

# Broward County



## Legislation Details (With Text)

**File #:** 20-1941      **Version:** 1

**Status:** Agenda Ready

**In control:** OFFICE OF ECONOMIC AND SMALL BUSINESS DEVELOPMENT

**On agenda:** 12/8/2020      **Final action:** 12/8/2020

**Title:** MOTION TO NOTE FOR THE RECORD emergency procurement to establish a Qualified Vendors List, for Technical Advisory and Application Review Services, Solicitation No. BLD2121705B1, with firms listed on Exhibit 1, and authorize the Director of Purchasing to add firms from the advertised solicitation or delete firms that have been debarred or suspended by the County, subject to the availability of Federal CARES Act Funds. The initial contract period began on October 23, 2020 and will terminate January 31, 2021.

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** 1. Exhibit 1 - Emergency Memo dated October 23, 2020, 2. Exhibit 2 - OESBD Non-Concurrence dated November 13, 2020, 3. Exhibit 3 - Bid Tabulation, BLD2121705B1

Date	Ver.	Action By	Action	Result
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### **Broward County Commission Regular Meeting**

**Director's Name:** George Tablack

**Department:** Finance and Administrative Services      **Division:** Purchasing

### Information

#### Requested Action

MOTION TO NOTE FOR THE RECORD emergency procurement to establish a Qualified Vendors List, for Technical Advisory and Application Review Services, Solicitation No. BLD2121705B1, with firms listed on Exhibit 1, and authorize the Director of Purchasing to add firms from the advertised solicitation or delete firms that have been debarred or suspended by the County, subject to the availability of Federal CARES Act Funds. The initial contract period began on October 23, 2020 and will terminate January 31, 2021.

#### Why Action is Necessary

In accordance with the Broward County Procurement Code, Section 21.39.b, an emergency procurement exceeding the award authority of the Director of Purchasing shall be reported to the Board.

#### What Action Accomplishes

Discloses to the Board an emergency procurement to establish a list of qualified firms to provide technical advisory services and authorizes the Director Purchasing to add or delete firms to the qualified list, subject to the availability of funds.

#### Is this Action Goal Related

No

### **Previous Action Taken**

None.

### **Summary Explanation/Background**

THE PURCHASING DIVISION AND THE OFFICE OF ECONOMIC AND SMALL BUSINESS DEVELOPMENT RECOMMEND APPROVAL OF THE ABOVE MOTION.

The Office of Economic and Small Business Development (OESBD) did not establish County Business Enterprise (CBE) goals for this procurement because there are no subcontracting opportunities for CBE contractors.

The intent of this solicitation was for the County to recommend a qualified vendors list to provide technical advisory services to small business CARES GRANT applicants, and application review services to the County, including but not limited to business management services, administrative management and general management consulting services, other management consulting services, tax preparation services, and other accounting services for the County on an as needed basis.

On October 20, 2020, OESBD requested approval of an emergency procurement to establish a qualified vendor list of 15 identified firms due to the grant program being funded by the Federal CARES Act Funds. Because Federal CARES Act Funds were being utilized, the program needed to be implemented immediately to ensure all elements of the program's process were executed in a timely manner. The scheduled start date of the application portal was November 9, 2020 for the technical advisors. Additionally, the technical advisors were to be trained and made available to provide the technical assistance prior to the portal opening (Exhibit 1).

Thirty-nine vendors responded to Solicitation No. BLD2121705B1 with two declinations. One declination was due to time constraints, and the other declination was due to lack of experience in the solicited area. OESBD is finalizing its review of the 36 submittals for the technical advisory services. OESBD issued its non-concurrence for the establishment of a qualified vendors list for application review services because it was determined that the level of expertise and ownership that came from the County Business Enterprise Certified Public Accountant Library, Solicitation No. BLD2121448B1, was best for assisting the County in meeting the requirements of the CARES Act Program. Based upon OESBD's non-concurrence for the establishment of a qualified vendors list for application review services, all proposals received for application review services will be rejected (Exhibit 2).

The bid posted on September 18, 2020 and opened on September 29, 2020; 39 responses were received with two declinations (Exhibit 3).

### **Source of Additional Information**

Brenda J. Billingsley, Director, Purchasing Division, (954) 357-6070

### **Fiscal Impact**

#### **Fiscal Impact/Cost Summary**

Each requirement processed against this open-end contract will be funded by the appropriate source

at the time of release.

Requisition No. OES0000051