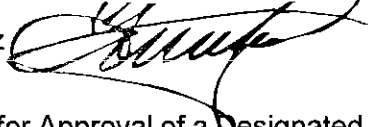


# Memorandum



**Date:** October 17, 2017  
**To:** Honorable Chairman Esteban L. Bovo, Jr.  
and Members, Board of County Commissioners  
**From:** Carlos A. Gimenez   
Mayor  
**Subject:** Recommendation for Approval of a Designated Purchase under Contract No. RFP721,  
Employee Group Life Insurance Program

Agenda Item No. 14(A)(10)

## **Recommendation**

It is recommended that the Board of County Commissioners (Board) approve this request for a designated purchase under *Contract No. RFP721, Employee Group Life Insurance Program*, for the Human Resources Department. Approval of a designated purchase is requested, pursuant to Section 2-8.1(b)(3) of the Miami-Dade County Code, to authorize the extension of the contract term by one year and increase expenditure authority by \$12,200,000. The extension will ensure continuity of employee group life insurance coverage as the replacement solicitation, *Request for Proposals No. RFP-00565*, was issued but did not yield an award recommendation. The rejection of this solicitation will be presented for Board consideration as a separate agenda item.

The Board awarded this competitively-established contract through Resolution No. R-822-10 for five years with one, two-year option to renew period. The contract provides for a Basic Life Plan and an Optional Life Plan. The plans are funded on a fully-insured, non-participating basis where the County not does pay out funds as a result of claims. The value of the Basic Life Plan benefit is equivalent to the employee's base annual salary and the County pays the full cost of the premium. Optional Life Plan coverage may be purchased by employees to provide up to five times the employee's base salary in an amount not to exceed \$2 million. Premiums for the Optional Life Plan are paid by employees.

This item is being presented for Board approval as a designated purchase because the requested one-year extension period exceeds the County Mayor's delegated authority and additional time is needed for continuity of these benefits. A designated purchase is required at this time because staff is unable to issue and evaluate a new competitive solicitation for this benefit program prior to the open enrollment period in November. This designated purchase is in the best interest of the County because it will allow additional time to complete a competitive procurement process for next year's open enrollment period.

## **Scope**

The impact of this item is countywide in nature.

## **Fiscal Impact/Funding Source**

The contract term expires on December 31, 2017. The contract has an existing cumulative allocation of \$85,400,000 for seven plan years. The requested allocation is based on current and anticipated enrollment. If this designated purchase is approved, the contract will expire on December 31, 2018, and have a modified contract value of \$97,600,000.

Department	Existing Cumulative Allocation	Additional Allocation Requested	Modified Allocation	Funding Source	Contract Manager
Human Resources	\$85,400,000	\$12,200,000	\$97,600,000	General Fund / Proprietary Revenues and Employee Contributions	Helena Denham-Carter
<b>Total</b>	<b>\$85,400,000</b>	<b>\$12,200,000</b>	<b>\$97,600,000</b>		

**Track Record/Monitor**

Rita Silva, of the Internal Services Department, is the Procurement Management Interim Division Director.

**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 Vendor**

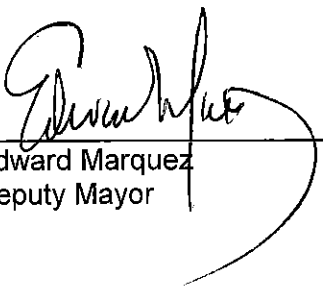
Awardee	Principal Address	Local Address	Principal
Metropolitan Life Insurance Company	200 Park Avenue New York, NY	None	Timothy McLinden

**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 does not apply due to the funding source.
- The Small Business Enterprise Selection Factor does not apply.
- Local Preference Ordinance was applied.
- The Living Wage Ordinance does not apply.



\_\_\_\_\_  
 Edward Marquez  
 Deputy Mayor



# MEMORANDUM

(Revised)

**TO:** Honorable Chairman Esteban L. Bovo, Jr.  
and Members, Board of County Commissioners

**DATE:** October 17, 2017

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

**SUBJECT:** Agenda Item No. 14(A)(10)

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. 14(A)(10)  
10-17-17

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

RESOLUTION AUTHORIZING DESIGNATED PURCHASE PURSUANT TO SECTION 2-8.1(B)(3) OF THE COUNTY CODE BY A TWO-THIRDS VOTE OF THE BOARD MEMBERS PRESENT; AUTHORIZING AWARD OF ADDITIONAL TIME UP TO ONE YEAR AND ADDITIONAL ALLOCATION IN THE AMOUNT OF \$12,200,000.00 FOR CONTRACT NO. RFP721 FOR THE PURCHASE OF EMPLOYEE GROUP LIFE INSURANCE PROGRAM FOR THE HUMAN RESOURCES DEPARTMENT; 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:

Section 1. This Board finds it is in the best interest of Miami-Dade County to award additional time up to one year and additional allocation in the amount of \$12,200,000.00 for Contract No. RFP721 for the purchase of employee group life insurance program for the Human Resources Department, pursuant to Section 2-8.1(b)(3) of the County Code, by a two-thirds vote of the Board Members present.

Section 2. This Board authorizes 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. Copies of the contract documents 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:

Esteban L. Bovo, Jr., Chairman	
Audrey M. Edmonson, Vice Chairwoman	
Bruno A. Barreiro	Daniella Levine Cava
Jose "Pepe" Diaz	Sally A. Heyman
Barbara J. Jordan	Joe A. Martinez
Jean Monestime	Dennis C. Moss
Rebeca Sosa	Sen. Javier D. Souto
Xavier L. Suarez	

The Chairperson thereupon declared the resolution duly passed and adopted this 17<sup>th</sup> day of October, 2017. 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