



## **Metro Transportation Engineering & Construction Cooperative**

### **Policy on Integrity in Procurement**

The Metro Transportation Engineering & Construction Cooperative (MTECC) is a public interlocal agency created by interlocal agreement pursuant to Section 163.01, Florida Statutes, among various cities in Broward County (the “Member Cities”).

MTECC shall provide for an open, transparent, and secure public procurement process that helps ensure the most efficient and effective procurements of engineering and construction services. The public procurement process will meet applicable federal, state and local laws, regulations, rules and ordinances. Projects are identified in phases such as engineering or construction. These each are termed a “project phase.”

In accordance with Section 119.071(1)(b)(2), Florida Statutes, proposals or sealed bids in response to a solicitation will remain confidential during the project phase procurement process until selections and final decisions are made.

MTECC Board members will provide policy guidance for the public procurement process and will not participate in the details of individual procurement process between approval of the project phase to move forward and approval of final selections and contracts for implementation of the project phase.

Funding shall be approved for the project phase by the grant agency and the MTECC member city where the project phase is located prior to MTECC making a final selection of proposals in response to the solicitation documents for a project phase.

A strict “cone of silence” shall exist for each individual procurement from the time MTECC advertises a solicitation process until the final selection and contract are complete. Contacts for procurements during the cone of silence shall be directed to the MTECC procurement point of contact provided in the solicitation document.



The MTECC member city where the project phase is located will designate a lead person and a designee to participate in the procurement process for, at a minimum, scope of services development, review of solicitation documents, participation in the evaluation and selection process and active in the oversight of the project phase implementation.

The MTECC member city shall advance funds equal to 33% of the project phase budget prior to the MTECC Board approval of the selection and contract. These funds will be utilized to pay project phase costs until reimbursements are received from grant agencies and any costs not eligible for grant funds. Any unused funds will be reimbursed to the MTECC member city once MTECC and the MTECC member city accept the completed project phase.

Approved by the MTECC Board:

Signed: \_\_\_\_\_  
Board Chair

Date: \_\_\_\_\_ (active until rescinded or updated)