



## AGENDA ITEM REPORT

**DATE:** December 2, 2025

**DEPARTMENT:** County Manager

**REQUESTER:** Glen Salyer

**TITLE:** Award Annual Contract for Grant Support Services

### I. MOTION REQUESTED

- A. Award Request for Proposals No. RFP250189CMR, Grant Support Services, to BDO Government Services, LLC to provide professional support services for Countywide grant application, management, and compliance on an as-needed basis for an initial term of three years, effective November 1, 2025.
- B. Authorize the Chairman to execute the contract documents on behalf of the Board of County Commissioners.
- C. Grant the County Manager or designee the authority to approve task orders, in accordance with established expenditure thresholds, as approved in the departments' annual adopted budgets. Any task orders in excess of \$100,000 will be presented to the Board for consideration and approval.
- D. Grant the County Manager or designee the authority to renew the contract, for up to two additional years, and to execute all associated documents, as approved in the departments' annual adopted budgets, if doing so is in the best interest of Lee County.

### II. ITEM SUMMARY

Awards a competitively solicited contract to BDO Government Services, LLC (formerly Horne, LLP), to provide a variety of services and support for grant writing, management, and compliance activities throughout Lee County. Work assignments will be itemized and authorized through task orders. The initial contract term is three years beginning November 1, 2025, and the agreement can be renewed for up to an additional two years.

### III. BACKGROUND AND IMPLICATIONS OF ACTION

Lee County Board of County Commissioners actively manages over 240 grants with total funding approaching \$2 billion. Additional support by subject-matter experts helps to bolster the County's grant competitiveness, compliance, and management.

On May 26, 2025, Procurement Management issued Request for Proposal RFP250189CMR, Grant Support Services. On the solicitation deadline of June 16, 2025, Procurement Management received three (3) proposals.

The first evaluation meeting was held on July 16, 2025, during which the evaluation committee members considered criteria listed in the Request for Proposal, which included Qualifications of Firm, Company Relevant Experience, Plan of Approach and Pricing Proposal, and Personnel. Committee members discussed proposals received based on the criteria and elected to shortlist all three (3) firms for a second evaluation meeting. The second evaluation meeting was held on July 29, 2025, for an interview session with each proposer, and allowed the three (3) firms to provide a software demonstration. Based on the interviews and software demonstration, the committee members reached a consensus to recommend the award to contract with Horne LLP. Following a merger, the firm is now BDO Government Services, LLC.

Board approval of the award provides an ongoing annual contract that is available to all County departments to use as needed to support their state and federally funded projects and associated grant-related work.

### IV. FINANCIAL INFORMATION

Current Year Dollar Amount:

Included in the Current Budget?:

Fund:

Comments:

Is this a revenue or expense item?

Is this Discretionary or Mandatory?  
Will this item impact future budgets?  
Program:  
Project:  
Account Strings:  
Fund Type?

**V. RECOMMENDATION**

Approve

**ATTACHMENTS:**

BDO Executed Agreement - RFP250189CMR Grant Support Services, Merger 1 - Statement of Merger

**REVIEWERS:**

Sandra Ryan, County Manager  
Mary Tucker, Procurement  
Nicole Turner, County Manager  
Anne Henkel, Budget Services  
Peter Winton, County Manager  
Amanda Swindle, County Attorney  
Glen Salyer, County Manager

Created/Initiated - 11/19/2025  
Approved - 11/21/2025  
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