Memorandum

MIAMI-DADE COUNTY

Date: May 17, 2016

To: Honorable Chairman Jean Monestime
and Members, Board of County Commissioners

Agenda Item No. 8(F)(1)

From: Carlos A. Gimenez
Mayor

Subject: Recommendation for Approval to Establish a Pre-Qualification Pool: Gas and Electric Appliance Repair Services and Replacement Parts

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Recommendation

It is recommended that the Board of County Commissioners (Board) approve the establishment of a pre-qualification pool, *RTQ-00256*, for the purchase of gas and electric appliance repair services and replacement parts for multiple County departments. The pool includes four (4) groups: 1) Repair of Commercial Electrical Appliances; 2) Repair of Commercial and Residential Gas Appliances; 3) Repair of Residential Electrical Appliances; and 4) Replacement Parts. The Miami-Dade Corrections and Rehabilitation Department has the largest allocation under the pool and will use the pool to maintain kitchen equipment (e.g., refrigerators, freezers, ranges, ovens, fryers, cook tanks and utility distribution systems) at its correctional facilities.

Scope

The impact of this item is countywide in nature.

Fiscal Impact/Funding Source

The fiscal impact for the pool's eight-year term is $2,285,000. The current contract, *9081-4/14*, is valued at $3,075,000 for five (5) years and six (6) months. The method of award has been revised from a fixed price schedule to a prequalification pool, allowing the County to maximize competitive pricing while ensuring resource availability. The allocation has been reduced by approximately $273,000 per year based on projected usage by County departments over the term of the pool.

Department	Allocation	Funding Source	Contract Manager
Aviation	$20,000	Proprietary Funds	Neivy Garcia
Community Action and Human Services	125,000	Federal Funds	Richard Signori
Corrections and Rehabilitation	2,000,000	General Fund	Mohammad Haq
Public Housing and Community Development	100,000	Federal Funds	Norma Fernandez
Regulatory and Economic Resources	15,000	Proprietary Funds	John Lariosa
Vizcaya Museum and Gardens	25,000	Proprietary Funds	James Rustin
Total	**$2,285,000**		

Track Record/Monitor

Mary Hammett of the Internal Services Department is the Procurement Contracting Officer.

Delegated Authority

Upon approval of this item, a pool of prequalified vendors will be established to participate in spot market competitions. The County Mayor or the County Mayor's designee will have the authority to solicit pricing and award contracts up to an aggregate amount of the allocation authorized by the Board.

The County Mayor or the County Mayor's designee will also have the authority to (a) exercise all provisions of the solicitation documents and any resulting contracts pursuant to Section 2-8.1 of the County Code and Implementing Order 3-38, and (b) add vendors to the pool at any time, subject to ratification by the Board on a bi-annual basis.

Vendors Pre-Qualified for Pool

A Request to Qualify (RTQ) was issued on June 25, 2015 under full and open competition. The method of award was to prequalify all responsive and responsible vendors that met the minimum requirements as specified in the RTQ for participation in future spot market competitions. Eight (8) vendors responded to the solicitation, of which five (5) vendors satisfied the pre-qualification criteria. Additional qualified vendors may be added to the pool during the term of the RTQ.

Vendor	Principal Address	Local Address	Principal	Group
Advance Case Parts, Inc.	12489 NW 44 Street Coral Springs, FL	Same	Paul Podhurst	2, 3, 4
Fat Free, Inc.	968 Pondella Road, Suite 1 North Fort Myers, FL	2722 NW 30 Avenue Lauderdale Lakes, FL	David A. Nowack	4
Heritage Food Service Group, Inc.	5130 Executive Boulevard Fort Wayne, IN	3200 NW 23 Avenue Suite 400 Pompano Beach, FL	John T. McDonough	4
TWC Services, Inc.	2601 Bell Avenue Des Moines, IA	14042 NW 82 Avenue Miami Lakes, FL	Paul K. Morrison	2, 3, 4
Whaley Foodservice Repairs, Inc.	137 Cedar Road Lexington, SC	None	Wells F. Whaley	4

Vendors Not Pre-Qualified for Pool

Vendor	Reason for Not Recommending
Cool Moon AC Refrigeration & Appliances, Inc.	Vendor did not submit the required documents to satisfy the prequalification criteria. Upon submission of required documents, the vendor will be added to the pool.
Dade Restaurant Repair Shop, Inc.	Vendor merged with TWC Services, Inc., a business recommended for inclusion in the pool.
Saniflow Corporation	No Bid*

*A "No Bid" means the vendor indicated it will not be responding to the solicitation.

Due Diligence

Pursuant to Resolution No. R-187-12, due diligence was conducted in accordance with the Internal Services Department's Procurement Guidelines to determine contractor responsibility, including verifying corporate status and that there are no 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.

Pursuant to Resolution No. R-140-15, prior to the re-procurement of the contract, a full review of the scope of services was conducted to ensure the replacement pool award best reflects the County's current needs. The review included conducting market research, posting a draft solicitation for industry comment, and holding meetings and drafting sessions with user departments.

Applicable Ordinances and Contract Measures

- The two (2) percent User Access Program provision applies and will be collected on all purchases, where permitted by the funding source.

- The Small Business Enterprise (SBE) Bid Preference and Local Preference ordinances will be applied at the time of spot market competition. An SBE set-aside applies for spot market competition up to $100,000 when there are three (3) or more SBE-certified firms available.
- The Living Wage Ordinance does not apply.

Russell Benford
Deputy Mayor

MEMORANDUM

(Revised)

TO: Honorable Chairman Jean Monestime
and Members, Board of County Commissioners

DATE: May 17, 2016

FROM: Abigail Price-Williams
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

_____ Statement of social equity 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)
5-17-16

RESOLUTION NO. _____

RESOLUTION AUTHORIZING ESTABLISHMENT OF PREQUALIFICATION POOL RTQ-00256 IN A TOTAL AMOUNT UP TO $2,285,000.00 FOR GAS AND ELECTRIC APPLIANCE REPAIR SERVICES AND REPLACEMENT PARTS FOR VARIOUS COUNTY DEPARTMENTS; AND AUTHORIZING THE COUNTY MAYOR OR COUNTY MAYOR'S DESIGNEE TO SOLICIT PRICING, AWARD CONTRACTS, EXERCISE ALL PROVISIONS OF THE SOLICITATION DOCUMENTS AND ANY RESULTING CONTRACTS PURSUANT TO SECTION 2-8.1 OF THE CODE OF MIAMI-DADE COUNTY, FLORIDA AND IMPLEMENTING ORDER 3-38, AND ADD VENDORS TO THE POOL AT ANY TIME, SUBJECT TO RATIFICATION BY THE BOARD ON A BI-ANNUAL BASIS

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 authorizes the establishment of prequalification pool RTQ-00256 for gas and electric appliance repair services and replacement parts for various County departments in a total amount up to $2,285,000.00 and authorizes the County Mayor or County Mayor's designee to (a) solicit pricing and award contracts up to the aggregate amount of the allocation authorized by the Board, (b) exercise all provisions of the solicitation documents and any resulting contracts pursuant to Section 2-8.1 of the Code of Miami-Dade County, Florida and Implementing Order 3-38, and (c) add vendors to the pool at any time, subject to ratification by the Board on a bi-annual basis. A copy of the solicitation document and resulting contracts are on file with and available upon request from the Internal Services Department, Procurement Management Services Division.

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:

Jean Monestime, Chairman
Esteban L. Bovo, Jr., Vice Chairman

Bruno A. Barreiro	Daniella Levine Cava
Jose "Pepe" Diaz	Audrey M. Edmonson
Sally A. Heyman	Barbara J. Jordan
Dennis C. Moss	Rebeca Sosa
Sen. Javier D. Souto	Xavier L. Suarez
Juan C. Zapata	

The Chairperson thereupon declared the resolution duly passed and adopted this 17th day of May, 2016. This resolution shall become effective upon the earlier of (1) 10 days after the date of its adoption unless vetoed by the County Mayor, and if vetoed, shall become effective only upon an override by this Board, or (2) approval by the County Mayor of this Resolution and the filing of this approval with the Clerk of the 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