

Memorandum



Date: February 15, 2011

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

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

From: Carlos Alvarez
Mayor

George M. Burgess
County Manager

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

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: Artists and Exhibition Services seeks authority to exercise the second OTR period to procure artist and exhibition services used by the Miami-Dade Public Library System. The amount being requested for the second option term is **\$125,000**.

Item No. 2: Legal Research Services seeks authority to exercise the third OTR period to procure legal research services used by the Miami-Dade Corrections and Rehabilitation Department. The amount being requested for the third option term is **\$215,000**.

Item No. 3: Financial Investigation System Software seeks authority to exercise the second OTR period for software licenses, maintenance, and technical support services for a Financial Investigation System for the Miami-Dade Police Department. The amount being requested for the second option term is **\$25,000**.



Assistant County Manager



MEMORANDUM

(Revised)

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

DATE: February 15, 2011

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)
2-15-11

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

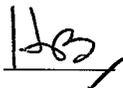
The Chairperson thereupon declared the resolution duly passed and adopted this 15th day of February, 2011. This resolution shall become effective ten (10) days after the date of its adoption unless vetoed by the Mayor, and if vetoed, shall become effective only upon an override by this Board.

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

5

Item 1

Contract No.: BW8970-4/14-1

Contract Title: Artists and Exhibitions Services

Description: It is recommended that the Board authorize the County Mayor or County Mayor's designee to exercise the second Option-to-Renew (OTR) period to procure artist and exhibitions services. The contract is currently in the first OTR period which expires on February 25, 2011. Exercising the second option-to-renew period will bring the cumulative value of the contract to \$375,000.

| | | |
|---|--|------------------|
| Initial Contract Term and Usage: | February 26, 2009 to February 25, 2010 | \$125,000 |
| First OTR and Usage: | February 26, 2010 to February 25, 2011 | \$125,000 |
| Second OTR and Estimated Usage: | February 28, 2011 to February 25, 2012 | <u>\$125,000</u> |
| Cumulative Value: | | \$375,000 |

Using Managing Department and Funding Source:

| Department | Allocation | Funding Source | Contract Manager |
|----------------------------------|-------------------|-----------------------|-------------------------|
| Miami-Dade Public Library System | <u>\$125,000</u> | General Fund | Newton Blanc |
| Total: | \$125,000 | | |

| Vendors: | Address | Principal |
|---|--|--------------------------|
| Dinorah Rodriguez-Garcia (Local Vendor) | 7936 Byron Avenue Miami Bch. East, FL 33141 | Dinorah Rodriguez-Garcia |
| Roy Lawrence Lyons (Local Vendor) | 643 West Melrose Circle Ft Lauderdale, FL 33372 | Roy L. Lyons |
| Benjamin Entner (Non-local Vendor) | 701 Northcliffe Road Apt. 1F Syracuse, NY 13206 | Benjamin Entner |
| Ginette Rouzeau (Local Vendor) | 505 NW 127 Street Miami, FL 33168 | Ginette Rouzeau |
| Jonathan Francisco Moreno (Local Vendor) | 7336 SW 25TH Ct. Davie, FL 33317 | Jonathan F. Moreno |
| Diane Williams (Non-local Vendor) | PO BOX 825. Madison, MD 39110 | Diane Williams |

6

| | | |
|--|--|--------------------|
| Pamela Vander Zwan (Non-local Vendor) | 284 Frenchtown Rd Milford, PA 18337 | Pamela Vander Zwan |
| Tugboat Music LLC (Non-local Vendor) | 212 East 13 th Street New York, NY 10003 | Keith Torgan |
| Carrie Sue Ayvar (Local Vendor) | 1829 NE 179 th Street North Miami Bch. FL 33162 | Carrie Sue Ayvar |
| Laura S Packer (Non-local Vendor) | 33 Grace Street Malden, MA 02148 | Laura S. Packer |
| Brenda Darlene Jordan (Local Vendor) | 830 9 th Street Miami Bch., FL 33139 | Brenda Jordan |
| Susan Wilders (Non-local Vendor) | 2106-21 st Lane Palm Bch. , FL 33418 | Susan Wilders |
| Teatro En Miami Corp (Local Vendor) | 10302 NW 9 th Street Circle, Unit 104 Miami, FL 33172 | Sandra R. Garcia |
| Brent Gregory (Non-local Vendor) | PO Box 637 Pompano beach, FL 33061 | Brent Gregory |
| Lloyd Wilson (Local Vendor) | 2031 NE 167 Street #2 North Miami Bch., FL 33162 | Lloyd Wilson |
| Myra L Solomon (Local Vendor) | 7515 SW 168th Street Palmetto Bay, FL 33157 | Myra L. Solomon |
| Maria Ibanez (Local Vendor) | 12791 SW 216 Terrace Miami, FL 33170 | Maria Ibanez |
| Huffworks LLC (Local Vendor) | 7231 SW 61 Street Miami, FL 33143 | Norman Huff |
| Friendly Learning Theatre Company (Local Vendor) | 14601 SW 82 nd Avenue Miami, FL 33158 | Katia Gomez |
| Arturo Martinez (Local Vendor) | 13351 SW 88 Terrace Unit A Miami, FL 33186 | Art. Martinez |
| Melinda Munger (Local Vendor) | 8740 NE 18 Avenue #142 Miami, FL 33179 | Melinda Munger |

7

| | | |
|--|--|----------------------|
| Mike D Mccartney (Non-local Vendor) | PO Box 3503 Santa Fe, NM 87501 | Mike D. Mccartney |
| Elizabeth H Horner (Non-local Vendor) | 2646 Broadway Avenue Evanston, IL 60201 | Elizabeth Horner |
| Bahamas Junkanoo Shakers Inc. (Local Vendor) | 1720 NW 90 th Street Miami, FL 33147 | Jawara Sturup |
| Kuniko Yamamoto (Non-local Vendor) | 4060 Woodland Blvd North Port, FL 34291 | Kuniko Yamamoto |
| Bits N Pieces Puppet Theatre Inc. (Non-local Vendor) | 12904 Tom Gallagher Road Dover, FL 33527 | Jerry L. Bickel |
| Jamaican Folk Revue Inc. (Local Vendor) | 8710 SW 190 Street Miami, FL 33157 | Norman W. Darby |
| Darren Liebman Inc. (Non-local Vendor) | 10137 Lake Oah Circle Tampa, FL 33624 | Darren Liebman |
| Caren Neile (Non-local Vendor) | 48 SW 9 th Terrace Boca Raton, FL 33486 | Caren Neile |
| Earthman Project Inc. (Local Vendor) | 12010 NW 15 th Street Pembroke Pines, FL 33026 | Lanny Smith |
| Top Hat Entertainment Inc. (Local Vendor) | 442 Stonemont Drive Weston, FL 33326 | Sandra Hermens |
| Page Turner Adventures Inc. (Non-local Vendor) | P.O. Box 4237 Boynton Beach, FL 33424 | Riley R. Roam |
| Ohana Arts Inc. (Local Vendor) | 3708 Arthur Street Hollywood, FL 33021 | Sandra K Stevens |
| Ife Ile Inc. (Local Vendor) | 4845 NW 7 th St. # 404 Miami, FL 33126 | F. Neri Torres |
| Edwin Dario Villasmil (Local Vendor) | 14301 SW 88 th St. B-11 Miami, FL 33186 | Edwin Villasmil |
| Mrys International Inc. (Local Vendor) | 14040 NW 7 th Avenue Miami, FL 33168 | Yannick Brackenridge |

| | | |
|--|--|------------------------|
| Antonio De Rocha Viera (Non Local Vendor) | 6 Cliff Road, Gray, ME 04039 | Antonio Viera Jr. |
| Art Works For Us (Local Vendor) | 668 NE 70 th Street Miami FL 33138 | Ana Miranda |
| Womens International Film / Arts (Local Vendor) | 2911 Grand Ave #3A Miami FL 33133 | Yvonne McCormack-Lyons |
| Saroj Ghoting (Non Local Vendor) | 5710 Piney Woods Rd Riner, VA 24149 | Saroj Ghoting |
| Reyno San Pedro (Local Vendor) | 11895 SW 209 Terrace Miami, FL 33177 | Reyno San Pedro |
| Daniela Lombardo (Local Vendor) | 7629 NW 1 st Ave Miami, FL 33138 | Lela Lombardo |
| Science Boomers Inc (Local Vendor) | 1701 SW 12 Street Miami FL 33145 | Dania Sancho |

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

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

Contract Measure: No Measure - Bid Waiver

Local Preference: The Local Preference Ordinance does not apply.

Living Wage: The Living Wage does not apply

DPM Contract Manager: Dakota Thompson

JUSTIFICATION

This contract is used by the Miami-Dade Public Library System (MDPLS) to procure artists and exhibitions services. The artist presentations and exhibits provide community access to free, high quality art. This contract supports the MDPLS mission to improve public library services by heightening the library's visibility in the community, cultivating broader community involvement and support, and encouraging visual and cultural literacy.

During the term of this pool contract, a selection committee composed of MDPLS staff and arts and culture representatives from the community conduct extensive market research to identify and select companies and individuals who offers distinct art exhibit programs. Through this

contract, MDPLS procures art exhibits which are unique in nature and cannot be acquired through the County's traditional procurement process. This is a pool contract, which allows the MDPLS to add vendors at any time during the contract. It is recommended that this OTR be exercised as it is in the best interest of Miami-Dade County for the continuity of services and to support the mission of MDPLS.

MDPLS
Procurement
Contract
Number

Item 2

Contract No.: BW8610-3/12-2

Contract Title: Legal Research Services

Description: It is recommended that the Board authorize the County Mayor or County Mayor's designee to exercise the third Option-to-Renew (OTR) period to procure legal research services utilized by the Miami-Dade Corrections and Rehabilitation Department. The contract is in its second OTR period which expires on February 28, 2011. Exercising the third option-to-renew period will bring the cumulative value of the contract to \$860,000.

Initial Contract Term and Usage: March 1, 2008 to February 28, 2009 \$215,000

First OTR and Usage: March 1, 2009 to February 28, 2010 \$215,000

Second OTR and Usage: March 1, 2010 to February 28, 2011 \$215,000

Third OTR and Estimated Usage: March 1, 2011 to February 28, 2012 \$215,000

Cumulative Value: \$860,000

Using Managing Department and Funding Source:

| Department | Allocation | Funding Source | Contract Manager |
|--------------------------------|------------------|----------------|------------------|
| Corrections and Rehabilitation | <u>\$215,000</u> | General Fund | Mohammed Haq |

Total: **\$215,000**

| Vendors: | Address | Principal |
|---|---------------------------------------|------------|
| Prison Solutions, Inc. (Non-local Vendor) | 3943 Ocita Drive Orlando, FL 32837 | Mark Cacho |

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 Living Wage does not apply

11

DPM Contract Manager: Dakota Thompson

JUSTIFICATION

This contract is used by the Miami-Dade Corrections and Rehabilitation (MDCR) Department to procure Legal Research Services provided by Prison Solutions, Inc., dba Legal Research Associates Florida (LRA). This contract provides legal research services to the general inmate population housed at Miami-Dade County detention facilities in compliance with federal law. Prison Solutions, Inc. provides correctional agencies with efficient and comprehensive online web-based programs that support inmate access to legal information by taking the place of jail law libraries. This online service tool is capable of supporting a large number of participants at individual detention facilities. The services are provided at inmate location, which eliminates the risk and cost of transporting or escorting them to and from law libraries.

Prison Solutions, Inc. is the only authorized vendor to provide this online service. It is recommended that this OTR be exercised as it is in the best interest of Miami-Dade County for the continuity of services and cost efficiency.

Item 3

Contract No.: SS8959-4/14-1

Contract Title: Financial Investigation System Software

Description: It is recommended that the Board authorize the County Mayor or County Mayor's designee to exercise the second Option-to-Renew (OTR) to procure software licenses, maintenance, and support services for the Financial Investigation System (FIS). The contract is in its first OTR period which was approved by the Board on January 21, 2010 (R-35-10) and expires March 4, 2011. The contract has three one-year OTRs remaining. Exercising the second OTR will bring the cumulative value of the contract to \$143,000.

Initial Contract Term and

Usage: March 05, 2009 to March 04, 2010 \$ 93,000

First OTR and Usage: March 05, 2010 to March 04, 2011 \$ 25,000

Second OTR and Estimated

Usage: March 05, 2011 to March 04, 2012 \$ 25,000

Cumulative Value: **\$143,000**

** 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 |
|---------------|-----------------|----------------|------------------|
| Police | <u>\$25,000</u> | General Fund | Laura Romano |
| Total: | \$25,000 | | |

| Vendor: | Address | Principal |
|--|--|--------------|
| Actionable Intelligence Technologies, Inc. (Non-local Vendor) | 12975 Brookprinter Place, Suite 140 Poway, CA. 92064 | Susan Deehan |

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

Review Committee Date: February 18, 2009; Item #2-05

Local Preference: Not Applicable

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

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

DPM Contract Manager: Santiago A. Pastoriza

JUSTIFICATION

This contract provides the Miami-Dade Police Department (MDPD) with software licenses, maintenance, and support services for the Financial Investigation System (FIS), provided by Actionable Intelligence Technologies, Inc. FIS is used by MDPD investigators and forensic accountants to identify records, extracts reports, verify financial data, and other accounting activities for investigation of criminal activity or civil disputes. These financial investigations often involve federal law enforcement and other investigative agencies requiring extensive inter-agency coordination. The FIS software allows for this collaboration and information sharing. No other vendor is capable of providing the required software licenses, maintenance, and support services. It is therefore in the best interest of the county to exercise the second option-to-renew.