

OMB Granicus Review

Granicus Title	Rescind award of agreement with Sign-In Solutions, Inc. for staff augmentation services.				
Granicus ID#	23-0734A	Reference #		Date	9-May-2023

Mark all Applicable Boxes:

Type of Review					
CIP		Grant		Other	X
					Revenue
					Project

Fiscal Information:

New Contract (Y/N)	Y	Original Amount	\$18,000,000
Fund(s)	Various	Amount of Change (+/-)	\$0
Cost Center(s)	Various	Total Amount	\$
Program(s)	Various	Amount Available	Total: \$0
Account(s)	Various	Included in Applicable Budget? (Y/N)	Y
Fiscal Year(s)	FY23 – FY27		

Description & Comments

(What is it, any issues found, is there a financial impact to current/next FY, does this contract vary from previous FY, etc.)

The contract for temporary employees was awarded to four firms. One firm, Sign-In Solutions, Inc. failed to responsive and did not provide insurance requirements. The County is rescinding the contract with Sign-In Solutions, Inc. and will award all requests to the other three firms, which have been deemed adequate to provide services.

This change has no fiscal impact on the county as the services will be provide to the other three firms.

Analyst: Jim Abernathy

Ok to Sign:

Instructions/Checklist

1. Upon receipt of a request for review and notification in Granicus, review the Agenda and document for language and accuracy. Make sure there are available funds, the dept. is not overextending itself, was it planned, etc.
2. Use the Staff Report section to give a summary of the contract and include your thoughts and pertinent information.
3. Complete the form above using the Granicus attachments and the County's accounting & budgeting systems (i.e., OPUS, Chart of Accounts, Questica Budget Software).
4. Include a statement in both the Fiscal Impact section of the Staff Report and the Granicus Review form to indicate if the activity is planned in the current budget.
 - a. Sample language: **"The (contract, agreement, MOU, activity, etc.) is included in the FY23 Adopted Budget and the preliminary FY24 budget submission from the department. The annual amount expected to be spent on the (contract, agreement, MOU, activity, etc.) is approximately the same as has been spent in most recent years (or is ___ percent higher or lower due to ___)"**.
5. Save the form with the following naming convention:
 - a. **OMB.Review_XX-XXXX_Department_Subject** (e.g., OMB Review_22-529A_PW_SidewalkContract).
6. Upload to Granicus as a numbered attachment.
 - a. Upload a copy of the Granicus review into the appropriate department review folder on SharePoint. (OMB/OMB Document Library/GRANICUS.RVW).