



MEMORANDUM

B&F

AGENDA ITEM NO. 3 (D)

TO: Honorable Chairperson Barbara Carey-Shuler, Ed.D.
and Members, Board of County Commissioners

DATE: January 15, 2004

FROM: George M. Burgess
County Manager

SUBJECT: Bid Award
Recommendations

RECOMMENDATION

It is recommended that the Board approve the attached contract award, competitive contract 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 business measures are applied to the purchase of goods and services as determined by the County's Review Committee in accordance with the requirements of Administrative Orders 3-3, Black Business Enterprise Program; 3-17, Hispanic Business Enterprise Program; and 3-18, Women 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 award is recommended:

Award of Item 1.1 (Hydraulic Parts, Supplies and Repair Services) is to purchase hydraulic parts, supplies and repair services for light trucks, fire trucks, buses, bulldozers, hydro-cranes, garbage trucks and tractor trailers.

Award of Item 1.2 (Parts and Repair Services for Personal Computer Devices and Circuit Boards, Pre-qualification of Vendors) is to purchase parts and repair services for computer circuit boards and to provide repair services for CPU's monitors, printers, plotters, UPS's and other devices attached to personal computers and laptops.

Section 2 REJECTED BIDS

It is recommended to reject Item 2.1 (Peripherals: Geographic Information Systems) to allow staff to make adjustments in the bid document to generate a more accurate and fair competition.

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 (Temporary Technical Personnel) is for additional spending authority and time to ensure availability of temporary technical services until the new, replacement contract is awarded.

Item 3.2 (Construction Chemicals and Related Products, Pre-qualification of Vendors) is to add a vendor to the list of pre-qualified vendors under this pool contract.

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.

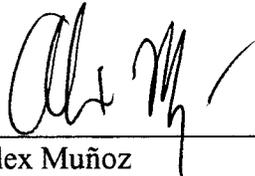
None

Section 5 REQUESTS TO ADVERTISE FOR BIDS

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

Item 5.1 (Temporary Laborers/Waste Collection Services)

Item 5.2 (Liquid Caustic Soda)



Alex Muñoz
Assistant County Manager



MEMORANDUM

(Revised)

TO: Hon. Chairperson Barbara Carey-Shuler, Ed.D. and Members, Board of County Commissioners **DATE:** February 3, 2004

FROM: Robert A. Ginsburg
County Attorney

SUBJECT: Agenda Item No.

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.

Veto

Override

RESOLUTION NO.

RESOLUTION AUTHORIZING AWARD OF COMPETITIVE BIDS, COMPETITIVE CONTRACT MODIFICATIONS, REJECTION OF BIDS AND REQUESTS TO ADVERTISE FOR BIDS AND TO 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, competitive contract modifications, rejection of bids and requests to advertise for bids 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, competitive contract modifications, rejection of bids and requests to advertise for bids and to 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:

Dr. Barbara Carey-Shuler, Chairperson	
Katy Sorenson, Vice-Chairperson	
Bruno A. Barreiro	Jose "Pepe" Diaz
Betty T. Ferguson	Sally A. Heyman
Joe A. Martinez	Jimmy L. Morales
Dennis C. Moss	Dorrin D. Rolle
Natacha Seijas	Rebeca Sosa
Sen. Javier D. Souto	

The Chairperson thereupon declared the resolution duly passed and adopted this 3rd day of February, 2004. 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 County Attorney as
to form and legal sufficiency. HS

By: _____
Deputy Clerk

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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: 7271-2/07-OTR

Title: Hydraulic Parts, Supplies and Repair Services

Description: To purchase hydraulic parts, supplies and repair services for light trucks, fire trucks, buses, bulldozers, hydro-cranes, garbage trucks and tractor trailers.

<u>Department(s):</u>	<u>Allocation(s):</u>
Aviation	\$ 270,000.00
Corrections & Rehab.	\$ 18,000.00
MDHA	\$ 30,000.00
MDT	\$ 600,000.00
WASD	\$1,848,000.00
Park & Recreation	\$ 360,000.00
Public Works	\$ 90,000.00
Solid Waste Mgmt.	\$ 165,000.00
Seaport	\$ 336,600.00
Vizcaya Museum & Gardens	<u>\$ 3,000.00</u>
	\$3,720,600.00

Term of Contract: Three years

Option(s) to Renew: One two-year option to renew

Number of Bid Announcements Issued (including electronic): One-hundred and twenty-seven

Number of Bid Packages Sold: Six

Number of Bid Packages Downloaded: Sixty-nine

Number of Bids Received: Ten

Special Conditions: Insurance

Review Committee Date: September 11, 2002; Item #2-06

Review Committee
Recommendation:

BBE, HBE and WBE bid preference for **Groups 1 and 2** for all County departments using general funds in the amount of \$3,690,600.00.

No measure for **Groups 3 and 4** for MDHA in the amount of \$30,000.00. This department is using federal funds; therefore, County measures cannot be applied.

Previous Measure:

No measure

Advertisement Date:

December 24, 2002

Living Wage:

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

Method of Award:

Group 1 and 3 (Purchase of Hydraulic Parts and Supplies). Pre-qualification of bidders who meet the minimum requirements specified in the bid documents who will then form a pool and be invited to compete and quote a price for each purchase order on an as needed basis.

Award will be made to the low, responsive, responsible bidder for the particular purchase order.

When an order is identified, all vendors will be solicited for price quotations.

Group 2 and 4 (Purchase of Hydraulic Repairs). To all bidders who offer repair services based on lowest hourly labor rate. Bidders 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 of \$500.00 or more is identified, all vendors will be solicited for price quotations. When an order under \$500.00 is identified, a minimum of three vendors will be solicited for price quotations based on their location on an alphabetical list. When subsequent orders are identified, the next three vendors on the list will be solicited.

Award will be made to the low, responsive, responsible bidder for each work order.

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

Vendor(s): Altekco, Inc.; Applied Industrial Technologies Dixie, Inc.; General Welding Service, Inc.; Genuine Parts Company d/b/a NAPA Auto Parts; Hydraulic Associates, Inc.; Hydraulic Sales & Service, Inc.; Hydraulic Technicians, Inc.; Motion Industries, Inc.; W W Grainger, Inc. d/b/a Grainger

Estimated Contract Usage: Three years: \$3,720,600.00

Previous Contract Usage: One year: \$1,974,100.00

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

The decrease in the estimated contract usage when compared to the previous contract is due to the deletion of one department. The previous contract covered a one-year period; this contract is for a three years.

Authorization is requested to add vendors to the pool who meet the minimum qualifications of the bid solicitation 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.

1.2

BID NUMBER:

7401-3/08-OTR

Title:

Parts and Repair Services for Personal Computer Devices and Circuit Boards, Pre-qualification of Vendors

Description:

To establish a pre-qualified pool of vendors to purchase parts and repair services for computer circuit boards and to provide repair services for CPU's monitors, printers, plotters, UPS's and other devices attached to personal computers and laptops.

Department(s):

ETSD

Allocation(s):

\$5,445,000.00

Term of Contract:

Two years

Option(s) to Renew:

Three one-year option to renew

Number of Bid
Announcements Issued
(including electronic):

One-hundred and fourteen

Number of Bid
Packages Sold:

None

Number of Bid Packages
Downloaded:

Forty-six

Number of Bids
Received:

Eleven

Special Conditions:

None

Review Committee Date:

May 7, 2003; Item #2-10

Review Committee
Recommendation:

No measure, due to insufficient availability.

Previous Measure:

No measure

Advertisement Date:

July 22, 2003

Living Wage:

The services to be provided are not a "covered service" under the ordinance and the Living Wage is included in the specifications.

Method of Award: Pre-qualification of vendors who meet the minimum requirements specified in the bid documents. The pool of vendors is divided into two groups. **Group 1:** Generic Computer Parts; and **Group 2:** Parts for PC accessory devices. The pre-qualified vendors will be invited to compete and quote a price for each purchase or repair when identified by ETSD on an as needed basis. All vendors within each group will be solicited.

Award will be made to the low responsive, responsible bidder in the aggregate for the particular purchase or work order.

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

Vendor(s): A1 Etron of South Florida, Inc.; BLM Technologies, Inc. d/b/a BLM Tecnologies Government; CDW Government, Inc.; COMPUSA, Inc.; Computer Asset Management, Inc. d/b/a Carateq; Newark Corporation d/b/a Newark Inone; TFE Technology Holdings LLC

Estimated Contract Usage: Two years: \$5,445,000.00

Previous Contract Usage: One year: \$2,475,000.00

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

The increase in the estimated contract usage when compared to the previous contract is due to an increase in the estimated amount of information technology equipment utilized by the County. The previous contract covered a one-year period; this contract is for two years.

Authorization is requested to add vendors to the pool who meet the minimum qualifications of the bid solicitation 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 # 2
REJECTED BIDS

2.1

BID NUMBER: 1569-2/06-OTR

Title: Peripherals: Geographic Information Systems

Description: To purchase specialized engineering plotters/printers, scanners, digitizers and software support for existing software programs for geographical information systems.

<u>Department(s):</u>	<u>Allocation(s):</u>
Aviation	\$ 250,000.00
DERM	\$ 50,000.00
Elections	\$ 25,000.00
Fire	\$ 10,000.00
ITD	\$ 100,000.00
MDHA	\$ 75,000.00
MDPD	\$ 55,000.00
MDT	\$ 35,000.00
WASD	\$ 400,000.00
Park & Recreation	\$ 10,000.00
Planning & Zoning	\$ 50,000.00
Team Metro	<u>\$ 10,000.00</u>
	\$1,070,000.00

Term of Contract: Two years

Option(s) to Renew: One two-year option to renew

Number of Bid
Announcements Issued One-hundred and sixty-eight
Number of Bid Packages
Sold: One

Number of Bid
Packages Downloaded: One-hundred and seventeen

Number of Bids
Received: Twelve

Review Committee
Recommendation: BBE, HBE and WBE bid preference.

Review Committee Date: July 31, 2002; Item #2-04

Advertisement Date: December 10, 2002

Living Wage: Not applicable, no services contemplated.

Method of Award: One bidder, by manufacturer, who offers the largest percentage discount off the manufacturer's list price.

Bidders(s): Cadd Centers of Florida, Inc.; Comp USA; Computer Specialists; Daly Computers; Digital Drafting Systems; ESRI; I.D.A.S.; Software House Int'l; TCM Computer Drafting & Support; Telecom Engineering Consultants, Inc.; T-Square Express, Inc.; Widecom Group, Inc.

Estimated Contract Usage: Two years: \$1,070,000.00

Reason for rejection of bids: The Department of Procurement Management has determined that the rejection of this bid and the issuance of a revised bid solicitation is the best course of action.

Under the current bid document, the method of award to the vendor with the highest percentage discount off the manufacturer's list price did not allow for a fair and meaningful price analysis. The price lists submitted by each vendor are different, producing the possibility that a 20% discount off one price list may result in a higher "net price" to the County than a 10% discount off a lower price list.

This approval will give staff the opportunity to make adjustments in the bid document to generate a more accurate and fair competition.

Since technology prices change frequently, DPM has established that the appropriate method of award for these IT (information technology) commodities is to establish a pool of pre-qualified vendors who will compete and quote prices on a spot market basis. A detailed "roadmap" on how to obtain the most favorable competition will be provided by DPM to the user departments upon award of the new contract.

In the interim, the user departments are utilizing the state of Florida contract for information technology hardware.

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: 6181-2/02-2

Title: Temporary Technical Personnel

<u>Department(s):</u>	<u>Existing Allocation(s):</u>	<u>Additional Allocation(s):</u>	<u>Modified Allocation(s):</u>
Audit & Management	\$ 28,125.00	\$ 9,375.00	\$ 37,500.00
Aviation	\$ 768,750.00	\$ 256,250.00	\$1,025,000.00
Building	\$ 25,000.00	\$ 25,006.08	\$ 50,006.08
CAA	\$4,796,875.00	\$1,947,000.00	\$6,743,875.00
Capital Improvement	\$ 27,500.00	\$ 9,166.67	\$ 36,666.67
CED	\$ 206,250.00	\$ 224,000.00	\$ 430,250.00
Clerk of Courts	\$ 28,125.00	\$ 57,036.00	\$ 85,161.00
Communications	\$ 20,000.00	\$ 70,000.00	\$ 90,000.00
Consumer Services	\$ 10,937.50	\$ 3,645.83	\$ 14,583.33
Corrections & Rehab.	\$ 92,500.00	\$ 60,000.00	\$ 152,500.00
County Manager	\$ 19,143.75	\$ 6,381.25	\$ 25,525.00
Cultural Affairs	\$ 10,000.00	\$ 3,333.33	\$ 13,333.33
DBD	\$ 112,500.00	\$ 37,500.00	\$ 150,000.00
DERM	\$ 312,500.00	\$ 104,166.67	\$ 416,666.67
Empowerment Trust	\$ 54,116.79	\$ 18,038.93	\$ 72,155.72
Finance	\$ 175,000.00	\$ 60,000.00	\$ 235,000.00
Fire	\$ 727,017.00	\$ 650,000.00	\$1,377,017.00
GSA	\$1,062,500.00	\$1,050,000.00	\$2,112,500.00
Human Services	\$2,540,000.00	\$1,788,000.00	\$4,328,000.00
ETSD	\$1,375,000.00	\$ 458,333.00	\$1,833,333.00
Judicial Admin.	\$ 25,000.00	\$ 8,333.33	\$ 33,333.33
MDHA	\$3,900,000.00	\$1,200,000.00	\$5,100,000.00
MDPD	\$ 62,500.00	\$ 50,000.00	\$ 112,500.00
MDT	\$ 250,000.00	\$ 300,000.00	\$ 550,000.00
Metro Planning Org.	\$ 10,000.00	\$ 3,333.33	\$ 13,333.33
MMAP	\$ 19,500.00	\$ 6,500.00	\$ 26,000.00
Park & Recreation	\$ 530,000.00	\$ 300,000.00	\$ 830,000.00
Planning & Zoning	\$ 200,000.00	\$ 66,666.67	\$ 266,666.67
Public Works	\$ 351,562.50	\$ 117,187.50	\$ 468,750.00
Seaport	\$ 212,500.00	\$ 70,833.33	\$ 283,333.33
SFETC	\$ 250,007.43	\$ 83,335.81	\$ 333,343.24
Solid Waste Mgmt.	\$ 250,000.00	\$ 83,333.33	\$ 333,333.33
Team Metro	\$ 12,500.00	\$ 4,166.67	\$ 16,666.67
Urban Task Force	\$ 25,000.00	\$ 8,333.33	\$ 33,333.33
Vizcaya Museum & Gardens	\$ 2,187.50	\$ 729.17	\$ 2,916.67

Unallocated Funds:	\$ 126,499.99	\$ -0-	\$ 126,499.99
Existing Vendor(s):	Careerxchange, Inc.; Deanna Enterprises, Inc. d/b/a A1A Employment of Miami; Tri-State Employment Services, Inc.; Westaff (USA), Inc. d/b/a Western Technical Service		
Type of Change:	Increase in spending authority and time		
Original Allocation:	\$20,738,993.00 commencing July 1, 1999 for a two-year period with two one-year option to renew.		
Existing Allocation:	\$18,619,097.46 (for the second, one-year option to renew).		
Increase By:	\$ 9,139,985.56		
Modified Allocation:	\$27,759,083.02		
Current Expiration:	March 31, 2004		
Modified Expiration:	December 31, 2004		
Reason for Change:	<p>Authorization is necessary for additional spending authority and time (until December 31, 2004) to provide continuity of services pending the completion of a new County contract for temporary technical personnel. Our experience with this commodity (temporary personnel services) is that it typically requires an unusually long process including two-step bidding, review of certification of the competing minority firms, multiple vendor awards, and the successful vendors' presentation of the necessary insurance before the new contract takes effect.</p> <p>The additional allocations are budgeted in the individual departmental budgets for FY03-04.</p> <p>It is expected that the replacement contract will be presented to the Board for approval to advertise at the Board meeting of April 13, 2004.</p>		

3.2

BID NUMBER: 6490-2/05-1

Title: Construction Chemicals and Related Products, Pre-qualification of Vendors

<u>Department(s):</u>	<u>Existing Allocation(s):</u>	<u>Additional Allocation(s):</u>	<u>Modified Allocation(s):</u>
Aviation	\$ 4,885.00	\$ -0-	\$ 4,885.00
Fire	\$ 27,471.00	\$ -0-	\$ 27,471.00
MDHA	\$ 63,508.00	\$ -0-	\$ 63,508.00
MDT	\$188,440.00	\$ -0-	\$188,440.00
WASD	\$438,594.66	\$ -0-	\$438,594.66
Park & Recreation	\$ 30,480.00	\$ -0-	\$ 30,480.00
Seaport	\$ 18,288.00	\$ -0-	\$ 18,288.00
Unallocated Funds:	\$ -0-	\$ -0-	\$ -0-

Existing Vendor(s): All-State Products, Inc.; Belzona, Inc.; Caribbean Paint Company, Inc.; Crossco America Corp.; Drummond American Corporation; Epoxytec International. Inc. d/b/a Epoxytec; Fox Industries, Inc.; Giralt Enterprises, Inc.; Hill Manufacturing Company, Inc.; Pachyderm Marketing Corp.; WW Grainger, Inc. d/b/a Grainger

New Vendor(s): Avanti Material Sales LTD d/b/a Avanti International

Type of Change: Add one vendor and authority to add more vendors to the pool.

Original Allocation: \$2,526,500.00 commencing September 1, 2000 for a three-year period with two one-year option to renew.

Existing Allocation: \$771,666.66 (for the first, two-year option to renew).

Increase By: \$ -0-

Modified Allocation: \$771,666.66 (no change)

Current Expiration: August 31, 2004

Modified Expiration: Same

Reason for Change:

Authorization is necessary to add a vendor, Avanti Material Sales LTD d/b/a Avanti International, to the list of pre-qualified vendors under this pool contract.

The contract was awarded on July 25, 2000. At that time, the Board was informed that staff intended to add vendors to the contract once those firms became qualified and the additional authorization would be presented to the Board for approval as a contract modification.

Additional vendors will permit the introduction of new products. It will also produce greater competition enabling the County to obtain the lowest prices available in the market.

Authorization is also requested to add more vendors to the pool administratively in the future who meet the minimum qualifications of the bid solicitation and the County's administrative requirements. The contract itself already allows for this at Section 2.0, Paragraph 2.6.

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

<u>BID NUMBER:</u>	RQPM04000060
Title:	Temporary Laborers/Waste Collection Services
Description:	To establish a contract for temporary employees to collect curbside waste.
<u>Department(s):</u> Solid Waste Mgmt.	<u>Estimated Allocation(s):</u> \$2,767,000.00
Term of Contract:	Two years
Option to Renew:	Three one-year options to renew
Review Committee Date:	December 3, 2003; Item #2-04
Review Committee Recommendation:	BBE bid preference
Previous Contract Measure:	BBE bid preference
Living Wage:	The services to be provided are a "covered service" under the ordinance and the Living Wage is included in the solicitation document.
Planned Method of Award:	Two low responsive, responsible bidders for a single item with primary and secondary awards. While the award to two bidders assures availability, the primary vendor, as the established low bidder, will be given the first opportunity.
Estimated Advertisement Date:	Ten days after adopted by the BCC, unless vetoed by the Mayor.

5.2

REQUISITION

NUMBER:

RQPM0400062

Title: Liquid Caustic Soda

Description: To purchase liquid caustic soda (a solution of anhydrous sodium hydroxide and water) for use in water treatment.

Department(s): WASD Estimated Allocation(s): \$5,200,000.00

Term of Contract: Two years

Option to Renew: Two one-year options to renew

Review Committee Date: October 22, 2003; Item #2-17

Review Committee Recommendation: No measure due to insufficient availability.

Previous Contract Measure: No measure

Living Wage: Not applicable, no services contemplated.

Planned Method of Award: One low responsive, responsible bidder for a single item.

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

