



Solicitation No. BLD2121448B1

Finance and Administration Services Department

PURCHASING DIVISION

115 S. Andrews Avenue, Room 212, Fort Lauderdale, Florida 33301 | 954-357-6066 | FAX 954-357-8535 | broward.org/Purchasing

Hours of Operation: Monday through Friday 8:30 a.m. to 5:00 p.m.

Solicitation No. BLD2121448B1 was advertised July 15, 2020 and opened July 22, 2020 with eleven (11) responses and three (3) declinations received. It is recommended to move forward with seven (7) firms that were deemed to be CBE compliant.

***Please note that as this solicitation is a Qualified Vendors List (QVL), no Recommendation for Award will be done. This Award/Reject Memorandum is for the approval of the establishment of the QVL. Per Agenda Item No. 33, dated June 16, 2020, the County Administrator has been authorized 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.**

Short-summary for Sole Source/Sole Brand purchases over \$100,000.

Purchasing Agent: Patricia Cruz **PATRICIA CRUZ** Digitally signed by PATRICIA CRUZ Date: 2020.08.03 13:04:21 -04'00' Date: August 3, 2020

Purchasing Manager: Carla Byrd **CARLA BYRD** Digitally signed by CARLA BYRD Date: 2020.08.03 13:53:53 -04'00' Date: August 3, 2020

SOLICITATION METHOD

- Invitation for Bid
- Emergency*
- Sole Source*
- Sole Brand*
- One Reasonable Source
- Standardized by
 - Board: [Insert Date] or
 - Director of Purchasing: [Insert Date]
- Piggyback

**(Sole Source/Sole Brand, Emergency, and Single Bids over \$100,000 must be added to the monthly activity report to the Board of County Commissioners, and a copy of this Award Memorandum Checklist should be uploaded to your final PO or Procurement Contract)*

SOLICITATION POSTING AND RESPONSES

Posted on: July 15, 2020
Opened on: July 22, 2020

Number of responses: Eleven (11)
Number of declinations: Three (3)*

*Refer to Exhibit 2 regarding the Vendor's reason(s) for declination.



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SOLICITATION TERM AND BASIS OF AWARD

- Fixed (One time procurement)
- Open-End (Initial period & renewals)

Initial Term: Date of Award to 5 Years from Date of Award

Number of Option(s) to Renew: N/A

Renewal Term(s): N/A

NOTE: RESULTANT CONTRACT PERIOD FROM THE SOLICITATION TERM SHALL BEGIN ON [FILL IN, I.E. DATE OF AWARD, DATE AFTER EXPIRATION OF CURRENT CONTRACT, ETC.]

- Low Responsive Responsible
- Single Split Award* Multiple Award**
- N/A

* Award by Different Line Item or Different Group to more than one Bidder)
** Award Same Line or Same Group to more than one Bidder (i.e. Primary, Secondary Tertiary, etc.)

OFFICE OF ECONOMIC AND SMALL BUSINESS DEVELOPMENT (OESBD)

OESBD has reviewed this solicitation and this firm is a certified Small Business Enterprise (SBE), and therefore is considered a responsive and responsible bidder under the OESBD provisions of this contract.

Due to no responses received from SBE vendors during the original solicitation, this solicitation was re-bid to the open market. Per OESBD, no goals were applied to the re-solicitation,

This project has been designated a sole source/sole brand, reasonable sole source/brand, or emergency procurement by the Director of Purchasing, therefore, this project is not subject to the OESBD requirements.

OESBD reviewed this solicitation and determined it should be solicited to open market with no assigned goals.

Pursuant to Section 1-81.3(f) of the Broward County Business Opportunity Act of 2012 (the Act) as amended, when a CBE reserve is established in connection with a County solicitation, CBEs and non-CBEs may respond to the solicitation. An objective of the CBE program is to ensure that small Broward County-based businesses are provided sufficient opportunities to meaningfully participate in the award of contracts. Therefore, OESBD strongly encourages that the identified firms that meet the requirements are considered in the establishment of a Library of CPA Services for projects that will be funded under CARES Act and Surtax.

This award/rejection authority memorandum checklist approves the posting of the Recommendation for Award and the following:

- a. In accordance with the Broward County Procurement Code Section 21.14.d, the Director of Purchasing shall approve purchases up to \$400,000, and over \$400,000 and up to \$500,000 jointly with the County Administrator.
- b. In accordance with the Broward County Procurement Code Section 21.14.d, award bids up to \$500,000, provided that more than one bidder has submitted a response
- c. In accordance with the Broward County Procurement Code Section 21.14.d, award bids in any amount over \$500,000, contingent upon no bidder has been determined to be non-responsive or non-responsible, no protests have been filed, and more than one bidder has submitted a response, and further provided that no Commissioner has expressed an objection within five (5) days after receiving notice of intended award from the Purchasing Division.
- d. In accordance with Broward County Procurement Code Section 21.30.f.3 (b), Rejection After Bid Opening. After any vendor offer is opened, any or all offers may be rejected by the Purchasing Director or designee, includes those bids in which there is only one responsive vendor.
- e. In accordance with the Broward County Procurement Code Section 21.30.F.1(c), a minor or non-substantive lack of conformity may be considered a technicality or irregularity and may be waived by the appropriate award authority.



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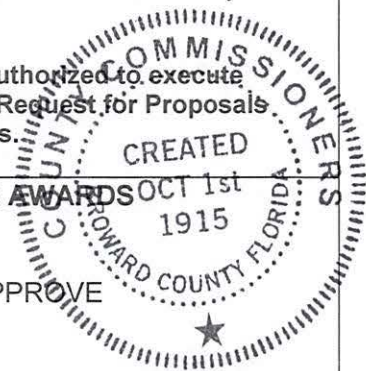
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Refer to Recommendation for Award, Award Justification (above).

- f. In accordance with the County Administrative Procedures and Procedures, 10.G: Repairs, if a firm fixed price is not available for equipment repair, a unit must be taken to a repair shop for disassembly and determination of repair costs, and repair.
- g. This approval authority is for posting the Recommendation of Award only. Agenda will be submitted for award by the Board of County Commissioners.

Note: Per Agenda Item No. 33, dated June 16 2020, the County Administrator has been authorized 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.



APPROVAL AUTHORITY FOR AWARDS

APPROVE DISAPPROVE
All Above Requirements

BRENDA
BILLINGSLEY
Digitally signed by BRENDA BILLINGSLEY
Date: 2020.08.26 09:30:55 -04'00'
Director of Purchasing

_____ Date

APPROVAL AUTHORITY FOR AWARDS (\$400,001 - \$500,000)

APPROVE DISAPPROVE
Per Above Requirements a.

Betha H
County Administrator
8/26/20
Date

ATTACHMENTS:

- Bid Tab
- OESBD Memo
- Using Agency Concurrence
- Certificate of Insurance*
- Price Analysis
- Sole Source
- Sole Brand
- Emergency Memo
- Purchasing Agent Report
- Other: Agenda Item No. 33, June 16, 2020

*Per the solicitation, it is not necessary to have the level of the advertised insurance in effect at the time of submittal, but it is necessary to submit certificates indicating that the Vendor currently carries insurance.