
MEMORANDUM

To: Mayor and City Council

From: Chris Pike, Finance Director

Date: 2/13/2012

Subject: **Approval of a contract to ConnectSouth**

ITEM DESCRIPTION

Approval of a contract to ConnectSouth

BACKGROUND

Since incorporating in 2008, the City has regularly benefited from utilizing the services of consultants for various legislative efforts at the state capitol. ConnectSouth has repeatedly represented the City well on a variety of legislative issues and in the process, provided financial benefits to the City far in excess of their costs. Looking ahead, it's fairly easy to anticipate their services will be needed for future legislation. This contract secures ConnectSouth's services for 2012.

Because of the relationship established and the results received to date, as well as the fact the legislative session is well under way, staff feels continuing our services with ConnectSouth is the most advantageous firm for the City.

ALTERNATIVES

The City has two alternatives. Council could decide the benefits of a consultant for these purposes are not warranted and could deny approval of the contract with any firm. Staff is confident that such services are needed and have proven beneficial in the past, and would not recommend this alternative. Council could instruct staff to reject the contract and issue a RFP for services. Given the time required to issue a RFP that would cut significantly into the legislative session and based on past experiences in pricing for these services, staff would not recommend this alternative.

RECOMMENDED ACTION

Staff respectfully requests Council approve the single source contract with ConnectSouth to cover consulting services during 2012 in the amount of \$57,000



January 10, 2012

Christopher Pike
Finance Director
City of Dunwoody
PO Box 888074
Dunwoody, Georgia 30356

Dear Chris:

I am pleased to present this agreement as a basis for our work together in 2012. This letter confirms the agreement and terms (the “Agreement”) between the City of Dunwoody, (“the Client”) and ConnectSouth, LLC (the “Consultant”). The following outlines the terms under which the Consultant will represent the interests of the Client in the State of Georgia (the “Service Area”):

1. Scope of Association. The Consultant agrees to represent and advise the Client on matters pertaining to the Client in the Service Area. The Consultant will meet with representatives of various governmental entities and represent the Client’s interests as they relate to all aspects of the Client’s business. The Consultant shall advise the Client on political matters relating to specific Service Area governmental entities and agencies. The Consultant shall assist the Client in its strategic planning efforts in the Service Area and agrees to assist the Client in maintaining adequate visibility before various entities and officials. The Consultant agrees not to retain any other party or make any payment to another party to assist the Consultant in representing the Client pursuant to the Agreement.
2. General Compliance. The Consultant agrees to comply with all applicable laws, rules and regulations, including, without limitation, lobbying and ethics rules governing conflicts of interest, including all disclosure necessary.
3. Fees. The Compensation to the Consultant is a monthly retainer amount of \$4,750 per month beginning January 1, 2012, and continuing through December 31, 2012. The monthly retainer is due and payable on the 15th of each month for the duration of the Agreement.
4. Expenses. The Consultant will keep track of all costs, disbursements and expenses such as long distance charges, postage, photocopying, travel costs, Federal Express, meals, etc. and submit itemized expenses with each billing statement, provided however that no expenses shall be incurred without the prior written consent of the Client.

5. Confidentiality of Information. The Consultant shall hold in trust for the Client and shall not use, except in the performance of services for the Client, or disclose to any other party any confidential information (as such term in hereinafter defined) which may be disclosed to or created by the Consultant in connection with the performance of services for the Client. As used herein, the term “confidential information” means any information which relates to internal controls, computer or data processing programs, algorithms, electronic data processing applications, routines, subroutines, techniques or systems, or information concerning the business or financial affairs and methods of operation or proposed methods of operation, accounts, transactions, proposed transactions or security procedures of the Client, except such information which is in the public domain at the time of its disclosure to the Consultant or which subsequently enters the public domain other than as a result of a breach of duty on the Consultant’s part. The obligations imposed by this clause shall survive any expiration or termination of any agreement with the Client with respect to the performance of services, or of the Consultant’s employment or assignment to render services in connection therewith. The Consultant understands and agrees that the Client shall have the right to enforce the provisions of this paragraph by means of injunctive relief including specific performance.
6. Responsibility for Damages. The Consultant agrees to indemnify and save harmless the Client from any loss or liability resulting from the Consultant’s breach of the Agreement and from all costs and expenses arising from claims brought against the Client resulting from such breach, including, but not limited to, the Client’s legal costs and expenses in defending against same.
7. Statements. A statement shall be submitted monthly to the Client on the 1st of the month and is due the 15th of the month. Fees, expenses and disbursements will be set forth separately on each statement.
8. Assignment. This Agreement may not be assigned by either party without the written consent of the other party hereto.
9. Severability. All parts of this Agreement which are found to be in conflict with any law of the State of Georgia or any ordinance of the City of Dunwoody shall be null and void, without affecting the enforceability of the surviving portions of the Agreement (except any finding that makes null and void Section 3 of this Agreement shall immediately terminate the whole of the Agreement).
10. Governing Law. This Agreement shall be governed by and construed in accordance with the laws of the State of Georgia.

IN WITNESS WHEREOF, the parties have set their signatures on the day and year written above.

WITNESSED:

For ConnectSouth, LLC
(hereinabove referred to as “the Consultant”):

For the City of Dunwoody
(hereinabove referred to as “the Client”):

Tony Simon
Manager/Member

Name: _____
Title: _____

Date

Date