



Inspector General Insights

Background: On April 14, 2020, the Board of County Commissioners (BCC) opened an Invitation to Bid (ITB) for the Purchase and Delivery of Concession Food Trucks, Solicitation #20-7761. A virtual pre-bid conference was held on 4/29/2020, during which Compass Group was the only public attendee that was present. They provide mobile food carts, which is different than what was requested in the solicitation. This Invitation to Bid (ITB) resulted in one bid that did not satisfy the scope requirements.

Staff then proceeded with a piggyback contract to acquire the food truck. On July 13, 2020, the Corporate Business Operations Division created a purchase requisition to purchase a food truck from Global Enterprise, Inc., pursuant to GSA's Multiple Award Schedule GS-30F-040BA contract, category 3361V for vocational vehicles. The unit was ordered in August 2020, and after a few mutually agreed upon delays, it was delivered on April 13, 2021.

Objective: The objective of our review was to determine if the food truck was properly procured, and to verify its delivery in accordance with Purchase Order #4500204362.

Observations: The following observations were noted during our review:

- The food truck was not budgeted, and it was purchased without Board approval.
- It appears that a lower-priced option may have been available through a different vendor under the same piggyback contract.
- Cost reasonableness was not established, as directed in Procurement guidelines.
- Division staff noted initial operational exceptions, which were successfully remedied.
- The Collier County logo is located on the inside of the vehicle, where it cannot be observed by the public. This is not compliant with BCC policy.



Recommendations & Actions:

1. The Procurement Services Division should ensure that the operating departments have specifically budgeted for the goods and services that are requested via a piggyback contract. If such budget line does not exist within the departments' approved budget, then approval by the BCC should be required prior to the issuance of a Purchase Order, especially if the purchase exceeds \$50,000.00 (the Procurement Ordinance limit requiring BCC approval).
 - o BCC staff disagrees, stating that the delegation to utilize cooperatives is provided in the Procurement Ordinance and annually by the BCC.
2. When multiple vendors exist for the goods and services requested, the Procurement Services Division should ensure that the best pricing option has been documented prior to issuing a purchase order.
 - o BCC staff disagrees, stating that cooperative agreements are reviewed by Procurement in advance of utilization as a safeguard to ensure it has been competitively solicited and there is a rationale for operating divisional use.
3. The Procurement Services Division should ensure that the piggyback costs are reasonable prior to issuing a purchase order that exceeds \$3,000.00, as per the Procurement Ordinance.
 - o BCC staff disagrees, stating that cost reasonableness is determined through the submission of a quote based on "an approved cooperative formally competitive solicited."
4. All County owned vehicles should be readily identifiable as County vehicles to deter unauthorized uses.
 - o BCC staff disagrees, noting that CMA 5206 allows exceptions as designated by the County Manager. Further, they asserted that the logo on the door of the truck is the logo that is utilized by the Paradise Coast Sports Complex, a County facility, therefore there is no lack of understanding as to who owns the vehicle.

Conclusion: BCC staff requested that we include the full text of their response, but we have excluded the full response to recommendations 1 – 3, as the length was inappropriate for this summary presentation. BCC staff's full response is available upon request.

The issues noted by the OIG were with the staff processes, and not with the vendor's fulfillment of the contracted item. Repairs and adjustments were made in response to the staff's review of the truck, prior to final acceptance. The full amount of \$184,320.00 was paid on September 10, 2021.

Based on the disagreements with BCC staff regarding the use of piggyback contracts, we will expand our testing in this area.

Total # Transactions	Amounts Audited or Reviewed	Questioned Costs	Taxpayer Savings	Observations / Recommendations
1	\$ 184,320.00	\$ 7,693.00	N/A	4