

CITY OF CORAL GABLES, FLORIDA

DRAFT RESOLUTION

A RESOLUTION ACCEPTING THE RECOMMENDATION OF THE CHIEF PROCUREMENT OFFICER TO AWARD THE IFB CONTRACT FOR THE BACKGROUND INVESTIGATION SERVICES, INC. TO JURNEY & ASSOCIATES, INC., IN THE AMOUNT NOT TO EXCEED THE BUDGETED AVAILABLE FUNDS FOR A TERM FOR THREE (3) YEARS WITH THE OPTION TO RENEW FOR ONE (1) ADDITIONAL TWO (2) YEAR PERIOD, PURSUANT TO INVITATION FOR BIDS (IFB) 2016.02.LS, AND SECTION 2-828 OF THE PROCUREMENT CODE ENTITLED "CONTRACT AWARD". (*Budgeted at approximately \$35,000 per fiscal year*).

WHEREAS, on February 03, 2017, the Procurement Division of Finance formally advertised, issued, and distributed the IFB for the Background Investigation Services; and

WHEREAS, on February 10, 2017, a non-mandatory pre-bid conference was held with two (2) prospective bidders in attendance of the thirty-nine (39) prospective bidders that downloaded the IFB package from the Public Purchase, the City's web based e-Procurement service; and

WHEREAS, on March 31, 2017, two (2) bids were received in response to the IFB 2017.02.LS from North American Security and Investigation Services, Inc; and Journey & Associates, Inc.; and

WHEREAS, the Chief Procurement Officer pursuant to Section 2-828 of the Procurement Code entitled "Contract Award" and Invitation for Bid (IFB) 2017.02.LS recommend that Journey & Associates, Inc. estimated bid of \$9,072 the lowest responsive and responsible Bidder for estimated quantities, be awarded ; and

WHEREAS, the services on this contract will be based on the unit price, the number of applicants and their backgrounds and subject to available funds and budgetary approval at the time of need; and

WHEREAS, Section 2-650 of the Procurement Code authorizes the City Manager to delegate authority to the Chief Procurement Officer to administer and make recommendations on City contracts.

NOW THEREFORE BE IT RESOLVED BY THE COMMISSION OF THE CITY OF CORAL GABLES:

Section 1. The foregoing "Whereas" clauses are hereby ratified and confirmed as being true and correct and are hereby made a specific part of this Resolution upon adoption hereof.

Section 2. That the City Commission accepts the recommendation of the Chief Procurement Officer to award the IFB for the Background Investigation Services to Journey & Associates, Inc. for the lowest responsive and responsible bidder for an estimated bid of \$9,072 based on estimated quantities provided by user department. The services on this contract will be based on the unit price, number of applicants and their respective backgrounds and subject to available funds at the time of need, for an term of three (3) years with the option to renew for one (1) additional two (2) year period, pursuant to Invitation For Bids (IFB) 2017.02.LS, and Section 2-828 of the Procurement Code entitled "Contract Award", subject to final approval and execution of a contract by City staff.

Section 3. That this Resolution shall become effective upon the date of its adoption herein.

PASSED AND ADOPTED THIS NINTH DAY OF MAY, 2017

(Moved by _____, Seconded by _____)
(Passed 0/0 vote)

RAUL VALDES- FAULI
MAYOR

ATTEST:

WALTER FOEMAN
CITY CLERK

APPROVED AS TO FORM AND
LEGAL SUFFICIENCY:

CRAIG E. LEEN
CITY ATTORNEY