



SANTA ROSA COUNTY GRANTS AND SPECIAL PROJECTS

ERICA GRANCAGNOLO
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MEMORANDUM

TO: Tony Gomillion
FROM: Erica Grancagnolo, Grants Manager
DATE: July 6, 2016
SUBJECT: Risk Assessment RFQ Responses

RECOMMENDATION

Recommend entering into a contract with CliftonLarsonAllen LLP for consulting services related to an Entity Wide Risk Assessment, as required by U.S. Treasury Department.

BACKGROUND

An RFQ was issued in May for consulting services related to an Enterprise Wide Risk Assessment, as identified in the pre-award review conducted by U.S. Treasury-Office of the Inspector General. A Risk Assessment serves to identify risks that the entity faces from both external and internal sources, and is a necessary step to continue to receive all types of federal funding, including RESTORE.

Santa Rosa County received three responses to the RFQ;

- Warren Averett \$24,000
- CliftonLarsonAllen \$23,600
- InfoSight \$23,495

Proposals were evaluated based on pricing, local presence, experience performing enterprise wide risk assessments, references, overall proposal, and knowledge of RESTORE Act compliance efforts (including 2CFR200). Based on these criteria, staff recommends CliftonLarsonAllen (CLA). CLA's proposal demonstrated a detailed approach to the risk assessment, complete with deliverables and timelines. Although CLA is based in Tampa, and has an estimated travel budget between \$2,000 - \$3,000, it is staff's opinion that their extensive experience with the new Uniform Guidance for federal awards (2CFR200), as well as demonstrated experience conducting risk assessments as required by federal agencies, outweighs other factors.

FUTURE ACTION

If approved, staff will work with CLA to further refine project scope and deliverables, and bring contract back to the Board for approval with a travel budget not to exceed \$3,000.



SANTA ROSA COUNTY PROCUREMENT DEPARTMENT

DAVID KING
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BID OPENING June 14, 2016

Santa Rosa County Procurement Conference Room
Milton, Florida

Present: For Santa Rosa County:

Dave King - Procurement Officer; Henry Brewton - Sr. Budget Manager; Bobby Burkett – Compliance Investigator

Others in attendance:

Misty Broxson – LJFD, Inc. (Joiner's)

The meeting took place at 10:00 a.m.

The purpose of the meeting was to receive bids for Abatement and the Consultant Services – Risk Assessment projects.

The following were received:

Abatements

Bid # 2016-035:

1. LJFD, Inc.

6540 Renee Cir	\$2,800.00	5616 Windrun Pl	\$3,300.00
4341 Ponderosa Rd	3,300.00	6112 Dogwood Dr	3,845.00
4863 Attaway Dr	3,400.00	9975 Bandera Dr	6,150.00

RFQ Consultant Services – Risk Assessment

Bid # 2016-042:

1. InfoSight	Submittal
2. Clifton Larson Allen	Submittal
3. Warren Averett	Submittal