Memorandum

MIAMI-DADE COUNTY

Date: July 15, 2014

Agenda Item No. 8(F)(1)

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

From: Carlos A. Gimenez
Mayor

Subject: Resolution Requesting Authority to Exercise Option-to-Renew Period Under Existing Non-Competitive Contract

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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 Option-to-Renew (OTR) set forth in this item. Ordinance No. 07-139 provides for committee review exemption.

Item 1 – Tour Andover HVAC – Maintenance System: Seeks authority to exercise the final one-year OTR term for parts, maintenance and service for the Tour Andover Building Management System at various County facilities. The final OTR term is estimated at $145,000. Approval of this item will extend the services of Advanced Control Corporation, Inc. for the Tour Andover Building Management System through September 30, 2015.

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

Fiscal Impact/Funding Source
Contract amount and department allocation represent the maximum spending authority based on estimated past usage. This action does not guarantee that the total contract amounts/values will be expended by these County departments and/or agencies. Funding will be expended only if departmental budgets can support the expenditures as approved in their annual budget adopted by the Board.

Track Record/Monitor
There are no known performance issues with the vendor recommended for award. The department's contract manager is 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 the OTR in accordance with the terms and conditions of the contract listed in the accompanying package.

Background
The non-competitive contract listed in this item require approval to exercise OTRs contained in each contract.

Prior to exercising any 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 OTR for the contract in this package will be executed if determined to be in the best interest of the County.

Attachment

for

Edward Marquez
Deputy Mayor

MEMORANDUM
(Revised)

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

DATE: July 15, 2014

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 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)(1)
7-15-14

RESOLUTION NO. _____

RESOLUTION AUTHORIZING THE COUNTY MAYOR OR COUNTY MAYOR'S DESIGNEE TO EXERCISE OPTION-TO-RENEW PERIODS FOR TOUR ANDOVER HVAC MAINTENANCE AND SERVICES NOT TO EXCEED $145,000.00, 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:

Rebeca Sosa, Chairwoman
Lynda Bell, Vice Chair

Bruno A. Barreiro	Esteban L. Bovo, Jr.
Jose "Pepe" Diaz	Audrey M. Edmonson
Sally A. Heyman	Barbara J. Jordan
Jean Monestime	Dennis C. Moss
Sen. Javier D. Souto	Xavier L. Suarez
Juan C. Zapata	

The Chairperson thereupon declared the resolution duly passed and adopted this 15th day of July, 2014. This resolution shall become 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.

Oren Rosenthal

Item 1

Contract No.: SS9240-3/15-3	Title: Tour Andover HVAC – Maintenance and Services

It is recommended that the Board authorize the County Mayor or the County Mayor's designee to exercise the last Option-to-Renew (OTR) term to purchase inspections, parts, labor, repair, preventive maintenance, database protection, and emergency support services for the Tour Andover Building Management System located at various County facilities.

Initial Contract Term and OTRs with Total Allocation		
Initial Contract Term:	April 1, 2010 – May 31, 2011	$100,000
First OTR:	June 1, 2011 – May 31, 2012	145,000
Second OTR:	June 1, 2012 – May 31, 2013	145,000
Third OTR:	June 1, 2013 – September 30, 2014	194,000
	Subtotal	***$584,000***
OTR Requested for Approval and Estimated Amount Under This Item:		
Fourth OTR:	October 1, 2014 – September 30, 2015	$145,000
	Subtotal	***$145,000***
	Cumulative Value	**$729,000**

JUSTIFICATION

This contract is for purchase of inspection, parts, labor, repair, preventative maintenance, database protection and emergency support services for Tour Andover Building Management Systems. These systems are used by the Miami-Dade Corrections Department Women's Detention Center, and at the Overtown Transit Village North, Overtown Transit Village South buildings managed by the Internal Services Department. These building automation solutions include security, lighting control, heating, ventilating, and air conditioning functions, access card control, temperature control, and digital video surveillance in an integrated system. Advance Control Corporation, Inc. also provides technical support, maintenance, and reporting services. Due to the systems' proprietary nature, Advance Control Corporation, Inc. is the sole authorized representative for Schneider Electric/Tour Andover Controls that can provide the necessary support for this integrated system. It is therefore in the best interest of the County to exercise the last OTR term for continuity of services.

Using/Managing Departments and Funding Sources:			
Department	**Requested Allocation**	**Funding Source**	**Contract Manager**
Internal Services	$100,000	Internal Service Funds	Sherri Johnson
Corrections and Rehabilitation	45,000	General Fund	Ana Hassun
Total:	**$145,000**		

Vendor	Address	Principal
Advanced Control Corporation, Inc.	6001 NE 14 Avenue Ft. Lauderdale, FL	Matthew W. Jones

Contract Measures:	☐ Small Business Enterprise ☐ Set-Aside ☐ Bid Preference ☐ Selection Factor ☒ Other No Measure – Sole Source
Local Preference Ordinance:	☐ Applies ☒ Does not apply
Living Wage Ordinance:	☐ Applies ☒ Does not apply
User Access Program:	☒ Applies ☐ Does not apply
Procurement Contracting Officer:	Yuly Chaux-Ramirez