

Memorandum



Date: July 21, 2009

To: Honorable Chairman Dennis C. Moss
and Members, Board of County Commissioners

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

From: George M. Burgess
County Manager

A handwritten signature in black ink, appearing to read "Burgess", written over the printed name of George M. Burgess.

Subject: Resolution Requesting Authority to Exercise Option-to-Renew Periods Under Existing Non-Competitive Contracts that Would Bring the Cumulative Contract Value to More than \$100,000

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. Ordinance #07-139 provides for committee review exemption. ***Contract amounts and/or 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

Funding will be expended only if departmental budgets can support the expenditures as 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 departments' 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.

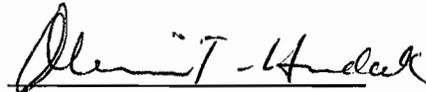
Background

The non-competitive 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 \$100,000. Each of the contracts were awarded under the County Mayor or County Mayor's designee's delegated authority (\$100,000 for non-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 No. 1: e-Ticketing Licenses, Maintenance, and Support Services seeks authority to exercise the two remaining OTR periods for continuation of maintenance and support services for the e-Ticketing software utilized by the Office of Neighborhood Compliance. The amount being requested for the two remaining option terms is **\$40,000**.

Item No. 2: Heat Pump Rental seeks authority to exercise the remaining OTR period to rent pumps for heat generators for the Miami-Dade Aviation Department. The amount being requested for the remaining option term is **\$58,000**.


Assistant County Manager

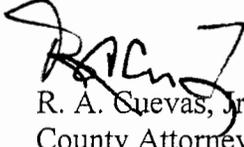


MEMORANDUM

(Revised)

TO: Honorable Chairman Dennis C. Moss
and Members, Board of County Commissioners

DATE: July 21, 2009

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 Mayor'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)(C)
7-21-09

RESOLUTION NO. _____

RESOLUTION AUTHORIZING THE COUNTY MAYOR OR COUNTY MAYOR'S DESIGNEE TO EXERCISE OPTION-TO-RENEW PERIODS FOR NON-COMPETITIVE CONTRACTS AWARDED UNDER THE COUNTY MAYOR OR THE COUNTY MAYOR 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 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 the 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:

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

The Chairperson thereupon declared the resolution duly passed and adopted this 21st day of July, 2009. 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. 

Hugo Benitez

By: _____
Deputy Clerk

Item No. 1

Contract No.: BW8323-3/11-1

Contract Title: e-Ticketing Licenses, Maintenance, and Support Services

Description: It is recommended that the Board authorize the County Mayor or the County Mayor's designee to exercise the two remaining Option-to-Renew (OTR) periods for the continuation of maintenance and support services for the e-Ticketing software utilized by the Office of Neighborhood Compliance. The contract is in its first OTR period which expires on August 31, 2009.

| | | |
|---|--------------------------------------|------------|
| Initial Contract Term and Usage: | September 6, 2007 to August 31, 2008 | \$ 100,000 |
| First OTR and Estimated Usage: | September 1, 2008 to August 31, 2009 | \$ 20,000 |
| Second OTR and Estimated Usage: | September 1, 2009 to August 31, 2010 | \$ 20,000 |
| Third OTR and Estimated Usage: | September 1, 2010 to August 31, 2011 | \$ 20,000 |
| Cumulative Value: | | \$160,000 |

| | | | |
|--|--------------------------------|--|---------------------------------------|
| Managing Agency and Funding Source: | <u>Allocation</u> \$ 20,000 | <u>Department</u> Office of Neighborhood Compliance | <u>Funding Source</u> General Fund |
|--|--------------------------------|--|---------------------------------------|

Contract Measure: No measure

Review Committee Date: May 23, 2007; Item #2-03

Local Preference: Not applicable

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: •Calvin Giordano & Associates, Inc. (Local vendor) | Address 1800 Eller Drive Suite 600 Fort Lauderdale, FL 33316 | Principal Dennis J. Giordano |
|---|--|--|

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

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

Contract Managers:

Dakota Thompson, Department of Procurement Management

Michael Anderson, Office of Neighborhood Compliance

JUSTIFICATION

This contract provides the Office of Neighborhood Compliance (ONC) with e-Ticketing software licenses, maintenance and support services utilized by the code enforcement division. The e-Ticketing software is an automated mobile application capable of allowing code enforcement officers to issue citations and other code enforcement documents from the field. The ongoing maintenance and support services for the e-Ticketing solution are proprietary to Calvin Giordano & Associates. It is recommended that the remaining option-to-renew periods be approved to provide continuity of services.

Item No. 2

Contract No.: SS7784-2/10-1

Contract Title: Heat Pump Rental

Description: It is recommended that the Board authorize the County Mayor or the County Mayor's designee to exercise the remaining Option-to-Renew (OTR) period to rent pumps for heat generators at the Miami International Airport, for the Miami-Dade Aviation Department (MDAD). The contract is in first OTR period which expires on December 31, 2009.

| | | |
|---|--------------------------------------|------------------|
| Initial Contract Term and Usage: | January 1, 2008 to December 31, 2008 | \$ 58,000 |
| First OTR and Estimated Usage: | January 1, 2009 to December 31, 2009 | \$ 58,000 |
| Second OTR and Estimated Usage: | January 1, 2010 to December 31, 2010 | <u>\$ 58,000</u> |
| Cumulative Value: | | \$174,000 |

| | | | |
|--|-------------------------------|---------------------------|--|
| Managing Agency and Funding Source: | <u>Allocation</u> \$58,000 | <u>Department</u> MDAD | <u>Funding Source</u> Proprietary Revenue |
|--|-------------------------------|---------------------------|--|

Contract Measure: No measure

Review Committee Date: May 28, 2008; Item #2-03

Local Preference: Not applicable

Living Wage: The Living Wage Ordinance does not apply

User Access Program: This contract does not include the User Access Program provision due to federal funding source.

| | | |
|--|--|------------------|
| Vendor: | Address | Principal |
| •Geo-Thermal Systems, Inc. (Non-local vendor) | 1706 W. Jetton Avenue Tampa, FL 33606 | James Whittlesey |

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

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

Contract Managers: Lourdes Farley, Department of Procurement Management
Neivy Garcia, Miami-Dade Aviation Department

JUSTIFICATION

This contract is used by the Miami-Dade Aviation Department (MDAD) to provide heat pumps for diesel

generators at the Miami International Airport.

MDAD has 23 diesel generators that provide electrical back-up to run the emergency circuit in case of a power failure. The internal combustion engine of these generators must be kept at a predetermined temperature to allow them to start instantly when a power failure is experienced. Pumps are used to heat the generators and keep them at a constant temperature at all times.

Geo-Thermal Systems, Inc. is the sole source authorized company of the US patented heat pump system specifically designed to operate with diesel engines. It is recommended that the remaining option-to-renew period be approved.

BALANCE (Y,M,Q,A) : Y - : CURRENCY CODE :

FISCAL MO/YEAR : 10 2009 JULY 2009

| Subobject | Description | Budget | Actual | Encumbrance | Balance |
|-----------|--------------------|------------|----------|-------------|---------|
| 110 | EMPLOYEE REGULAR | 703,000 | 490,405 | | 212,595 |
| 120 | EXECUTIVE BENEFIT | 43,000 | 35,900 | | 7,100 |
| 122 | FLEX DOLLARS | 10,000 | 7,623 | | 2,377 |
| 125 | LONGEVITY PAYMENTS | 13,000 | 8,763 | | 4,237 |
| 150 | SICK PAY | | 6,406 | | -6,406 |
| 151 | HOLIDAY PAY | | 25,560 | | -25,560 |
| 152 | ANNUAL LEAVE PAY | | 11,367 | | -11,367 |
| 160 | EMPLOYEE OVERTIME | 25,000 | 7,675 | | 17,325 |
| 197 | WAGE ACCRUALS | | -16,070 | | 16,070 |
| 1010 | SOCIAL SECURITY | 41,400 | 31,737 | | 9,663 |
| 1011 | RETIREMENT | 82,000 | 57,912 | | 24,088 |
| 1092 | CROSS INDEX FRINGE | 1,500 | 1,500 | | |
| 1098 | FRINGE ACCRUALS | | -5,674 | | 5,674 |
| 1110 | GROUP HEALTH INSUR | 72,000 | 55,384 | | 16,616 |
| 1111 | GROUP LIFE INSURAN | 2,000 | 1,535 | | 465 |
| 1113 | MICA MEDICARE HOSP | 11,000 | 8,370 | | 2,630 |
| 1115 | WORKER'S COMPENSAT | 4,000 | 3,900 | | 100 |
| 23210 | GENERAL LIABILITY | 4,400 | 4,400 | | |
| 24130 | MAINT & REPAIR:OFF | 400 | 110 | | 290 |
| 24512 | DASD MAINT | 6,000 | | | 6,000 |
| 26028 | GSA SERVICE TICKET | 100 | 332 | | -232 |
| 26050 | GSA PRINTING & REP | 100,000 | 91,161 | | 8,839 |
| 26052 | GSA WAREHOUSE TRAN | 200 | | | 200 |
| 26062 | FM LT EQ MILEAGE | 100 | | | 100 |
| 26067 | FM POLICY CHARGES | 100 | | | 100 |
| 31010 | TELEPHONE-REGULAR | 4,400 | 3,868 | | 532 |
| 31011 | TELEPHONE-LONG DIS | | 22 | | -22 |
| 31014 | TELEPHONE-MTCE | 200 | 38 | | 163 |
| 31015 | CELLULAR PHONE SER | 2,600 | 1,877 | | 723 |
| 31110 | PUBLICATIONS | 100 | | | 100 |
| 31510 | OUTSIDE PRINTING | 500 | | | 500 |
| 31910 | PETTY CASH EXPENDI | 500 | | | 500 |
| 32010 | INSERVICE TRAINING | | 765 | | -765 |
| 47010 | OFFICE SUPPLIES/OU | 3,500 | 386 | | 3,114 |
| 47011 | GSA CENTRAL SERVIC | 7,000 | 2,358 | | 4,642 |
| 49611 | VIDEO SUPPLIES & E | | 20 | | -20 |
| 95039 | MAJOR EQUIPMENT LE | 7,000 | 3,382 | 4,131 | -513 |
| | EXPENDITURE TOTAL | 1,145,000 | 841,013 | 4,131 | 299,856 |
| | REVENUE LESS EXPE | -1,145,000 | -841,013 | -4,131 | 299,856 |