




September 30, 2019

TO: Mayor Jerry L. Demings
and the Board of County Commissioners

FROM:  Carrie Mathes, Manager, Procurement Division

CONTACT: John Petrelli, Director, Risk Management and Professional Standards
407-836-9636

SUBJECT: Selection of Firm, Request for Proposals, Y20-117, Provision of Counsel
Services for Labor Management Litigation

RECOMMENDATION:

Selection of Dean, Ringers, Morgan and Lawton, P.A. to provide Provision of Counsel Services for Labor Management Litigation, Request for Proposals, Y20-117. Further request authorization for the Procurement Division to negotiate and execute a 3-year contract with a budget of \$360,000, and renew the contract for two additional 1-year terms.

This item was evaluated by the Procurement Committee on September 24, 2019. Commissioner Christine Moore was assigned to the committee.

PROCUREMENT:

This contract will provide legal counsel in the areas of labor management and related matters to the county's Risk Management program.

FUNDING:

The contract is funded from the Risk Management loss fund through a third party administrator.

APPROVALS:

The Risk Management Division and Business Development Division concur with this recommendation.

REMARKS:

The program is administered by the Risk Manager and a third party administrator who are responsible for the initial investigation and evaluation of claims.

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Agenda Item Y20-117, Provision of Counsel Services for Labor Management Litigation

The disposition of claims is made by the Risk Manager in conjunction with the Risk Management Committee, which consist of members appointed by the County. This includes claims defense litigation similar to that required by an insurance carrier or large self-insurer.

The program is a mechanism through which discrimination and other unlawful employment practices are settled, litigated, or denied. The law firm for labor management legal counsel will provide competent and cost-effective legal defense, including appellate services. The firm may also provide legal advice and services unrelated to individual claims, such as drafting contract indemnity clauses, advice regarding insurance, and assistance in legislative tort issues.

Two proposals were received in response to this Request for Proposals (RFP). The Procurement Committee evaluated the proposals in accordance with the criteria set forth in the RFP. The proposal from Grower, Ketcham, Eide, Telan & Meltz, P.A. scored too low for Board consideration.

The Procurement Committee's evaluations are attached.

RFP# Y20-117

Provision of Counsel Services for Labor Management Litigation


| WEIGHT: 1= Poor 4= Above Avg. 2= Below Avg. 5= Excellent 3= Average FIRM NAME: | QUALIFICATION OF STAFF | | QUALIFICATION OF FIRM | | TECHNICAL APPROACH | | LOCATION | | M/WBE PARTICIPATION | | DISPL. WORKER | SDV PRIME | SDV SUBS | TOTAL |
|---|------------------------|----------------|-----------------------|----------------|--------------------|----------------|-----------|----------------|---------------------|----------------|---------------|--------------|--------------|--------|
| | 30 | | 30 | | 20 | | 10 | | 10 | | 5 | 5 | 10 | |
| | RAW SCORE | WEIGHTED SCORE | RAW SCORE | WEIGHTED SCORE | RAW SCORE | WEIGHTED SCORE | RAW SCORE | WEIGHTED SCORE | RAW SCORE | WEIGHTED SCORE | BONUS POINTS | BONUS POINTS | BONUS POINTS | |
| Dean, Ringers, Morgan and Lawton, P.A. | 4.00 | 120.00 | 4.00 | 120.00 | 4.00 | 80.00 | 5.00 | 50.00 | | 25.00 | - | - | - | 395.00 |
| | | | | | | | | | | | | | | |
| | | - | | - | | - | | - | | - | | | | - |
| | | - | | - | | - | | - | | - | | | | - |
| | | - | | - | | - | | - | | - | | | | - |
| | | - | | - | | - | | - | | - | | | | - |



INTEROFFICE MEMORANDUM

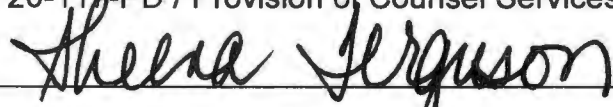
September 19, 2019

TO: Perry Davis, Senior Purchasing Agent
Procurement Division

FROM: Kesi Warren, Senior Contract Administrator 
Business Development Division

SUBJECT: Business Development Division M/WBE Proposal Evaluation

PROJECT: Y20-117-PD / Provision of Counsel Services for Labor Management Litigation

APPROVED: 

Below are the respondents to the subject RFP with their firm's certified Minority/Women Business Enterprise (M/WBE) sub-consultants, Minority Business Enterprise Workforce and Women Business Enterprise goals:

1. Dean, Ringers, Morgan and Lawton, P.A.
MAJORITY PRIME

| M/WBE Sub-consultant(s) | M/WBE Classification | Projected % | Sub-consultants Role |
|-------------------------|----------------------|-------------|----------------------|
| None | | | |

Total M/WBE Participation Proposed: 0%

M/WBE Sub consultant participation Weighted Score: 0

Total M/WBE Workforce: 30%

Total WBE Workforce: 43%

Minority Workforce and Women Workforce Weighted Score: 25

Total M/WBE Participation Weighted Score: 25

| Registered Service-Disabled Veteran(s) (SDV) Sub-consultant | Points | SDV Sub-consultant Role |
|---|--------|-------------------------|
| None | | |

Registered SDV(s) Proposed: 0
SDV Bonus Points: 0

Displaced Worker(s) Proposed: 0
Displaced Worker(s) Bonus Points: 0

Total Bonus Points: 0
(Includes SDV & Displaced workers)

2. Grower, Ketcham, Eide, Telan & Meltz, P.A.
 MAJORITY PRIME

| M/WBE Sub-consultant(s) | M/WBE Classification | Projected % | Sub-consultants Role |
|-------------------------|----------------------|-------------|----------------------|
| None | | | |

Total M/WBE Participation Proposed: 0%
M/WBE Sub consultant participation Weighted Score: 0

Total M/WBE Workforce: 13%
 Total WBE Workforce: 48%
Minority Workforce and Women Workforce Weighted Score: 0

Total M/WBE Participation Weighted Score: 0

| Registered Service-Disabled Veteran(s) (SDV) Sub-consultant | Points | SDV Sub-consultant Role |
|---|--------|-------------------------|
| None | | |

Registered SDV(s) Proposed: 0
SDV Bonus Points: 0

Displaced Worker(s) Proposed: 0
Displaced Worker(s) Bonus Points: 0

Total Bonus Points: 0
(Includes SDV & Displaced workers)