



Interoffice Memorandum

October 21, 2024

To: Alina Hernandez, Contracting Agent
Procurement Division

FROM: Dexter Watts, Senior Contract Administrator
Business Development Division

SUBJECT: Y24-1065-AH - Community Development Block Grant Disaster Recovery
(CDBG-DR) General Grant Management Services

Orange County would receive federal funding through the U.S. Department of Housing and Urban Development for the services solicited in the Request for Proposals. Accordingly, Orange County's M/WBE ordinance and program do not apply to this solicitation.

Orange County shall participate in the federal requirements 2 CFR 200.321 (or 45 C. F. R. 75.330 for Health and Human Services funds) to ensure small and minority-owned firms, women-owned business enterprises, and labor surplus area firms have been afforded subcontracting opportunities.

The Business Development Division evaluated the three proposals to denote whether an executed and notarized "Affidavit of Compliance Requirements" form submitted with the proposal was compliant with the federal requirements. GrantWorks Inc., HORNE LLP and IEM International Inc. provided the executed and notarized federal compliance forms.

Sheena Ferguson 10.23.2024

Listed below are respondents to the subject RFP with their small and minority-owned firms, women-owned business enterprises, and labor surplus area firms' utilization:

Prime Contractor	Firms listed	Type of Work	Percentage of Subcontract
GrantWorks Inc.	SLS*	Management services	3.25%
	iParametrics*	Application Assistance	.09%
	The Savvy Dimension, LLC	Public outreach & communications	2.47%
	Tidal Basin*	Case management & subject matter experts	1.89%
	Neighorly Software*	System of record	8.25%
	Choice Sector*	Construction management	9.93%
	Total Federal M/WBE Participation %		2.47%

* Unable to confirm SBA status

Prime Contractor	Firms listed	Type of Work	Percentage of Subcontract
HORNE LLP	KPMG, LLP*	Community outreach and engagement	TBD
	Indelible Solutions*	Community outreach and engagement	TBD
	Total Federal M/WBE Participation %		0%

* Unable to confirm SBA status

Also, I confirm my recommendation is free of conflicts of interest.

Prime Contractor	Firms listed	Type of Work	Percentage of Subcontract
IEM International Inc.	Aeris Indoor* Environmental Services	Program Administration and Environmental Services	2.98%
	BeGlobal*	Outreach and Communications, Program Administration, and Case Management	1.29%
	Harris Civil Engineers, LLC	Program Administration	1.10%
	Little Diversified* Architectural Consulting, Inc.	Program Administration and Construction Management	.08%
	MAJ COLLECTIVE LLC dba MAJ Architecture+ Design	Program Administration	.04%
	Nan McKay and* Associates, Inc.	Grant Compliance and Monitoring, Project and Program Closeout	6.30%
	Pro Inspect* Solutions	Construction Management	5.62%
	Slocum Platts* Architects, PA	Program Administration and Construction Management	.10%
	Terracon* Consultants, Inc	Program Administration and Construction Management	1.78%
Total Federal M/WBE Participation %			1.14%

* Unable to confirm SBA status