Memorandum

MIAMI-DADE COUNTY

Date: December 19, 2011

Agenda Item No. 8(F)(10)

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 Competitively Bid Contracts that Would Bring the Cumulative Contract Value to More than $1 Million

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Recommendation
It is recommended that the Board of County Commissioners (Board) 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.

Scope
The impact of the item in the accompanying OTR package is countywide in nature.

Fiscal Impact/Funding Source
The allocation and funding source by department/agency is listed in the attached OTR package.

Contract amounts and 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 the County departments and/or agencies. Funding will be expended only if departmental budgets can support the expenditures approved in their annual budget adopted 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. The departments' contract managers are reflected in the attached OTR package.

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 competitively bid contracts listed in this item require approval to exercise OTRs contained in the contracts that would, if exercised, bring the cumulative value of the contracts to over $1 million. These contracts were awarded under the County Mayor or County Mayor's designee's delegated authority ($1 million for competitive procurements) pursuant to Section 2-8.1(b) of the County Code and the Master Procurement Administrative Order, A.O. 3-38.

The contracts in this package were awarded prior to the effective date of Ordinance 09-52, which requires obtaining Board authorization to award contracts where the renewal options would bring the cumulative value of the contract above $1 million.

Prior to exercising any OTR period, market research is conducted to ensure that continuing to purchase from the awarded vendors is in the best interest of the County. For example, if the Board authorizes multiple OTR periods through one resolution, market research is conducted prior to each OTR to

determine whether to continue exercising the option term or issue a new competitive solicitation. 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: Automotive Specialized Repairs seeks authority to exercise the remaining Option-to-Renew terms for purchase of automotive specialized repairs for various County departments. The amount being requested for the remaining two option terms is **$412,000.**

Item No. 2: Liquid Level Control Systems seeks authority to exercise the remaining Option-to-Renew terms for purchase of liquid level control systems for Water and Sewer Department. The amount being requested for the remaining two option terms is **$908,000.**

Item No. 3: Refurbished Telecom Equipment Pre-Qualification Pool seeks authority to exercise two Option-to-Renew terms for purchase of refurbished telecommunications equipment for the Information Technology Department. The amount being requested for two option terms is **$500,000.**

Item No. 4: Janitorial Services for Joseph Caleb Center seeks authority to exercise the third Option-to-Renew term to purchase janitorial services for the Joseph Caleb Center. The amount being requested for the third option term is **$225,000.**

Deputy Mayor

MEMORANDUM

(Revised)

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

DATE: December 19, 2011

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

SUBJECT: Agenda Item No. 8(F)(10)

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)(10)
12-19-11

RESOLUTION NO. _____

RESOLUTION AUTHORIZING THE COUNTY MAYOR OR COUNTY MAYOR'S DESIGNEE TO EXERCISE OPTION-TO-RENEW PERIODS FOR CERTAIN 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:

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 19th day of December, 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

Item 1

Contract No.: 0607-5/12-3

Contract Title: **Automotive Specialized Repairs**

Description: It is recommended that the Board authorize the County Mayor or the County Mayor's designee to exercise the remaining Option-to-Renew terms for purchase of automotive specialized repairs for various County departments.

Initial Contract Term and Usage:	July 9, 2007 to June 30, 2008	$ 279,000
First OTR and Usage:	July 1, 2008 to June 30, 2009	$ 279,000
Second OTR and Usage:	July 1, 2009 to June 30, 2010	$ 279,000
Third OTR and Usage:	July 1, 2010 to December 31, 2011	$ 397,000

OTRs Requested for Approval Under This Item:

Fourth OTR and Usage:	January 1, 2012 to December 31, 2012	$ 206,000
Fifth OTR and Usage:	January 1, 2013 to December 31, 2013	$ 206,000
Cumulative Value:		**$1,646,000**

JUSTIFICATION

This contract is used by various County departments for purchase of specialized automotive repairs. Prices for parts are based on percentage discounts from manufacturer's suggested retail prices, and posted shop labor rates. Alignment and wheel balancing services are based on flat rate prices.

Market research involved searching other government agency contracts and contacting local vendors providing specialized automotive repairs, alignment and wheel balancing services. Market research indicates the County's contract pricing is lower than Broward County and other vendor quotations.

This contract allows vendors to request a price adjustment prior to the end of each option to renew period. The most recent CPI Report (September 2011) for the region showed an increase of 4.5%. Contract vendors have agreed to hold their pricing without the CPI increase. Current prices will remain fixed for the next contract term. It is therefore in the best interest of the County to exercise the remaining option to renew.

Using/Managing Department and Funding Source:

Department	Total Allocation Requested for Two Remaining OTRs	Funding Source	Contract Manager
Aviation	$54,000	Proprietary Funds	Neivy Garcia
Fire Rescue	$8,000	Fire District	Marianela Betancourt
Internal Services Department	$200,000	Internal Service Funds	Martin Dareff
Parks, Recreation and Open Spaces	$30,000	General Fund	Amalia Hurtado
Water and Sewer	$120,000	Proprietary Funds	Gregory Hicks
Total:	**$412,000**		

Vendors:	Address	Principal
Palm Truck Centers, Inc (Local Vendor)	2441 South State Road 7 Suite #441 Fort Lauderdale, FL 33317	Victor Weiger
Dade Truck Inc (Local Vendor)	7250 NW 43 Street Miami, FL 33166	Anthony S. Ierna
Rose Spring Corporation (Local Vendor)	7340 NW 70 Street Miami, FL 33166	Enrique Vinas
Advanced Body & Frame Inc (Local Vendor)	3041 East 10 Avenue Hialeah, FL 33013	Julie Font

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

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

Contract Measure: Small Business Enterprise Bid Preference

Local Preference: The Local Preference was applied in accordance with the Ordinance but did not affect outcome.

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.

Procurement Contracting Officer: Pablo Martinez

Item 2

Contract No.: 5469-6/13-4

Contract Title: **Liquid Level Control Systems**

Description: It is recommended that the Board authorize the County Mayor or the County Mayor's designee to exercise the remaining Option-to-Renew terms for purchase of liquid level control systems for Water and Sewer Department.

Initial Contract Term and Usage:	January 29, 2007	to December 31, 2007	$ 195,000
First OTR and Usage:	January 1, 2008	to December 31, 2008	$ 250,000
Second OTR and Usage:	January 1, 2009	to December 31, 2009	$ 454,000
Third OTR and Usage:	January 1, 2010	to December 31, 2010	$ 454,000
Fourth OTR and Usage:	January 1, 2011	to December 31, 2011	$ 454,000

OTRs Requested for Approval Under This Item:

Fifth OTR and Usage:	January 1, 2012	to December 31, 2012	$ 454,000
Sixth OTR and Usage:	January 1, 2013	to December 31, 2013	$ 454,000
Cumulative Value:			**$2,715,000**

JUSTIFICATION

This contract is used by the Water and Sewer Department for purchase of liquid level control systems. The systems are used in lift stations throughout the County's wastewater collection systems to measure liquid levels, detect and announce anomalies, and activate alarm signals.

The contract established a pre-qualified pool of vendors that allows for competitive spot market quotations. In order to enhance competition, additional vendors that meet the criteria established in the original solicitation may be added to the pool at any time during the term of the contract. The method of award ensures the County receives the best pricing available in the market at the time the department requires the commodity or service. It is therefore in the best interest of the County to exercise the next option to renew term for continuity of services.

Using/Managing Department and Funding Source:

Department	**Total Allocation Requested for Two Remaining OTRs**	**Funding Source**	**Contract Manager**
Water and Sewer	$908,000	Proprietary Funds	Gregory Hicks
Total:	**$908,000**		

Vendors:	Address	Principal
Multitrode Inc (Non-local Vendor)	990 S Rogers Circle Suite 3 Boca Raton, FL 33487	Aaron Parkinson
Alttec Corporation (Non-local Vendor)	4260 114th Terrace North Clearwater, FL 33762	John D. Cattel
Mp Electronics, Inc. (Non-local Vendor)	2464 Vulcan Road Apopka, FL 32703	John Evans
John Mader Enterprises, Inc. (Non-local Vendor)	18161 North Tamiami Trail North Fort Myers, FL 33903	John A. Mader

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

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

Contract Measure: Small Business Enterprise Bid Preference

Local Preference: Will be applied in accordance with the Local Preference Ordinance at the time of competition.

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.

Procurement Contracting Officer: Maggie Reynaldos

Item 3

Contract No.: 6327-9/16-4

Contract Title: **Refurbished Telecom Equipment Pre-Qualification Pool**

Description: It is recommended that the Board authorize the County Mayor or the County Mayor's designee to exercise two Option-to-Renew terms for purchase of refurbished telecommunications equipment for the Information Technology Department.

Initial Contract Term and Usage:	January 4, 2007 to December 31, 2007	$ 500,000
First OTR and Usage:	January 1, 2008 to December 31, 2008	$ 400,000
Second OTR and Usage:	January 1, 2009 to December 31, 2009	$ 400,000
Third OTR and Usage:	January 1, 2010 to December 31, 2010	$ 300,000
Fourth OTR and Usage:	January 1, 2011 to December 31, 2011	$ 220,000

OTRs Requested for Approval Under This Item:

Fifth OTR and Usage:	January 1, 2012 to December 31, 2012	$ 250,000
Sixth OTR and Usage:	January 1, 2013 to December 31, 2013	$ 250,000
Cumulative Value:		**$2,320,000**

JUSTIFICATION

This contract is used by the Information Technology Department (ITD) for purchase of refurbished telecommunications equipment. The County saves by purchasing less expensive refurbished equipment in situations when it is not necessary to purchase new equipment. ITD anticipates that the demand for lower-priced equipment will increase due to budget limitations. An increase of $30,000 per remaining OTR term has been requested to meet the projected demand in refurbished telecommunications equipment.

The contract established a pre-qualified pool of vendors that allows for competitive spot market quotations. Vendors who meet the criteria established in the solicitation may be added during the term of the contract. The method of award ensures the County receives the best pricing available in the market at the time the department requires the commodity or service. It is therefore in the best interest of the County to exercise the remaining option to renew term for continuity of services.

Using/Managing Department and Funding Source:

Department	Total Allocation Requested for Two OTRs	Funding Source	Contract Manager
Information Technology	$500,000	Internal Service Funds	Manny Fernandez
Total:	**$500,000**		

Vendors:	Address	Principal
Enterprise Systems Corporation (Non-local Vendor)	4325 W. Sam Houston Parkway Houston, TX 77043	Darlene Gonzalez
Cableexpress Corp (Non- local Vendor)	5404 South Bay Road Syracuse, NY 13212	Bill Pomeroy
Kaisercomm Inc (Non- local Vendor)	4362 Round Lake Road West St. Paul, MN 55112	Bruce Marlin
Empire Technologies LLC (Non- local Vendor)	246 Industrial Way West Eatontown, NJ 07724	Cordell Toson
Siemens Enterprise Communications (Non- local Vendor)	1001 Yamato Road Boca Raton, FL 33487	Rafael Muina
Teracai Corporation (Non- local Vendor)	217 Lawrence Road East North Syracuse, NY 13212	Bill Pomeroy
Telesource Services LLC (Non- local Vendor)	1450 Highwood East Pontiac, MI 48340	Michael J. Woods
Vibes Technologies Inc (Non- local Vendor)	100 South 5th Street Suite 1075 Minneapolis, MN 55402	Nick Toscano
Liberty Communications Inc (Non- local Vendor)	680 Hale Avenue North Suite 170 Oakdale, MN 55128	Boyd R. Petru
Midwest Telecom Resellers LLC (Non-local Vendor)	1288 Research Boulevard St. Louis, MO 63132	Scott C. Ross
A-1 Teletronics Inc (Non- local Vendor)	2510 118th Avenue North St. Petersburg, FL 33716	Michael Galinski

Creative Communication Company of Florida (Non- local Vendor)	700 7th Avenue North St. Petersburg, FL 33701	James Layton
Miami Business Telephones (Local Vendor)	4933 SW 74th Court Miami, FL 33155	Nestor Collantes

Performance Data:	There are no performance issues with the awarded firms.
Compliance Data:	There are no compliance issues with the awarded firms.
Contract Measure:	Small Business Enterprise Bid Preference
Local Preference:	Will be applied in accordance with the Local Preference Ordinance at the time of competition.
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.
Procurement Contracting Officer:	Erick Martinez

Item 4

Contract No.: EPP-RFP8275-2(4)

Contract Title: **Janitorial Services for Joseph Caleb Center**

Description: It is recommended that the Board authorize the County Mayor or the County Mayor's designee to exercise the third Option-to-Renew term for purchase of janitorial services for the Joseph Caleb Center.

Initial Contract Term and Usage:	July 1, 2007 to June 30, 2009	$ 480,000
First OTR and Usage:	July 1, 2009 to December 30, 2010	$ 388,000
Second OTR and Usage:	December 31, 2010 to December 30, 2011	$ 225,000

OTRs Requested for Approval Under This Item:

Third OTR and Usage:	December 31, 2011 to December 30, 2012	$ 225,000
Cumulative Value:		**$1,318,000**

JUSTIFICATION

This contract is used by the Internal Services Department (ISD) to purchase janitorial services for the Joseph Caleb Center. The reduction in allocation for the second and third terms is based on a reduction of service level requested by ISD.

The prices are guaranteed firm for the initial term and all option-to-renew periods. This contract will be bid and consolidated under the Invitation to Qualify (ITQ) for Janitorial Services which establishes a pool of vendors based on prequalification criteria. This new ITQ will solicit spot market quotes under new performance-based specifications that will encompass all janitorial services required by the County. There are eight existing janitorial services contracts for facilities throughout the County expiring in 2012. The ITQ is projected to be in place by March 2012. Once the ITQ is approved by the Board, a work order competition for each of those expiring contracts will take place. Exercising the OTR will allow continuity of services until the janitorial services for the Caleb Center are competed.

Using/Managing Department and Funding Source:

Department	**Total Allocation Requested for Five Remaining OTRs**	**Funding Source**	**Contract Manager**
Internal Services Department	$225,000	Internal Services Fund	Lucy Romano
Total:	**$1,250,000**		

Vendors:	Address	Principal
Vista Building Maintenance Services, Inc. (Local Vendor)	8200 Coral Way Miami, FL 33155	James M. Haley

Performance Data:	There are no performance issues with the awarded firm.
Compliance Data:	There are no compliance issues with the awarded firm.
Contract Measure:	Small Business Enterprise Set-Aside
Local Preference:	The Local Preference was applied in accordance with the Ordinance.
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.
Procurement Contracting Officer:	Albert Falcon