



AGENDA ITEM SUMMARY FORM

File ID: #7378

Date: 04/08/2020

Requesting Department: Department of Housing and Community Development

Commission Meeting Date: 04/23/2020

Sponsored By:

District Impacted: All

Type: Resolution

Subject: Authorize Contract - Emergency Technical Assistance for Small Business

Purpose of Item:

APPROVING THE CITY MANAGER TO ENTER INTO A CONTRACT WITH THE ORGANIZATIONS DESCRIBED IN EXHIBIT "A", ATTACHED AND INCORPORATED, FOR THE PROVISION OF EMERGENCY TECHNICAL ASSISTANCE TO SMALL BUSINESSES IN THE CITY OF MIAMI TO ENABLE THEM APPLY FOR ALL PROGRAMS AVAILABLE TO SMALL BUSINESS OWNERS UNDER THE CORONAVIRUS AID, RELIEF, AND ECONOMIC SECURITY ("CARES") ACT AND THE SMALL BUSINESS ADMINISTRATION ("SBA"); FURTHER AUTHORIZING THE CITY MANAGER TO NEGOTIATE AND EXECUTE ANY AND ALL DOCUMENTS, INCLUDING AMENDMENTS, EXTENSIONS, AND MODIFICATIONS; ALL IN FORMS ACCEPTABLE TO THE CITY ATTORNEY, AS MAY BE NECESSARY, FOR APPROVAL.

Background of Item:

On Friday, March 27, 2020, President Trump signed the Coronavirus Aid, Relief, and Economic Security (CARES) Act into law in response to the Coronavirus (COVID-19) pandemic; and

WHEREAS, the CARES Act also included funding for small businesses under the Payroll Protection Program ("PPP") to allow small businesses to keep retain their current employees; and

WHEREAS, the SBA has programs in place to assist small businesses in the City to recover from the economic conditions caused by the coronavirus.

There is the need for organizations with business technical expertise to provide assistance to small businesses in the City who cannot afford other professionals to assist then in securing assistance through the PPP or SBA.

The City of Miami ("City") Emergency Technical Assistance program will ensure that small businesses based in the City can apply for economic injury disaster loans through the U.S. Small Business Administration ("SBA") or assistance under the Payroll Protection Act.

The organizations contracted will provide application assistance to small businesses in the City, including but not limited to, assisting in packaging application documentation,

completing and submitting application and providing all other assistance to help the business secure a loan.

The City Administration recommends that the City enters into a contract with the organizations, described in Exhibit "A", attached and incorporated, to provide emergency technical assistance to City's based small businesses, negatively impacted by Covid-19.

Budget Impact Analysis

Item has NO budget impact
Item is NOT Related to Revenue
Item is NOT funded by Bonds

Total Fiscal Impact:

Special Revenue Account No: 14001.910199.883000 (CDBG)

Reviewed By

		George Mensah	Department Head	
Department of Community and Economic Development				
Review Completed	04/08/2020 3:14 PM		Completed	04/09/2020 9:24 PM
Office of Management and Budget	René Lazaro Hernández	Budget Analyst Review	Completed	04/14/2020 9:11 AM
Office of Management and Budget	Christopher M Rose	Budget Review	Completed	04/14/2020 1:25 PM
City Manager's Office	Sandra Bridgeman	Assistant City Manager Review	Completed	04/14/2020 8:09 PM
Legislative Division	Valentin J Alvarez	Legislative Division Review	Completed	04/14/2020 8:42 PM
City Manager's Office	Arthur Noriega V	City Manager Review	Completed	04/14/2020 11:40 PM
Office of the City Attorney	Richard Appleton	ACA Review	Completed	04/14/2020 11:44 PM
Office of the City Attorney	Barnaby L. Min	Deputy City Attorney Review	Pending	
Office of the City Attorney	Victoria Méndez	Approved Form and Correctness	Pending	04/23/2020 9:00 AM
City Commission	Todd B. Hannon	Meeting		



City of Miami

Legislation

Resolution

City Hall
3500 Pan American Drive
Miami, FL 33133
www.miamigov.com

File Number: 7378

Final Action Date:

A RESOLUTION OF THE MIAMI CITY COMMISSION, WITH ATTACHMENT(S), AUTHORIZING THE CITY MANAGER TO NEGOTIATE AND ENTER INTO A CONTRACT OR CONTRACTS WITH THE ORGANIZATIONS SET FORTH IN EXHIBIT "A," ATTACHED AND INCORPORATED, FOR THE PROVISION OF EMERGENCY TECHNICAL ASSISTANCE TO SMALL BUSINESSES IN THE CITY OF MIAMI IN ORDER TO ENABLE THEM TO APPLY FOR ALL PROGRAMS AVAILABLE TO SMALL BUSINESS OWNERS UNDER THE CORONAVIRUS AID, RELIEF, AND ECONOMIC SECURITY ACT ("CARES ACT") AND THE SMALL BUSINESS ADMINISTRATION ("SBA"), SUBJECT TO THE APPROVAL BY CITY COMMISSION OF THE PROGRAM BEING FUNDED WITH COMMUNITY DEVELOPMENT BLOCK GRANT FUNDS AT A FUTURE CITY COMMISSION MEETING; FURTHER AUTHORIZING THE CITY MANAGER TO NEGOTIATE AND EXECUTE ANY AND ALL NECESSARY DOCUMENTS, INCLUDING AMENDMENTS, EXTENSIONS, AND MODIFICATIONS, ALL IN FORMS ACCEPTABLE TO THE CITY ATTORNEY, FOR SAID PURPOSE.

WHEREAS, on Friday, March 27, 2020, President Donald J. Trump signed the Coronavirus Aid, Relief, and Economic Security Act ("CARES Act") into law in response to the Coronavirus ("COVID-19") pandemic; and

WHEREAS, the CARES Act includes funding for small businesses under the Payroll Protection Program ("PPP") to allow small businesses to retain their current employees; and

WHEREAS, the United States Small Business Administration ("SBA") has programs that assist small businesses in their recovery from the economic conditions caused by COVID-19; and

WHEREAS, there are organizations with technical business expertise ("Organizations") that help small businesses in securing aid through the PPP or SBA ("Technical Support"); and

WHEREAS, there is a need for said Organizations to help small businesses in the City of Miami ("City") who cannot afford such Technical Support; and

WHEREAS, the City's Emergency Technical Assistance Program ("Program") will aid small businesses based in the City in applying for economic injury disaster loans through the SBA or for assistance under the PPP; and

WHEREAS, the Organizations with whom the City is contracting will provide application assistance to small businesses in the City, including but not limited to, assisting in packaging application documentation, completing and submitting applications, and providing other types of assistance to help the small businesses secure loans; and

WHEREAS, in the event that Community Development Block Grant ("CDBG") funds are unavailable to fund the Program, the Program shall (i) automatically terminate or (ii) continue; however, the organizations that provide Technical Support will be selected through a

competitive process as established in Chapter 18 of the Code of the City of Miami, Florida, as amended ("City Code"); and

WHEREAS, the City's Administration recommends that the City negotiates and enters into a contract or contracts with the Organizations, as more particularly described in Exhibit "A," attached and incorporated, in order to provide Technical Support to small businesses in the City who have been negatively impacted by COVID-19;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE CITY OF MIAMI, FLORIDA:

Section 1. The recitals and findings contained in the Preamble to this Resolution are adopted by reference and incorporated as if fully set forth in this Section.

Section 2. The City Manager is authorized¹ to negotiate and enter into a contract or contracts with the Organizations as more particularly described in Exhibit "A," attached and incorporated, for the provision of Technical Support to small businesses in the City in order to enable the small businesses to apply for all programs available to small business owners under the CARES Act and the SBA, subject to the approval by City Commission of the Program being funded with CDBG funds at a future City Commission meeting.

Section 3. The City Manager is authorized¹ to negotiate and execute any and all necessary documents, including amendments, extensions, and modifications, all in forms acceptable to the City Attorney, for said purpose.

Section 4. In the event that CDBG funds are unavailable to fund the Program, the City Manager is directed to either (i) automatically terminate the Program or (ii) continue the Program provided that the organizations that provide Technical Support will be selected through a competitive process as established in Chapter 18 of the City Code .

Section 5. This Resolution shall become effective immediately upon its adoption and signature of the Mayor.²

APPROVED AS TO FORM AND CORRECTNESS:

¹ The herein authorization is further subject to compliance with all requirements that may be imposed by the City Attorney, including but not limited to, those prescribed by applicable City Charter and Code provisions.

² If the Mayor does not sign this Resolution, it shall become effective at the end of ten (10) calendar days from the date it was passed and adopted. If the Mayor vetoes this Resolution, it shall become effective immediately upon override of the veto by the City Commission.