Memorandum

MIAMI-DADE COUNTY

Date:	April 6, 2010
To:	Honorable Chairman Dennis C. Moss and Members, Board of County Commissioners
From:	George M. Burgess County Manager
Subject:	Resolution Authorizing Award of Competitive Contracts

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

This item, listed as Agenda Item 3D on the March 9, 2010 Budget, Planning and Sustainability Committee meeting agenda, was amended as follows:

- **Item 1.1 Emergency Management & Homeland Security Professional Services (Prequalification) was bifurcated and voted on by the Committee separately.**
- **The remaining item in Section 1 has been renumbered.**

Recommendation

It is recommended that the Board of County Commissioners approve the attached award of competitive contracts, rejection of bids, and contract modifications with authority to exercise options-to-renew.

Contract amounts and department allocations represent the maximum spending authority based on past utilization. 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 Award of Competitive Contracts Package is countywide in nature.

Fiscal Impact/Funding Source

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 Award of Competitive Contracts Package. Each department's contract manager is reflected in the Award of Competitive Contracts Package.

Delegated Authority

If this item is approved, the County Mayor or County Mayor's designee will have the authority to exercise, in their discretion, subsequent options-to-renew (OTR) and extend contracts for purchase of goods and services in accordance with the terms and conditions of the each contract.

Background

Section 1 AWARD OF COMPETITIVE BIDS

The contracts listed in this section are being recommended for award to the responsive, responsible bidder(s) who met the requirements of the respective solicitation.

Item 1.1: Appliances, Kitchen Equipment (Gas and Electric) Repairs/Parts is to award this contract for pairs and repair services for appliances and kitchen equipment for various County departments. The amount being requested is **$1,071,000**. If the County chooses to exercise the four, one-year OTR periods, the cumulative value will be **$5,355,000**.

Section 2 REJECTED BIDS

A bid may be rejected when adverse conditions exist such as the proposal not conforming to the specifications and/or solicitation documents, insufficient financial resources, technical ability, physical capacity and/or skill of the vendor, unfair and unreasonable pricing, insufficient competition and for any other cause in the best interest of the County.

Item 2.1: Automatic Doors and Related Components is to reject all bids received in response to a solicitation to establish a contract to purchase automatic doors and related equipment for various County departments.

Section 3 COMPETITIVE CONTRACT MODIFICATIONS

A competitive contract modification is an award of a supplemental allocation for goods or services within the scope of the original contract award.

Item 3.1: Janitorial Services for MDPD and GSA Facilities is to modify this contract for additional spending authority to allow the Miami-Dade Police and General Services Administration departments to continue to purchase janitorial services. It is also recommended that the Board of County Commissioners authorize the County Mayor or County Mayor's designee to exercise the third Option-to-Renew (OTR) period. The additional amount being requested for the current term is $94,000, and $420,000 for the third OTR period. The total amount being requested is **$514,000**.

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

The County may access contracts competed and awarded by federal, state and local governments when it is legally permissible, and it is determined to be in the best interest of the County, and the item is not available through an existing County contract.

There are no items for this section.

Assistant County Manager

MEMORANDUM

(Revised)

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

DATE: April 6, 2010

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

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

Please note any items checked.

_____ "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

_____ Ordinance creating a new board requires detailed County Manager's report for public hearing

_____ No committee review

_____ Applicable legislation requires more than a majority vote (i.e., 2/3's ____, 3/5's ____, unanimous _____) to approve

✓ Current information regarding funding source, index code and available balance, and available capacity (if debt is contemplated) required

Approved _____ Mayor
Veto _____
Override _____

Agenda Item No. 8(O)(1)(C)
4-6-10

RESOLUTION NO. _____

RESOLUTION AUTHORIZING AWARD OF COMPETITIVE CONTRACTS, REJECTION OF BIDS, AND CONTRACT MODIFICATIONS, AND AUTHORIZING THE COUNTY MAYOR OR COUNTY MAYOR'S DESIGNEE, AND TO EXERCISE OPTIONS-TO-RENEW ESTABLISHED THEREUNDER FOR 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 that this Board authorizes award of competitive contracts, rejection of bids, and contract modifications, and authorizing the County Mayor or County Mayor's designee, and to exercise options-to-renew established thereunder for the purchase of goods 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:

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
Dorrin D. Rolle	Natacha Seijas
Katy Sorenson	Rebeca Sosa
Sen. Javier D. Souto	

The Chairperson thereupon declared the resolution duly passed and adopted this 6th day of April, 2010. 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

SECTION 1
AWARD OF COMPETITIVE BIDS

Item 1.1

Memorandum MIAMI-DADE COUNTY

Date: February 24, 2010

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

From: George M. Burgess
County Manager

Subject: Recommendation for Approval to Award Contract No. 9081-4/14: Appliances, Kitchen Equipment (Gas and Electric) Repair/Parts

RECOMMENDATION

It is recommended that the Board of County Commissioners approve award of this contract to Dade Restaurant and Repair Shop Inc. and Flagship Logistics, LLC to provide parts and repair services for appliances and kitchen equipment to various Miami-Dade County departments.

CONTRACT NUMBER: 9081-4/14

CONTRACT TITLE: Appliances, Kitchen Equipment (Gas and Electric) Repair/Parts

TERM: One year with four, one-year options-to-renew

APPROVAL TO ADVERTISE: July 8, 2009

METHOD OF AWARD: To the two responsive, responsible bidders who submit the lowest price for all items in the aggregate as primary and secondary vendors.

PREVIOUS CONTRACT AMOUNT: $1,416,638 for 23 months

CONTRACT AMOUNT: $1,071,000 for a one-year term
If the County chooses to exercise the four, one-year options-to-renew, the total contract value will be $5,355,000

DEPARTMENTS, ALLOCATIONS AND FUNDING SOURCES:

Department	Allocation	Funding Source	Contract Managers
Aviation	$ 10,000	Proprietary Funds	Neivy Garcia
Community Action Agency	$ 5,000	General Fund / Federal Grants	Shirley Almeida
Corrections	$ 936,000	General Fund	Mohammad Haq
Derm	$ 5,000	Proprietary Funds	John Lariosa
Fire	$ 30,000	Fire District Funds	Sylvia Novela
Housing Authority	$ 40,000	Federal Grants / Proprietary Funds	Mari Saydal-Hamilton

Department	Allocation	Funding Source	Contract Managers
Human Services	$ 40,000	General Fund, State Funds and Federal Funds	Gale Aldrich
General Services Administration	$ 5,000	Internal Service Funds	Cassandra Gainey
TOTAL	**$1,071,000**		

DPM AGENT/OFFICER: Sherry Clentscale, Department of Procurement Management

VENDORS RECOMMENDED FOR AWARD:

Vendor	Address	Principal
Dade Restaurant Repair Shop, Inc. (Primary) (Local vendor)	140 NW 82nd Avenue Miami Lakes, FL 33016	Antonio Fleches, Jr.
Flagship Logistics, LLC (Secondary) (Non-Local vendor)	1035 N. Black Horse Pike Suite 3 Williamstown, New Jersey	William J. Faucett

PERFORMANCE DATA: There are no performance issues with the recommended firms.

COMPLIANCE DATA: There are no compliance issues with the recommended firms.

VENDORS NOT RECOMMENDED FOR AWARD: A-Zone Air Conditioning & Appliances Corp. was the apparent low bidder; A-Zone withdrew their proposal for being unable to repair industrial appliances.

ITW Food Equipment Group LLC/dba Hobart Service prices were higher than the low bidder.

CONTRACT MEASURES: The Small Business Enterprise Bid Preference was applied in accordance with the Ordinance.

LIVING WAGE: The services being provided are covered under the Living Wage Ordinance.

USER ACCESS PROGRAM: The User Access Program provision will apply. The 2% program discount will be collected on all purchases where permitted by funding.

LOCAL PREFERENCE: The Local Preference was applied in accordance with the Ordinance.

ESTIMATED CONTRACT COMMENCEMENT DATE: Upon approval by the Board and expiration of the Mayoral veto period.

BACKGROUND

This contract will be used by the Miami-Dade Corrections and Rehabilitation, Miami-Dade Public Housing Agency, Human Services, General Services Administration, Miami-Dade Aviation, Environmental Resource Management, Community Action Agency and Miami-Dade Fire Rescue departments to repair industrial and commercial appliances.

The Department of Procurement Management staff identified an opportunity for cost reduction through modifications to the specifications. The contract specifications were modified to limit the personnel required to fulfill a repair call to one technician and one helper, which is a lower paid classification. The current method allows the vendor to deploy more than one technician to respond to service calls and charge hourly rates for each.

Four bids were received from this solicitation from Dade Restaurant Repair Shop Inc., A-Zone Air Conditioning and Appliance Corp., Flagship Logistics LLC and ITW Food Equipment Group LLC/dba Hobart Service. A-Zone Air Conditioning and Appliance Corporation withdrew their proposal. This vendor indicated that its inability to repair the equipment at the Corrections facility is the reason for its withdrawal. Dade Restaurant Repair Shop, the next low bidder, is being recommended for award as primary and Flagship Logistics LLC as secondary.

Assistant County Manager

SECTION #2
REJECTED BIDS

Item 2.1

Memorandum

Date: January 28, 2010

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

From: George M. Burgess
County Manager

Subject: Rejection of all Bids Under Solicitation No. 7580-0/14 Automatic Doors and Related Components

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RECOMMENDATION

It is recommended that the Board of County Commissioners approve the rejection of all bids received in response to the referenced contract for purchase of repair, maintenance, and installation services for automatic doors and related components. The estimated value was $9,758,000 for a five year term.

BID NUMBER: 7580-0/14

TITLE: Automatic Doors and Related Components

APPROVAL TO ADVERTISE: July 16, 2009

TERM: Five years

ESTIMATED CONTRACT AMOUNT: $9,758,000 for five years

METHOD OF AWARD: To the two responsive, responsible vendors who meet all of the prequalification criteria and whose offer represent the lowest price for all items in the aggregate.

MANAGING AGENCIES ALLOCATIONS AND FUNDING SOURCES:

Department	Allocation	Funding Source	Contract Managers
Aviation	$9,000,000	Proprietary Funds	Neivy Garcia
General Services Administration	$ 250,000	Internal Service Funds	Lucy Romano
Library	$ 75,000	Library District	Leo Maresma
Miami-Dade Public Housing Authority	$ 250,000	Federal Funds/ Proprietary Funds	Mari Saydal-Hamilton
Miami-Dade Police	$ 50,000	General Fund	Laura Romano
Miami-Dade Transit	$ 125,000	MDT Operating	Daryl Hurston
Vizcaya	$ 8,000	Proprietary Funds	Luis Correa
Total	$9,758,000		

PREVIOUS CONTRACT ALLOCATION:	$1,764,602 for one-year
VENDOR(S) RECOMMENDED FOR AWARD:	None
VENDORS NOT RECOMMENDED FOR AWARD:	A-1A Garage Doors Atlas Door Repair, Inc. Dash Door and Closer Service, Inc.
CONTRACT MEASURES:	The Small Business Enterprise Bid Preference was applied in accordance with the Ordinance where permitted by funding source.
LIVING WAGE:	The services being provided are covered under the Living Wage Ordinance.
USER ACCESS PROGRAM:	The contract includes the User Access Program provision. The 2% discount will be collected on all purchases where permitted by funding source.
LOCAL PREFERENCE:	The Local Preference will be applied in accordance with the Ordinance where permitted by funding source.

BACKGROUND

The purpose of this solicitation was to establish a full service contract for maintenance, repairs, replacements and installation of automatic doors and related equipment. This bid solicitation was advertised on July 22, 2009, three bids were opened on September 2, 2009. During the evaluation period, it became evident that the cost of labor hours had not been included in the solicitation. This is a significant cost driver, and as such, must be included as an evaluation criteria to be factored into the pricing evaluation. In addition, the initial technical specifications submitted for inclusion in the solicitation did not address the need for software maintenance and synchronization with the operation of doors. These two components must be included to meet operational needs.

Due to significant changes in the scope of work and technical requirements it is recommended that all three bids be rejected. It is in the best interest of the County to reject all bids.

Assistant County Manager

SECTION 3
COMPETITIVE CONTRACT MODIFICATIONS

Item 3.1

Contract No.: 8469-4/12-2

Contract Title: **Janitorial Services For MDPD and GSA Facilities**

Description: To modify this contract for additional spending authority to allow the Miami-Dade Police Department and the General Services Administration to purchase janitorial services. Modifying this contract will bring the cumulative value over $1 Million. This contract is in the second option-to-renew (OTR) period which expires November 30, 2010. It is also recommended that the Board of County Commissioners authorize the County Mayor or County Mayor's designee to exercise the third OTR period.

Type of Change: Additional spending authority

Existing Allocation: $326,000 for one-year
Increase By: $ 94,000
Modification Allocation: $420,000

Current Expiration: November 30, 2010

Using/Managing Departments and Funding Sources:

Departments	Existing Allocation	Additional Allocation	Modified Allocation	Funding Sources	Contract Managers
Police	$214,000	$50,000	$264,000	General Fund	Laura Romano
General Services Administration	$112,000	$44,000	$156,000	Internal Service Funds	Lucy Romano
Total:	**$326,000**	**$94,000**	**$420,000**		

Initial Contract Term and Usage:	December 1, 2007 to November 30, 2008	$ 237,000
First OTR and Usage:	December 1, 2008 to November 30, 2009	$ 393,000
Second OTR and Estimated Usage	December 1, 2009 to November 30, 2010	$ 420,000
Third OTR and Estimated Usage	December 1, 2010 to November 30, 2011	$ 420,000
Cumulative Value:		**$1,470,000**

Total Amount Being Requested: **$514,000**

Term	Department	Allocation at Start of Term	Amount of Change	Type of Change
Initial Term	Miami-Dade Police (MDPD) Department and General Services Administration (GSA)	$202,000	$35,000	Increase
First OTR	GSA	$237,000	$156,000	Increase
Second OTR	MDPD and GSA	$326,000	$ 94,000	Increase

Vendor:	Address	Principal
Best Janitorial & Supplies Inc. (Local vendor)	6900 NW 37 Avenue Miami, Fl 33147	Pedro M. Diaz

Performance Data: On December 9, 2009, Best Janitorial Supplies, Inc. was placed on probation due to noncompliance with contractual obligations regarding adherence to schedule by failing to provide the required time of eight (8) hours per day of janitorial services. After the 30 day probationary it was determined that the vendor's performance had improved and the vendor is now performing in accordance with the contract requirements.

Compliance Data: There are no compliance issues with the awarded firm.

Contract Measure: Small Business Enterprise Set-Aside was applied in accordance with the Ordinance where permitted by funding source.

Review Committee Date: August 08, 2007; Item No. 2-02

Local Preference: Applied in accordance with the Local Preference Ordinance and did not affect outcome.

Living Wage: The services provided are covered under the Living Wage Ordinance.

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

DPM Contract Manager: Aylin Borrego

REASON FOR CHANGE

This contract provides janitorial services to various Miami-Dade Police Department and General Services Administration facilities throughout the County. Additional sites were added during the last two months of the initial term of the contract to accommodate the needs of both departments. The option term did not include the required allocation to support these sites for a twelve month term. The requested allocations will ensure continuity of service without disruption.

The allocation requested by GSA covers additional services required at the Lightspeed Building's loading dock area. The Haiti Recovery & Relief Project is using the Lightspeed Facility to process and

ship donations to Haiti. In addition, ongoing construction for the 911 offices has resulted in a need for cleaning service.

Approval of the third option-to-renew is also being requested. In order to produce price comparisons pursuant to valid market research, it would be necessary for prospective vendors to conduct site visits to arrive at accurate price estimates. The contract requires a need for site examinations to allow vendors to familiarize themselves with the square footage, conditions, frequency of services, amount staff, shift hours and traffic circulating throughout the facilities. These elements are required to determine the amount of work to be done, amount of laborers required, materials and supplies necessary and types of equipment needed to provide pricing. The contract was competitively awarded to a local Small Business Enterprise as a set-aside. The contract does not allow for price adjustments other than those made to the Living Wage rates. It is therefore in the best interest of the County to exercise the third OTR to ensure continuity of services.