

# Memorandum



**Date:** March 1, 2011

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

**To:** Honorable Chairman Joe A. Martinez  
and Members, Board of County Commissioners

**From:** George M. Burgess  
County Manager

**Subject:** Resolution Authorizing Award of Competitive Contract for Food Catering Services

## Recommendation

It is recommended that the Board of County Commissioners approve the attached award of competitive contract for food catering services with authority to exercise options-to-renew.

## Scope

The impact of the item is countywide.

## Fiscal Impact/Funding Source

Contract amounts and department allocations represent the maximum spending authority based on past utilization. This resolution does not guarantee that the total contract amount will be expended by the County department. There is no additional fiscal impact beyond what is stated in this award.

## Track Record/Monitor

There are no known performance issues with the vendors recommended for award. The director, Department of Human Services will monitor this contract.

## 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 the contract for purchase of goods and services in accordance with the terms and conditions of the contract.

## Background

The attached contract award will provide food services for the elderly served by the Department of Human Services. The award is for a total of \$10.63 million over a five year term (or approximately \$2.12 million/year).

Attachments

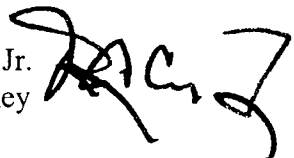
Assistant County Manager



**MEMORANDUM**  
(Revised)

**TO:** Honorable Chairman Joe A. Martinez  
and Members, Board of County Commissioners

**DATE:** March 1, 2011

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

**SUBJECT:** Agenda Item No. 8(O)(1)(F)

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(0)(1)(F)  
3-1-11

RESOLUTION NO. \_\_\_\_\_

RESOLUTION APPROVING AWARD OF CONTRACT NO. 9372-0/15: FOOD CATERING SERVICES, TO CONSTRUCTION CATERING INC, MONTOYA HOLDINGS INC DBA PELOTA CAFÉ AND PIZZERIA, AND GREATER MIAMI CATERERS, IN THE AMOUNT OF \$10,630,000; AND AUTHORIZING THE COUNTY MAYOR OR THE COUNTY MAYOR'S DESIGNEE TO EXECUTE THE CONTRACTS AND TO EXERCISE ANY RENEWAL AND CANCELLATION PROVISIONS CONTAINED THEREIN

**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 hereby approves the award of Contract no. 9372-0/15 to Construction Catering Inc, Montoya Holdings Inc dba Pelota Café and Pizzeria, and Greater Miami Caterers, in the amount of \$10,630,000 and authorizes the County Mayor or the County Mayor's designee to execute the contracts and to exercise any renewal and cancellation provisions contained therein.

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:

Joe A. Martinez, Chairman	
Audrey M. Edmonson, Vice Chairwoman	
Bruno A. Barreiro	Lynda Bell
Jose "Pepe" Diaz	Carlos A. Gimenez
Sally A. Heyman	Barbara J. Jordan
Jean Monestime	Dennis C. Moss
Natacha Seijas	Rebeca Sosa
Sen. Javier D. Souto	

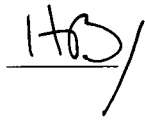
The Chairperson thereupon declared the resolution duly passed and adopted this 20<sup>th</sup> day of January, 2011. This resolution shall become effective ten (10) days after the date of its adoption unless vetoed by the Mayor, and if vetoed, shall become effective only upon an override by the Board.

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

# Memorandum

MIAMI-DADE  
COUNTY

**Date:** January 20, 2011

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

**From:** George M. Burgess  
County Manager 

**Subject:** Recommendation for Approval to Award: Food Catering Services

## RECOMMENDATION

It is recommended that the Board of County Commissioners approve award of this contract to the vendors listed below to provide food catering services for the Department of Human Services Elderly, Disability and Veterans Services Bureau.

**CONTRACT NUMBER:** 9372-0/15

**CONTRACT TITLE:** Food Catering Services

**TERM:** Five years

**APPROVAL TO ADVERTISE:** June 30, 2010

**METHOD OF AWARD:** To the two responsive, responsible bidders offering the lowest aggregate prices per group.

**PREVIOUS CONTRACT AMOUNT:** \$3,695,013 for 18 months

**CONTRACT AMOUNT:** \$10,630,000 for a five year term

## **USING/MANAGING AGENCIES AND FUNDING SOURCES:**

Department	Allocation	Funding Source	Contract Manager
Department of Human Services	\$10,630,000	Federal Funds/State Funds/General Fund	Kyra King
<b>Total</b>	<b>\$10,630,000</b>		

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

**VENDORS RECOMMENDED  
 FOR AWARD:**

<b>Awardees</b>	<b>Address</b>	<b>Principal</b>	<b>Award</b>
Construction Catering Inc (Local vendor)	2472 NW 21st Terrace Miami FL , 33142	Esteban Bencomo	Primary Group II-Item No. 5 Primary Group III, Secondary Group I
Montoya Holdings Inc. dba Pelota Café and Pizzeria (Local vendor)	345 East 49th Street Hialeah , FL 33013	Carlos Montoya	Primary Group I Primary Group II-Items No. 1-4
Greater Miami Caterers (Local vendor)	4001 NW 31st Avenue Miami , FL 33142	Jacqueline Butler	Secondary Group II- Item No. 5 Secondary Group III

**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:** None

**REVIEW COMMITTEE DATE:** June 9, 2010, Item No. 5-01

**CONTRACT MEASURES:** No measure due to federal funding source.

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

**USER ACCESS PROGRAM:** The User Access Program provision will apply where permitted by funding source.

**LOCAL PREFERENCE:** The Local Preference Ordinance was not applicable.

**ESTIMATED ISSUE DATE:** Upon approval by the Board and expiration of the Mayoral veto period.

**BACKGROUND**

This contract will allow the Department of Human Services (HS) Elderly, Disability and Veterans Services Bureau Program to provide breakfast and lunch to 1,482 adults currently enrolled in the Program. Meals are provided to homebound clients, adult day care and senior centers throughout Miami-Dade County. This contract is the consolidation of two food catering contracts managed by DHS.



Assistant County Manager



MIAMI-DADE COUNTY  
BOARD OF COUNTY COMMISSIONERS  
OFFICE OF THE COMMISSION AUDITOR



Legislative Notes

**Agenda Item:** 8(O)1(F)  
**File Number:** 102748  
**Committee(s) of Reference:** Board of County Commissioners  
**Date of Analysis:** February 4, 2011  
**Type of Item:** Award of Competitive Contract for Food Catering Services

**Summary**

This resolution approves the award of Contract No. 9372-0/15, Food Catering Services, in the amount of \$10.63 million for a five (5) year term, with no subsequent option to renew (OTR) periods.

In addition, this resolution authorizes the County Mayor or his designee the authority to exercise subsequent OTR's and other extensions in accordance with the terms and conditions of this contract; however, **as previously noted, there are no subsequent OTR periods.**

- ***If there are no subsequent OTR periods under this award, why does the item delegate the authority to exercise subsequent OTRs?***

The recommended award is to three (3) vendors in three (3) groups:

Group I – Congregate and High Risk Meals to DHS Meal Sites

- Primary - Montoya Holdings Inc. d/b/a Pelota Café and Pizzeria
- Secondary - Construction Catering Inc.

Group II – Congregate and High Risk Meals to DHS Adult Day Health Care Centers, Senior Centers and High Risk Meals, provided by DHS Meal Sites

- Primary Items Nos. 1 to 4 - Montoya Holdings Inc. d/b/a Pelota Café and Pizzeria
- Primary Items No. 5 - Construction Catering Inc.
- Secondary Item No. 5 – Greater Miami Caterers

***This item does not list a secondary vendor under Item Nos. 1 to 4 under Group II, is there a secondary vendor? According to DPM, the secondary vendor for Group II, Items 1 to 4, is Construction Catering, Inc.***

Group III – Frozen Meals: Pick-up and Delivery

- Primary - Construction Catering Inc.
- Secondary - Greater Miami Caterers

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Pursuant to Procurement's Bid Tracking System (BTS), this contract combines three previous contracts: 2363-4/10-4, 2365-4/09-4, and 1315-4/10-4.

**Background and Relevant Legislation**

<b>Previous Contracts Combined into Contract No. 9372-0/15</b>			
<b>Food Catering Services</b>			
<b>Contract No.</b>	2363-4/10-4	2365-4/09-4	1315-4/10-4
<b>Contract Title</b>	Food Catering Services for the Human Services Adult Day Care Centers	Food Catering Services for the Community Action Agency (CAA) Adult Day Care Centers	Frozen Convenience Foods
<b>Contract History</b>	<p>Awarded on January 24, 2006, by Resolution No. 68-06, in the amount of \$750,000 for 1 year with 4, 1 year options-to-renew (OTR) periods.</p> <p>On February 1, 2010, the contract was modified and approved by the County Manager for an additional spending authority in the amount of \$174,000, and additional time, extending the contract for 6 months, from March 31, 2010 to September 30, 2010.</p> <p>Performance bond required.</p> <p>Total allocation under the 4<sup>th</sup> and final OTR is \$992,233.50.</p>	<p>Awarded on January 24, 2006, by Resolution No. 68-06, in the amount of \$831,000 for 1 year with 4, 1 year OTR periods.</p> <p>In October 2008, CAA's Elderly Programs were merged with the Department of Human Services (DHS) Elderly, Disability Veterans Services Bureau.</p> <p>On February 1, 2010, the contract was modified and approved by the County Manager for an additional spending authority in the amount of \$102,000, and additional time, extending the contract for 6 months, from March 31, 2010 to September 30, 2010.</p> <p>On June 3, 2010, the contract was modified and approved by the County Manager for an additional spending authority in the amount of \$345,234.</p> <p>On July 20, 2010, the contract was modified under Resolution No. 824-10, for an additional spending authority in the amount of \$301,000, and additional time, extending the contract for 3 months, from September 30, 2010 to December 31, 2010.</p>	<p>Awarded on February 15, 2006, by the Department of Procurement Management (DPM) in the amount of \$350,000 for 1 year with 4, 1 year OTR periods.</p> <p>Originally, this contract provided for the delivery of frozen meals to CAA's Elderly Program.</p> <p>On July 18, 2006, under Resolution No. 909-06, the OTR periods were authorized.</p> <p>In October 2008, CAA's Elderly Programs were merged with the DHS Elderly, Disability Veterans Services Bureau.</p> <p>On February 1, 2010, the contract was modified and approved by the County Manager for an additional spending authority in the amount of \$296,359, and additional time, extending the contract for 6 months, from March 31, 2010 to September 30, 2010.</p> <p>July 20, 2010, under Resolution No. 824-10, the contract was modified for an additional spending authority in the amount of \$171,000, and additional time, extending the contract for 3</p>

		Performance bond required.  Total allocation under the 4 <sup>th</sup> and final OTR = \$1.893 million.	months, from September 30, 2010 to December 31, 2010.  Performance bond required.  Total allocation under the 4 <sup>th</sup> and final OTR is approximately \$1.06 million.
<b>Vendor</b>	Construction Catering, Inc.	Construction Catering, Inc.	Construction Catering, Inc.
<b>Expiration Date</b>	On January 20, 2011, under Resolution No. 22-11, this contract was extended until February 28, 2011 to ensure continuity of service while a successor contract is established.	On January 20, 2011, under Resolution No. 22-11, this contract was extended until February 28, 2011 to ensure continuity of services while a successor contract is established.	On January 20, 2011, under Resolution No. 22-11, this contract was extended until February 28, 2011 to ensure continuity of services while a successor contract is established.

**Fiscal Impacts**

The funding source is listed as Federal Funds, State Funds, and General Funds. According to DHS, the Food Catering contracts are Federal funds received from the Older Americans Act that allocates the funds to the Florida Department of Elder Affairs. The State contracts with the Alliance for Aging, Inc., who administers the awarded amount to the County.

In addition, there is a portion that is funded through the State, Department of Elder Affairs for the Adult Daycare Program which supplies breakfast and lunch.

**Questions / Comments**

***What is the breakdown for each funding source?***

*Federal – 61.74%; State – 3.49%; and General Fund – 34.77%*

*According to DPM, based on the current contract allocation of \$10,630,000, the amount attributed to each funding source is as follows: Federal - \$6,562,962; State - \$370,987; and General Fund - \$3,696,051.*

Performance Bond

The recommended award of Contract No. 9372-0/15, unlike the three previous contracts, does not require a performance bond.

**Prepared by:** Elizabeth N. Owens