to pursue the analysis of the fire/rescue services only. The analysis of law enforcement services was not possible without further information.

On January 27, 2007, GSG provided the Town with notice that the study would be suspended due to the lack of information necessary to complete the study – including Town of Davie calls for service for one year and proposed costs to provide current and proposed services.

On March 2, 2007, GSG received some PowerPoint slides from Chief DePetrillo, Town of Davie, with proposed cost information for the Town, but no written description, agreement/detail, or call information was provided. This information is still outstanding in order to include Davie's analysis as a potential service provider.

Per our discussions, GSG would like to propose the following revised scope of services which reflects not only the work efforts performed to date by GSG, but also the work efforts requested by the Town:

Work Efforts to Date:

Task 1. Project Initiation and Data Gathering

The project team has met with Town officials at the kick off meeting as well as two other occasions, to finalize the scope of services and to obtain all data and information necessary to complete the scope of services. Such data includes annual budgets, existing agreements, tax roll and assessment roll information, fire/rescue incident data, law enforcement dispatch data, legal documents and other pertinent data and information related to fire/rescue and law enforcement services.

To date, GSG has spent considerable time analyzing fire/rescue operations, including personnel and apparatus costs; reviewing calls from service by miscellaneous service providers; and determining the Town's service delivery needs for its current and desired level of fire/rescue services.

Proposed Revised Scope of Services:

Task 2. Fire/Rescue Feasibility Study

The Project Team will conduct several tasks specifically related to fire/rescue services as follows:

- The Project Team will identify the benchmarks that will be used to define the Town's current and/or proposed level of fire/rescue services such as calls for service, response times, costs per capita and other pertinent criteria.
- Based upon the defined level of service, the Project Team will develop the cost of the Town providing the fire/rescue services to serve as a baseline for proposals from other providers or to provide an additional option to the Town for service delivery.
- The Project Team will provide comparative cost estimates of other fire/rescue service providers including the Broward County Sheriff's Office Fire/rescue Department and the Town of Davie.

NOTE: This analysis will be completed once all data and information necessary is received from the Town of Davie.

- In addition, GSG will include the new request that the Plantation Volunteer Model be discussed but not analyzed from a cost standpoint.

NOTE: This analysis will be completed once all data and information necessary is received from the City of Plantation.

- The analysis will be amended to include the recent acquisition of two engines and the construction of the Town's new public safety facility.

NOTE: This analysis will be completed once all data and information necessary is received from the Town of Southwest Ranches, including apparatus and facility information.

Task 3. Law Enforcement Feasibility Study

Analysis of the cost for the Town to provide law enforcement services as compared to the Town's current level of services contracted by the BCSO. This analysis will be completed once all data and information necessary is received.

The Project Team will conduct several tasks specifically related to law enforcement services as follows:

- The Project Team will identify the benchmarks that will be used to define the Town's current and/or proposed level of law enforcement services such as calls for service, response times, costs per capita, officers per square mile and other pertinent criteria.
- The Project Team will survey similarly populated cities to provide comparative analysis of law enforcement services using the identified benchmarks.
- Based upon the defined level of service, the Project Team will develop the cost of the Town providing the law enforcement services to serve as a baseline for proposals from other providers or to provide an additional option to the Town for service delivery.
- Finally, the Project Team will utilize the benchmarks discussed previously to compare cost estimates for law enforcement services to be provided by the Broward Sheriff's Office.

NOTE: This analysis will be completed once all data and information necessary is received.

Task 4. Update Town's Current Special Assessment

The Project Team will update the current special assessment study for fire services. The Project Team will provide methodology and implementation criteria for selected funding options for rescue and law enforcement services. The schedule of tasks associated with the fire services study is as follows:

- Review the Town's existing legal documents documenting the current assessment methodology, assessment roll summary information, fire call data, agreements, reports and other data pertaining to the provision of fire/rescue services.
- Identify the full cost of the fire/rescue service delivery using the Town's most current financial information and allocate the costs between fire and emergency medical services in conformance with the most recent case law. Identify the alternative sources of revenue to fund the service delivery costs and determine the net service delivery revenue requirements.
- Determine the total fire/rescue assessment revenue requirements to ensure the Town recovers the costs of: (a) net fire/rescue service delivery revenue requirements, (b) implementing the program, and (c) collecting the assessments.
- Using the existing assessment roll summary, updated fire/rescue incident data and revenue requirements, revise the apportionment methodology and apply to the assessment roll database to test the data validity and legal sufficiency. Revise the apportionment methodology as necessary.

- Calculate proforma schedule of rates based on the apportionment methodology and revenue requirements for the Fiscal Year 2007-08 assessment program.
- Prepare and present an assessment memorandum, which documents proposed apportionment methodology and proforma assessment rates.

Task 5. Coordination and Reporting

The Project Team will summarize and present the report, findings and analysis to the Town Council in a public meeting. The Project Team will provide a presentation to the Town Council and prepare a minimum of ten (10) final reports detailing our analysis.

If you are in agreement with this revised scope of services, please sign below to indicate acceptance of the terms contained herein and to serve as proper notice to proceed. Upon execution of this agreement, please provide us with a signed copy for our files.

Once we have received the executed agreement, we can resume work on this study. Thank you for your attention to this matter.

Sincerely,



Marguerite McCauley
Senior Project Manager

MM/sm

**ACCEPTED AND AGREED TO BY:
TOWN OF SOUTHWEST RANCHES**



Signature

Town Administrator

Title

5-8-07

Date

Exhibit A

TOWN OF SOUTHWEST RANCHES
REVISED SCOPE OF SERVICES

Revised Scope of Services

FEE ALLOCATION BY TASK

Tasks 1, 2 & 3	Based upon current defined level of services, GSG will develop the cost of the Town providing the fire/rescue and law enforcement services to serve as a benchmark for proposals from other providers or to provide an additional option to the Town for service delivery.
	Total Fee Allocation For Tasks 1, 2 & 3: <u>\$23,000</u>
Task 4:	GSG will update the Town’s current special assessment study for fire services. GSG will provide methodology and implementation criteria for funding options for fire/rescue and law enforcement.
	Total Fee Allocation For Task 4: <u>\$22,000</u>
Task 5:	Consultant will provide presentation to Town Council with ten (10) final reports. GSG will also provide technical expertise and input during three (3) on-site meetings.
	Total Fee Allocation For Task 5: <u>\$3,900</u>
Total Fee For All Tasks:	<u>\$48,900</u>

Memo

Date: 3/30/2007
To: Mayor and Town Council members
Cc: Lee Rickles, Program Manager
From: Christopher J. Russo, Town Administrator
RE: Agreement with Government Services Group for Law Enforcement/Fire Rescue Services Study

Dear Mayor and Council members:

Attached is the proposal and fee schedule regarding the Fire/Rescue and Law Enforcement Feasibility and Funding Options Study Agreement. I would like to move forward with this matter soon and plan to sign off on this agreement next Friday, April 6, 2007, unless concerns are raised about the revisions/amended scope.

Please get back to me by next Thursday if you have any concerns.

Attachments

3/30/2007
