



## Memorandum

**To:** Miles Moss, P.E., Chairperson, Project and Financial Review Committee and Members, Citizens' Independent Transportation Trust (CITT)

**From:** Charles Scurr, Executive Director *Cscurr*

**Date:** April 1, 2016

**Re:** Request for Additional Expenditure Authority for Prequalification Pool No. RTQ-00140, Specialty Printed Products, Finishing Supplies and Mechanical Binding Services

The attached item was prepared by the Internal Services Department (ISD) on behalf of the Department of Transportation and Public Works (DTPW). **Additional DTPW allocation requested is \$1,600,000.00. No Surtax funds requested.**

The attached item is a modification to an existing competitive contract to increase the DTPW's allocation to purchase Specialty Printed Products, Finishing Supplies and Mechanical Binding Services. The Department of Transportation and Public Works is requesting the additional funds to finance its campaign to enhance the exterior appearance of the Metrobus vehicles which have degraded as a result of paint peeling and chipping from routine sun exposure, removal of ads or accidents. This allocation will be used to refurbish the exterior of 542 buses. This contract was competitively bid and reviewed for compliance and application of Small Business Enterprise (SBE) program measures.

This item falls under the 2009 unification amendment described on page 116 of FY 2015 Five Year Implementation Plan of the People's Transportation Plan (PTP).

This item is scheduled for the April 12, 2016, Strategic Planning & Government Operations Committee (SPAGO) agenda, and is scheduled for the May 3, 2016, agenda of the Board of County Commissioners. If action is taken at the Transportation Trust Committee, the item will appear on the April 6, 2016, CITT Full Trust agenda.

If you have any questions or need additional information, please do not hesitate to contact me.

c: Alina Hudak, Deputy Mayor  
Bruce Libhaber, Assistant County Attorney

RESOLUTION NO.

RESOLUTION BY THE CITIZENS' INDEPENDENT TRANSPORTATION TRUST (CITT) RECOMMENDING THE BOARD OF COUNTY COMMISSIONERS (BCC) AUTHORIZE ADDITIONAL EXPENDITURE AUTHORITY IN A TOTAL AMOUNT UP TO \$1,600,000.00 FOR PREQUALIFICATION POOL NO. RTQ-00140 FOR PURCHASE OF SPECIALTY PRINTED PRODUCTS AND MECHANICAL BINDING SERVICES FOR THE DEPARTMENT OF TRANSPORTATION AND PUBLIC WORKS; AND AUTHORIZING THE COUNTY MAYOR OR COUNTY MAYOR'S DESIGNEE TO SOLICIT PRICING, AWARD CONTRACTS, EXERCISE ALL PROVISIONS OF THE SOLICITATION DOCUMENTS AND ANY RESULTING CONTRACTS PURSUANT TO SECTION 2-8.1 OF THE COUNTY CODE AND IMPLEMENTING ORDER 3-38, AND ADD VENDORS TO THE POOL AT ANY TIME, SUBJECT TO RATIFICATION BY THE BOARD ON A BI-ANNUAL BASIS

**WHEREAS**, the CITT desires to accomplish the purposes outlined in the accompanying OCITT Executive Director's memorandum, a copy of which is incorporated herein by reference,

**NOW, THEREFORE, BE IT RESOLVED BY THE CITT**, that this Trust recommends that the Board of County Commissioners (BCC) approve the additional expenditure authority in an amount up to \$1,600,000.00 for prequalification pool RTQ-00140 for the purchase of specialty printed products and mechanical binding services for the Transportation and Public Works Department, and authorizing the County Mayor or County Mayor's Designee to solicit pricing, award contracts, exercise all provisions of the solicitation documents and any resulting contracts pursuant to Section 2-8.1 of the County Code and Implementing Order 3-38, and add vendors to the pool at any time, subject to ratification by the board on a bi-annual basis as outlined in the corresponding document in substantially the form attached hereto and made a part hereof.

# CITT MEMBER REVIEW FORM

Contract No. RTQ-00140

**1. Item Name:** Department of Transportation and Public Works Purchases in Support of Operations and Maintenance (Specialty Printed Products, Finishing Supplies and Mechanical Binding Services)

**2. Item/Contract Amt:** \$1,600,000.00

**Transit AMT:** \$1,600,000.00

**PTP AMT:**

**Other:**

**3. Department:** DTPW

**4. Project Category:** Non-Surtax Item

**Project Type:** Goods & Services -Non-Surtax

**Project/Contract Timeline:** (If applicable) Exp. 9/30/2023

**5. District(s):** (If applicable)

**6. Scheduling and Comments:**

COMMITTEE	DATE	COMMENTS
Joint SFP and PFR Committee	4/6/2016	
Community Outreach		
CITT Board	4/6/2016	
BCC Meeting	5/3/2016	

**7. BCC Approved:** No                      **If Yes Date:**

**8. Review:**

Project included in 5-Year Implementation Plan

If no, amendment item Included

Operation (unification) Contract

Budgeted Item

Time Sensitive

Competitive process used (If applicable)

Timeline/Term of Contract (If applicable)

Contract measures for CSBE, CBE, SBE or DBE (If applicable)

Project is in a residential or commercial area or both (If applicable, circle one)

Public Involvement Plan (PIP) included

**Yes No N/A**

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**MDT ITEMS**

Item #	Section	Description	MDT Allocation	PTP Amt	Term of Contract	Renewal Periods	Measures
RTQ-00140	Contract Award	Specialty Printed Products, Finishing Supplies and Mechanical Binding Services	\$1,600,000.00	\$0.00	Exp. 9/30/2023		SBE Bid Preference

**TOTAL ESTIMATED SURTAX ALLOCATION**

**\$1,600,000**

# Memorandum



**Date:** March 1, 2016

**To:** Charles D. Scurr, Executive Director  
Citizens' Independent Transportation Trust

**From:** Albert A. Hernandez, P.E., Assistant Director  
Department of Transportation and Public Works

**Subject:** Department of Transportation and Public Works Purchases in Support of Operations and Maintenance

FOR

This is to request Citizens' Independent Transportation Trust (CITT) review and approval of the Department of Transportation and Public Works (DTPW) contract item as introduced by the Internal Services Department (ISD) to the Board of County Commissioners (Board) for approval to use DTPW Operating Funds for contracts awarded by ISD for the purchase of goods and services and accessed by DTPW for maintenance and operation in support of the Department.

Please schedule the item listed below for the March 17, 2016 Full Trust meeting.

<b>Contract No:</b>	<b>RTQ-00140</b>
<b>Contract Title:</b>	<b>Specialty Printed Products, Finishing Supplies and Mechanical Binding Services</b>
Type of Change:	<p>DTPW is requesting an increase in expenditure authority in the amount of \$1,600,000 to Pre-Qualification Pool No. RTQ-00140, Specialty Printed Products, Finishing Supplies and Mechanical Binding Services for the DTPW.</p> <p>This Pre-Qualification Pool was originally approved by the Board of County Commissioners (Board) on September 1, 2015 for an eight-year term with a DTPW allocation of \$720,000 for the provision of specialty printed products, finishing supplies and mechanical binding services. The Pool includes 12 groups, each representing a defined product or service.</p> <p>The DTPW is requesting additional funds to finance its campaign to enhance the exterior appearance of Metrobuses which have degraded as result of paint peeling and chipping from routine sun exposure, removal of ads or accidents. The requested allocation will be used to refurbish the exterior of 542 buses. The refurbishment project will be competed amongst the pre-qualified vendors in the applicable group.</p> <p>Therefore, the requested additional allocation of \$1,600,000 is to finance full anticipated cost of the bus enhancement campaign, as well as support the anticipated regular usage of the contract. This results in a total modified allocation of \$2,320,000 over the 8-year period.</p>
Vendors:	See Attachment No. 1, Vendor Table

Contract Measures:	The Small Business Enterprise Bid Preference Ordinance will be applied at the time of spot market competition. A SBE Set-Aside applies to two (2) groups. Additionally, a SBE Set-Aside applies in all other groups to spot market competitions up to \$100,000 when there are three (3) or more SBE-Certified firms available.
Local Preference:	The Local Preference Ordinance will be applied at the time of spot market competition.
Living Wage:	Living Wage Ordinance applies.  The two percent (2%) User Access Program provision applies and will be collected on all purchases where permitted by the funding source.

Existing Allocation	Remaining Allocation on contract	Additional Allocation and Time Requested	Funding Source	Expiration Date of Contract	Allocation Historical Usage Analysis	
\$720,000	\$704,216	\$1,600,000	DTPW Operating	9/30/2023	<b>Based on previous Contract</b>  Total releases under contract (1.58 months):  Average monthly usage on contract:  Anticipated allocation of regular usage for the remaining 94.42 months of the contract:  Anticipated allocation for the Bus Enhancement Campaign:  Total requested allocation for the remainder of the contract:	N/A  \$15,784  \$9,990  \$943,256  \$1,355,000  \$1,600,000

Contract RTQ-00140  
Attachment No. 1 - Vendor Table

<b>Vendor</b>	<b>Principal Address</b>	<b>Local Address</b>	<b>Principal</b>
Delran Business Products, Inc.	860 West 20 Street Hialeah, FL	Same	Juan C Cruz
APIMAGING, Inc. (SBE)	19 SW 6 Street Miami, FL	Same	Diana Herrera
Archi Press & Design, Inc. (MICRO/SBE)	12808 SW 122 Avenue Miami, FL	Same	Rita Jalil
Associated Printing Productions, Inc.	13925 NW 60 Avenue Miami Lakes, FL	Same	Richard T. Beadel
Doral Digital Reprographics Corp. (SBE)	8280 NW 27 Street, Suite 505 Doral, FL	Same	Giancarlo Annitto
The Dubhouse, Inc.	404 SE 15 Street Ft. Lauderdale, FL	Same	Michael Pardo
J. M. Field Marketing, Inc.	3570 NW 53 Court Fort Lauderdale, FL	Same	Jack M. Field
JNNP Investments, Inc.	6502 N 54 Street Tampa, FL	None	Peter H. Rosso
Walter Haas Graphics, Inc.	123 West 23 Street Hialeah, FL	Same	Patrick Haas





# Memorandum

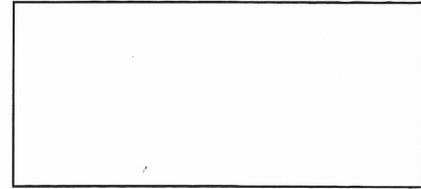


**Date:**

**To:** Honorable Chairman Jean Monestime  
and Members, Board of County Commissioners

**From:** Carlos A. Gimenez  
Mayor

**Subject:** Request for Additional Expenditure Authority for Prequalification Pool No. RTQ-00140, Specialty Printed Products, Finishing Supplies and Mechanical Binding Services



## Recommendation

It is recommended that the Board of County Commissioners (Board) authorize increased expenditure authority of \$1,600,000 to *Prequalification Pool No. RTQ-00140, Specialty Printed Products, Finishing Supplies and Mechanical Binding Services*, for the Transportation and Public Works Department. This pre-qualification pool was originally approved by the Board on September 1, 2015 for an eight-year term with a total allocation of \$1,520,000 and is utilized by County departments for the provision of specialty printed products, finishing supplies and mechanical binding services. The pool includes 12 groups, each representing a defined product or service.

The Transportation and Public Works Department has nearly exhausted its current allocation and is requesting additional funds to finance its campaign to enhance the exterior appearance of Metrobuses due to paint peeling and chipping from routine sun exposure, removal of ads or accidents. The requested allocation will be used to refurbish the exterior of 542 buses. The refurbishment project will be competed amongst the pre-qualified vendors in the applicable group.

## Scope

The impact of this item is countywide in nature.

## Fiscal Impact/Funding Source

This pool has an existing allocation of \$1,520,000 and expires on September 30, 2023. The requested additional allocation of \$1,600,000 is based on the anticipated cost of the three-month bus enhancement campaign. If approved, the pool's modified total value will be \$3,120,000 as seen in the table below.

Department	Existing Allocation	Additional Allocation Requested	Modified Allocation	Funding Source	Contract Manager
Transportation and Public Works	\$720,000	\$1,600,000	\$2,320,000	MDT Operating	Rodney McMillian
Internal Services	800,000	0	800,000	Internal Service Funds	David Campos
<b>Total:</b>	<b>\$1,520,000</b>	<b>\$1,600,000</b>	<b>\$3,120,000</b>		

## Track Record/Monitor

Roma Campbell of the Internal Services Department is the Procurement Contracting Officer.

## Delegated Authority

There is no additional delegation of authority sought in this item as the authority to solicit pricing and award contracts up to an aggregate amount of the allocation authorized by the Board, exercise all provisions of the solicitation documents and any resulting contracts pursuant to Section 2-8.1 of the County Code and Implementing Order 3-38, and add vendors to the pool at any time, subject to ratification by the Board on a bi-annual basis, was granted when the pool was established under Resolution No. R-717-15.

**Prequalified Vendors**

Vendor	Principal Address	Local Address	Principal
Delran Business Products, Inc.	860 West 20 Street Hialeah, FL	Same	Juan C Cruz
APIMAGING, Inc. (SBE)	19 SW 6 Street Miami, FL	Same	Diana Herrera
Archi Press & Design, Inc. (MICRO/SBE)	12808 SW 122 Avenue Miami, FL	Same	Rita Jalil
Associated Printing Productions, Inc.	13925 NW 60 Avenue Miami Lakes, FL	Same	Richard T. Beadel
Doral Digital Reprographics Corp. (SBE)	8280 NW 27 Street, Suite 505 Doral, FL	Same	Giancarlo Annitto
The Dubhouse, Inc.	404 SE 15 Street Ft. Lauderdale, FL	Same	Michael Pardo
J. M. Field Marketing, Inc.	3570 NW 53 Court Fort Lauderdale, FL	Same	Jack M. Field
JNNP Investments, Inc.	6502 N 54 Street Tampa, FL	None	Peter H. Rosso
Walter Haas Graphics, Inc.	123 West 23 Street Hialeah, FL	Same	Patrick Haas

**Due Diligence**

Pursuant to Resolution No. R-187-12, due diligence was conducted in accordance with the Internal Services Department's Procurement Guidelines to determine contractor responsibility, including verifying corporate status and review of performance or compliance issues. The lists referenced include convicted vendors, debarred vendors, delinquent contractors, suspended vendors, and federal excluded parties. There were no adverse findings relating to contractor responsibility.

**Applicable Ordinances and Contract Measures**

- The two (2) percent User Access Program provision applies and will be collected on all purchases where permitted by the funding source.
- The Small Business Enterprise (SBE) Bid Preference and Local Preference Ordinances will be applied at the time of spot market competition. A SBE set-aside applies to two (2) groups. Additionally, a SBE set-aside applies in all other groups to spot market competitions up to \$100,000 when there are three (3) or more SBE-certified firms available.
- The Living Wage Ordinance applies.

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Aliha Hudak  
 Deputy Mayor

Approved \_\_\_\_\_ Mayor \_\_\_\_\_ Agenda Item No. \_\_\_\_\_  
Veto \_\_\_\_\_  
Override \_\_\_\_\_

RESOLUTION NO. \_\_\_\_\_

RESOLUTION AUTHORIZING ADDITIONAL EXPENDITURE AUTHORITY IN A TOTAL AMOUNT UP TO \$1,600,000.00 FOR PREQUALIFICATION POOL NO. RTQ-00140 FOR PURCHASE OF SPECIALTY PRINTED PRODUCTS AND MECHANICAL BINDING SERVICES FOR THE DEPARTMENT OF TRANSPORTATION AND PUBLIC WORKS; AND AUTHORIZING THE COUNTY MAYOR OR COUNTY MAYOR'S DESIGNEE TO SOLICIT PRICING, AWARD CONTRACTS, EXERCISE ALL PROVISIONS OF THE SOLICITATION DOCUMENTS AND ANY RESULTING CONTRACTS PURSUANT TO SECTION 2-8.1 OF THE COUNTY CODE AND IMPLEMENTING ORDER 3-38, AND ADD VENDORS TO THE POOL AT ANY TIME, SUBJECT TO RATIFICATION BY THE BOARD ON A BI-ANNUAL BASIS

**WHEREAS**, this Board desires to accomplish the purposes outlined in the accompanying memorandum, a copy of which is incorporated herein by reference,

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF MIAMI-DADE COUNTY, FLORIDA**, that this Board authorizes additional expenditure authority in an amount up to \$1,600,000.00 for prequalification pool RTQ-00140 for the purchase of specialty printed products and mechanical binding services for the Transportation and Public Works Department. A copy of the solicitation document and the contracts once awarded are on file with and available upon request from the Internal Services Department, Procurement Management Services Division.

The foregoing resolution was offered by Commissioner \_\_\_\_\_ who moved its adoption. The motion was seconded by Commissioner \_\_\_\_\_ and upon being put to a vote, the vote was as follows:

Jean Monestime, Chairman

Esteban L. Bovo, Jr., Vice Chairman

Bruno A. Barreiro

Jose "Pepe" Diaz

Sally A. Heyman

Dennis C. Moss

Sen. Javier D. Souto

Juan C. Zapata

Daniella Levine Cava

Audrey M. Edmonson

Barbara J. Jordan

Rebeca Sosa

Xavier L. Suarez

The Chairperson thereupon declared the resolution duly passed and adopted this day of \_\_\_\_\_, 2016. This resolution shall become effective upon the earlier of (1) 10 days after the date of its adoption unless vetoed by the County Mayor, and if vetoed, shall become effective only upon an override by this Board, or (2) approval by the County Mayor of this Resolution and the filing of this approval with the Clerk of the Board.

MIAMI-DADE COUNTY, FLORIDA  
BY ITS BOARD OF  
COUNTY COMMISSIONERS

HARVEY RUVIN, CLERK

By: \_\_\_\_\_  
Deputy Clerk

Approved by County Attorney as  
to form and legal sufficiency.

\_\_\_\_\_