Memorandum

MIAMI-DADE COUNTY

Date: December 6, 2016

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

Agenda Item No. 8(F)(4)

From: Carlos A. Gimenez
Mayor

Subject: Request for Additional Expenditure Authority to Contract No. 060B2490021, Commercial Off-the-Shelf Software

Recommendation

It is recommended that the Board of County Commissioners authorize increased expenditure authority of $4,600,000 to *Contract No. 060B2490021, Commercial Off-the-Shelf Software,* for the Information Technology Department. The County utilizes this contract to purchase commercial off-the-shelf software, installation, training, and maintenance support services. This includes a large variety of products that are used to support County operations. The contract is structured to be adaptable to rapidly changing technology by allowing pre-qualified vendors to add additional product lines, while allowing the County to take advantage of competitive market pricing. This is consistent with the County's strategic goal to use technology in a cost effective manner. Examples of products purchased under this pool include AutoDesk AutoCAD architecture and engineering software, VMWare vSphere server virtualization software, Citrix desktop virtualization software, Kofax image capturing software, Diskeeper defragmentation/performance maintenance software, MCM Technology radio communication tracking software, as well as numerous other software products.

The County accessed this competitively established State of Maryland contract in May 2016 under the County Mayor's delegated authority in order to purchase software and services required to address the immediate software needs of various departments. The requested increase in spending authority will fund the acquisition of the remaining software products and service needed through Fiscal Year 2016-17, allowing Information Technology to closely manage the use of this contract, mitigate software compliance issues, optimize software standardization opportunities, and leverage the County's total software spend to reduce one-time and recurring costs. Upon approval, Information Technology will conduct spot market purchases specific to operational needs outlined by County departments. The contract expires September 30, 2027.

Scope

The impact of this item is countywide in nature.

Fiscal Impact/Funding Source

This contract was initially accessed under the County Mayor's delegated authority and has an existing allocation of $990,000. The requested modification will authorize increased spending authority of $4,600,000, resulting in a total contract value of $5,590,000. The prior contract, ADSPO11-00000358, had a 4 year term and a total value of $17,831,864 and an average annual expenditure of $4,457,966. The requested allocation represents a decrease in anticipated annual spending when compared to historical purchases and is based on projected needs for identified projects. Future modifications to this contract may be requested as additional specific needs are identified.

Department	Existing Allocation	Additional Allocation Requested	Modified Allocation	Funding Source	Contract Manager
Information Technology	$990,000	$4,600,000	$5,590,000	Internal Service Funds	Julian Manduley
Total:	**$990,000**	**$4,600,000**	**$5,590,000**		

Track Record/Monitor
Sherry Y. Crockett 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.

Prequalified Vendors

Vendor	Principal Address	Local Address	Principal
Carahsoft Technology Corp.	1860 Michael Faraday Drive Suite 100 Reston, VA	None	Craig P. Abod
CDW Government, LLC	200 N. Milwaukee Avenue Vernon Hills, IL	None	Robert J. Welyki
En Pointe Technologies Sales, LLC	1940 E. Mariposa Avenue El Segundo, CA	None	Michael Rapp
SHI International Corp.	290 Davidson Avenue Somerset, NJ	200 E Broward Boulevard Suite 1240 Fort Lauderdale, FL	Thai Lee

Due Diligence
Pursuant to 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 User Access Program provision applies. The two (2) percent discount will be collected on all purchases where permitted by the funding source.
- The Small Business Enterprise Bid Preference and Local Preference Ordinances do not apply.
- 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)(4)

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)(4)
12-6-16

RESOLUTION NO. _____

RESOLUTION AUTHORIZING ADDITIONAL EXPENDITURE AUTHORITY IN A TOTAL AMOUNT UP TO $4,600,000.00 FOR CONTRACT NO. 060B2490021 FOR COMMERCIAL OFF-THE-SHELF SOFTWARE FOR THE INFORMATION TECHNOLOGY DEPARTMENT

WHEREAS, this Board desires to accomplish the purpose 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 additional expenditure authority in a total amount up to $4,600,000.00 for Contract No. 060B2490021 for the purchase of commercial off-the-shelf software for the Information Technology Department. 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.

Eduardo W. Gonzalez