Memorandum

MIAMI-DADE COUNTY

Date: June 7, 2016

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

Agenda Item No. 8(F)(6)

From: Carlos A. Gimenez
Mayor

Subject: Recommendation for Approval to Exercise the Remaining Renewal Periods under Contract No. EPP-RFP8570-7(10), Electronic Voting System

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Recommendation

It is recommended that the Board of County Commissioners (Board) authorize the County Mayor or County Mayor's designee to approve the three (3) remaining option to renew periods under *Contract No. EPP-RFP8570-7(10), Electronic Voting System.* The Electronic Voting System (System) is administered by the Information Technology and Communications Departments on behalf of the Clerk of the Board and the County Commission. The Board's approval is required as the value of the requested renewal periods bring the aggregate contract value over the Mayor's delegated authority. This item is exempt from Committee review per Ordinance No. 07-139, which permits contract renewals to be heard directly by the Board.

The contract was awarded in June 2008 under the delegated authority at the time to Granicus Inc. (Granicus) for a one-year term with ten (10) one-year options to renew. The contract provides the County with an Electronic Voting System through which votes are tabulated and attendance captured at Board and Committee meetings. Through the System, votes per item are electronically recorded when Commissioners vote on an item via individual touch screen panels. The System then automatically logs voting information in the Clerk of the Board's meeting minutes and publishes that information by posting it on the County's intranet. In addition, the system is used for the webcasting and later archiving of Board and Committee meetings as well as certain press conferences. The system is also used to house departmental training videos for use throughout the County.

Prior to the decision to exercise the remaining option to renew periods, market research was conducted to assess competitive factors such as pricing, quality, product features, operational functionality and capital commitment by the vendor. Exercising the renewal periods is in the County's best interest as Granicus is the proprietary owner of the System and thus the sole provider of the required maintenance and support services for the hardware components as well as the hosting services for the associated software.

Scope

The impact of this item is countywide in nature.

Fiscal Impact/Funding Source

The contract, which is in it's the seventh, one-year option to renew period, is valued at $78,000 and expires on June 10, 2016. As seen in the table below, the total value of the three (3) requested renewal periods is $234,000. If all renewal periods are exercised, the contract's expiration date will be June 10, 2019, and the contract's cumulative value will be $1,223,570.

Pursuant to Resolution No. R-98-12, staff contacted the awarded vendor to negotiate the renewal pricing for the next available option to renew period. The result was a continuation of the original contract pricing. Accordingly, it is in the best interests of the County to renew this contract for continuity of service and pricing.

Department	Requested Allocation for the Remaining Option to Renew Periods	Funding Source	Contract Manager
Communications	$171,000	General Fund	Deborah Dean
Information Technology	63,000	Internal Service Funds	Mirta Cardosa
Total	**$234,000**		

Term	Period Covered	Amount
Initial Contract Term:	June 11, 2008 – June 10, 2009	$311,570
First Option to Renew:	June 11, 2009 – June 10, 2010	100,000
Second Option to Renew:	June 11, 2010 – June 10, 2011	100,000
Third Option to Renew:	June 11, 2011 – June 10, 2012	100,000
Fourth Option to Renew:	June 11, 2012 – June 10, 2013	100,000
Fifth Option to Renew:	June 11, 2013 – June 10, 2014	100,000
Sixth Option to Renew:	June 11, 2014 – June 10, 2015	100,000
Seventh Option to Renew:	June 11, 2015 – June 10, 2016	78,000
	Subtotal	***$989,570***
Options to Renew Requested for Approval and Estimated Amount under this Item:		
Eighth Option to Renew:	June 11, 2016 – June 10, 2017	$78,000
Ninth Option to Renew:	June 11, 2017 – June 10, 2018	78,000
Tenth Option to Renew:	June 11, 2018 – June 10, 2019	78,000
	Subtotal	***$234,000***
	Cumulative Value	**$1,223,570**

Track Record/Monitor
Tiondra Wright of the Internal Services Department is the Procurement Contracting Officer.

Delegated Authority
If this item is approved, the County Mayor or County Mayor's designee will have the authority to exercise the eighth, ninth, and tenth option-to-renew periods. The County Mayor or County Mayor's designee will also have the authority to exercise all provisions of the contract, during the option to renew terms, pursuant to Section 2-8.1 of the County Code and Implementing Order 3-38.

Awarded Vendor

Awardee	Principal Address	Local Address	Principal
Granicus, Inc.	707 17 Street Suite 4000 Denver, CO	None	Jason Fletcher

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 review of performance or compliance issues. The lists referenced include convicted vendors, debarred vendors, delinquent contractors, suspended vendors, and federal excluded parties. There are no adverse findings relating to contractor responsibility.

Applicable Ordinances and Contract Measures

- The two (2) percent User Access Program provision applies and will be collected on all purchases.
- The Small Business Enterprise Selection Factor and Local Preference Ordinance were applied at the time of contract award.
- The Living Wage Ordinance does not apply.

Edward Marquez
Deputy Mayor

MEMORANDUM

(Revised)

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

DATE: June 7, 2016

FROM: Abigail Price-Williams
County Attorney

SUBJECT: Agenda Item No. 8(F)(6)

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)(6)
6-7-16

RESOLUTION NO. _____

RESOLUTION AUTHORIZING THE COUNTY MAYOR OR THE COUNTY MAYOR'S DESIGNEE TO EXERCISE THE EIGHTH, NINTH AND TENTH ONE-YEAR OPTION TO RENEW PERIODS FOR CONTRACT NO. EPP-RFP8570-7(10), ELECTRONIC VOTING SYSTEM, WITH AN ALLOCATION OF UP TO $234,000.00 FOR THE COMMUNICATIONS AND INFORMATION TECHNOLOGY DEPARTMENTS; AND AUTHORIZING THE COUNTY MAYOR OR COUNTY MAYOR'S DESIGNEE TO EXERCISE ALL PROVISIONS OF THE CONTRACT PURSUANT TO SECTION 2-8.1 OF THE COUNTY CODE AND IMPLEMENTING ORDER 3-38

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 County Mayor or the County Mayor's designee to exercise the eighth, ninth and tenth one-year option to renew periods for Contract No. EPP-RFP8570-7(10), Electronic Voting System, with an allocation of up to $234,000.00 for the Communications and Information Technology Departments; and authorizes the County Mayor or County Mayor's designee to exercise all provisions of the contract, during the option to renew periods, pursuant to Section 2-8.1 of the County Code and Implementing Order 3-38. A copy of the contract is 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 7th day of June, 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. OR

Oren Rosenthal

4