

Item # 58
Substitute Agenda Report

ADDITIONAL MATERIAL
Regular Meeting
MAY 21, 2019

SUBMITTED AT THE REQUEST OF

OFFICE OF THE COUNTY
ATTORNEY

Andrew J. Meyers
County Attorney



OFFICE OF THE COUNTY ATTORNEY
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MEMORANDUM

TO: Board of County Commissioners

FROM: Andrew J. Meyers, County Attorney 

DATE: May 10, 2019

RE: **Item 58 on the May 21, 2019, County Commission Agenda; Replacement Agenda Report**

Yesterday, this Office submitted for inclusion in the agenda a non-final version of Commissioner Sharief's agenda report. Please substitute the attached final agenda report for what was distributed with the agenda binders. We apologize for any inconvenience.

Please retain the nine exhibits to the item that were previously distributed, as they have not changed.

A copy of this memorandum including the attachment will be distributed by County Administration as additional material. There will also be a reference in the Monday Night Memo to the attached document being the agenda report presented for the Board's consideration on May 21.

AJM/gf
Attachment

c: Bertha Henry, County Administrator
Bob Melton, County Auditor

BROWARD COUNTY
BOARD OF COUNTY COMMISSIONERS



Meeting Date
05/21/19

AGENDA ITEM

Requested Action	(Identify appropriate Action or Motion, Authority or Requirement for Item and identify the outcome and/or purpose of item.)
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MOTION TO DISCUSS and provide direction to staff regarding:

1. Establishing a formal procurement process to enable the County to contract with vendors providing training and leadership development services, which vendors would be certified under the auspices of the Florida Institute of Government (OIG), with the goal of establishing a pool of qualified vendors; and
2. Creating, in coordination with the County's Human Resources Division and the Office of Economic and Small Business Development, the necessary standards, processes, and documentation to enable these vendors to obtain OIG certification.

Why Action is Necessary: Provides an opportunity to discuss these topics and provides required direction to staff.

What Action Accomplishes: Enables a discussion of these topics.

Is this Action Commission Goal Related? Yes No

Summary Explanation/Background	(The first sentence includes the Agency recommendation. Provide an executive summary of the action that gives an overview of the relevant details for the item. Identify how item meets Commission Challenge Goal.)
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This item furthers the Board Value: "Ensuring economic opportunities for Broward's diverse population and businesses," and the Board Goal: "Attract and retain all types of business, especially high-wage industries that offer employee benefits, through partnerships with the Alliance, chambers of commerce, colleges and universities, CareerSource, and any other available avenues."

Currently, due to an exemption in the County's procurement code, there is no single, formalized process pursuant to which the County selects vendors to perform training and educational services. This items would direct staff to develop such a process, with the goals of (i) enabling qualified vendors to obtain OIG certification; and (ii) developing a pool of qualified vendors from which the County could

Authorized Signature		Scheduling
(Signature confirms that required approvals from other agencies have been received – e.g., Purchasing, Budget, Risk Mgmt., Attorney)		County Admin initials
Signature: 	Date: 5-9-19 Type: Name, Title, Agency, and Phone Barbara Sharief Commissioner, District 8 954-357-7008	
Source of additional information: Type Name, Agency, and Phone		

select when these services are required.

Fiscal Impact/Cost Summary

(Include projected cost, approved budget amount and account number, source of funds, and any future funding requirements.)

None.

Exhibits Attached (copies of original agreements)

(Please number exhibits consecutively.)

- Exhibit 1 - ITN-2019-00013 Scope of Work
- Exhibit 2 - Notice of Solicitation from Maricopa County
- Exhibit 3 - City of Miramar Request for Proposals
- Exhibit 4 - Miami-Dade County Blanket Purchase Order
- Exhibit 5 - Employee Education Benefits Program Guidelines - Blank
- Exhibit 6 - Employee Education Benefits Program Guidelines – Completed
- Exhibit 7 - March 8, 2019, Letter from Sandy-Michael McDonald, OESBD Director
- Exhibit 8 - April 16, 2019, Letter from Mary McDonald, Assistant Director of Human Resources
- Exhibit 9 - Letter from CMA Enterprise Incorporated

Document Control

Commission Action

____ Executed original(s) for permanent record
(Number)

____ Executed copies return to:
(Number)

Other instructions (Include name, agency, and phone)

APPROVED DENIED

DEFERRED

From: _____

To: _____