

AGREEMENT

THIS AGREEMENT is made by and between the City of Delray Beach, a Florida Municipal Corporation (hereinafter referred to as "City"), whose address is 100 N.W. 1st Avenue, Delray Beach, FL 33444 and Ballard Partners, Inc., a State of Florida Corporation (hereinafter referred to as "Firm"), whose address is 201 East Park Avenue, Tallahassee, FL 32301, this 7th day of December, 2021.

WHEREAS, the City has a need to procure services relating to State Legislative Lobbying Services (collectively herein referred to as "Services"); and,

WHEREAS, Lobbying Services are expressly exempted from the competitive procurement process pursuant to "Exceptions" Section (B)(iv) of the City's Purchasing Policies and Procedures Manual; and

WHEREAS, the Firm has provided the City a proposal to perform lobbying services; and

WHEREAS, the Firm agrees to provide lobbying services to the City in accordance with the terms and conditions of this Agreement.

NOW, THEREFORE, in consideration of the mutual promises contained herein and other good and valuable consideration of which the parties hereto acknowledge, the parties agree as follows:

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

2 The Firm shall provide lobbying services to the City, in accordance with and pursuant to Firm's proposal, attached hereto and incorporated herein as Exhibit A, and the terms and conditions of this Agreement.

3 The City shall pay the Firm in accordance with the pricing schedule detailed in Exhibit A.

4 This Agreement is in full force and effect upon full execution by the City. The Agreement term shall be from January 6, 2022 through January 5, 2025 with three, one-year renewal options subject to mutual acceptance by City and Second Party.

5 The City, at its sole discretion, reserves the right to terminate this Agreement with or without cause immediately upon providing written notice to Firm. Upon receipt of such notice, the Firm shall not incur any additional costs under the Agreement. The City shall be liable only for reasonable costs incurred by Firm prior to the date of the notice of termination. The City shall be the sole judge of "reasonable costs."

6 By entering into this Agreement, Firm acknowledges its obligation to comply with the provisions of Section 448.095, Fla. Stat., "Employment Eligibility." Firm affirms and represents it is registered with the E-Verify system, utilizing same, and will continue to utilize same as required by law. Compliance with this section includes, but is not limited to, utilization of the E-Verify System to verify the work authorization status of all newly hired employees and requiring all subcontractors to provide an affidavit attesting that the subcontractors does not employ, contract with, or subcontract with, an unauthorized alien. Failure to comply with this section will result in the termination of this Agreement, or if your subcontractor knowingly violates the statute, the subcontract must be terminated immediately. Any challenge to termination under this provision must be filed in the Circuit Court no later than 20 calendar days after the date of termination. If terminated for a violation of the statute by Firm, the Firm may be prohibited from conducting future business with the City or awarded a solicitation or contract for a period of 1 year after the date of termination. All costs incurred to initiate and sustain the aforementioned programs shall be the responsibility of the Firm.

7 Firm shall indemnify and hold harmless the City and its officers, employees, agents, and instrumentalities from any and all liability, losses or damages, including attorney's fees and costs of defense, which the City or its officers, employees, agents, or instrumentalities may incur as a result of claims, demands, suits, causes of actions, or proceedings of any kind or nature arising out of, relating to, or resulting from the performance of the agreement by Firm or its employees, agents, servants, partners, principals, or subcontractors. Firm shall pay all claims and losses in connection therewith, and shall investigate and defend all claims, suits, or actions of any kind or nature in the name of the City, where applicable, including appellate proceedings, and shall pay all costs, judgments, and attorney's fees which may be incurred thereon. Firm expressly understands and agrees that any insurance protection required by this Agreement or otherwise provided by the Firm shall in no way limit the responsibility to indemnify, keep and save harmless, and defend the City or its officers, employees, agents, and instrumentalities as herein provided the obligations of this section shall survive the term of this Agreement.

8 Firm shall provide certificates of insurance to the City evidencing its insurance coverage and naming the City as an additional insured. Such insurance shall be in an amount and form as described in Exhibit B and shall be delivered to the City prior to execution of this Agreement. If Firm fails to provide the certificates of insurances in a form acceptable to the City, the City may immediately terminate this Agreement.

9 Whenever either Party desires to give notice to the other, such notice must be in writing, sent by certified United States Mail, postage prepaid, return receipt requested, or sent by commercial express carrier with acknowledgement of delivery, or by hand delivery with a request for a written receipt of acknowledgment of delivery, addressed to the party for whom it is intended at the place last specified. The place for giving notice shall remain the same as set forth herein until changed in writing in the manner provided in this section. For the present, the Parties designate the following:

For CITY:

City of Delray Beach
100 N.W. 1st Avenue
Delray Beach, Florida 33444
Attn: City Manager

With copy to:

City of Delray Beach
100 N.W. 1st Avenue
Delray Beach, Florida 33444
Attn: City Attorney

For FIRM:

Ballard Partners Inc.
201 East Park Avenue
5th Floor
Tallahassee, FL 32301
Attn: Brian D. Ballard, President
Email: ballard@ballardpartners.com

10 Neither this Agreement nor any right or interest herein shall be assigned, transferred, or encumbered without the written consent of the other Party.

11 This Agreement shall be construed in accordance with the City of Delray Beach's Code of Ordinances and the laws of the State of Florida. Any dispute relating to this Agreement shall only be filed in a court of competent jurisdiction in Palm Beach County, Florida, and each of the parties to this Agreement submits itself to the jurisdiction of such court. It is hereby understood and agreed that in the event any lawsuit in the judicial system, federal or state, is brought to enforce compliance with this contract or interpret same, or if any administrative proceeding is brought for the same purposes, each party shall pay their own attorney's fees and costs, including appellate fees and costs.

12 IF FIRM HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO FIRM'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS AGREEMENT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT CITY OF DELRAY BEACH, CITY CLERK, 100 N.W. 1ST AVE., DELRAY BEACH FLORIDA. THE CITY CLERK'S OFFICE MAY BE CONTACTED BY PHONE AT 561-243-7050 OR VIA EMAIL AT CITYCLERK@MYDELRAYBEACH.COM.

- a. Firm shall comply with public records laws, specifically to:
 - i. Keep and maintain public records required by the City to perform the service.
 - ii. Upon request from the City's custodian of public records, provide the City with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in Florida Statute or as otherwise provided by law.
 - iii. Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the Agreement term and following completion of the Agreement if the Firm does not transfer the records to the City.
 - iv. Upon completion of the Agreement, transfer, at no cost, to the City all public records in possession of the Firm or keep and maintain public records required by the City to perform the service. If the Firm transfers all public records to the City upon completion of the Agreement, the Firm shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If the Firm keeps and maintains public records upon completion of the Agreement, the Firm shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to the City, upon request from the City's custodian of public records, in a format that is compatible with the information technology systems of the City.
 - v. If the Firm does not comply with this section, the City shall enforce the contract provisions in accordance with the contract and may unilaterally cancel this contract in accordance with state law.

13. Firm is aware that the Inspector General of Palm Beach County has the authority to investigate and audit matters relating to the negotiation and performance of this contract, and may demand and obtain records and testimony from Firm and its subcontractors and lower tier subcontractors. Firm understands and agrees that in addition to all other remedies and consequences provided by law, the failure of Firm or its subcontractors and lower tier subcontractors to fully cooperate with the Inspector General when requested may be deemed by the City to be a material breach of this Agreement justifying its termination.

14. The continuation of this Agreement beyond the end of any fiscal year shall be subject to both the appropriation and the availability of funds in accordance with Florida law.

15. The documents listed below are a part of this Agreement and are hereby incorporated by reference. In the event of inconsistency between the documents, unless otherwise provided herein, the terms of the following documents will govern in the following order of precedence:

- a. Terms and conditions as contained in this Agreement.

- b. The City's purchase order terms and conditions.
- c. Any subsequent information submitted by Firm during the evaluation and negotiation process.

[Remainder of page intentionally left blank.]

IN WITNESS WHEREOF, the City and the Firm executed this Agreement as of the day and year first above written.

ATTEST:

Katerri Johnson
Katerri Johnson, City Clerk

CITY OF DELRAY BEACH
By: Shelly Petrolia
Shelly Petrolia, Mayor

Approved as to form and legal sufficiency:

Lynn Gelin
Lynn Gelin, City Attorney

BALLARD PARTNERS, INC.
By: Brian D. Ballard
Print Name: Brian D. Ballard
Title: President

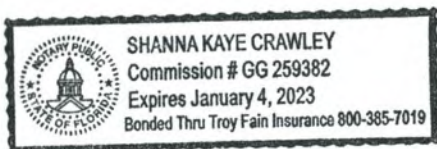
(SEAL)



STATE OF FLORIDA
COUNTY OF LEON

The foregoing instrument was acknowledged before me by means of physical presence or online notarization, this 12th day of October, 2021, by Brian D. Ballard (name of person), as President (type of authority) for Ballard Partners, Inc. (name of party on behalf of whom instrument was executed).

Personally known OR Produced Identification
Type of Identification Produced _____



Shanna Kaye Crawley
Notary Public – State of Florida

EXHIBIT B

INSURANCE REQUIREMENTS

The required insurance coverage is to be issued by an insurance company authorized, licensed and registered to do business in the State of Florida, with the minimum rating of B+ or better, in accordance with the latest edition of A.M. Best's Insurance Guide. This insurance shall be documented in certificates of insurance which provides that the City of Delray Beach shall be notified at least thirty (30) days in advance of cancellation, non-renewal, or adverse change. The receipt of certificates or other documentation of insurance or policies or copies of policies by the City or by any of its representatives, which indicate less coverage than is required, does not constitute a waiver of Firm's obligation to fulfill the insurance requirements herein. Deductibles must be acceptable to the City of Delray Beach.

Firm shall provide insurance coverage as follows:

1. Workers' Compensation Insurance – as required by law.
2. Employer's Liability Insurance - \$100,000 per occurrence, \$100,000 for each disease, and \$500,000 for aggregate disease
3. Comprehensive General Liability Insurance – with limits of not less than \$1,000,000 per occurrence and \$2,000,000 in the aggregate for Bodily Injury and Property Damage.
4. Automobile Liability Insurance - for owned, non-owned and hired vehicles – with a limit of not less than \$1,000,000 per occurrence, combined single limit for Bodily Injury Liability and Property Damage Liability.
5. Professional Liability Insurance - with limits of not less than \$1,000,000 per occurrence.

All renewal or replacement certificates of insurance shall be forwarded to the City Purchasing Department located at 100 N.W. 1st Ave., Delray Beach, FL 33444.

BALLARD | PARTNERS

October 1, 2021

Terrence Moore, City Manager
City of Delray Beach
100 N.W. 1st Avenue
Delray Beach, Florida 33444

Dear Mr. Moore,

On behalf of Ballard Partners, Inc., I am pleased to offer to the City of Delray Beach the attached statement of work to continue our State representation of the City for a three-year term.

We propose a rate of \$60,000 annually billed in monthly installments of \$5,000 a month beginning January 6, 2022 through January 5, 2025.

It has been a pleasure to represent the City of Delray Beach and we look forward to many more successful years assisting you.

Sincerely,



Brian Ballard
President

Attachment

TALLAHASSEE

201 East Park Avenue, 5th Floor
Tallahassee, FL 32301
850.577.0444 FAX 850.577.0022

WASHINGTON D.C.

601 13th Street NW, Suite 450 N
Washington, DC 20005
202.800.5620 FAX 202.800.5623

MIAMI

2 Alhambra Plaza, Suite 102
Coral Gables, FL 33134
305.456.8479 FAX 786.542.6997

TAMPA

1726 East 7th Avenue, Suites 13-15
Tampa, FL 33605
813.374.6007

ORLANDO

618 E South Street, Suite 500
Orlando, FL 32801
407.803.3878

FORT LAUDERDALE

401 E. Las Olas Boulevard, Suite 1400
Ft. Lauderdale, FL 33301
954.302.5989

WEST PALM BEACH

1400 Centre Park Boulevard, Suite 1010
West Palm Beach, FL 33401
561.253.3232

TEL AVIV

Rothschild Center
Rothschild Boulevard 22
Tel Aviv, 6688218

Statement of Work

Date	October 1, 2021
Client	City of Delray Beach
Job Name	State Legislative & Executive Branch Advocacy
Duration	January 6, 2022 through January 5, 2025

Summary

The continuation of a comprehensive State government affairs advocacy plan for the City of Delray Beach.

- Representation of the City of Delray Beach includes, but is not limited to, the filing of specific legislation, tracking and reporting of general legislation, as well as all issues pertaining to State agencies, departments and the Executive Office of the Governor.

Project Scope

Maintain and build new relationships with legislative members and leaders to determine champions.

- Governor, Lt. Governor, & Staff
- House & Senate Leaders
- Targeted Members of the House & Senate Appropriation Committees

Schedule Pricing

All costs listed below are based on the scope and assumptions included in this SOW

Item	Price	Cost Structure
Ballard Partner Fee	\$60,000 annually	Billed Monthly
Reasonable expenses, registration, etc.	TBD	
TOTAL	\$60,000	