

# Memorandum

MIAMI-DADE  
COUNTY

**Date:** November 1, 2016

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

Agenda Item No. 8(F)(3)

**From:** Carlos A. Gimenez  
Mayor

**Subject:** Request for Additional Expenditure Authority to Contract No. RFP745-3(3),  
Professional Veterinary Services

## Recommendation

It is recommended that the Board of County Commissioners authorize increased expenditure authority of \$179,670 to *Contract No. RFP745-3(3), Professional Veterinary Services*, for various Miami-Dade County departments to continue receiving routine and emergency animal care services. This contract was established in May 2011 under delegated authority for the delivery of professional veterinary services, including 24-hour emergency services, for the Miami-Dade County Police, Fire Rescue, Corrections and Rehabilitation, Animal Services and Aviation Departments. The contract was awarded to two (2) vendors, by zone (north and south) for three (3) years, with three (3), one-year option to renew periods. Both vendors are Florida-licensed veterinarians operating permitted animal treatment facilities.

This modification is presented to the Board as the additional allocation requested for the final renewal year, when added to the aggregate amount of the contract thus far, will take the total contract amount over \$1,000,000. The requested increase in spending authority will provide the user departments with sufficient funding through the remainder of the contract term and is consistent with current market rates for professional veterinary services.

## Scope

The impact of this item is countywide in nature.

## Fiscal Impact/Funding Source

This contract is in its final option to renew term, which has an existing allocation of \$237,010 and expires on April 30, 2017. As set forth in the table below, if this modification is approved, the contract's value for this option period will be \$416,680. The additional allocation requested for the remaining period is consistent with past usage.

Department	Existing Allocation for the Current Option to Renew Term	Additional Allocation Requested	Modified Allocation	Funding Source	Contract Manager
Animal Services	\$11,670	\$21,670	\$33,340	General Fund	Virginia Diaz
Aviation	77,340	36,000	113,340	Proprietary Funds	Neivy Garcia
Corrections and Rehabilitation	13,000	12,000	25,000	General Fund	Mohamad Haq
Fire Rescue	10,000	10,000	20,000	Fire District Funds	Mari Betancourt
Police	125,000	100,000	225,000	General Fund	Laura Romano
<b>Total</b>	<b>\$237,010</b>	<b>\$179,670</b>	<b>\$416,680</b>		

**Track Record/Monitor**

Caroline Burgos of the Internal Services Department is the Procurement Contracting Officer.

**Delegated Authority**

The County Mayor or County Mayor's designee will have the authority to exercise all provisions of the contract pursuant to Section 2-8.1 of the County Code and Implementing Order 3-38.

**Awarded Vendors**

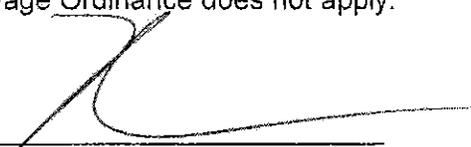
Vendor	Principal Address	Local Address	Principal	Award
Knowles Animal Clinic Snapper Creek, P.A.	9933 Sunset Drive Miami, FL	Same	James H. Block	South Zone
NYK Animal Hospital, PLLC	2645 NE 186 Street Miami, FL	Same	Matthew R. Cooper	North Zone

**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 where permitted by the funding source.
- The Small Business Enterprise Selection Factor and Local Preference were applied.
- 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:** November 1, 2016

**FROM:** Abigail Price-Williams  
County Attorney

**SUBJECT:** Agenda Item No. 8(F)(3)

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)(3)  
11-1-16

RESOLUTION NO. \_\_\_\_\_

RESOLUTION AUTHORIZING ADDITIONAL EXPENDITURE  
AUTHORITY IN A TOTAL AMOUNT UP TO \$179,670.00 FOR  
CONTRACT NO. RFP745-3(3) FOR PROFESSIONAL  
VETERINARY SERVICES FOR VARIOUS COUNTY  
DEPARTMENTS

**WHEREAS**, this Board desires to accomplish the purposes outlined in the accompanying memorandum and document, 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 approves additional expenditure authority in a total amount up to \$179,670.00 for Contract No. RFP745-3(3) for the purchase of professional veterinary services for various County departments. 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 1<sup>st</sup> day of November, 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.

Eduardo W. Gonzalez

