



**TO:** Honorable Mayor & Members of the  
Fort Lauderdale City Commission

**FROM:** Lee R. Feldman, ICMA-CM, City Manager

**DATE:** April 15, 2014

**TITLE:** Motion to award a one-year contract for foreign trade zone consulting  
services – Request for Proposal (RFP) 545-11371 - \$76,000

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**Recommendation**

It is recommended that the City Commission award a one-year contract for the purchase of foreign trade zone consulting services to IMS Worldwide, Inc. utilizing the City's Contract Form (P-0001) in substantially the form attached in the estimated annual amount of \$76,000 and authorize the City Manager to approve two, one-year renewal options, contingent upon appropriation of funds.

**Background**

As Grantee for Foreign-Trade Zone 241 (FTZ-241), professional services are requested to provide recommendations to assure compliance with federal regulations and procedures. These services will serve to assist with developing, marketing, educating, recommending and reviewing the FTZ- 241 program.

- February 2014 – The RFP was released on February 4, 2014. Upon the scheduled opening date of February 27, 2014, a single proposal was received. In an attempt to obtain additional competitive proposals, the opening date was extended and Procurement staff contacted the only other two vendors known to provide this specialized service. Both vendors chose not to submit a proposal. Of the two vendors who did not respond, Miller & Company, located in Missouri, will not register to do business in the state of Florida and Braumiller Consulting Group, located in Texas, would not respond to staff's inquiry.
- March 2014 – The RFP was opened on March 13, 2014 with the single proposal received. IMS Worldwide, Inc. has met all requirements of the RFP specifications and has been deemed the single responsive and responsible proposer.

## **Resource Impact**

There will be a fiscal impact to the City in the amount of \$76,000. Future expenditures are contingent upon approval and appropriation of the annual budget.

<i>Funds available as of April 4, 2014</i>					
ACCOUNT NUMBER	INDEX NAME (PROGRAM)	OBJECT CODE/ SUB-OBJECT NAME	AMENDED BUDGET (Object Code)	AVAILABLE BALANCE (Object Code)	PURCHASE AMOUNT
468-TAM070101-3199	EXECUTIVE AIRPORT	SERVICES/MATERIALS/ OTHER PROFESSIONAL SERVICES	\$5,692,003	\$2,844,752	\$76,000
				<b>PURCHASE TOTAL</b>	<b>\$76,000</b>

### **Strategic Connections:**

This item is a *Press Play Fort Lauderdale 8 Strategic Plan 2018* initiative, included within the Business Development Cylinder of Excellence, specifically advancing:

- Goal 7: Be a well-positioned City within the global economic and tourism markets of the south Florida region, leveraging our airports, port, and rail connections.
- Objective 4: Deliver best-in-class regional general aviation airport amenities and services to domestic and international.
- Initiative 3: Promote and develop the Foreign-Trade Zone to grow import and export businesses.

This item advances the *Fast Forward Fort Lauderdale 2035 Vision Plan: We Are Prosperous*

### **Attachments**

Exhibit 1 – Bid Tabulation 545-11371  
Exhibit 2 – Agreement  
Exhibit 3 – IMS Worldwide, Inc. Proposal

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