Memorandum

MIAMI-DADE COUNTY

Date: February 1, 2011

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

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

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.

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: INFOR Global Software Maintenance and Support Services seeks authority to exercise the third OTR period to purchase software maintenance and support services for the INFOR Millennium Software used by the Miami-Dade Aviation Department. The amount being requested for the third option term is **$49,000**.

Item No. 2: Health and Safety Training Manuals seeks authority to exercise the first OTR period to purchase American Red Cross health and safety training materials, textbooks, videos and American Cross Certification cards for the Miami-Dade Park and Recreation Department. The amount being requested for the first option term is **$60,000**.

Item No. 3: Forensic Odontology Services seeks authority to exercise the first OTR period to purchase forensic odontology services for the Miami-Dade Medical Examiner The amount being requested for the first option term is **$76,000**.

Assistant County Manager

Item 1

Contract No.: SS6976-4/13-2

Contract Title: **INFOR Global 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 for the Miami-Dade Aviation Department (MDAD) to purchase software maintenance and support services for the Infor Millennium Software. MDAD uses the Millennium software to run many of their proprietary operating systems used on the IBM mainframe which support daily operations at Miami International Airport. The contract is in its second OTR period, which expires February 28, 2011. The contract has two OTRs remaining. Exercising the third OTR will bring the cumulative value of the contract to $176,000.

Initial Contract Term and Usage:	February 01, 2008 to January 31, 2009	$ 39,000
First OTR and Usage:	February 01, 2009 to January 31, 2010	$ 42,000
Second OTR and Usage:	February 01, 2010 to February 28, 2011	$ 46,000
Third OTR and Estimated Usage:	March 1, 2011 to February 28, 2012	$ 49,000*
Cumulative Value:		**$176,000**

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

Includes the following modification:

Term	Department	Amount of Change	Type of Change
Second OTR	Aviation	$0	Additional time

Using/Managing Department and Funding Source:

Department	Allocation	Funding Source	Contract Manager
Aviation	$ 49,000	Proprietary Revenue	Carlos Garcia
Total:	**$49,000**		

Vendor:	Address	Principal
Infor Global Solutions, Inc. (Non-local Vendor)	66 Perimeter Center East Atlanta, GA, 30346	Bill Meer

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

Review Committee Date: Not Applicable - Sole Source

Local Preference: The Local Preference Ordinance does not apply.

Living Wage: The Living Wage Ordinance does not apply.

User Access Program: This contract does not include the User Access Program provision.

DPM Contract Manager: Margaret Brown

JUSTIFICATION

This contract provides the Miami-Dade Aviation Department (MDAD) with software maintenance and support services for the Infor Millennium Software provided by Infor Global Solutions, Inc. MDAD utilizes the Millennium Software to run many of their proprietary operating systems used on the IBM mainframe which support daily operations at Miami International Airport. This includes security, controlled access, airside training, work orders, and budget. Maintenance and support services for the Millennium software are proprietary to Infor Global Solutions, Inc. and cannot be obtained through another vendor. MDAD is gradually moving away from the software as their applications are migrated over to the Enterprise Resource Planning System and Websphere environments. It is anticipated that this migration will take two years time. Until that time continued support of the Millennium software is required. It is therefore in the best interest of the County to exercise the third option-to-renew for continuity of services.

Item 2

Contract No.: SS8836-2/14

Contract Title: **Health and Safety Training Materials**

Description: It is recommended that the Board authorize the County Mayor or County's Mayor designee to exercise the first Option-to-Renew (OTR) period for purchase of American Red Cross health and safety training materials, textbooks, videos and American Cross Certification cards for the Miami-Dade Park and Recreation Department's staff certification. The contract is in its initial term which expires February 28, 2011. Exercising the first OTR period will bring the cumulative value of the contract to $120,000.

Initial Contract Term and Usage:	January 29, 2009 to February 28, 2011	$ 60,000
First OTR and Estimated Usage:	March 1, 2011 to February 28, 2013	$ 60,000
Cumulative Value:		**$120,000**

Includes the following modification:

Term	Department	Amount of Change	Type of Change
Initial Term	Park and Recreation	$0	Additional time

Using/Managing Departments and Funding Sources:

Department	Allocation	Funding Source	Contract Manager
Park and Recreation	$60,000.00	General Funds	Jose Ponce

Total: **$60,000.00**

Vendor:	Address	Principal
American Red Cross Broward County Chapter (Non-local Vendor)	6710 W. Sunrise Blvd., Suite 111 Plantation, FL 33313	Hunter Ruffin

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: Lourdes Farley

JUSTIFICATION

This contract provides the Miami-Dade County Parks and Recreation Department (MDPR) with American Red Cross health and safety training materials, textbooks, videos and American Cross Certification cards. County staff is trained using the American Red Cross materials to attain American Red Cross Certification in Cardiopulmonary Resuscitation, Lifeguard Certification, Boating Safety, Sailboat Safety, Canoeing and Kayaking, First Aid, Automated External Defibrillator Professional Rescue Certification. These certifications are required by the State of Florida for operations at various facilities and programs.

The training materials are used to train and certify MDPR's staff responsible for the health and safety of patrons and participants in park programs. The American Red Cross is the only vendor that can provide the needed materials for certification. It is therefore in the best interest of the County to exercise the first OTR for continuity of services and to maintain compliance with state requirements.

Item 3

Contract No.: BW9162-4/14

Contract Title: **Forensic Odontology Services**

Description: It is recommended that the Board authorize the County Mayor or County's Mayor designee to exercise the first Option-to-Renew (OTR) period to continue to purchase forensic odontology services for examination and evaluation of bite marks to aid in identification of human remains, cause and manner of death for the Miami-Dade Medical Examiner. The contract is in its initial term which expires February 28, 2011. The contract has four OTRs remaining. Exercising the first OTR period will bring the cumulative value of the contract to $152,000.

Initial Contract Term and Usage:	February 1, 2010 to February 28, 2011	$ 76,000
First OTR and Estimated Usage:	March 1, 2011 to February 28, 2012	$ 76,000
Cumulative Value:		**$152,000**

Includes the following modification:

Term	Department	Amount of Change	Type of Change
Initial Term	Medical Examiner	$0	Additional time

Using/Managing Departments and Funding Sources:

Departments	Allocation	Funding Sources	Contract Manager
Medical Examiner	$76,000	General Fund	Larry Cameron

Total: **$76,000**

Vendor:	Address	Principal
Richard R. Sourviron	336 Alhambra Circle Coral Gables, FL 33134	Richard R. Souviron, D.D.S.

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 by the Living Wage Ordinance.

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

DPM Contract Manager: Lourdes Farley

JUSTIFICATION

This contract is used by the Medical Examiner (ME) to purchase professional forensic dental services for examination and evaluation of bite marks to aid in identification of human remains, cause and manner of death. The services also include educational workshops.

Dr. Souviron, D.D.S. has been providing forensic odontology services to the ME for forty-two years. He is recognized nationally and internationally as a leading expert and authority on dental identification of deceased persons and bite mark evidence. He offers expertise and training that the department requires to carry out its core mission. Formal training courses are provided by Dr. Souviron to the Department's forensic pathology, forensic nurses and other death investigation staff. It is therefore in the best interest of the County to exercise the first OTR for continuity of services.

MEMORANDUM

(Revised)

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

DATE: February 1, 2011

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)
2-1-11

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

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:

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 1st day of February, 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 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