

Memorandum



Date: December 6, 2016

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

Agenda Item No. 8(F)(2)

From: Carlos A. Gimenez
Mayor

Subject: Recommendation for Approval to Award: Kitchen Paper and Plastic Disposable Supplies

Recommendation

It is recommended that the Board of County Commissioners approve award of *Contract No. FB-00367, Kitchen Paper and Plastic Disposable Supplies*, for purchase of disposable kitchen supplies for various Miami-Dade County departments and locations. The awarded vendors will provide disposable kitchen supplies including plates, bowls, cups, spoons, forks, knives, lids, straws, napkins, gloves, aluminum foil, and plastic film. This contract will allow various County departments to continue purchase of disposable kitchen items used to support daily operations. In accordance with Ordinance 16-58, Miami-Dade Parks, Recreation and Open Spaces will not be purchasing any polystyrene products under this contract. Additionally, the County will continue to identify steps to further reduce or eliminate the use of polystyrene products by all County departments.

An Invitation to Bid was issued under full and open competition on April 8, 2016 and seven (7) bids were received in response to the solicitation. The solicitation included three (3) groups: Group A - general funding, which was awarded to the lowest responsive and responsible bidder on an item by item basis; Group B - federal funding, which was awarded to the lowest responsive and responsible bidder in the aggregate; and Group C - a prequalification pool for future spot market quotation, which was awarded to all bidders who satisfied the pre-qualification criteria set forth in the solicitation. Additional vendors may qualify to be added to Group C during the term of the contract.

Scope

The impact of this item is countywide in nature.

Fiscal Impact/Funding Source

The fiscal impact for the 60-month term is \$5,764,000. The previous contract, 7135-4/16, was valued at \$6,044,201 for five (5) years and expires on September 30, 2016.

Department	Allocation	Funding Source	Contract Manager
Community Action and Human Services	\$75,000	General Fund and Federal Funds	Kimberly Craig
Corrections and Rehabilitation	3,611,500	General Fund	Debra Graham
Internal Services	1,000,000	Internal Service Funds	Terrence D. Thompson
Parks, Recreation and Open Spaces	603,000	General Fund	Lluis Gorgoy
Public Housing and Community Development	145,000	Federal Funds	Indira Rajkumar-Futch
Solid Waste Management	12,000	Proprietary Funds	Olga Espinosa-Anderson
Transportation and Public Works	107,500	DTPW Operating Funds	Rodney McMillian
Water and Sewer	210,000	Proprietary Funds	Susan H. Pascual
Total	\$5,764,000		

Track Record/Monitor

Michelle Rapaport of the Internal Services Department is the Procurement Contracting Manager.

Delegated Authority

If this item is approved, 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, including any cancellation, renewal and extension provisions.

Vendors Recommended for Award

Awardee	Principal Address	Address of Branch Offices or Headquarters in Miami-Dade or Broward*	Number of Employee Residents	Principal	Award
			1)Miami-Dade 2)Broward 3)Percentage*		
Agni Enterprise, LLC dba Head to Heels Safety Supplies	9021 SW 94 Street Apartment 510 Miami, FL	Same	2	Malancha Sarkar	Group A (10 Items) Group C
			0		
			100%		
Central Poly-Bag Corp.**	2400 Bedle Place Linden, NJ	None	0	Andrew Hoffer	Group C
			0		
			0%		
Dade Paper & Bag Co.	9601 NW 112 Avenue Miami, FL	Same	259	Leonard Genet	Group A (2 Items) Group C
			33		
			26%		
District Healthcare & Janitorial Supply, Incorporated	10125 NW 116 Way Suite 16 Medley, FL	Same	2	Pernell J. Williams	Group A (19 Items) Group B Group C
			0		
			50%		
Glocecol, LLC**	10302 NW South River Drive Bay Number 23 Medley, FL	Same	0	Cecith Londono	Group A (15 Items) Group C
			4		
			100%		
Interboro Packaging Corporation	114 Bracken Road Montgomery, NY	None	0	Edith Jeremias	Group A (1 Item) Group C
			0		
			0%		
Lavcor, LLC.	936 NW 104 Avenue Miami, FL	Same	1	Leonel Valdes	Group C
			0		
			100%		

*The information in this table is being provided pursuant to Resolution No. R-1011-15. The percentage of employee residents is the percentage of the vendors' employees who reside in Miami-Dade or Broward County as compared to the vendor's total workforce.

**Central Poly Corporation and Glocecol, LLC were deemed non-responsive by the County Attorney's Office for Group B due to failure to submit a price on all items listed within Group B.

Vendors Not Recommended for Award

None

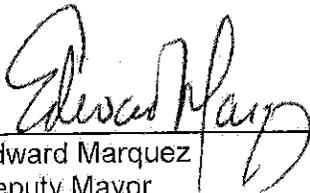
Due Diligence

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 bidders, debarred bidders, delinquent contractors, suspended bidders, and federal excluded parties. There were no adverse findings related to contractor responsibility.

Pursuant to Resolution No. R-140-15, prior to the re-procurement of this replacement contract, a full review of the scope of services was conducted to ensure the replacement contract reflects the County's current needs which included conducting market research.

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 Bid Preference and Local Preference Ordinances were applied where permitted by the funding source (Group A) and will be applied at the time of spot market competition (Group C).
- The Living Wage Ordinance does not apply.



Edward Marquez
Deputy Mayor

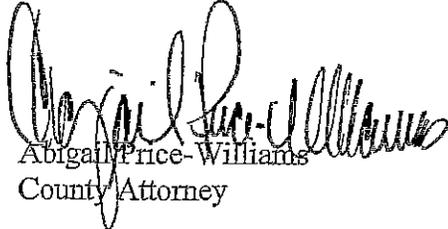


MEMORANDUM

(Revised)

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

DATE: December 6, 2016

FROM: 
Abigail Price-Williams
County Attorney

SUBJECT: Agenda Item No. 8(F)(2)

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)(2)
12-6-16

RESOLUTION NO. _____

RESOLUTION APPROVING AWARD OF CONTRACT NO. FB-00367 FOR PURCHASE OF KITCHEN PAPER AND PLASTIC DISPOSABLE SUPPLIES FOR COUNTY DEPARTMENTS IN A TOTAL AMOUNT NOT TO EXCEED \$5,764,000.00; AND AUTHORIZING THE COUNTY MAYOR OR COUNTY MAYOR'S DESIGNEE TO GIVE NOTICE OF THIS AWARD, ISSUE THE APPROPRIATE PURCHASE ORDER TO GIVE EFFECT TO SAME AND EXERCISE ALL PROVISIONS OF THE CONTRACT PURSUANT TO SECTION 2-8.1 OF THE CODE AND IMPLEMENTING ORDER 3-38; PROHIBITING PURCHASE OF DISPOSABLE POLYSTYRENE PRODUCTS UNDER CONTRACT

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 approves award of Contract No. FB-00367 for purchase of kitchen paper and plastic disposable supplies for County departments as set forth in the incorporated memorandum in a total amount not to exceed \$5,764,000.00, and authorizes the County Mayor or County Mayor's designee to give notice of this award, issue the appropriate purchase order to give effect to same and exercise all provisions of the contract pursuant to Section 2-8.1 of the County Code and Implementing Order 3-38. Notwithstanding the foregoing, disposable polystyrene products shall not be purchased under this contract in accordance with Ordinance 16-58 and the policy established by this Board. 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
Joe A. Martinez	Dennis C. Moss
Rebeca Sosa	Sen. Javier D. Souto
Xavier L. Suarez	

The Chairperson thereupon declared the resolution duly passed and adopted this 6th day of December, 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

