

**SCHOOL BOARD OF BREVARD COUNTY, FLORIDA**

**BOARD AGENDA ITEM – September 9, 2021**

**PROCUREMENT SOLICITATION**

**PB 22-101-PB-DR –**

**Construction, Operational and IT Auditing Services**

<input type="checkbox"/> <b>(ITB)</b> Invitation To Bid	<input type="checkbox"/> <b>(ITN)</b> Invitation To Negotiate	<input checked="" type="checkbox"/> <b>(PB)</b> Piggyback
<input type="checkbox"/> <b>(RFP)</b> Request For Proposal	<input type="checkbox"/> <b>(RFQ)</b> Request For Qualifications	<input type="checkbox"/> <b>(SC)</b> State Contract
<input type="checkbox"/> <b>(SS)</b> Sole Source		

**REQUESTOR: Facilities Services**

**Legal Review Required:**  Yes  No

**Standard Template Used with No Changes:**  Yes  No

**Standard Template: Piggyback**

<b>VENDOR NAME</b>	<b>AMOUNT AWARDED</b>	<b>REQUIRED PRODUCTS/SERVICES</b>
Carr, Riggs & Ingram, LLC	\$200,000.00 Annually	Construction, Operational and IT Auditing Services
<b>Total</b>	<b>\$600,000.00</b>	

<input type="checkbox"/> <b>Contract Renewal</b>	<b>New Contract Amount</b>	\$600,000.00
<input type="checkbox"/> <b>Recurring Contract</b>	<b>Previous Contract Amount</b>	\$360,000.00
<input checked="" type="checkbox"/> <b>New Contract</b>	<b>Variance</b>	\$240,000.00

**PRICE INCREASE / DECREASE EXPLANATION:**

The number of audited projects has been increasing due to the sales surtax programs and the District's capital investments. The amount awarded is intended to cover auditing services that may be required. Services are engaged through individual task orders. The hourly rates charged by CRI have been stable with moderate increases. A typical audit cost is \$5,000 - \$8,000 each, based on hourly rates and hours expended.

**DISCUSSION:**

The District has been using Carr, Riggs & Ingram (CRI), LLC as its construction contract compliance auditor under a piggyback with the State of Florida. This contract expired recently, but their services are also covered under The School Board of Broward County, FL. The District uses CRI to audit all construction projects over \$1 million and some under \$1 million. The auditors review the final pay application (before District payment) to verify job costs and compliance with the contract terms. In addition, CRI annually audits the labor rates and other routine direct costs of our continuing services construction vendors (construction managers and design builders).

The standard piggyback agreement template has been used, which does not require legal review.

**CONTRACT TERM:**

The initial contract term shall commence September 10, 2021 and continue until June 30, 2022 which may be extended for two (2) additional one-year periods and, if needed, 180 days beyond the expiration date of the renewal period.

**RECOMMENDATION:**

It is the recommendation of Susan Hann, P.E., Assistant Superintendent of Facilities Services and David Lindemann, Director of Planning & Project Management to approve the attached piggyback agreement with Carr, Riggs & Ingram, LLC in the amount of \$600,000.00.

**AUTHORITY FOR ACTION:**

Florida Administrative Code 6A-1.012

**PROCUREMENT & DISTRIBUTION SERVICES  
2700 JUDGE FRAN JAMIESON WAY  
VIERA, FL 32940-6601**