

TOWN OF DAVIE

TOWN COUNCIL AGENDA REPORT

TO: Mayor and Councilmembers

FROM/PHONE: Herb Hyman/797-1016

SUBJECT: Resolution

AFFECTED DISTRICT: n/a

TITLE OF AGENDA ITEM: A RESOLUTION OF THE TOWN OF DAVIE, FLORIDA, AUTHORIZING THE MAYOR TO EXECUTE A MEMORANDUM OF UNDERSTANDING WITH THE OLD DAVIE SCHOOL FOUNDATION TO SET FORTH PURCHASING PROCEDURES PURSUANT TO THE RESTORATION OF THE VIELE HOUSE.

REPORT IN BRIEF: The Old Davie School Foundation applied for and received a grant to restore the Viele house. The Town's matching portion of this grant is \$157,800.00 which is included in the Town's Capital Improvement budget. The attached Memorandum of Understanding details the purchasing procedures and disbursement of funds for the Town's portion of this grant.

PREVIOUS ACTIONS: R-2002-321 and R-2005-258.

CONCURRENCES: n/a.

FISCAL IMPACT:

Has request been budgeted? yes

If yes, expected cost: \$157,800.00

Account Name: Capital Improvement Program-Viele House Account

Additional Comments: Not applicable

RECOMMENDATION(S): Motion to approve the resolution.

Attachment(s):

Memorandum of Understanding

RESOLUTION NO. _____

A RESOLUTION OF THE TOWN OF DAVIE, FLORIDA, AUTHORIZING THE MAYOR TO EXECUTE A MEMORANDUM OF UNDERSTANDING WITH THE OLD DAVIE SCHOOL FOUNDATION TO SET FORTH PURCHASING PROCEDURES PURSUANT TO THE RESTORATION OF THE VIELE HOUSE.

WHEREAS, the Old Davie School Foundation applied for and received a grant for the restoration of the Viele house; and

WHEREAS, the Town's matching portion of this grant is \$157,800.00 which is include in the Capital Improvement budget; and

WHEREAS, it is to the benefit of both parties to enter into a Memorandum of Understanding which details the purchasing procedures and disbursement of funds for this project; and

WHEREAS, after review, the Town Council authorizes the Mayor to execute a Memorandum of Understanding with The Old Davie School Foundation.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF DAVIE, FLORIDA:

SECTION 1. The Town Council authorizes the Mayor to execute a Memorandum of Understanding with The Old Davie School Foundation which details the purchasing procedures and disbursement of funds for the restoration of the Viele house which is attached hereto and identified as Attachment "A".

SECTION 2. This resolution shall take effect immediately upon its passage and adoption.

PASSED AND ADOPTED THIS _____ DAY OF _____, 2006

MAYOR/COUNCILMEMBER

Attest:

TOWN CLERK

APPROVED THIS _____ DAY OF _____, 2006

**MEMORANDUM OF UNDERSTANDING BETWEEN THE TOWN OF DAVIE
AND THE OLD DAVIE SCHOOL FOUNDATION SETTING FORTH PURCHASING
PROCEDURES PURSUANT TO THE RESTORATION OF THE VIELE HOUSE**

THIS AGREEMENT, made and entered into the day of , 2006, by and between:

TOWN OF DAVIE, FLORIDA
a municipal corporation
6591 Orange Drive
Davie, Florida 33314

and

THE OLD DAVIE SCHOOL FOUNDATION

Section 1.

1.01 The Old Davie School Foundation applied for and received a grant to restore the Viele house.

Section 2.

2.01 The Town's matching portion of this grant is \$157,800.00 which is contained in the Capital Improvement budget.

Section 3.

3.01 In order to comply with the Town's purchasing procedures, the Town's Purchasing Division will handle all aspects of formal bids for purchases adding up to the Town's contribution (\$157,800.00).

3.02 Contracts resulting from these formal bid solicitations will be between the successful contractor and the Old Davie School Foundation.

3.03 The Old Davie School Foundation will provide the Town with proof that the work has been completed along with an invoice for the bid amount.

3.04 The Town will issue checks to the Old Davie School Foundation for all properly documented transactions up to the full amount of the Town's contribution (\$157,800.00).

Old Davie School Foundation

Tom Truex, Mayor

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