Memorandum

MIAMI-DADE COUNTY

Date: November 3, 2011

Agenda Item No. 8(F)(1)

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

From: Carlos A. Gimenez
Mayor

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 their 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.

Track Record/Monitor

There are no known performance issues with the vendors recommended for award in the accompanying OTR package. Each 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. 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: Water Quality Monitoring Equipment Maintenance and Parts seeks authority to exercise the remaining OTR period to procure maintenance services and parts for the existing water quality monitoring equipment used by Permitting, Environmental and Regulatory Affairs. The amount being requested for the remaining option term is **$50,000**.

Item No. 2: Breeze Hoist Overhaul, Parts, and Repair seeks authority to exercise the two remaining OTR periods to purchase parts, overhaul, and repair services from Breeze-Eastern Corporation for the hoists installed in Air Rescue Helicopters owned by the Miami-Dade Fire Rescue Department. The amount being requested for the remaining option terms is **$420,000**.

Item No. 3: Levi Ray & Shoup Software Maintenance & Support Services seeks authority to exercise the remaining OTR period to allow the Information Technology to purchase software maintenance and support services for the Levi, Ray and Shoup software. The amount being requested for the remaining option term is **$48,000**.

Item No. 4: Traffic Control Computer Hardware Maintenance Services seeks authority to exercise the remaining OTR period to allow the Public Works and Waste Management's Traffic Signals and Signs Division to purchase equipment maintenance services for the existing Traffic Control Computer System. The amount being requested for the remaining option term is **$25,000**.

Item No. 5: High Scope Educational Research seeks authority to exercise the remaining OTR period for the Head Start/Early Start Program curriculum training for the Community Action and Human Services. The amount being requested for the remaining option term is **$43,000**.

Deputy Mayor

Item 1

Contract No.:	SS8693-2/12-1	
Contract Title:	**Water Quality Monitoring Equipment Maintenance and Parts**	
Description:	It is recommended that the Board authorize the County Mayor or County Mayor's designee to exercise the remaining Option-to-Renew (OTR) period to continue to purchase maintenance services and parts for the existing water quality monitoring equipment for Permitting, Environmental and Regulatory Affairs. Exercising the final OTR period will bring the cumulative value of the contract to $178,000.	
Initial Contract Term and Usage:	November 17, 2008 to November 16, 2010	$ 78,000
First OTR and Usage:	November 17, 2010 to November 16, 2011	$ 50,000
Second OTR and Usage:	November 17, 2011 to November 16, 2012	$ 50,000
Cumulative Value:		**$178,000**

JUSTIFICATION

This contract provides Permitting, Environmental and Regulatory Affairs maintenance services and parts for the existing water quality monitoring equipment provided by YSI, Inc. The equipment used by biologists and hydrologists tests water and monitors projects as required by federal regulations. Water testing is conducted on a weekly basis at Biscayne Bay and in the Everglades to detect contamination and environmental hazardous materials.

Following a full and open competitive process, the original purchase for water quality monitoring equipment was awarded in February 2006 for an initial two-year term awarded to YSI, Inc. (formerly known as AMJ Environmental). The existing sole source contract was issued in November 2008, for a two-year term, with two option-to-renew periods through a non-competitive process for continued maintenance services and parts.

Continuation of this contract is required to provide the department with maintenance services and parts for the water quality monitoring equipment. YSI, Inc. is the manufacturer and sole provider of parts and maintenance services for this equipment. No other vendor is able to provide the required service. It is recommended that the final OTR be approved, as it is in the best interest of Miami-Dade County for the continuity of services.

Using/Managing Department and Funding Source:

Department	**Allocation**	**Funding Source**	**Contract Manager**
Permitting, Environmental and Regulatory Affairs	$50,000	Proprietary Funds	John Lariosa
Total:	**$50,000**		

Vendors:	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
Review Committee Date	June 25, 2008 Item # 2-09
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:	This contract includes the User Access Program provision. The 2% program discount is being collected on all purchases.
Procurement Contracting Officer:	Dakota Thompson

Item 2

Contract No.:	SS9005-3/13-1
Contract Title:	**Breeze Hoist Overhaul, Parts, and Repair**
Description:	It is recommended that the Board authorize the County Mayor or County Mayor's designee to exercise the two remaining Option-to-Renew (OTR) periods to purchase parts, overhaul, and repair services from Breeze-Eastern Corporation for the hoists installed in Air Rescue helicopters owned by Miami-Dade Fire Rescue (MDFR). Exercising the two remaining OTR periods will bring the cumulative value of the contract to $840,000.

Initial Contract Term and Usage:	May 19, 2009 to May 18, 2010	$210,000*
First OTR and Usage:	May 19, 2010 to November 18, 2011	$210,000
Second OTR and Estimated Usage:	November 19, 2011 to November 18, 2012	$210,000
Third OTR and Estimated Usage:	November 19, 2012 to November 18, 2013	$210,000
Cumulative Value:		**$840,000**

*Includes a modification in the amount of $110,000 approved by the Board via Resolution R-222-10

JUSTIFICATION

Miami-Dade Fire Rescue (MDFR) operates four Air Rescue helicopters equipped with Breeze-Eastern Corporation hoists. These hoists are used to rescue persons who are injured or stranded in locations that would otherwise be inaccessible by other rescue vehicles and/or personnel. The hoists are a critical component of each of the Air Rescue helicopters. This contract allows purchase of parts needed to maintain the hoists, obtain repair services by certified technicians, and overhaul the hoists to extend their useful life.

Breeze-Eastern Corporation is the sole provider of the required parts, repair services, and overhaul for the hoists in the Continental United States. Approval of the remaining option-to-renew periods will ensure continuity of preventative maintenance and repair services.

Using/Managing Department and Funding Source:

Department	**Total Allocation for Two Remaining OTRs**	**Funding Source**	**Contract Manager**
Fire Rescue	$420,000	Fire District Funds	Marianela Betancourt
Total:	**$420,000**		

Vendors	Address	Principal
Breeze-Eastern Corporation (Non-local Vendor)	35 Melanie Lane Whippany, NJ 07981	Robert L. G. White

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 Measures – Sole Source
Review Committee Date:	April 15, 2009; Item #2-04
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 is included. The 2% program discount is being collected on all purchases.
Procurement Contracting Officer:	Robin Webb

Item 3

Contract No.: BW7220-4/12-3

Contract Title: **Levi Ray & Shoup Software Maintenance & Support Services**

Description: It is recommended that the Board authorize the County Mayor or the County Mayor's designee to exercise the remaining Option-To-Renew (OTR) period to provide the Information Technology Department with the ability to purchase software maintenance and support services for the Levi, Ray and Shoup (LRS) software. Exercising the remaining OTR period will bring the cumulative value of the contract to $298,000.

Initial Contract Term and Usage:	November 26, 2007 through November 25, 2008	$ 80,000
First OTR and Usage:	November 26, 2008 through November 25, 2009	$ 80,000
Second OTR and Usage:	November 26, 2009 through November 25, 2010	$ 45,000
Third OTR and Usage:	November 26, 2010 through November 25, 2011	$ 45,000
Fourth OTR and Usage:	November 26, 2011 through November 25, 2012	$ 48,000
Cumulative Value:		**$298,000**

JUSTIFICATION

This contract is used by the Information Technology Department for software maintenance and technical support services for the Levi, Ray and Shoup (LRS) VPS®, VPS/TCPIP and DRS software. The LRS software is used to streamline printing in the mainframe computer environment by efficiently routing data to the most appropriate printer or output device. The LRS software enhances the mainframe printing system by providing a management tool, allowing enhanced monitoring of print jobs, and facilitating correction of printing problems. All County mainframe applications rely on this software to print jobs at remote locations. The software maintenance and support services for this tool are proprietary to LRS. It is therefore in the best interest of the County to exercise the remaining option-to-renew period.

Using/Managing Department and Funding Source:

Department	**Allocation**	**Funding Source**	**Contract Manager**
Information Technology Department	$ 48,000	Internal Service Funds	Mirta Cardoso
Total:	**$ 48,000**		

Vendor:	**Address**	**Principal**
Levi, Ray & Shoup, Inc. (Non-local Vendor)	2401 West Monroe Springfield, IL 62704	Richard H. Levy

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

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Compliance Data:	There are no compliance issues with the awarded firm.
Contract Measure:	No Measure – Bid Waiver
Review Committee Date:	June 20, 2007; Item #2-01
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 is included. The 2% program discount is being collected on all purchases.
Procurement Contracting Officer:	Margaret Brown

Item 4

Contract No.: BW6089-3/12-2

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 remaining option-to-renew (OTR) period to provide the Public Works and Waste Management the ability to purchase equipment maintenance services for the Traffic Control Computer System. Exercising the remaining OTR will bring the cumulative value of the contract to $167,000.

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 Usage:	September 1, 2010 through November 30, 2011	$ 52,000
Third OTR and Usage:	December 1, 2011 through November 30, 2012	$ 25,000
Cumulative Value:		**$167,000**

JUSTIFICATION

This contract provides the Traffic Signals & Signs Division of Public Works and Waste Management with hardware maintenance, parts, and support services for the existing Traffic Control Computer 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. The System was designed and installed in the early 1970s and has been enhanced over the years to meet the operational needs of the County. ModComp, Inc. is the sole manufacturer and proprietor of the System.

A new modernized traffic control system is scheduled to be operational within the next 6-8 months. Exercising the final option-to-renew period for this contract will allow continuity of service until the new system is fully implemented and operational. As the new system becomes operational, maintenance services to the present system will be reduced gradually. This reduction is reflected in the value for this last renewal period.

Using/Managing Department and Funding Source:

Department	**Allocation**	**Funding Source**	**Contract Manager**
Public Works and Waste Management	$25,000	General Fund	James Jackson
Total:	**$25,000**		

Vendor:	Address	Principal
ModComp, Inc. (Non-Local Vendor)	1500 South Powerline Road Deerfield Beach, FL 33442-8162	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
Review Committee Date:	Not Applicable
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 will apply. The 2% program discount is being collected on all purchases.
Procurement Contracting Officer:	Margaret Brown

Item 5

Contract No.:	SS8669-3/12-2	
Contract Title:	**High Scope Educational Research**	
Description:	It is recommended that the Board authorize the County Mayor or County Mayor's designee to exercise the remaining Option-to-Renew (OTR) period for Head Start/Early Start Program curriculum training for Community Action and Human Services. Exercising the remaining OTR period will bring the cumulative value of the contract to $172,000.	
Initial Contract Term and Usage:	January 1, 2009 to July 31, 2009	$ 43,000
First OTR and Usage:	August 1, 2009 to July 31, 2010	$ 43,000
Second OTR and Usage:	August 1, 2010 to January 31, 2012	$ 43,000
Third OTR and Usage:	February 1, 2012 to January 31, 2013	$ 43,000
Cumulative Value:		**$172,000**

JUSTIFICATION

This contract provides curriculum training and assistance to teachers working with the Head Start/Early Start Program. The Head Start/Early Start Program offers comprehensive child development services to economically disadvantaged children and families with a special focus on helping preschoolers develop early reading and math skills. The vendor, High Scope Educational Research Foundation, designed the curriculum which focuses on developmentally appropriate practices for preschool children.

The program and curriculum have been in use for over 20 years. This has provided continuity and a high-level educational approach necessary for early childhood programs to have a positive effect. The curriculum uses best practices recommended by the National Association for Education of Young Children, and provides ongoing classroom observation, feedback and mentoring to teachers. The extent to which individual teachers implement the curriculum after training is measured through systematic observation of classrooms over time, and involves interviews with teachers and ongoing assessment of children's development.

High Scope Educational Research Foundation is the developer and copyright owner of the curriculum. They are the sole source for obtaining training materials and support for the instructional, professional development and assessment instruments contained within the curriculum. It is therefore in the best interest of the County to exercise the remaining option-to-renew.

Using/Managing Department and Funding Source:

Department	Allocation	Funding Source	Contract Manager
Community Action and Human Services	$43,000	Federal Funds	Shirley Almeida
Total:	**$43,000**		

Vendor:	Address	Principal
High Scope Educational Research Foundation (Non-Local Vendor)	600 North River Street Ypsilanti, MI 48198	Theresa Schenk

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 Living Wage does not apply

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

Procurement Contracting Officer: Martha Perez-Garviso

MEMORANDUM

(Revised)

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

DATE: November 3, 2011

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

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

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(F)(1)
11-3-11

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 their 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
Esteban L. Bovo, Jr.	Jose "Pepe" Diaz
Sally A. Heyman	Barbara J. Jordan
Jean Monestime	Dennis C. Moss
Rebeca Sosa	Sen. Javier D. Souto
Xavier L. Suarez	

The Chairperson thereupon declared the resolution duly passed and adopted this 3rd day of November, 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. HB/

Hugo Benitez