

**RESOLUTION NO. 24-07-61**

**A RESOLUTION OF THE VILLAGE COUNCIL OF ISLAMORADA, VILLAGE OF ISLANDS, FLORIDA, APPROVING A FIRST AMENDMENT TO WORK AUTHORIZATION NO. 4 BETWEEN M. T. CAUSLEY, LLC, AND ISLAMORADA, VILLAGE OF ISLANDS, TO PROVIDE GENERAL SUPPORT SERVICES TO THE BUILDING SERVICES DEPARTMENT; AUTHORIZING VILLAGE OFFICIALS TO IMPLEMENT THE TERMS AND CONDITIONS OF THE FIRST AMENDMENT TO WORK AUTHORIZATION NO. 4; AUTHORIZING THE VILLAGE MANAGER TO EXPEND BUDGETED FUNDS; AUTHORIZING THE VILLAGE MANAGER TO EXECUTE THE WORK AUTHORIZATION; AND PROVIDING FOR AN EFFECTIVE DATE**

**WHEREAS**, on March 18, 2018, Islamorada, Village of Islands (the "Village"), published a Request for Proposals for General Support Services for the Building Services and Code Compliance Departments (RFP 18-12); and

**WHEREAS**, on June 14, 2018, the Village Council of Islamorada, Village of Islands (the "Village Council") adopted Resolution No. 18-06-47, thereby approving the final rankings and recommendations of the RFP 18-12 Selection Committee whereby M. T. Causley, LLC ("MTC"), was selected to provide building support services to the Village; and

**WHEREAS**, the Village subsequently entered into a Continuing Services Agreement (the "Agreement") with MTC for building support services effective June 19, 2018, for a five (5) year period; and

**WHEREAS**, on May 20, 2021, the Village Council adopted Resolution No. 21-05-43, thereby approving Work Authorization No. 1 between the Village and MTC to provide building support services for fiscal year 2020-2021; and

**WHEREAS**, on November 18, 2021, the Village Council adopted Resolution No. 21-11-106, thereby approving Work Authorization No. 2 between the Village and MTC to provide building support services for fiscal year 2021-2022; and

**WHEREAS**, on October 25, 2022, the Village Council adopted Resolution No. 22-10-113, thereby approving a First Amendment to the Agreement thereby changing the term of the agreement to remain effective unless either party provides thirty (30) days written notice to terminate; and

**WHEREAS**, on October 25, 2022, the Village Council adopted Resolution No. 22-10-114, thereby approving Work Authorization No. 3 between the Village and MTC to provide building support services for fiscal year 2022-2023; and

**WHEREAS**, on March 2, 2023, the Village Council adopted Resolution No. 23-03-25, thereby approving a First Amendment to Work Authorization No. 3 under the Agreement to add a rate for Remote Structural Plan Review Services; and

**WHEREAS**, the Village and MTC desire to enter into a First Amendment to Work Authorization No. 4 under the Agreement to provide building support services for fiscal year 2023-2024 in an amount not to exceed Five Hundred Thirty Five Thousand Dollars (\$535,000.00); and

**WHEREAS**, the Village Council finds that approval of a First Amendment to Work Authorization No. 4 with MTC is in the best interest of the Village.

**NOW, THEREFORE, BE IT RESOLVED BY THE VILLAGE COUNCIL OF ISLAMORADA,  
VILLAGE OF ISLANDS, FLORIDA, AS FOLLOWS:**

**Section 1.** **Recitals.** The above recitals are true and correct and incorporated into this Resolution by this reference.

**Section 2.** **Approval of Work Authorization.** The Village Council hereby approves the First Amendment to Work Authorization No. 4 between MTC and the Village, a copy of which is attached as Exhibit "A," together with such non-material changes as may be acceptable

to the Village Manager and approved as to form and legality by the Village Attorney.

**Section 3. Authorization of Village Officials.** The Village Manager and/or his designee and the Village Attorney are authorized to take all actions necessary to implement the terms and conditions of the First Amendment to Work Authorization No. 4.

**Section 4. Authorization of Fund Expenditure.** Notwithstanding the limitations imposed upon the Village Manager pursuant to the Village's Purchasing Procedures Ordinance, the Village Manager is authorized to expend budgeted funds to implement the terms and conditions of the First Amendment to Work Authorization No. 4.

**Section 5. Execution of Work Authorization.** The Village Manager is authorized to execute the First Amendment to Work Authorization No. 4 on behalf of the Village, to execute any required agreements and/or documents to implement the terms and conditions of the First Amendment to Work Authorization No. 4 and to execute any extensions and/or amendments to the First Amendment to Work Authorization No. 4, subject to the approval as to form and legality by the Village Attorney.

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

Motion to adopt by Elizabeth Jolin, second by Mark Gregg.

**FINAL VOTE AT ADOPTION  
VILLAGE COUNCIL OF ISLAMORADA, VILLAGE OF ISLANDS**

Mayor Joseph B. Pinder III	<u>Yes</u>
Vice Mayor Sharon Mahoney	<u>Yes</u>
Councilwoman Elizabeth Jolin	<u>Yes</u>
Councilman Mark Gregg	<u>Yes</u>

Councilman Henry Rosenthal Yes

**PASSED AND ADOPTED THIS 9th DAY OF JULY, 2024.**

DocuSigned by:  
*Joseph B. Pinder III*  
F0EB9A60BD794EF...  
JOSEPH B. PINDER, III, MAYOR

ATTEST:

DocuSigned by:  
*Marne K. McGrath*  
008BA9A9B2704D5...  
MARNE MCGRATH, VILLAGE CLERK

APPROVED AS TO FORM AND  
LEGALITY FOR THE USE AND BENEFIT  
OF ISLAMORADA, VILLAGE OF ISLANDS:

DocuSigned by:  
*John J. Quick*  
362BEAA7FDD0417...  
JOHN J. QUICK, INTERIM VILLAGE ATTORNEY



**FIRST AMENDMENT TO PROJECT AGREEMENT  
BETWEEN  
ISLAMORADA, VILLAGE OF ISLANDS  
AND  
M. T. CAUSLEY, LLC  
FOR  
WORK AUTHORIZATION NO. 4**

**This First Amendment** to the Project Agreement for Work Authorization No. 4 (the "First Amendment") is made and entered into this 21<sup>st</sup> day of August, 2024, by and between **ISLAMORADA, VILLAGE OF ISLANDS, FLORIDA**, a Florida municipal corporation (the "VILLAGE") and **M. T. CAUSLEY, LLC**, A Florida limited liability corporation (the "CONSULTANT").

The VILLAGE and CONSULTANT previously entered into a Project Agreement for Work Authorization No. 4, effective October 1, 2023 (the "Project Agreement"), pursuant to the provisions contained in the "Continuing Services Agreement" between the VILLAGE and CONSULTANT dated June 19, 2018 (the "Continuing Services Agreement") as amended on November 3, 2022.

This First Amendment restates and duplicates the Project Agreement in all respects other than as reflected in strike-through/add format below reflecting the changes made by this Second Amendment. Other than as set forth in strike-through/add format herein, the terms of the Project Agreement remain the same as set forth previously and in full force and effect as originally written.

**NOW, THEREFORE**, in consideration of the mutual covenants and conditions set forth in this First Amendment, the parties hereby amend the Project Agreement as follows:

**Section 1. Amendment to Agreement.** SECTION 4. amended to read as follows.

**SECTION 4. AMOUNT, BASIS AND METHOD OF COMPENSATION**

4.1 **Hourly Not-To-Exceed Compensation.** VILLAGE agrees to pay CONSULTANT as compensation for performance of all services described in Exhibit "1" AT CONSULTANT'S HOURLY RATES, UP TO A MAXIMUM AMOUNT NOT TO EXCEED \$400,000 \$535,000.00, FOR CONTRACT TIME for THE 2023-2024 FISCAL YEAR.

**Section 2. No Further Modifications.** All other terms and conditions of the existing Agreement not in conflict or superseded by this First Amendment shall remain in full force and effect as if set forth herein.

**Section 3. Effective Date.** This First Amendment shall be effective upon execution by all parties.

**IN WITNESS WHEREOF**, the parties execute this Second Amendment on the respective dates under each signature: The Village, signing by and through its Village Manager, attested to by its Village Clerk, and by CONSULTANT by and through its principal.

Attest:

**ISLAMORADA, VILLAGE OF ISLANDS**

Marne McGrath  
Marne McGrath, Village Clerk

By:   
Robert Cole, Village Manager

Date: 8.21.24

**M. T. CAUSLEY, LLC**

By: **Matthew K. Causley**  
Digitally signed by  
Matthew K. Causley  
Date: 2024.07.18  
16:01:30 -04'00'

Matthew K. Causley  
President

July 18, 2024

Date  
**Jordan Hoffman** Digitally signed by Jordan Hoffman  
Date: 2024.07.18  
16:01:39 -04'00'

Witness