

**GOVERNMENT PUBLIC INVOLVEMENT SERVICES
AGREEMENT NO. 26-04**

**TASK WORK ORDER
NO. 1**

BETWEEN

**BROWARD METROPOLITAN PLANNING ORGANIZATION
("BMPO")**

and

**CUNNINGHAM COMMUNICATIONS
CONSULTING COMPANY D/B/A THE BRAND
ADVOCATES, INCORPORATED
("Consultant")**

for

GENERAL PROJECT MANAGEMENT SUPPORT

Task Work Order No. 1 Start Date: Upon Written Notice to Proceed

Task Work Order No. 1 End Date: June 30, 2026

Total Not to Exceed Amount: \$40,060.00

Pursuant to and as provided in the attached Consultant's TASK WORK ORDER NO. 1 FEE SHEET (Exhibit "A")

Pursuant to Task Work Order No. 1 (and Exhibit A, attached hereto) and including Scope of Services, the Consultant shall perform the following tasks to complete the requested services and deliverables in adherence with the Government Public Involvement Services Agreement Number 26-04 (hereinafter referred to "Agreement No. 26-04").

The Consultant acknowledges that all Task Work Orders are subject to availability of funds, and subject to services rendered by the Consultant along with a Written Notice to Proceed authorization by the BMPO's Project Manager or designee.

SCOPE OF SERVICES GENERAL PROJECT MANAGEMENT SUPPORT

PURPOSE:

The Consultant will provide general communications and project management support services to assist the BMPO in implementing the goals and objectives of its Public Information and Outreach Program. The Consultant will collaborate with BMPO leadership and staff to plan, coordinate, and execute strategic communications initiatives that enhance public awareness, engagement, and understanding of the BMPO's programs and priorities.

REQUIRED SERVICES:

The tasks to be performed by the Consultant include the following:

- Preparing for and participating in regular check-in meetings with the Contract Manager and BMPO staff as needed.
- Preparing for and participating in ad hoc meetings with BMPO leadership and project teams to discuss strategic priorities.
- Development of short- and long-term goals and measures.
- Providing recommendations and strategies to support ongoing communications initiatives and outreach activities.
- Assisting in the development of short and long-term communications goals, objectives, and performance measures.
- Supporting overall project management, planning, and reporting activities to ensure timely and effective delivery of communications services.

The services and task deliverables provided will be ongoing through the term of the Task Work Order.

Deliverables include the following:

- Attendance at weekly check-in meetings with notes
- Participating in weekly one-on-one meetings with individual BMPO task project managers
- Preparing for and participating in quarterly and annual program reviews summarizing progress, results, and recommendations.

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AGREEMENT NO. 26-04 TASK WORK ORDER NO. 1 BETWEEN THE BROWARD METROPOLITAN PLANNING ORGANIZATION AND CUNNINGHAM COMMUNICATIONS CONSULTING COMPANY D/B/A THE BRAND ADVOCATES, INCORPORATED FOR GENERAL PROJECT MANAGEMENT SUPPORT

IN WITNESS WHEREOF, the parties hereto have made and executed this Task Work Order No. 1 on the respective dates under each signature.

Cunningham Communications Consulting Company D/B/A The Brand Advocates, Incorporated

Broward Metropolitan Planning Organization Chair

BY: _____

BY: _____

PRINT: _____

PRINT: Yvette Colbourne

Title: _____

DATE: _____

DATE: _____

Broward Metropolitan Planning Organization Executive Director

Broward Metropolitan Planning Organization General Counsel

BY: _____

BY: _____

PRINT: Gregory Stuart

PRINT: Alan L. Gabriel

DATE: _____

DATE: _____