



# Board of County Commissioners

DATE: November 29, 2022

TO: Commissioner Marta Loachamin, Chair  
Commissioner Matt Jones  
Commissioner Clair Levy

FROM: Leslie Irwin, ARPA Administrator, Boulder County Commissioners' Office

SUBJECT: Waiver of Bid Requirements for American Rescue Plan Act (ARPA) Administrative and Project Personnel – Amendment

**Request:**

This request is for a bid waiver to continue with Insight Global LLC, for professional services of three existing positions relative to the Boulder County ARPA project administration through 2026. The continuing positions are as follows: ARPA Program Manager, ARPA Grant Accountant, and ARPA Communications. Granting of this bid waiver will allow the Commissioners' Office to contract with Insight Global for continued services of these integral contractors.

**Budget:**

The not to exceed (NTE) cost for these services will be \$420,000 for January 1, 2023, through December 31, 2023, and each subsequent year through 2026.

**Background:**

These three positions were initially procured through a contract that expired December 31, 2021 and hired for the project between April and December 2021. That contract was specifically for the benefit of, and administered by the IT department, which allowed other departments to contract under it on a case by case basis. The previous bid waiver allowed for the Commissioners' Office to continue to contract with Insight Global for these positions. The ARPA Administrative team expects to amend this contract through 2026 if needed.

**Matt Jones** County Commissioner

**Claire Levy** County Commissioner

**Marta Loachamin** County Commissioner

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**APPROVALS**

\_\_\_\_\_  
Jana Petersen, County Administrator

\_\_\_\_\_  
Date

\_\_\_\_\_  
Courtney Gabriel, Purchasing Manager

\_\_\_\_\_  
Date

\_\_\_\_\_ – *Receipt acknowledged by the Clerk to the Board of County Commissioners*

\_\_\_\_\_  
Chair, Board of County Commissioners

\_\_\_\_\_  
Date

ATTEST: \_\_\_\_\_  
Clerk to the Board of County Commissioners

\_\_\_\_\_  
Date