

Memorandum



Date: November 19, 2013

To: Honorable Chairwoman Rebeca Sosa
and Members, Board of County Commissioners

Agenda Item No. 8(F)(4)

From: Carlos A. Gimenez
Mayor

Subject: Resolution Authorizing Additional Expenditure Authority for Various Board Approved Contracts

Recommendation

It is recommended that the Board of County Commissioners (Board) authorize additional expenditure authority to the previously Board-approved contracts listed below. The additional expenditure authority is for various goods and services allowed under the original terms and conditions of these contracts, but for which the funding necessary requires Board authorization. The total funding requested for the items listed below and described in more detail in the accompanying attachments is \$3,268,000.

Item 1 – ReliaVote Equipment, Software and Associated Services – Requests additional expenditure authority of up to \$2,650,000 so the Elections Department can upgrade the existing sorter equipment to increase the efficiency of absentee ballot processing and enhance voter experience in future elections. This contract with Pitney Bowes, Inc., was approved by the Board through R-961-11, and the scope allows for purchase of additional equipment, hardware, and software.

Item 2 – PROPworks System Software – Requests additional expenditure authority of up to \$618,000 to perform an enterprise software upgrade to the existing PROPworks system currently in use at the Miami-Dade Aviation Department. This contract with Air Transport IT Services, Inc., was originally approved by the Board through R-1181-08, and the scope provided for future upgrades and enhancements to the system software.

Scope

The scope of the actions in this item is countywide in nature.

Fiscal Impact/Funding Source

The additional expenditure authority and funding sources are listed in the accompanying attachments.

The contract amounts and departmental allocations represent the maximum spending authority based on past utilization. This action does not guarantee that the total contract amount/value will be expended by the department. Funding will be expended only if the department's budget can support the expenditures approved in its annual budget adopted by the Board.

Track Record/Monitor

There are no known performance/compliance issues with the vendors recommended for award in the attached items. Each department's contract manager is reflected in the individual items.

Delegated Authority

If this item is approved, the County Mayor or County Mayor's designee will have the authority to extend the contracts for purchase of goods and services in accordance with the terms and conditions of the contracts listed in the attached items.

Honorable Chairwoman Rebeca Sosa
and Members, Board of County Commissioners
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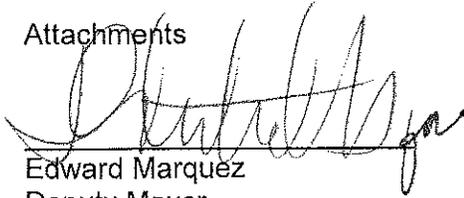
Due Diligence

Due diligence was conducted in accordance with the Internal Services Department's Procurement Guidelines to determine Contractor responsibility, including verifying corporate status and review of performance or compliance issues. The lists that were referenced include: convicted vendors, debarred vendors, delinquent contractors, suspended vendors, and federal excluded parties. There were no adverse findings relating to Contractor responsibility. This information is being provided pursuant to Resolution R-187-12.

Background

Additional information on each item is attached.

Attachments

A handwritten signature in black ink, appearing to read "Edward Marquez", is written over a horizontal line.

Edward Marquez
Deputy Mayor



MEMORANDUM

(Revised)

TO: Honorable Chairwoman Rebeca Sosa
and Members, Board of County Commissioners

DATE: November 19, 2013

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

SUBJECT: Agenda Item No. 8(F)(4)

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 Mayor'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)(4)
11-19-13

RESOLUTION NO. _____

RESOLUTION AUTHORIZING ADDITIONAL
EXPENDITURE AUTHORITY FOR VARIOUS BOARD-
APPROVED CONTRACTS FOR THE PURCHASE OF
GOODS AND SERVICES IN A TOTAL AMOUNT UP
TO \$3,268,000.00

WHEREAS, the County Mayor recommends to this Board to authorize additional
expenditure authority for the purchase of goods and services,

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY
COMMISSIONERS OF MIAMI-DADE COUNTY, FLORIDA**, that:

Section 1: This Board authorizes additional expenditure authority as set forth
in Items 1 and 2 of the incorporated memorandum in an amount up to \$3,268,000.00 for
the purchase of goods and services.

Section 2: This Board authorizes the County Mayor or County Mayor's
designee to make the purchases described in Items 1 and 2 and to execute any and all
contract documents to complete such purchases under existing documents.

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:

Rebeca Sosa, Chairwoman
Lynda Bell, Vice Chair

Bruno A. Barreiro
Jose "Pepe" Diaz
Sally A. Heyman
Jean Monestime
Sen. Javier D. Souto
Juan C. Zapata

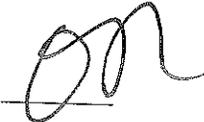
Esteban L. Bovo, Jr.
Audrey M. Edmonson
Barbara J. Jordan
Dennis C. Moss
Xavier L. Suarez

The Chairperson thereupon declared the resolution duly passed and adopted this
19th day of November, 2013. 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

Approved by County Attorney as
to form and legal sufficiency.



By: _____
Deputy Clerk

Oren Rosenthal

Item 1

Contract No.: SS8541-0/12	Title: ReliaVote Equipment, Software and Associated Services Agreement
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Type of Change:

Additional Time
 Additional Expenditure Authority

 Authorization to use Charter County Transportation Surtax Funds as a Component of MDT Operating Funds

Contract Description and Reason for Change:

Additional expenditure authority is being requested to allow Elections to purchase and upgrade the ReliaVote sorter equipment for the existing Pitney Bowes System used to process absentee ballots. The ReliaVote upgrade will replace the existing, outdated sorter equipment and add additional sorters to enhance efficiency. The upgrade will also add increased capacity by allowing simultaneous processing of outgoing and incoming absentee ballots, as well as replace the server hardware used to host the sorter software application, thus increasing ballot sorting throughput from 36,000 pieces per hour up to 90,000 pieces per hour. This additional expenditure authority will increase efficiency of, and enhance voter experience, in future elections, and provide the required support services needed to maintain the equipment.

Current Term Length:			Additional Time Requested:		
5 years			None		
Current Term Start Date:		Current Term Expiration Date:		Proposed Expiration Date:	
January 1, 2008		December 31, 2013*		N/A	
Department	Existing Allocation	Additional Allocation Requested	Modified Allocation	Funding Source	Contract Manager
Elections	\$1,093,000	\$2,650,000	\$3,743,000	General Fund	Patricia Prochniki
TOTAL	\$1,093,000	\$2,650,000	\$3,743,000		

*This contract has three, one-year options-to-renew negotiated by staff and approved by the Board via R-961-11

Contract Measures: Small Business Enterprise Set-Aside Bid Preference
 Selection Factor Other No Measures - Sole Source Contract

Local Preference Ordinance: Applies Does not apply

Living Wage Ordinance: Applies Does not apply

User Access Program: Applies where permitted by funding source Does not apply

Procurement Contracting Officer: Josh Brown

Vendors	Address	Principal
Pitney Bowes, Inc.	1 Elmcroft Road Stamford, CT	Johnna G. Torsone

Item 2

Contract No.: SS8764-0/18	Title: PROPworks System Software
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Type of Change:

Additional Time
 Authorization to use Charter County Transportation Surtax Funds as a Component of MDT Operating Funds

Additional Expenditure Authority

Contract Description and Reason for Change:

Aviation is requesting additional expenditure authority in the amount of up to \$618,000 to purchase the software, hardware, and maintenance services support required to complete an enterprise-wide upgrade to Aviation's existing PROPworks system (System). The System is an automated revenue management application that manages Aviation's airport revenue, aviation statistics, agreements, leases, carrier activity tracking, cashier module delinquency invoice processing, customer maintenance, risk and insurance management, and billing and invoicing operations.

The additional spending authority will bring the System up to the new version of PROPworks and will also provide staff with additional functionality such as the tracking of insurance compliance and the ability to invoice for multi-month parking activities on a monthly basis. Aviation's existing software version of the System is reaching the end of its useful life and will no longer be supported by Air Transport IT Services (Air IT), the proprietary vendor. The original contract with AirIT, which was approved by the Board on November 20, 2008 through R-1181-08, included provisions within the scope to allow for future upgrades and enhancements to the system.

Current Term Length:			Additional Time Requested:		
Ten years			N/A		
Current Term Start Date:		Current Term Expiration Date:		Proposed Expiration Date:	
April 03, 2009		April 02, 2019		N/A	
Department	Existing Allocation	Additional Allocation Requested	Modified Allocation	Funding Source	Contract Manager
Aviation	\$758,000	\$618,000	\$1,376,000	Proprietary Funds	Carlos Garcia
TOTAL	\$758,000	\$618,000	\$1,376,000		

Contract Measures: Small Business Enterprise Set-Aside Bid Preference
 Selection Factor Other No Measures - Sole Source Contract

Local Preference Ordinance: Applies Does not apply

Living Wage Ordinance: Applies Does not apply

User Access Program: Applies where permitted by funding source Does not apply

Procurement Contracting Officer: Dakota Thompson

Vendors	Address	Principal
Air Transport IT Services, Inc.	5950 Hazeltine National Drive, St. 210, Orlando, FL	Fred Dowding