Memorandum

MIAMI-DADE COUNTY

Date: July 20, 2010

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

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

From: Carlos Alvarez
Mayor

George M. Burgess
County Manager

Subject: Resolution Requesting Authority to Exercise Option-to-Renew Periods Under Existing Non-Competitive Contracts

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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. There is no additional fiscal impact beyond what is stated on the individual items in this package. Allocations have been rounded consistent with standard auditing practices.

Track Record/Monitor

There are no known performance issues with the vendors recommended for award in the accompanying OTR package. The 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: NCR Processor Equipment Maintenance seeks authority to exercise the third OTR period for maintenance services for National Cash Register 7780 high volume printers used by the Tax Collector, a division of the Finance Department. The amount being requested for the third option term is **$35,000**.

Item No. 2: Traffic Control Computer Hardware Maintenance Services seeks authority to exercise the second OTR period for maintenance services for the Traffic Control Computer System utilized by the Public Works Department. The amount being requested for the second option term is **$45,000**.

Item No. 3: Water Quality Monitoring Equipment Maintenance & Parts seeks authority to exercise the first OTR period for maintenance services and parts for the existing water quality monitoring equipment used by the Miami-Dade Department of Environmental Resource Management. The amount being requested for the first option term is **$50,000**.

Item No. 4: Vegasoft Software Maintenance & Support Services seeks authority to exercise the third OTR period for software maintenance and support services for the Vegasoft Software used by the Enterprise Technology Services Department. The software acts as a web server to allow information from the Integrated Database Management System to be accessed over the internet. The amount being requested for the third option term is **$33,000**.

Item No. 5: Transched Software Maintenance and Support Services seeks authority to exercise the third OTR period for software maintenance and support services for the Transched Software used by the Miami-Dade Transit Department. The software is used to monitor drivers' schedules, assign routes, daily work, payroll transactions, vacation, and work performance. The amount being requested for the third option term is **$58,000**.

Item No. 6: Serena Software Maintenance and Support Agreement seeks authority to exercise the first OTR period for software maintenance and support services for the Startool File and Data Management software used by the Enterprise Technology Services Department. The software provides ETSD with functionality to simplify the way complicated file tasks are handled. The amount being requested for the first option term is **$61,000.**

Assistant County Manager

MEMORANDUM

(Revised)

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

DATE: July 20, 2010

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

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

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)(B)
7-20-10

RESOLUTION NO. _____

RESOLUTION AUTHORIZING THE COUNTY MAYOR OR COUNTY MAYOR'S DESIGNEE TO EXERCISE OPTION-TO-RENEW PERIODS FOR CERTAIN NON-COMPETITIVE CONTRACTS DESCRIBED IN THE ITEM, SUBJECT TO THE MONETARY LIMITATIONS SET FORTH THEREIN, AWARDED UNDER THE COUNTY MAYOR OR THE COUNTY MAYOR DESIGNEE'S DELEGATED AUTHORITY FOR THE PURCHASE OF GOODS AND SERVICES AND AUTHORIZING THE USE OF CHARTER COUNTY SURTAX FUNDS 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
Carlos A. Gimenez
Barbara J. Jordan
Dorrin D. Rolle
Katy Sorenson
Sen. Javier D. Souto
Audrey M. Edmonson
Sally A. Heyman
Joe A. Martinez
Natacha Seijas
Rebeca Sosa

The Chairperson thereupon declared the resolution duly passed and adopted this 20th day of July, 2009. This resolution shall become effective as follows: (1) 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, and (2) either i) the Citizens' Independent Transportation Trust (CITT) has approved same, or ii) in response to the CITT's disapproval, the County Commission re-affirms its award by two-thirds (2/3) vote of the Commission's membership and such reaffirmation becomes final.

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

Item 1

Contract No.: BW7762-3/11-2

Contract Title: **NCR PROCESSOR EQUIPMENT MAINTENANCE**

Description: It is recommended that the Board authorize the County Mayor or the County Mayor's designee to exercise the third Option-to-Renew (OTR) period to procure maintenance services for the National Cash Register (NCR) 7780 high volume printers used by the Tax Collector's Office, a division of the Finance Department. The contract is in its second OTR period which expires on October 31, 2010. The contract has three, one-year OTRs remaining. Exercising the third OTR will bring the cumulative value of the contract over $100,000.

Initial Contract Term and Usage:	November 7, 2007 through October 31, 2008	$ 31,000
First OTR and Usage:	November 1, 2008 through October 31, 2009	$ 33,000
Second OTR and Usage:	November 1, 2009 through October 31, 2010	$ 33,000
Third OTR and Estimated Usage:	November 1, 2010 through October 31, 2011	$ 35,000
Cumulative Value:		**$132,000**

Note: The option-to-renew term values vary based on pre-negotiated contract rates.

Using/Managing Department and Funding Source:

Department	Allocation	Funding Source	Contract Manager
Finance	$35,000	Proprietary Revenue	Rosa Alonso
Total:	**$35,000**		

Vendor:	Address	Principal
NCR Corporation (Non-local Vendor)	3095 Satellite Blvd. Duluth, GA 30096	John Taylor

Performance Data: There are no performance issues with the awarded firm.

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

Contract Measure: No Measure – Bid Waiver

Local Preference: The Local Preference Ordinance does not apply.

Living Wage: The services being provided are not covered under the Living Wage Ordinance.

User Access Program: The User Access Program provision will apply. The 2% program discount is being collected on all purchases.

DPM Contract Manager: Margaret Waters, Department of Procurement Management

JUSTIFICATION

This contract provides the Miami-Dade County Tax Collector's Office (Tax Collector) with hardware maintenance services for high volume printers maintained by National Cash Register (NCR) Corporation, the original equipment manufacturer. These machines are fully integrated into the Tax Collector System and assists in processing all mailed ad valorem local business tax receipts and vehicle registration renewals. The use of this equipment automates operations by processing over $1.5 billion in payments annually for revenue from real estate, auto tags, and local business taxes. This equipment is used for daily operations of the Tax Collector's Office and requires routine maintenance to ensure machines perform well. The required hardware maintenance service is proprietary to NCR. No other vendor can provide the equipment maintenance, parts, or support services for these printers. It is therefore in the best interest of the County to exercise the third option-to-renew period for continuity of services.

Item 2

Contract No.: BW6089-3/12-1

Contract Title: **Traffic Control Computer Hardware Maintenance Services**

Description: It is recommended that the Board authorize the County Mayor or the County Mayor's designee to exercise the second Option-to-Renew (OTR) period to procure maintenance services for the Traffic Control Computer System used by the Public Works Department. The contract is in its first OTR period which expires on August 31, 2010. The contract has three, one-year OTRs remaining. Exercising the second OTR will bring the cumulative value of the contract over $100,000.

Initial Contract Term and Usage:	September 1, 2008 through August 31, 2009	$ 45,000
First OTR and Usage:	September 1, 2009 through August 31, 2010	$ 45,000
Second OTR and Estimated Usage:	September 1, 2010 through August 31, 2011	$ 45,000
Cumulative Value:		**$135,000**

Using/Managing Department and Funding Source:

Department	**Allocation**	**Funding Source**	**Contract Manager**
Public Works	$45,000	General Fund	James Jackson
Total:	**$45,000**		

Vendor:	**Address**	**Principal**
MODCOMP INC (Non-local Vendor)	1500 South Powerline Road Deerfield Beach, FL 33442	Ron Cook

Performance Data: There are no performance issues with the awarded firm.

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

Contract Measure: No Measure – Bid Waiver

Local Preference: The Local Preference Ordinance does not apply.

Living Wage: The services being provided are not covered under the Living Wage Ordinance.

User Access Program: The User Access Program provision will apply. The 2% program discount is being collected on all purchases.

DPM Contract Manager: Margaret Waters, Department of Procurement Management

JUSTIFICATION

This contract provides the Public Works Department's (Public Works) Traffic Signals & Signs Division with hardware maintenance, parts, and support services for the existing Traffic Control System (System) maintained by ModComp, Inc. ModComp, Inc. is the original equipment manufacturer. The primary function of the System is to control and monitor traffic signals to ensure safe and efficient movement of vehicular and pedestrian traffic throughout the County. The System was designed and installed in the early 1970s. Enhancements have been implemented over time to ensure all traffic signals communicate effectively. ModComp Inc. is the sole manufacturer and proprietor of the System. No other vendor is authorized to perform support and maintenance services on the System. The continuation of this contract is required to provide Public Works with maintenance, parts, and support services for safe and effective operation of the countywide traffic signals. It is therefore in the best interest of the County to exercise the second option-to-renew period for continuity of services.

Item 3

Contract No.:	SS8693-2/12	
Contract Title:	**Water Quality Monitoring Equipment Maintenance & Parts**	
Description:	It is recommended that the Board authorize the County Mayor or County Mayor's designee to exercise the first Option-to-Renew (OTR) period to allow continued maintenance services and parts for water quality monitoring equipment used by the Miami-Dade Department of Environmental Resource Management. The contract is in its initial term which expires on November 16, 2010. The contract has two, one-year OTRs remaining. Exercising the first OTR period will bring the cumulative value of the contract over $100,000.	
Initial Contract Term and Usage:	November 17, 2008 to November 16, 2010	$ 78,000
First OTR and Estimated Usage:	November 17, 2010 to November 16, 2011	$ 50,000
Cumulative Value:		**$128,000**

Using/Managing Department and Funding Source:

Department	**Allocation**	**Funding Source**	**Contract Manager**
Environmental Resource Management	$50,000	Proprietary Revenue	John Lariosa
Total:	**$50,000**		

Vendor:	**Address**	**Principal**
YSI, Inc. (Non-local Vendor)	1700 Brannum LN Yellow Springs, OH 45387	Christine Ehristine

Performance Data:	There are no performance issues with the awarded firm.
Compliance Data:	There are no compliance issues with the awarded firm.
Contract Measure:	No Measure - Sole Source
Local Preference:	The Local Preference Ordinance does not apply.
Living Wage:	The services being provided are not covered by the Living Wage Ordinance.
User Access Program:	The User Access Program provision will apply. The 2% program discount is being collected on all purchases.

DPM Contract Manager: Dakota Thompson, Department of Procurement Management

JUSTIFICATION

This contract provides the Miami-Dade County Department of Environmental Resource Management (DERM) maintenance services and parts for water quality monitoring equipment provided by YSI, Inc. The equipment is used by DERM biologists and hydrologists to test water quality and monitor projects as required by federal regulations. The tests are conducted on a weekly basis at Biscayne Bay and the Everglades.

The original purchase of the water quality monitoring equipment was competitively solicited in February 2006 for a two year term and awarded to YSI, Inc. (formerly AMJ Environmental). The current contract was issued in November 2008 for a two-year term with two, one-year options-to-renew for maintenance services and parts.

The continuation of this contract is required to support DERM operators with maintenance services and parts for the water quality monitoring equipment. YSI, Inc. is the manufacturer and sole provider for the parts and maintenance services for this equipment. It is therefore in the best interest of the County to exercise the first option-to-renew period for continuity of services.

Item 4

Contract No.: SS7217-6/14-2

Contract Title: **Vegasoft Software Maintenance & Support Services**

Description: It is recommended that the Board authorize the County Mayor or the County Mayor's designee to exercise the third Option-to-Renew (OTR) period to procure software maintenance and support services for the Vegasoft Software used by the Enterprise Technology Services Department. The software acts as a web server to allow information from the Integrated Database Management System to be accessed over the internet. The contract is in its second OTR period which expires on October 31, 2010. The contract has four, one-year OTRs remaining. Exercising the third OTR will bring the cumulative value over $100,000.

Initial Contract Term and Usage:	November 7, 2007 through October 31, 2008	$ 53,000
First OTR and Usage:	November 1, 2008 through October 31, 2009	$ 25,000
Second OTR and Usage:	November 1, 2009 through October 31, 2010	$ 33,000
Third OTR and Estimated Usage:	November 1, 2010 through October 31, 2011	$ 33,000
Cumulative Value:		**$144,000**

Note: The option-to-renew term values vary based on pre-negotiated contract rates.

Using/Managing Department and Funding Source:

Department	Allocation	Funding Source	Contract Manager
Enterprise Technology Services	$ 33,000	Internal Service Fund	Mirta Lopez Cardoso
Total:	**$ 33,000**		

Vendor:	Address	Principal
Vegasoft Oy (Non-local Vendor)	Kirvesti 43 00760 Helsinki Fi Finland	Matti Karjalainen

Performance Data: There are no performance issues with the awarded firm.

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

Contract Measure: No Measure - Sole Source

Local Preference: The Local Preference Ordinance does not apply.

Living Wage: The services being provided are not covered under the Living Wage Ordinance.

User Access Program: The User Access Program provision will apply. The 2% program discount is being collected on all purchases.

DPM Contract Manager: Margaret Waters, Department of Procurement Management

JUSTIFICATION

This contract provides the Enterprise Technology Services Department (ETSD) with software maintenance and technical support services for the VEGA Web Server Software (Software) provided by VegaSoft Oy. This Software provides ETSD with access to County data stored in the Integrated Database Management System (IDMS). The IDMS is used to support the Tax Collection, Criminal Justice, Traffic Violations, and Parking Violation Systems, among others. The software acts as a web server to allow information from the IDMS to be accessed over the internet. Vegasoft Oy is the proprietary owner and developer of the software. No other vendor can provide the required software maintenance and technical support services. It is therefore in the best interest of the County to exercise the third option-to-renew period for continuity of services.

Item 5

Contract No.: SS7405-4/12-2

Contract Title: **Transched Software Maintenance and Support Services**

Description: It is recommended that the Board authorize the County Mayor or the County Mayor's designee to exercise the third option-to-renew (OTR) period to procure software maintenance and support services for the Transched Software utilized by the Miami-Dade Transit Department. The software is used to monitor drivers' schedules, assign routes, daily work, payroll transactions, vacation, and work performance. The contract is in its second OTR period which expires on October 10, 2010.

Initial Contract Term and Usage:	October 11, 2007 to October 10, 2008	$ 47,000
First OTR and Usage:	October 11, 2008 to October 10, 2009	$ 40,000
Second OTR and Estimated Usage:	October 11, 2009 to October 10, 2010	$ 48,000
Third OTR and Estimated Usage:	October 11, 2010 to October 10, 2011	$ 58,000
Cumulative Value:		**$193,000**

Note: The option-to-renew term values vary based on pre-negotiated contract rates.

Using/Managing Departments and Funding Sources:

Departments	Allocation	Funding Sources	Contract Managers
Transit	$58,000	MDT Operating	Nancy Aine-Schutt
Total:	**$58,000**		

Vendor:	Address	Principal
Transched System, LLC (Non-local Vendor)	80 Tiverton Court, Suite 800 Markham, Canada	David Kenney

Performance Data: There are no performance issues with the awarded firm.

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

Contract Measure: No Measure-Sole Source

Local Preference: The Local Preference Ordinance does not apply.

Living Wage: The services being provided are not covered under the Living Wage Ordinance.

User Access Program: The User Access Program provision will apply. The 2% program discount is being collected on all purchases.

DPM Contract Manager: Margaret Waters

JUSTIFICATION

This contract provides the Miami-Dade Transit Department (MDT) with software maintenance support and technical services for the Transit Operations System (TOS) provided by Transched LLC. The TOS is used by MDT to monitor drivers' schedules, assign routes, daily work, payroll transactions, vacation, and work performance. The TOS was developed and customized to meet MDT's operational needs. This system integrates with the County Bus Operators Payroll, the Computer Aided Dispatch and Automatic Vehicle Location, and Random Drug and Alcohol Systems. Market research conducted by DPM staff, prior to this request to exercise the OTR, identified other software in the marketplace capable of meeting MDT's requirements. The County is currently developing specifications to replace this system under full and open competition through a Request for Proposals. Transched LLC has proprietary ownership of the software, maintenance, and support services. The existing software must be supported and maintained until the replacement contract is awarded, implemented, and accepted by the County. It is therefore in the best interest of the County to exercise the third option-to-renew for continuity of services.

Item 6

Contract No.: SS6723-5/15-1

Contract Title: **Serena Software Maintenance and Support Agreement**

Description: It is recommended that the Board authorize the County Mayor or the County Mayor's designee to exercise the first option-to-renew (OTR) period to provide software maintenance and support services for the Startool File and Data Management Software used by the Enterprise Technology Services Department. The software provides ETSD with functionality to simplify the way complicated file tasks are handled. The contract is in its initial term which expires on July 31, 2010. The contract has five, one-year OTRs remaining. Exercising the first OTR will bring the cumulative value of the contract over $100,000.

Initial Contract Term and Usage:	August 1, 2009 to July 31, 2010	$ 74,000
First OTR and Estimated Usage:	August 1, 2010 to July 31, 2011	$ 61,000
Cumulative Value:		**$135,000**

Note: Option-to-Renew term values vary based on pre-negotiated contract rates.

Departments	**Allocation**	**Funding Sources**	**Contract Managers**
Enterprise Technology Services	$61,000	Internal Service Funds	Mirta Lopez-Cardoso
Total:	**$61,000**		

Vendors:	**Address**	**Principal**
Serena Software, Inc (Non-local Vendor)	1900 Seaport Boulevard, Second Floor Redwood City, CA 94063	Cindy Dawson

Performance Data: There are no performance issues with the awarded firm.

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

Contract Measure: No Measure-Sole Source

Local Preference: The Local Preference Ordinance does not apply.

Living Wage: The services being provided are not covered under the Living Wage Ordinance.

User Access Program: The User Access Program provision will apply. The 2% program discount is being collected on all purchases.

DPM Contract Manager: Margaret Waters, Department of Procurement Management

JUSTIFICATION

This contract is utilized by Enterprise Technology Services Department (ETSD) for ongoing maintenance support and technical services for the Startool File and Data Management (FDM) computer software. The software provides ETSD with functionality to simplify management of complicated file tasks. Various systems and databases use the software to manage multiple virtual storage files including file allocations, database file management and file recovery. This software is customized, integrated, and configured for use on the County's mainframe. It is continually upgraded to comply with IBM operating system requirements and best practices. Serena Software, Inc. is the proprietary owner and developer of the Startool FDM software. The County has invested in, and built around, the Startool FDM software, and ETSD has no plans to switch software in the near future. No other company is capable of providing the required software maintenance and support services. It is therefore in the best interest of the County to exercise the first option-to-renew.