Memorandum

MIAMI-DADE COUNTY

Date:	December 2, 2008
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

Agenda Item No.8(O)(1)(B)

Recommendation

It is recommended that the Board of County Commissioners delegate to the County Mayor or County Mayor's designee the authority to exercise, in his discretion, the Options-to-Renew (OTRs) set forth in this item when in the best interest of 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 County Mayor's 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 Mayor or County Mayor's designee'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 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 No. 1: Temporary Laborers, Unskilled seeks authority to exercise OTRs for a contract to purchase temporary laborers for various County departments. The amount being requested for the remaining four option years is **$2,920,296**.

Item No. 2: Repair Services for Metrorail, Metromover and Other Vehicle and Rail Systems/Pre-qualification of Vendors seeks authority to exercise OTRs for a contract to purchase specialized repair services for rail vehicles and rail systems for the Miami-Dade Transit and Water and Sewer departments. The amount being requested for the remaining three option years is **$1,500,000**.

Item No. 3: Investigative Services for Selected Workers' Compensation and Tort Liability Claims seeks authority to exercise OTRs for a contract to purchase investigative services for the General Services Administration and Building Department. The amount being requested for the remaining two option years is **$553,148**.

Assistant County Manager

Item No. 1

Contract No.: 5165-4/12

Contract Title: **Temporary Laborers, Unskilled**

Description: It is recommended that the Board authorize the County Mayor, or County Mayor's designee, to exercise the four remaining Option-to-Renew (OTR) periods to purchase temporary laborers for various County departments. The contract is in its initial term which expires on January 31, 2009. Exercising the remaining four OTRs will bring the cumulative value of the contract to **$3,650,370**.

Initial Contract Term and Estimated Usage:	February 1, 2008 to January 31, 2009	**$ 730,074**
Four OTRs and Estimated Usage:	February 1, 2009 to January 31, 2013	**$2,920,296**
Cumulative Value:		**$3,650,370**

Allocation/Managing Agencies/Funding Sources:

Allocation	Department	Funding Source
$ 1,603	MDAD	Operating Revenue
$100,271	GSA	Internal Service Funds
$ 19,043	Library	Library District Revenue
$501,368	MDPR	General Fund and Proprietary Revenue
$100,271	Seaport	Operating Revenue
$ 7,518	Vizcaya	Proprietary Revenue

Total: **$730,074 for one year**

Contract Measure: Small Business Enterprise Set-aside

Review Committee Date: July 25, 2007; Item #2-02

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.

Vendors:	**Address**	**Principal**
•AMS-A Personnel Management Corp. (Local vendor)	18441 N.W. 2nd Avenue Suite 219 Miami Gardens, FL 33169	Harriet S. Stricklen
•Delad Security, Inc. (Local vendor)	6073 N.W. 167th Street Suite C-10 Miami Lakes, FL 33015	William J. Snihur, Esq

Performance Data:	There are no performance issues with any of the two firms under this contract.
Compliance Data:	There are no compliance issues with any of the two firms.
Contract Manager(s):	Martha Perez-Garviso, Department of Procurement Management
	Neivy Garcia, Miami-Dade Aviation Department
	Marie Valenti, Miami-Dade Park and Recreation Department
	Cassandra Gainey, General Services Administration
	Amir Ali, Library Department
	Phillip Rose, Seaport Department
	Anabel Miro, Vizcaya Museum

JUSTIFICATION

This contract is utilized by various County departments to purchase temporary unskilled laborer services to perform heavy manual work that does not require specialized knowledge and/or skill. Assignments under this contract include spraying and trimming foliage, cutting grass and weeds, digging holes for trees and shrubs, assisting craftsmen by carrying materials and tools, clean up of job sites, sweeping, removing refuse and paper from ground and buildings, loading and unloading materials from trucks and vans, and moving boxes or equipment. The allocations requested are based on the expected usage of hours for the upcoming year, and include funds for unforeseen circumstances such as severe weather conditions.

Market research was conducted. Market pricing is currently higher than the current contractual hourly rate on the County's contract. It is in the County's best interest to exercise the Option-to-Renew periods.

Item No. 2

Contract No.: 8672-3/10

Contract Title: **Repair Services for Metrorail, Metromover and Other Vehicle and Rail Systems / Pre-qualification of Vendors**

Description: It is recommended that the Board authorize the County Mayor, or County Mayor's designee, to exercise the three remaining Option-to-Renew (OTR) periods to purchase specialized repair services for rail vehicles and rail systems for the Miami-Dade Transit (MDT) and Miami-Dade Water and Sewer (WASD) departments. These services include, but are not limited to, track inspections and repairs, repairs to track equipment and machinery, and various specialized repair projects. The contract is in its initial term which expires on December 31, 2008. Exercising the remaining three OTRs will bring the cumulative value of the contract to **$2 million**.

Initial Contract Term and Estimated Usage:	Six months July 1, 2008 to December 31, 2008	**$ 500,000**
Three OTRs and Estimated Usage:	18 months January 1, 2009 to June 30, 2010	**$1,500,000**
Cumulative Value:		**$2,000,000**

Allocation/Managing Agencies/Funding Sources:

Allocation	Department	Funding Source
$450,000	MDT	General Fund, Operating Revenue and Grants
$ 50,000	WASD	Operating Revenue

Total: **$500,000 for six months**

Contract Measure: Small Business Enterprise Bid Preference

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 where permitted by the funding source.

Vendors:	**Address**	**Principal**
•Modern Track Machinery, Inc. (Non-local vendor)	1415 Davis Road Elgin, IL 60123	Claude Geismar
•Bombardier Transportation (Holdings) USA, Inc. (Non-local vendor)	1501 Lebanon Church Road Pittsburgh, PA 15236	Raymond T Betler

5

•TTA Systems LLC (Non-local vendor)	One William K Jackson Lane Hornell, NY 14843	Dave Sharma

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

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

Contract Managers: Jesus Lee, Department of Procurement Management

Daryl Hurston, Miami-Dade Transit

Gregory Hicks, Miami-Dade Water and Sewer Department

JUSTIFICATION

This contract is utilized by Miami-Dade Transit and Miami-Dade Water and Sewer (WASD) departments to purchase specialized repair services for rail vehicles and rail systems. These services include, but are not limited to, track inspections and repairs, repairs to track equipment and machinery, and various specialized repair projects.

This contract established a pre-qualified pool of bidders and is used by the County via issuance of spot market quotations for pricing competition. Additional vendors that meet the minimum requirements of this contract can be added at any time for future services. 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 County's best interest to exercise the Option-to-Renew periods.

Item No. 3

Contract No.:	RFP501
Contract Title:	**Investigative Services for Selected Workers' Compensation and Tort Liability Claims**
Description:	It is recommended that the Board authorize the County Mayor, or County Mayor's designee, to exercise the two remaining Option-to-Renew (OTR) periods to purchase investigative services for the General Services Administration (GSA) and Building Department. The contract is in its initial term which expires on February 23, 2009. Exercising the remaining two OTRs will bring the cumulative value of the contract to **$1,382,868**.

Initial Contract Term and Estimated Usage:	Three years February 24, 2006 to February 23, 2009	**$ 829,720**
Two OTRs and Estimated Usage:	February 24, 2009 to February 23, 2011	**$ 553,148**
Cumulative Value:		**$1,382,868**

Allocation/Managing Agencies/Funding Sources:	**Allocation**	**Department**	**Funding Source**
	$269,907	GSA	Internal Service Funds
	$ 6,667	Building	Operating Revenue
Total:	**$276,574 for one year**		

Contract Measure:	Small Business Enterprise Set-aside
Review Committee Date:	May 18, 2005; Item# 2-01
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**
•ICDA Investigations, Inc. (Local vendor)	3010 N.W. 17th Avenue Miami, FL 33142	Raul J. Diaz
•S.K.I. Investigations, Inc. (Local vendor)	4483 N.W. 36th Street Miami, FL 33166	Warren Gerstein

Performance Data:	There are no performance issues with any of the two firms.
Compliance Data:	There are no compliance issues with any of the two firms.

Contract Managers: Maria Carballeira, Department of Procurement Management

Marsha Pascual, General Services Administration

Stanley Krafick, Building Department

JUSTIFICATION

This contract is utilized by General Services Administration to secure surveillance services for selected worker compensation and tort liability claimants. The Building Department uses this contract as a quality control/assurance mechanism to allow for the monitoring of building inspectors while performing their duties.

This contract was established through an open competitive Request for Proposal process. These investigative services continue to be necessary in an effort to protect the County from unsubstantiated loss, performance issues and abuse of public trust. It continues to be in the best interest of the County to exercise the Option-to-Renew periods.

MEMORANDUM

(Revised)

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

DATE: December 2, 2008

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

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

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
Veto _____
Override _____

Agenda Item No. 8(O)(1)(B)
12-2-08

RESOLUTION NO. _____

RESOLUTION AUTHORIZING THE COUNTY MAYOR OR COUNTY MAYOR'S DESIGNEE TO EXERCISE OPTION-TO-RENEW PERIODS FOR COMPETITIVELY BID CONTRACTS AWARDED UNDER THE COUNTY MAYOR OR COUNTY MAYOR'S DESIGNEE 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 or County Mayor's designee 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 County Mayor's 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 2nd day of December, 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

11