

Contract for Communications Services

This **contract for communications services** ("Agreement") is entered into and effective April 7, 2022,

BETWEEN: PUBLIC COMMUNICATORS GROUP LLC ("CONSULTANT") a Florida limited liability company

AND: COOPER CITY ("CLIENT") a Florida municipal corporation

ARTICLE 1 TERM OF AGREEMENT

The term of this contract shall be from April 7, 2022, until terminated by either party. This contract may be terminated by either party without cause by giving the other party written notice of termination at least one (1) day prior to the effective termination date. Payment for any work completed under the terms of the contract shall be due per payment terms below.

ARTICLE 2 SCOPE OF SERVICES

The CONSULTANT shall provide communications services to the CLIENT on an as needed basis. Those services include:

- Communications Strategy
- Content Creation
- Crisis planning, prevention, management, and communications
- Graphic Design
- Video Production & Postproduction

ARTICLE 3 COMPENSATION

The CLIENT agrees to pay the CONSULTANT based on the fee schedule below or on a project basis if agreed to in writing in advance agreed. Time will be billed in 15-minute increments. Travel time will be included in billing when the CLIENT requires the CONSULTANT to travel.

The CONSULTANT understands that any compensation above the City Manager's spending authority must abide by procurement policies.

CONSULTANT shall invoice for all work performed and provide timesheets with general descriptions of the type of work performed. Payment shall be due 30 after receipt of the invoice.

Fee Schedule:

Communications Consulting (including crisis communications) - \$250/hour
Video Production & Postproduction - \$200/hour
Graphic Design - \$150/hour

**ARTICLE 4
EXPENSES**

The CLIENT agrees to reimburse the CONSULTANT for any reasonable and necessary out of pocket expenses. Any expenses exceeding twenty-five dollars (\$25) must be pre-approved in writing by the CLIENT. Payment for all expenses shall be due within 30 days of the invoice.

**ARTICLE 5
RELATION TO CLIENT**

The CONSULTANT shall be performing consulting and other services on behalf of the CLIENT. Under no circumstances shall the CONSULTANT, nor any other employee or partner of the CONSULTANT, be considered an employee or partner of the CLIENT. The CLIENT recognizes and agrees that the CONSULTANT may represent other clients with similar interests.

**ARTICLE 6
SUBCONTRACTORS**

The CONSULTANT may, at their discretion, utilize subcontractors for any work other than advisory services. Advisory services subcontractors must be approved in writing by the CLIENT in advance of performing any work.

**ARTICLE 7
GOVERNING LAW**

This Agreement shall be made in and shall be governed by and interpreted in accordance with the laws of the State of Florida. The Parties agree that the sole venue for any lawsuit arising from this Agreement shall be in Broward County, Florida, and the Parties waive any objection to jurisdiction or venue in any proceeding before said court.

**ARTICLE 8
ATTORNEYS' FEES**

If legal action is brought to enforce or interpret this Agreement or any of its provisions, the prevailing party shall be entitled to reasonable attorneys' fees in addition to any other recovery to which such party may be entitled.

**ARTICLE 9
LIABILITY**

CONSULTANT shall bear no liability to the CLIENT for loss or damage in connection with advice or assistance by CONSULTANT given in good faith performance of the services.

**ARTICLE 10
ENTIRE AGREEMENT**

The parties agree that this contract represents the entire understanding of the parties. Your signature below indicates your acceptance and approval of this contract.

**ARTICLE 11
NOTICES**

All notices or other communications required hereunder shall be in writing, hand delivered or sent by certified mail return receipt requested, or by express courier with a nationally recognized courier service, or by electronic mail with retention of evidence confirming transmission, to the party to be notified at its following address or at such other address as shall have been specified in a written notice from the party to be notified. Notice shall be effective at the time of receipt in the case of hand delivery or upon transmission via electronic mail, and three days after posting if by certified mail.

If to Public Communicators Group: Evan Ross
17301 Biscayne Blvd, Suite 2105
Aventura, FL 33160
Evan@PublicCommunicators.com

If to Cooper City: Joseph Napoli
9090 SW 50th Place
Cooper City, FL 33149
JNapoli@CooperCityFL.org

**ARTICLE 12
SEVERABILITY**

If any provisions of this Agreement are declared invalid by a court of record, the remaining portions shall remain in full force and effect.

IN WITNESS WHEREOF, authorized representatives of the Parties have executed this Agreement as of the date indicated below.

Public Communicators Group LLC

Cooper City

Authorized Signature

Authorized Signature

Print Name

Print Name

Title

Title

Date

Date

Addendum to Terms and Conditions

The following shall be included as part of the Contract for Communication Services (the "Contract") between the **City of Cooper City**, a municipal corporation organized and operating under the laws of the State of Florida, with an address of 9090 SW 50th Place, Cooper City, FL 33328 ("CITY") and **Public Communicators Group, LLC**. ("CONSULTANT"), Florida limited liability company with offices at 17301 Biscayne Boulevard, Aventura, FL 33160. In the event of any conflict between the language in the Contract for Communication Services and this Addendum, the terms of this Addendum shall take precedence.

1. **Payment Terms**

All payments shall be governed by the Local Government Prompt Payment Act, as set forth in Part VII, Chapter 218, Florida Statutes.

2. **Governing Law and Venue**

This Agreement shall be governed by and construed in accordance with the laws of the State of Florida as now and hereafter in force. The venue for any and all actions or claims arising out of or related to this Agreement shall be in Broward County, Florida.

3. **Sovereign Immunity**

Nothing contained herein is intended nor shall be construed to waive CITY's rights and immunities under the common law or Section 768.28, Florida Statutes, as may be amended from time to time.

4. **Non-Discrimination & Equal Opportunity Employment**

During the performance of the Agreement, neither CONSULTANT nor any subcontractors shall discriminate against any employee or applicant for employment because of race, religion, color, gender, national origin, sex, age, marital status, political affiliation, familial status, sexual orientation, or disability if qualified. CONSULTANT will take affirmative action to ensure that employees are treated during employment, without regard to their race, religion, color, gender, national origin, sex, age, marital status, political affiliation, familial status, sexual orientation, or disability if qualified. Such actions must include, but not be limited to, the following: employment, promotion, demotion or transfer, recruitment or recruitment advertising, layoff or termination, rates of pay or other forms of compensation, and selection for training, including apprenticeship. CONSULTANT further agrees that CONSULTANT will ensure that subcontractors, if any, will be made aware of and will comply with this nondiscrimination clause.

5. **Independent Contractor**

This Agreement does not create an employee/employer relationship between the parties. It is the intent of the parties that CONSULTANT is an independent contractor under this Agreement and not the CITY's employee for all purposes, including but not limited to, the application of the Fair Labor Standards Act minimum wage and overtime payments, Federal Insurance Contribution Act, the Social Security Act, the Federal Unemployment Tax Act, the provisions of the Internal Revenue Code, the State Workers' Compensation Act, and the State unemployment insurance law. CONSULTANT shall retain sole and absolute discretion in the judgment of the manner and means of carrying out STS's activities and responsibilities hereunder provided, further that administrative procedures applicable to services rendered under this Agreement shall be those of CONSULTANT. CONSULTANT agrees that it is a separate and

independent enterprise from the CITY, that it has full opportunity to find other business, that it has made its own investment in its business, and that it takes all precautions that are standard in the industry to increase the likelihood of a successful performance for the CONSULTANT. This Agreement shall not be construed as creating any joint employment relationship between CONSULTANT and the CITY and the CITY will not be liable for any obligation incurred by CONSULTANT, including but not limited to unpaid minimum wages and/or overtime premiums.

6. **Binding Authority**

Each person signing this Agreement on behalf of either party individually warrants that he or she has full legal power to execute this Agreement on behalf of the party for whom he or she is signing, and to bind and obligate such party with respect to all provisions contained in this Agreement.

7. **Assignments; Amendments**

This Agreement, and any interests herein, shall not be assigned, transferred or otherwise encumbered, under any circumstances, by CONSULTANT without the prior written consent of CITY. For purposes of this Agreement, any change of ownership of CONSULTANT shall constitute an assignment which requires CITY approval. However, this Agreement shall run to the benefit of CITY and its successors and assigns.

It is further agreed that no modification, amendment, or alteration in the terms or conditions contained herein shall be effective unless contained in a written document executed with the same formality and of equal dignity herewith.

8. **Public Records**

8.1 The City of Cooper City is a public agency subject to Chapter 119, Florida Statutes. CONSULTANT shall comply with Florida's Public Records Law. Specifically, CONSULTANT shall:

8.1.1 Keep and maintain public records required by the CITY to perform the service;

8.1.2 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 Chapter 119, Florida Statutes, or as otherwise provided by law;

8.1.3 Ensure that public records that are exempt or that are confidential and exempt from public record disclosure requirements are not disclosed except as authorized by law for the duration of the Agreement term and, following completion of the Agreement, CONSULTANT shall destroy all copies of such confidential and exempt records remaining in its possession after CONSULTANT transfers the records in its possession to the CITY, unless otherwise required by law; and

8.1.4 Upon completion of the Agreement, CONSULTANT shall transfer to the CITY, at no cost to the CITY, all public records in CONSULTANT's possession. All records stored electronically by CONSULTANT 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.

8.2 The failure of CONSULTANT to comply with the provisions set forth in this Article shall

constitute a default and breach of this Agreement, for which, the CITY may terminate the Agreement by providing CONSULTANT with at least thirty (30) days prior, provided, however, that CONSULTANT will be given the opportunity to cure the breach within said period of time.

IF CONSULTANT HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO CONSULTANTS'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS AGREEMENT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT:

**CITY CLERK
9090 SW 50th Place
COOPER CITY, FL 33328
(954) 434-4300 #221
tallen@coopercityfl.org**

9. **Notice**

Whenever any party desires to give notice unto any other party, it must be given by written notice, sent by certified United States mail, with return receipt requested, addressed to the party for whom it is intended and the remaining party, at the places last specified, and the places for giving of notice shall remain such until they shall have been changed by written notice in compliance with the provisions of this section or by email. For the present, CONSULTANT and CITY designate the following as the respective places for giving of notice:

CITY Joseph Napoli, City Manager
City of Cooper City
9090 SW 50th Place
Cooper City, Florida 33328
Telephone No. (954) 434-4300 #223
Email: jnapoli@coopercityfl.org

Copy To: Jacob G. Horowitz, City Attorney
Goren, Cherof, Doody & Ezrol, P.A.
3099 East Commercial Boulevard, Suite 200
Fort Lauderdale, Florida 33308
Email: jhorowitz@gorencherof.com
Telephone No. (954) 771-4500
Facsimile No. (954) 771-4923
Email: jhorowitz@gorencherof.com

CONSULTANT Evan Ross
17301 Biscayne Blvd, Suite 2105
Aventura, FL 33160
Evan@PublicCommunicators.com

Telephone No: (651) 757-4154

10. **Attorneys' Fees**

In the event that either party brings suit for enforcement of this Agreement, each party shall bear its own attorney's fees and court costs.

11. **Counterparts and Execution.** This Agreement may be executed by hand or electronically in multiple originals or counterparts, each of which shall be deemed to be an original and together shall constitute one and the same agreement. Execution and delivery of this Agreement by the Parties shall be legally binding, valid and effective upon delivery of the executed documents to the other party through facsimile transmission, email, or other electronic delivery.

12. **Scrutinized Companies**

CONSULTANT, its principals or owners, certify that they are not listed on the Scrutinized Companies that Boycott Israel List, Scrutinized Companies with Activities in Sudan List, Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, or are engaged in business operations with Syria. In accordance with Section 287.135, Florida Statutes, as amended, a company is ineligible to, and may not, bid on, submit a proposal for, or enter into or renew a contract with any agency or local governmental entity for goods or services of:

12.1 Any amount if, at the time bidding on, submitting a proposal for, or entering into or renewing such contract, the company is on the Scrutinized Companies that Boycott Israel List, created pursuant to Section 215.4725, Florida Statutes, or is engaged in a boycott of Israel; or

12.2 One million dollars or more if, at the time of bidding on, submitting a proposal for, or entering into or renewing such contract, the company:

12.2.1 Is on the Scrutinized Companies with Activities in Sudan List or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, created pursuant to Section 215.473, Florida Statutes; or

12.2.2 Is engaged in business operations in Syria.

13. **E-Verify**

CONSULTANT certifies that it is aware of and complies with the requirements of Section 448.095, Florida Statutes, as may be amended from time to time and briefly described herein below.

13.1 Definitions for this Section:

13.1.1 "Contractor" means a person or entity that has entered or is attempting to enter into a contract with a public employer to provide labor, supplies, or services to such employer in exchange for salary, wages, or other remuneration. "Contractor" includes, but is not limited to, CONSULTANT.

13.1.2 "Subcontractor" means a person or entity that provides labor, supplies, or services to or for a contractor or another subcontractor in exchange for salary, wages, or other

remuneration.

13.1.3“E-Verify system” means an Internet-based system operated by the United States Department of Homeland Security that allows participating employers to electronically verify the employment eligibility of newly hired employees.

13.2 Registration Requirement; Termination:

Pursuant to Section 448.095, Florida Statutes, effective January 1, 2021, Contractors, shall register with and use the E-verify system in order to verify the work authorization status of all newly hired employees. Contractor shall register for and utilize the U.S. Department of Homeland Security’s E-Verify System to verify the employment eligibility of:

13.2.1 All persons employed by a Contractor to perform employment duties within Florida during the term of the contract;

13.2.2 All persons (including subconsultants/subcontractors) assigned by Contractor to perform work pursuant to the contract with the City of Cooper City. The Contractor acknowledges and agrees that registration and use of the U.S. Department of Homeland Security’s E-Verify System during the term of the contract is a condition of the contract with the City of Cooper City; and

13.2.3 The Contractor shall comply with the provisions of Section 448.095, Fla. Stat., "Employment Eligibility," as amended from time to time. This includes, but is not limited to registration and utilization of the E-Verify System to verify the work authorization status of all newly hired employees. Contractor shall also require all subcontractors to provide an affidavit attesting that the subcontractor does not employ, contract with, or subcontract with, an unauthorized alien. The Contractor shall maintain a copy of such affidavit for the duration of the contract. Failure to comply will lead to termination of this Contract, or if a 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 twenty (20) calendar days after the date of termination. Termination of this Contract under this Section is not a breach of contract and may not be considered as such. If this contract is terminated for a violation of the statute by the Contractor, the Contractor may not be awarded a public contract for a period of one (1) year after the date of termination.

SIGNATURE PAGE TO FOLLOW

IN WITNESS OF THE FOREGOING, the Parties have set their hands and seals the day and year first written above.

CITY:

CITY OF COOPER CITY, FLORIDA

ATTEST:

TEDRA ALLEN,
CITY CLERK

BY: _____
JOSEPH NAPOLI
CITY MANAGER

APPROVED AS TO FORM.

Name: _____
OFFICE OF THE CITY ATTORNEY

CONSULTANT

Signed By: _____

Print Name: _____

Title: _____