



Broward County

Legislation Text

File #: 23-1002, Version: 1

Broward County Commission Regular Meeting

Director's Name: George Tablack

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

Information

Requested Action

MOTION TO AUTHORIZE Director of Purchasing to negotiate and execute separate agreements with the seven pre-qualified vendors on the established Qualified Vendors List for Library of Services for Certified Public Accountants under Bid No. BLD2121448B1, to provide compilation and other services, including but not limited to bookkeeping, financial reporting, and contract compliance, for an aggregate not-to-exceed amount of \$1,250,000 for each vendor and for a term of up to five years per agreement, including any renewal options, authorizing the Director of Purchasing to exercise any renewal options provided there is no increase in the not-to-exceed amount for each agreement, subject to review of each agreement for legal sufficiency by the Office of the County Attorney.

Why Action is Necessary

In accordance with Broward County Procurement Code Section 21.47(a), Award and Execution Authority, Board approval is required for awards exceeding \$500,000.

What Action Accomplishes

Provides County agencies with the ability to obtain Certified Public Accounting Services from the Qualified Vendors List for Library of Services.

Is this Action Goal Related

No

Previous Action Taken

None.

Summary Explanation/Background

THE FINANCE AND ADMINISTRATIVE SERVICES DEPARTMENT AND THE ACCOUNTING DIVISION RECOMMEND APPROVAL OF THE ABOVE MOTION.

The Office of Economic and Small Business Development (OESBD) designated this a reserved project for County Business Enterprise (CBE) firms. The OESBD has determined that seven of the 11 firms meet the eligibility criteria of the CBE reserve program (Exhibit 1).

The purpose of this contract is to provide compilation services, including but not limited to bookkeeping, financial reporting, and contract compliance for Broward County on an as needed basis for the Accounting Division and various other Broward County agencies that may have need of these services.

The Accounting Division reviewed the bids submitted by the seven firms and concurs with the recommendation for award. There have been no vendor performance evaluations completed for any of the seven firms.

On June 16, 2020 (Item No. 33), the Board authorized the County Administrator to execute Agreements, Contract Amendments, Work Authorizations, and Advertisements of Request for Proposals during the Broward County Board of County Commissioner's 2020 Summer Recess. The Board authorized the approval of the establishment for the Library of Services for Certified Public Accountant (CPA), Contract No. BLD2121448B1 in this agenda item.

On August 26, 2020, the County Administrator and the Director of Purchasing approved the establishment and qualified the seven CBE firms for the Library of Services for CPA, Contract No. BLD2121448B1, in the estimated amount of \$500,000 to each of the seven CBE firms, for a five-year term with no renewals (Exhibit 2).

On October 20, 2020 (Item No. 45), the Board authorized the Director of Purchasing to increase the contract threshold amounts, based on the agency's approved budget, for the Qualified Vendors List for Library of Services for Certified Public Accountants, Bid No. BLD2121448B1, for the duration of the five-year term.

Contract No. BLD2121448B1 was advertised on July 15, 2020 and opened July 22, 2020, with 11 responses and three declinations received that indicated the firm "does not provide these services".

Source of Additional Information

William O'Reilly, Director, Accounting Division, (954) 357-7212

Fiscal Impact

Fiscal Impact/Cost Summary

Accounting Services fees are paid from the appropriate charge points in the agency operating budget upon monthly credit card transaction reconciliation.