



MEMORANDUM

Agenda Item No. 7(0)(1)(F)

TO: Honorable Chairperson and Members
Board of County Commissioners

DATE: June 3, 2003

FROM: Steve Shiver
County Manager

SUBJECT: Bid Award
Recommendations

RECOMMENDATION

It is recommended that the Board approve the attached contract awards, modifications and requests to advertise for bids. The allocations shown represent the maximum authorized spending authority based on an estimated value of purchases, and in no way guarantee the value of orders placed with the awarded vendors.

BACKGROUND

Section 1 AWARD OF COMPETITIVE BIDS

All contracts in this section are recommended for award to the lowest responsive, responsible bidder(s) who meet the bid specifications in accordance with established policies and procedures. Minority and small business measures are applied to the purchases in accordance with the requirements of Administrative Orders 3-3, Black Business Enterprise Program; 3-17, Hispanic Business Enterprise Program; 3-18 Women Business Enterprise Program; and 3-22, Community Small Business Enterprise Program. Bid announcements were advertised on the DPM website and in four local newspapers: Diario Las Americas, Haiti En Marche, Miami Times and Daily Business Review.

The following awards are recommended:

Award of Item 1.1 (Temporary Clerical Personnel) to provide temporary clerical personnel services.

Award of Item 1.2 (Security and Storm Mitigation Systems, Pre-qualification of Bidders) to furnish and install systems such as storm shutters, safety glass and related material.

Award of Item 1.3 (Original Equipment Manufacturer (OEM) Replacement Parts and Repair Services) for Metrorail and Metromover Systems.

Section 2 REJECTED BIDS

None.

Section 3 COMPETITIVE CONTRACT MODIFICATIONS

A competitive contract modification is when the requested supplemental allocation for goods or services is within the scope of the original contract award and allocation.

Item 3.1 (Gasoline and Diesel Fuel) is for additional spending authority and time to allow for the award of the replacement contract.

Item 3.2 (Admission to Special Events) is for additional spending authority to allow the Police Department to purchase admission to area attractions and seasonal activities for middle school participants of the Gang Resistance Education and Training Program.

Item 3.3 (Performance Evaluation of Architects and Engineers) is for additional spending authority and time to allow for the County to assemble its own Architect/Engineer performance database.

Section 4 PURCHASES MADE UNDER COMPETITIVELY AWARDED CONTRACTS OF OTHER GOVERNMENTAL ENTITIES

The County occasionally accesses items from contracts competed and awarded by federal, state and local governments, and by not-for-profit organizations, when it is determined to be in the best interest of the County and the item is not available through an existing County contract.

Item 4.1 (Portable Steps and Ramps) is for authorization to purchase portable classroom trailers for the Community Action Agency under a Palm Beach County contract.

Section 5 REQUESTS TO ADVERTISE FOR BIDS

The bid listed in this Section requires approval to advertise to solicit bids under full and open competition.

Item 5.1 (Tire Leasing and Vehicle Tire Services)

SECTION # 1
AWARD OF COMPETITIVE BIDS

It is recommended that the following item solicited through formal competitive bidding procedures, be awarded to the following bidder(s) meeting specifications as follows:

1.1

BID NUMBER: 1099-3/07-OTR

Title: Temporary Clerical Personnel

Description: To provide temporary clerical personnel services such as data entry specialist, clerk I, II, III and IV, office support specialist I, II, III and IV, secretary, administrative secretary, executive secretary and paralegal specialist during a two-year contract term (with three one-year options to renew).

| <u>Department(s):</u> | <u>Allocation(s):</u> |
|--------------------------|-----------------------|
| Audit & Mgmt. | \$ 160,500.00 |
| Aviation | \$ 504,855.00 |
| Budget | \$ 33,148.00 |
| Building | \$ 948,000.00 |
| Building Code Compliance | \$ 192,500.00 |
| CAA | \$ 2,753,050.00 |
| CED | \$ 71,574.00 |
| Clerk of Courts | \$ 650,000.00 |
| Consumer Services | \$ 80,000.00 |
| Corrections & Rehab. | \$ 238,000.00 |
| County Manager | \$ 115,000.00 |
| DBD | \$ 200,000.00 |
| DERM | \$ 990,000.00 |
| DPM | \$ 440,000.00 |
| Elections | \$ 100,000.00 |
| Employee Relations | \$ 20,000.00 |
| Empowerment Trust | \$ 63,500.00 |
| Finance | \$ 610,660.00 |
| Fire | \$ 1,540,000.00 |
| GSA | \$ 562,000.00 |
| Homeless Trust | \$ 112,000.00 |
| Human Services | \$ 2,200,000.00 |
| Independent Review | \$ 6,000.00 |
| ITD | \$ 150,000.00 |
| Judicial Admin. | \$ 40,000.00 |
| Library | \$ 24,000.00 |
| MDHA | \$ 4,000,000.00 |
| MDPD | \$ 977,000.00 |
| MDT | \$ 1,882,000.00 |
| Medical Examiner | \$ 160,000.00 |
| MMAP | \$ 79,500.00 |
| MPO | \$ 39,500.00 |
| Park & Recreation | \$ 359,786.00 |
| Planning & Zoning | \$ 300,000.00 |
| Property Appraisal | \$ 70,000.00 |
| Public Works | \$ 1,614,310.00 |

| | |
|-------------------------|---------------------|
| Seaport | \$ 520,022.00 |
| SFETC | \$ 330,000.00 |
| Solid Waste Mgmt. | \$ 720,000.00 |
| Team Metro | \$ 299,694.00 |
| Urban Task Force | \$ 16,000.00 |
| Vizcaya Museum & Garden | <u>\$ 47,800.00</u> |
| | \$24,262,399.00 |

Term of Contract: Two years

Option(s) to Renew: Three one-year options to renew

Number of Bid Announcements Issued (including electronic): Seventy-seven

Number of Bid Packages Sold: Three

Number of Bid Packages Downloaded: Thirty-seven

Number of Bids Received: Ten

Special Conditions: Insurance

Review Committee Recommendation: BBE Set aside for **Group B** only (Clerk I, II, III and IV) in an amount of \$3,797,923.94.

MDHA will not be accessing **Group B** since the department is using federal funds and County measures cannot be applied.

No measure for the following three groups: **Group A** (Data Entry Spec. 1 & Telephone Console Operator 1), **Group C** (Admin. Secretary, Executive Secretary and Paralegal Specialist 1), **Group D** (Office Support Specialist I, II and III) in the amount of \$20,464,475.06

Group A: (Primary) Tri-State Employment Services, Inc.; **(Secondary)** Careerxchange, Inc.; **(Tertiary)** A1A Employment

Group B: (Primary) Deanna Enterprise, Inc. d/b/a A1A Employment of Miami

Group C: (Primary) Tri-State Employment Services, Inc.; **(Secondary)** Careerxchange, Inc., **(Tertiary)** A1A Employment of Miami

Group D: (Primary) Tri-State Employment; **(Secondary)** Careerxchange, Inc.; **(Tertiary)** Creative Staffing, Inc.

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Review Committee Date: July 17, 2002; Item #2-03

Advertisement Date: November 26, 2002

Living Wage: The services to be provided are a "covered service" under the ordinance and the Living Wage is included in the specifications.

Method of Award: Three low responsive, responsible bidders with primary, secondary and tertiary awards. While the award to three bidders assures availability, the primary vendor, as the established low bidder, will be given the first opportunity.

Vendor(s): Careerxchange, Inc.; Creative Staffing, Inc.; Deanna Enterprise, Inc. d/b/a A1A Employment of Miami; Tri-State Employment Services, Inc.

Estimated Contract Usage: Two years: \$24,262,399.00

Previous Contract Usage: Two years: \$18,364,180.63

Comments: Authorization is requested to award the contract in accordance with the terms and conditions contained in the solicitation document (ITB).

Although three firms submitted a bid for **Group B**, only one is a certified BBE firm. A primary award only, therefore, is being made for this group.

Manpower International, Inc. was allowed to withdraw its bid upon establishing it made a good faith error in the calculation of its bid.

The new contract incorporates the Living Wage for the first time, resulting in a dollar increase of approximately 39% over the previous contract usage.

Responsive to discussion at the Budget & Finance Committee meeting of April 14, 2003, each department's explanation for their requested allocation is presented by way of a supplement agenda item for your information.

Award to Creative Staffing, Inc.; Deanna Enterprise, Inc. d/b/a A1A Employment of Miami; Tri-State Employment Services, Inc. are contingent upon satisfactory submission of an Affirmative Action Plan.

The bid was advertised on the DPM website and in four local newspapers: Diario Las Americas; Miami Times; Daily Business Review; and Haiti En Marche.

1.2

BID NUMBER: 5101-2/05-OTR

Title: Security and Storm Mitigation Systems, Pre-qualification of Bidders

Description: To furnish and install various types of security and storm mitigation systems such as storm shutters, safety glass and related material at various County facilities.

| | |
|-----------------------|-----------------------|
| <u>Department(s):</u> | <u>Allocation(s):</u> |
| CAA | \$ 700,000.00 |
| MDHA | <u>\$2,600,000.00</u> |
| | \$3,300,000.00 |

Term of Contract: One year

Option(s) to Renew: Two one-year options to renew

Number of Bid Announcements Issued (including electronic): Thirty-six

Number of Bid Packages Sold: One

Number of Bid Packages Downloaded: Twelve

Number of Bids Received: Six

Special Conditions: Insurance

Review Committee Recommendation: This contract is federally funded; therefore, County measures cannot be applied.

Review Committee Date: October 16, 2002; Item #3-07

Advertisement Date: November 19, 2002

Living Wage: Not applicable (the services to be provided are not a "covered service" under the ordinance).

Method of Award: Pre-qualification of bidders who meet the minimum requirements specified in the bid documents, and who will then form a pool and be invited to compete and quote a price on a spot market basis. When an order is identified, all vendors will be solicited for price quotations.

There is no guarantee that the pre-qualified firms will receive orders.

Vendor(s): Exeter Architectural Products, Inc.; Hurricane Protection Industries, Inc.; Hurst Awning Company, Inc.; Lynn Contracting, Inc.; Seaview Industries, Inc.

Estimated Contract Usage: One year: \$3,300,000.00

Previous Contract Usage: One year: \$4,305,528.50

Comments: Authorization is requested to award the contract in accordance with the terms and conditions contained in the solicitation document (ITB).

Authorization is requested to add vendors to the pool who meet the minimum requirements of the bid and/or the County's administrative requirements.

The two departments reduced their requested allocation resulting in a decrease in the estimated contract usage when compared to the previous contract.

The bid was advertised on the DPM website and in four local newspapers: Diario Las Americas; Miami Times; Daily Business Review; and Haiti En Marche.

1.3

BID NUMBER:

7256-2/06-OTR

Title:

Original Equipment Manufacturer (OEM) Replacement Parts and Repair Services for Metrorail and Metromover Systems

Description:

To purchase original equipment manufacturer (OEM) parts, components and repair services for Metrorail and Metromover systems.

Department(s):
MDT

Allocation(s):
\$11,000,000.00

Term of Contract:

Two years

Option(s) to Renew:

Two one-year options to renew

Number of Bid
Announcements Issued
(including electronic):

Nineteen

Number of Bid
Packages Sold:

One

Number of Bid
Packages Downloaded:

Forty-seven

Number of Bids
Received:

Twenty-one

Special Conditions:

None

Review Committee
Recommendation:

This contract is federally funded; therefore, County measures cannot be applied.

Review Committee Date:

August 21, 2002

Advertisement Date:

November 11, 2002

Living Wage:

Not applicable (the services to be provided are not a "covered service" under the ordinance).

Method of Award:

Group A (Parts and Repair for Revenue Vehicles). To all bidders for parts by manufacturer offering a percentage discount off the manufacturer's suggested retail price, whereunder specific purchase orders shall be placed with the vendor offering the lowest discounted price. To all bidders who offer repair services based on lowest hourly labor rate, who will form a pool for repair services and will be invited to compete and quote a price for each repair when identified by the user department on an as needed basis. When an order is identified, all vendors will be solicited for price quotations.

Group B (Parts and Repair for Guideway and Outside Plant). To all bidders for parts by manufacturer offering a percentage discount off the manufacturer's suggested retail price, whereunder specific purchase orders shall be placed with the vendor offering the lowest discounted price. To all bidders who offer repair services based on lowest hourly labor rate, who will form a pool for repair services and will be invited to compete and quote a price for each repair when identified by the user department on an as needed basis. When an order is identified, all vendors will be solicited for price quotations.

There is no guarantee that the pre-qualified firms will receive orders.

Vendor(s):

Modern Track Machinery, Inc.; National Electrical Carbon Products, Inc.; Portec Rail Products, Inc.; Standard Change-Makers, Inc.

Estimated Contract Usage:

Two years: \$ 11,000,000.00

Previous Contract Usage:

This figure is the consolidation of 17 contracts.

Comments:

The award of the purchase of these parts and services was competed for the first time. DPM worked with Transit to consolidate seventeen existing sole source contracts and several one-time purchases to establish and utilize this contract under full and open competition.

Authorization is requested to award the contract in accordance with the terms and conditions contained in the solicitation document (ITB).

Authorization is requested to add vendors to the pool who meet the minimum qualifications of the bid and the County's administrative requirements.

The bid was advertised on the DPM website and in four local newspapers: Diario Las Americas; Miami Times; Daily Business Review; and Haiti En Marche.

SECTION # 3
CONTRACT MODIFICATIONS

3.1

BID NUMBER: 3143-0/03

Title: Gasoline and Diesel Fuel

| <u>Department(s):</u> | <u>Existing Allocation(s):</u> | <u>Additional Allocation(s):</u> | <u>Modified Allocation(s):</u> |
|--------------------------|--------------------------------|----------------------------------|--------------------------------|
| Aviation | \$ 1,087,596.77 | \$ 163,139.52 | \$ 1,250,736.29 |
| Corrections & Rehab. | \$ 31,323.50 | \$ 4,698.52 | \$ 36,022.02 |
| Fire | \$ 1,895,310.04 | \$ 284,296.51 | \$ 2,179,606.55 |
| GSA | \$ 40,118,855.03 | \$6,017,828.25 | \$46,136,683.28 |
| MDHA | \$ 12,014.00 | \$ 1,802.10 | \$ 13,816.10 |
| MDPD | \$ 5,000.00 | \$ 750.00 | \$ 5,750.00 |
| MDT | \$ 54,460,902.31 | \$8,169,135.35 | \$62,630,037.66 |
| MDWASD | \$ 12,809,840.76 | \$1,921,476.11 | \$14,731,316.87 |
| Park & Recreation | \$ 3,005,663.92 | \$ 450,849.59 | \$ 3,456,513.51 |
| Seaport | \$ 30,000.00 | \$ 4,500.00 | \$ 34,500.00 |
| Vizcaya Museum & Gardens | \$ 10,000.00 | \$ 1,500.00 | \$ 11,500.00 |
| Unallocated Funds: | \$ 783,893.67 | \$ -0- | \$ 783,893.67 |

Vendor(s): B V Oil Company, Inc.; Mansfield Oil Company; Osher Oil Corp. d/b/a Costa Oil Company; Petroleum Traders Corp.; Port Consolidated, Inc.

Type of Change: Increase in spending authority and time

Original Allocation: \$114,250,400.00 on June 2, 1998 commencing August 1, 1998 for a five-year period with no options to renew.

Existing Allocation: \$114,250,400.00

Increase By: \$ 17,019,975.95

Modified Allocation: \$131,270,375.95

Current Expiration: July 31, 2003

Modified Expiration: April 30, 2004

Reason for Change: This contract utilizes Spot Market Pricing. The vendors submit their prices for gasoline and diesel fuel every Friday. The bid is awarded to the lowest bidder per type of fuel. Prices are held in place for one week beginning with Sunday and ending on Saturday.

Staff anticipates having the newly replacement contract before the Board in March 2004 for approval.

Target date for new contract to be in place:

May 1, 2004

3.2

BID NUMBER: BW5434-0/04

Title: Admission To Special Events

| <u>Department(s):</u> | <u>Existing Allocation(s):</u> | <u>Additional Allocation(s):</u> | <u>Modified Allocation(s):</u> |
|-----------------------|--------------------------------|----------------------------------|--------------------------------|
| MDPD | \$ -0- | \$37,500.00 | \$ 37,500.00 |
| Park & Recreation | \$100,000.00 | \$ -0- | \$100,000.00 |
| Unallocated Funds: | \$ -0- | \$ -0- | \$ -0- |

Vendor(s): Actors Playhouse Productions, Inc.; African Caribbean American Performing Artists Inc; Amazing Entertainment Inc; Bird Bowl; Biscayne National Underwater Park Inc; C & T Holdings Inc; Cloverleaf Lanes Inc; Don Carter Kendall Lanes Ltd; Galaxy Skateway LC; Kendall Ice Arena Inc; Marine Exhibition Corp; Miami Children's Museum Inc; Miami Ice Arena Inc; Monkey Jungle Inc; Museum Of Science Inc; Parrot Jungle & Gardens Limited Inc; Paula Carters Pro Bowl Homestead; Piper Lanes Inc; School House Children Theatre; Super Wheels Corporation; Thunder Wheels Skating Center Inc; Tropical Fun Center

Type of Change: Increase in spending authority

Original Allocation: \$100,000.00 on March 25, 2003 commencing April 1, 2003 for a one-year period with no options to renew.

Existing Allocation: \$100,000.00

Increase By: \$ 37,500.00

Modified Allocation: \$137,500.00

Current Expiration: March 31, 2004

Modified Expiration: Same

Reason for Change: Authorization is requested for additional spending authority to allow the Miami-Dade Police Department to access this contract that was awarded as a bid waiver to purchase admission to area attractions and seasonal activities.

The Police Department's Gang Resistance Education and Training (GREAT) program graduates over 4,000 middle school students each year. Funding for the program is provided under a federal grant by the Bureau of Alcohol, Tobacco and Firearms. Grant guidelines state that activities must be presented to the students throughout the year such as bowling leagues and field trips of an educational nature.

The field trips will be conducted monthly to locations such as the Miami Children's Museum, Inc., the Museum of Science and Space Planetarium and Monkey Jungle. Accessing the contract will provide a formalized and contractually advantageous process for the department to obtain these services.

3.3

BID NUMBER: BW7081-4/06-OTR

Title: Performance Evaluation of Architects and Engineers

| <u>Department(s):</u> | <u>Existing Allocation(s):</u> | <u>Additional Allocation(s):</u> | <u>Modified Allocation(s):</u> |
|-----------------------|--------------------------------|----------------------------------|--------------------------------|
| CICC | \$100,000.00 | \$50,000.00 | \$150,000.00 |

Unallocated Funds: \$ -0- \$ -0- \$ -0-

Vendor(s): Ratingsource, Inc.

Type of Change: Increase in spending authority and time

Original Allocation: \$100,000.00 on April 23, 2002 for a one-year period with four one-year options to renew.

Existing Allocation: \$100,000.00

Increase By: \$ 50,000.00

Modified Allocation: \$150,000.00

Current Expiration: April 30, 2003

Modified Expiration: July 31, 2003

Reason for Change: Authorization is requested for additional spending authority and time since the County's performance evaluation database has yet to contain sufficient past performance evaluations completed by County project managers for use in the County's Architect/Engineer selection process.

The vendor provides an online database of Architect/Engineer past performance information used by the County in the selection of Architect/Engineer firms for County projects.

The County requires the vendor's services for an additional three months only, and does not intend to exercise the option to renew.

SECTION # 4
PURCHASES MADE UNDER COMPETITIVELY AWARDED CONTRACTS OF
OTHER GOVERNMENTAL ENTITIES

4.1

BID NUMBER: 00C-18F(B)

Government Agency: Palm Beach County

Title: Portable Steps and Ramps

Description: To authorize access of a Palm Beach County contract for the purchase of portable classroom trailers for the Community Action Agency.

Department(s): Allocation(s):
GSA/Construction Mgmt. \$1,600,000.00

Term of Contract: Eleven months

Option(s) to Renew: None

Vendor(s): Halfacre Construction Company

Estimated Value of Contract: \$1,600,000.00

Review Committee Recommendation: No measure (accessing state contract).

Review Committee Date: February 5, 2003; Item #2-11

Comments: Authorization is requested to access this Palm Beach County contract to replace approximately 10 to 20 classroom trailers that are not cost-effective to repair.

This contract was competitively bid in February 2000 by Palm Beach, for two years with two options to renew.

Market research indicates utilization of this contract to be more cost-effective with a savings of approximately 18% over current market prices.

SECTION # 5
REQUESTS TO ADVERTISE FOR BIDS

It is recommended that the Board of County Commissioners approve the issuance and advertisement of the items listed in this agenda package in order to solicit bids under full and open competition for the following contracts:

5.1

REQUISITION NUMBER: RQMT0300055

Title: Tire Leasing and Vehicle Tire Services

Description: To replace the County's existing contract for tire leasing and vehicle tire services for use in relation to Miami-Dade Transit owned or leased buses, mini buses and service vehicles operated by MDT.

Tires already purchased by the County may, at the County's sole discretion, be maintained under the "tire services" feature of the contract. The number of tires to be furnished shall be sufficient to keep all buses, minibuses and service vehicles fully equipped and to provide a reserve supply to be mounted on wheel rims and stored in MDT owned facilities or any other bus maintenance facility providing service to MDT as may be required.

Department(s): MDT
Estimated Allocation(s): \$15,000,000.00

Term of Contract: Five years

Option to Renew: None

Review Committee Date: March 19, 2003

Review Committee Recommendation: This contract is federally funded; therefore, County measure cannot be applied.

Previous Contract Measure: No measure

Living Wage: Not applicable (the services to be provided are not a "covered service" under the ordinance).

Planned Method of Award: One low responsive, responsible bidder for all items in the aggregate.

Estimated Advertisement Date: Ten days after adopted by the BCC, unless vetoed by the Mayor.



MEMORANDUM

(Revised)

TO: Honorable Chairperson and Members
Board of County Commissioners

DATE: June 3, 2003

FROM: Robert A. Ginsburg
County Attorney

SUBJECT: Agenda Item No. 7(O)(1)(F)

Please note any items checked.

- "4-Day Rule" ("3-Day Rule" for committees) applicable if raised
- 6 weeks required between first reading and public hearing
- 4 weeks notification to municipal officials required prior to public hearing
- Decreases revenues or increases expenditures without balancing budget
- Budget required
- Statement of fiscal impact required
- Bid waiver requiring County Manager's written recommendation
- Ordinance creating a new board requires detailed County Manager's report for public hearing
- Housekeeping item (no policy decision required)
- No committee review

Approved _____ Mayor

Agenda Item No. 7(0)(1)(F)

6-3-03

Veto _____

Override _____

RESOLUTION NO. _____

RESOLUTION AUTHORIZING AWARD OF COMPETITIVE BIDS, CONTRACT MODIFICATIONS, PURCHASES MADE UNDER COMPETITIVELY AWARDED CONTRACTS OF OTHER GOVERNMENTAL ENTITIES, REQUESTS TO ADVERTISE FOR BIDS AND EXECUTE OPTIONS TO RENEW ESTABLISHED THEREUNDER FOR THE PURCHASE OF COMMODITIES AND SERVICES

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

WHEREAS, a description of these awards, modifications and bid advertisements are attached and incorporated herein by reference,

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF MIAMI-DADE COUNTY, FLORIDA, that this Board authorizes award of competitive bids, contract modifications, purchases made under competitively awarded contracts of other governmental entities, requests to advertise for bids and execute options to renew established thereunder for the purchase of commodities and services.

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:

Bruno A. Barreiro
Jose "Pepe" Diaz
Sally A. Heyman
Jimmy L. Morales
Dorrin D. Rolle
Katy Sorenson

Dr. Barbara Carey-Shuler
Betty T. Ferguson
Joe A. Martinez
Dennis C. Moss
Natacha Seijas
Rebeca Sosa

Sen. Javier D. Souto

The Chairperson thereupon declared the resolution duly passed and adopted this 3rd day of June, 2003. This resolution shall become effective ten (10) days after the date of its adoption unless vetoed by the Mayor, and if vetoed, shall become effective only upon an override by this Board.

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

HARVEY RUVIN, CLERK

Approved by the County Attorney as
to form and legal sufficiency. 

Hugo Benitez

By: _____
Deputy Clerk