

Memorandum



Date: July 1, 2008

Agenda Item No.8(0)(1)(C)

To: Honorable Chairman Bruno A. Barreiro
and Members, Board of County Commissioners

From: George M. Burgess
County Manager

Subject: Resolution Requesting Authority to Exercise Option-to-Renew Periods Under Existing Competitively Bid Contracts that Would Bring the Cumulative Contract Value to More than \$1 Million

Recommendation

It is recommended that the Board of County Commissioners delegate to the County Mayor or designee the authority to exercise, in his discretion, the Options-to-Renew (OTRs) set forth in this item when in the best interest of the Miami-Dade County. Ordinance #07-139 provides for committee review exemption. **Contract amounts and department allocations represent the maximum spending authority based on estimated past usage. This action does not guarantee that the total contract amount/value will be expended by County departments and/or agencies.**

Scope

The impact of the items in the accompanying OTR package is countywide in nature.

Fiscal Impact/Funding Source

The accompanying OTR package states the allocation amount and funding source for each department utilizing a contract. **Funding will be expended only if departmental budgets can support the expenditures approved in their Resource Allocation Plan adopted annually by the Board.**

Track Record/Monitor

There are no known performance issues with the vendors recommended for award in the accompanying OTR package. Each department's contract manager is reflected in the accompanying agenda item.

Delegated Authority

If this item is approved, the County Mayor or his designee will have the authority to exercise OTRs in accordance with the terms and conditions of the contracts listed in the accompanying package.

Background

The competitively bid contracts listed in this item require approval to exercise OTRs contained in each contract that would, if exercised, bring the cumulative value of the contract over \$1 million. Each of the contracts were awarded under the County Manager's delegated authority (\$1 million for competitive procurements) pursuant to Section 2-8.1(b) of the County Code and the Master Procurement Administrative Order, A.O. 3-38.

Prior to exercising any Options-to-Renew (OTR) periods, market research is conducted to ensure continuing to purchase from the awarded vendors is in the best interest of the County. Market research includes competitive factors such as pricing, quality, product features, technology, and lead time. It may also include commercial factors such as environmental issues, other governmental entity practices, industry trends, support and capabilities. The OTRs for each contract in this package will be executed if determined to be in the best interest of the County.

Item 1: Refrigerant Gases, Pre-qualification of Vendors seeks authority to exercise the first OTR for a contract to purchase refrigerant gases for various County departments. The amount being requested for the first option year is **\$469,150**.

Item 2: Odor Control Chemicals seeks authority to exercise the second OTR for a contract to purchase odor control chemicals for Solid Waste Management and Miami-Dade Water and Sewer departments. The amount being requested for the second option year is **\$435,000**.

Item 3: Antenna Tower Maintenance, Repair and Installation seeks authority to exercise the first OTR period for a contract to purchase antenna tower maintenance, repair and installation services for the Enterprise Technology Services and Miami-Dade Water and Sewer departments. The amount being requested for the first option year is **\$990,000**.

Item 4: Sodium Permanganate seeks authority to exercise the first OTR period for a contract to purchase sodium permanganate for the Miami-Dade Water and Sewer Department. The amount being requested for the first option year is **\$849,664**.

Item 5: Janitorial Services for Miami-Dade Public Library System seeks authority to exercise the first OTR period for a contract to purchase janitorial services for the Miami-Dade Library System. The amount being requested for the first option year is **\$860,000**.



Assistant County Manager



MEMORANDUM

(Revised)

TO: Honorable Chairman Bruno A. Barreiro
and Members, Board of County Commissioners

DATE: July 1, 2008

FROM: R. A. Cuevas, Jr.
County Attorney

SUBJECT: Agenda Item No. 8(O)(1)(C)

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. 8(O)(1)(C)
7-1-08

Veto _____

Override _____

RESOLUTION NO. _____

RESOLUTION AUTHORIZING THE MAYOR TO EXERCISE OPTION-TO-RENEW PERIODS FOR COMPETITIVELY BID CONTRACTS AWARDED UNDER THE COUNTY MAYOR'S OR HIS DESIGNEE'S DELEGATED AUTHORITY FOR THE PURCHASE OF GOODS AND SERVICES

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 delegates to the County Mayor the authority to exercise, in his discretion, the options-to-renew set forth in this item when in the best interest of Miami-Dade County; and the Board further authorizes the County Mayor or his designee to execute any and all documents necessary to give effect to those renewals.

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, Chairman | |
| Barbara J. Jordan, Vice-Chairwoman | |
| Jose "Pepe" Diaz | Audrey M. Edmonson |
| Carlos A. Gimenez | Sally A. Heyman |
| Joe A. Martinez | Dennis C. Moss |
| Dorrin D. Rolle | Natacha Seijas |
| Katy Sorenson | Rebeca Sosa |
| Sen. Javier D. Souto | |

The Chairperson thereupon declared the resolution duly passed and adopted this 1st day of July, 2008. 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

By: _____
Deputy Clerk

Approved by County Attorney as
to form and legal sufficiency.

Hugo Benitez



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Item No. 1

Contract No.: 1046-3/11

Contract Title: **Refrigerant Gases, Pre-qualification of Vendors**

Description: It is recommended that the Board authorize the County Mayor or his designee to exercise the first Option-to-Renew (OTR) period to purchase refrigerant gases for various County departments. The contract is in its initial term which expires on November 30, 2008. Exercising the first OTR will bring the cumulative value of the contract over \$1 million.

Initial Contract Term and Usage:	Two years (December 1, 2006 to November 30, 2008)	\$ 938,300
First OTR and Estimated Usage:	One year (December 1, 2008 to November 30, 2009)	\$ 423,944
		\$1,362,244

Cumulative Value:

Allocation/Managing

Agencies/Funding Sources:	Allocation	Department	Funding Source
	\$ 95,000	MDAD	Operating Revenue
	\$ 15,000	MDCR	General Fund
	\$ 10,000	MDFR	Fire District Funds
	\$ 35,000	GSA	Internal Service Funds
	\$ 3,000	Housing	Federal Revenue
	\$ 235,450	MDT	General Fund, Operating Revenue, and Grants**
	\$ 1,700	MDPD	General Fund
	\$ 6,000	MDPR	General Fund and Proprietary Revenue
	\$ 21,000	Seaport	Operational Revenue
	\$ 47,000	WASD	Operating Revenue

Total: **\$469,150 for one year**

**Approval of the use of PTP Surtax Funds against MDT's allocation will be brought to the Board and CITT for approval.

Contract Measure: Small Business Enterprise Bid Preference

Review Committee Date: April 12, 2006; Item #6-06

Local Preference: Applied in accordance with the Local Preference Ordinance.

Living Wage: The Living Wage Ordinance does not apply.

User Access Program: This contract includes the User Access Program provision. The 2% program discount is being collected on all purchases.

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Vendors:	Address	Principal
•Coolgas LTD. (Non-local vendor)	30045 FM 2978 Road Magnolia, TX 77354	Kurt Dawson
•Gulf Coast Refrigerants, Inc. (Non-local vendor)	6292 Tower Lane Unit 5 Sarasota, FL 34240-7853	Julie Olsen
•Refron, Inc. (Non-local vendor)	38-18 33 rd Street Long Island City, NY 11101	Herman Aponte
•Trane US, Inc. (Local vendor)	11600 Miramar Parkway Suite #500 Miramar, FL 33025	Angelica M. Burke
•W. W. Grainger, Inc. (Local vendor)	2255 N.W. 89 th Place Miami, FL 33172	George Joseph

Performance Data: There are no performance issues with any of the five firms.

Compliance Data: There are no compliance issues with any of the five firms.

Contract Managers:

Basia M. Pruna, Department of Procurement Management

Neivy García, Miami-Dade Aviation Department

Mohammed Haq, Miami-Dade Corrections and Rehabilitation

Marianela Betancourt, Miami-Dade Fire Rescue

Martin Dareff, General Services Administration

Mari Saydal Hamilton, HUD Oversight Administration Team

Daryl Hurston, Miami-Dade Transit

Laura Romano, Miami-Dade Police Department

Marie Valenti, Miami-Dade Park and Recreation

Gyselle Saner, Seaport

Gregory Hicks, Miami-Dade Water and Sewer Department

JUSTIFICATION

This contract is utilized by various County departments to purchase refrigerant gases. This contract was established through an open competitive Invitation to Bid process to establish a pool of pre-qualified vendors for future price competition. Pre-qualified vendors participate in spot market purchases through a competitive Request for Quotes process.

Additional qualified vendors may be added to the pool contract to maximize competition and provide fair market price. The spot market bidding process utilized on this contract provides the County with the best opportunity to obtain the most competitive pricing. It is in the best interest of the County exercise the first Option-to-Renew period.

Item No. 2

Contract No.: 1067-4/11-1

Contract Title: **Odor Control Chemicals**

Description: It is recommended that the Board authorize the County Mayor or his designee to exercise the second Option-to-Renew (OTR) period to purchase odor control chemicals for the Department of Solid Waste Management (DSWM) and Miami-Dade Water and Sewer (WASD) departments. The contract is in its first OTR period which expires on October 31, 2008. Exercising the second OTR will bring the cumulative value of the contract over \$1 million.

Initial Contract Term and

Usage:	November 1, 2006 to October 31, 2007	\$ 435,000
First OTR and Usage:	November 1, 2007 to October 31, 2008	\$ 435,000
Second OTR and Estimated Usage:	November 1, 2008 to October 31, 2009	<u>\$ 435,000</u>
Cumulative Value:		\$1,305,000

Allocation/Managing Agencies/Funding Sources:	<u>Allocation</u>	<u>Department</u>	<u>Funding Source</u>
	\$ 94,000	DSWM	Operating Revenue
	<u>\$341,000</u>	WASD	Operating Revenue
Total:	\$435,000 for one year		

Contract Measure: Small Business Enterprise Bid Preference

Review Committee Date: March 29, 2006; Item #6-08

Local Preference: Applied in accordance with the Local Preference Ordinance.

Living Wage: The Living Wage Ordinance does not apply.

User Access Program: This contract includes the User Access Program provision. The 2% discount is being collected on all purchases.

Vendor:	Address	Principal
•Total Connection, Inc. (Local vendor)	P.O. Box 2303 Opa-Locka, FL 33055	Joseph Orukotan

Performance Data: There are no performance issues with this firm.

Compliance Data: There are no compliance issues with this firm.

Contract Managers: Herman Ramsey, Department of Procurement Management
Ermine Brookes, Department of Solid Waste Management
Lydia Manners, Miami-Dade Water and Sewer Department

JUSTIFICATION

This contract is utilized by the Solid Waste Management and Miami-Dade Water and Sewer departments to purchase odor control chemicals to curtail strong odors. Market research indicates that it is in the best interest of the County to exercise the second Option-to-Renew period as market prices have increased approximately 62 percent above contract prices within the past year.

Item No. 3

Contract No.: 5917-9/17

Contract Title: **Antenna Tower Maintenance, Repair and Installation**

Description: It is recommended that the Board authorize the County Mayor or his designee to exercise the first Option-to-Renew (OTR) period to obtain antenna tower maintenance, repair, and installation services for the Enterprise Technology Services (ETSD) and Miami-Dade Water and Sewer (WASD) departments. The contract is in its initial term which expires on October 31, 2008. Exercising the first OTR will bring the cumulative value of the contract over \$1 million.

Initial Contract Term and Usage:	November 1, 2007 to October 31, 2008	\$ 990,000
First OTR and Estimated Usage:	November 1, 2008 to October 31, 2009	<u>\$ 990,000</u>
Cumulative Value:		\$1,980,000

Allocation/Managing Agencies/Funding Sources:	<u>Allocation</u>	<u>Department</u>	<u>Funding Source</u>
	\$890,000	ETSD	Internal Service Funds
	<u>\$100,000</u>	WASD	Operating Revenue
Total:	\$990,000 for one year		

Contract Measure: Small Business Enterprise Bid Preference

Review Committee Date: February 14, 2007; Item #6-02

Local Preference: Applied in accordance with the Local Preference Ordinance.

Living Wage: The Living Wage Ordinance does not apply.

User Access Program: This contract includes the User Access Program provision. The 2% discount is being collected on all purchases.

Vendors:	Address	Principal
•Precision Tower Systems LLC (Non-local vendor)	985 11 th Avenue South Jacksonville Beach, FL 32250	Bill Storms
•Sabre Communications Corp. (Non-local vendor)	2101 Murray Street Sioux City, IA 51111	Mark Gothier
•Juaneta F. Martinson (Non-local vendor)	P.O. Box 5153 Big Pine Key, FL 33043-2153	John Martinson

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- Goff Communications, Inc. 3004 29th Avenue East Richard Clark
(Non-local vendor) Bradenton, FL 34208
- Expert Construction 815 South Kings Avenue William Brown
Managers Bradenton, FL 33511
(Non-local vendor)
- Tower Communications 3391 N.E. 6th Terrace Tammy Baker
Services, Inc. Pompano Beach, FL 33064
(Local vendor)
- Betacom, Inc. 5620 East Fowler Avenue Richard Batt
(Non-local vendor) Suite F
Temple Terrace, FL 33617
- TLC Specialties LLC 2521 N.W. 16th Lane Nancy Nieto
(Local vendor) Suite/Bay C
Pompano Beach, FL 33064

Performance Data: There are no performance issues with any of the eight firms.

Compliance Data: There are no compliance issues with any of the eight firms.

Contract Managers: Erick Martinez, Department of Procurement Management

Manny Fernandez, Enterprise Technology Services Department

Gregory Hicks, Miami-Dade Water and Sewer Department

JUSTIFICATION

This contract is utilized by the Enterprise Technology Services (ETSD) and the Water and Sewer (WASD) departments to obtain antenna tower maintenance, repair, and installation services. Pre-qualified vendors participate in spot market purchases through a competitive Request for Quotes process. Additional qualified vendors may be added to the pool. This contract also contains provisions, at a firm fixed price, for emergency services in the event of a natural disaster, and is an integral part of the County's Disaster Recovery Plan.

It is in the best interest of the County to exercise the first Option-to-Renew period. The contract provides the County with competitive pricing from a qualified pool of vendors and ensures ETSD and WASD have continued access to antenna tower installation, maintenance, and repair services.

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Item No. 4

Contract No.: 7868-4/12

Contract Title: **Sodium Permanganate**

Description: It is recommended that the Board authorize the County Mayor or his designee to exercise the first Option-to-Renew (OTR) period to purchase sodium permanganate for the Miami-Dade Water and Sewer Department (WASD). The contract is in its initial term which expires on August 14, 2008. Exercising the first OTR will bring the cumulative value of the contract over \$1 million.

Initial Contract Term and Usage:	August 15, 2007 to August 14, 2008	\$ 849,664
First OTR and Estimated Usage:	August 15, 2008 to August 14, 2009	<u>\$ 849,664</u>
Cumulative Value:		<u>\$1,699,328</u>

Managing Agency/Funding Source: WASD – Operating Revenue

Contract Measure: Small Business Enterprise Bid Preference

Review Committee Date: December 6, 2006; Item #6-08

Local Preference: Applied in accordance with the Local Preference Ordinance.

Living Wage: The Living Wage Ordinance does not apply.

User Access Program: This contract includes the User Access Program provision. The 2% program discount is being collected on all purchases.

Vendor:	Address	Principal
•Carus Corp. (Non-local vendor)	315 Fifth Street Peru, IL 61354	Lorrie A. Lauf

Performance Data: There are no performance issues with this firm.

Compliance Data: There are no compliance issues with this firm.

Contract Managers: Herman Ramsey, Department of Procurement Management
Lydia Manners, Miami-Dade Water and Sewer Department

JUSTIFICATION

This contract is utilized by WASD to purchase sodium permanganate used for treatment of potable water to disinfect, lower color and reduce organic carbon. It is in the County's best interest to exercise the first Option-to-Renew period as market research indicates that the current contract pricing is lower than marketplace pricing.

Item No. 5

Contract No.: RFP551
Contract Title: **Janitorial Services for Miami-Dade Public Library System**

Description: It is recommended that the Board authorize the County Mayor or his designee to exercise the first Option-to-Renew (OTR) period to purchase janitorial services for the Miami-Dade Library System. The current contract is in its initial term which expires on September 30, 2008. Exercising the first OTR will bring the cumulative value of the contract over \$1 million.

Initial Contract Term and Estimated Usage:	October 1, 2007 to September 30, 2008	\$ 860,000
First OTR and Estimated Usage:	October 1, 2008 to September 30, 2009	<u>\$ 860,000</u>
Cumulative Value:		\$1,720,000

Managing Agency/Funding Source: Miami-Dade Library System – Library Taxing District

Contract Measure: 30% Small Business Enterprise Sub-contractor Goal

Review Committee Date: January 24, 2007; Item #2-01

Local Preference: Applied in accordance with the Local Preference Ordinance.

Living Wage: The Living Wage Ordinance applies.

User Access Program: This contract includes the User Access Program provision. The 2% program discount is being collected on all purchases.

Vendor:	Address	Principal
•Vista Building Maintenance Services, Inc. (Local vendor)	8200 Coral Way Miami, FL 33155	James Haley

Performance Data: There are no performance issues with this firm.

Compliance Data: There are no compliance issues with this firm.

Contract Managers: Steven Corwin, Department of Procurement Management
Leo Maresma, Miami-Dade Library System

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JUSTIFICATION

This contract is utilized by the Miami-Dade Library System to provide janitorial services at all Library branches throughout the County. Exercising the Option-to-Renew (OTR) period will allow the libraries to maintain the current level of service for its patrons.

The contract does not allow any escalation of pricing due to an increase in the Consumer Price Index. There has been a marketplace increase in cost of 5.8 percent for these services, therefore exercising this OTR will result in savings to the County.
