

# Memorandum



**Date:** April 10, 2018

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

Agenda Item No. 8(F)(5)

**From:** Carlos A. Gimenez  
Mayor

**Subject:** Recommendation for Approval of a Designated Purchase under Agreement No. MDAD-06-06, Non-Exclusive Management Agreement for Employee and Public Remote Parking Lot Shuttle Bus Service at Miami International Airport

## Recommendation

It is recommended that the Board of County Commissioners (Board) authorize this request for a designated purchase under *Contract No. MDAD-06-06, Non-Exclusive Management Agreement for Employee and Public Remote Parking Lot Shuttle Bus Service at Miami International Airport*, for the Miami-Dade Aviation Department. Approval of a designated purchase is being requested pursuant to Section 2-8.1(b)(3) of the Miami-Dade County Code to authorize extension of the current contract term for up to one year and increase the expenditure authority by up to \$479,000. Additional time and expenditure authority is needed in order to continue to provide the existing service to the airport and its business partners, finalize the new solicitation process, and award a new contract.

The County awarded this competitively-established contract through Resolution No. R-1162-07 for a five-year term with five, one-year options to renew. The contract is currently in the final option to renew term. The awarded vendor manages, operates and maintains shuttle services at the airport between the designated employee and public parking lots and the terminal building, seven days per week, 24 hours per day, year-round, using specially-equipped passenger buses provided by the County. The contract also provides for additional shuttle services requested by Aviation on a scheduled basis.

In accordance with Resolution No. R-391-17, staff evaluated the feasibility of competition for these services. The County advertised a replacement solicitation, *RFP No. MDAD-11-16*, and an award recommendation is anticipated to be presented to the Board in the third quarter of 2018. The current contract contains all current Board mandated terms. This item is being presented as a designated purchase as additional time is required to evaluate proposals. Therefore, competition for these services is not practicable at this time. Accordingly, it is in the County's best interest to approve this designated purchase to ensure continuity of services until the replacement contract is awarded.

## Scope

The impact of this item is countywide in nature. However, Miami International Airport is located within District 6, which is represented by Commissioner Rebeca Sosa.

## Fiscal Impact/Funding Source

The current contract term expires on May 1, 2018. The contract has a current cumulative allocation of \$4,952,000. If this request is approved, the contract will have a modified cumulative value of \$5,431,000 and will expire on May 1, 2019 or upon award of a new contract. The requested increase in expenditure authority is based on the monthly management fee for a 12-month period.

Department	Existing Cumulative Allocation	Additional Allocation Requested	Modified Cumulative Allocation	Funding Source	Contract Manager
Aviation	\$4,952,000	\$479,000	\$5,431,000	Proprietary Funds	Rene Casellas
<b>Total:</b>	<b>\$4,952,000</b>	<b>\$479,000</b>	<b>\$5,431,000</b>		

**Track Record/Monitor**

Basia Pruna of the Internal Services Department is the Procurement Contracting Manager.

**Delegated Authority**

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

**Awarded Vendor**

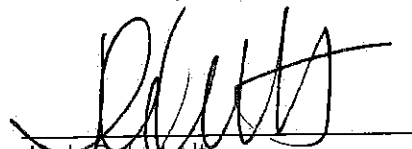
Vendor	Principal Address	Local Address	Principal
First Transit, Inc.	600 Vine Street Suite 1400 Cincinnati, OH	4300 NW 14 Street Miami, FL	Bradley Thomas

**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 and compliance issues. The lists referenced include convicted vendors, debarred vendors, delinquent contractors, suspended vendors, and federal excluded parties. There were no adverse findings relating to contractor responsibility.

**Applicable Ordinances and Contract Measures**

- The two percent User Access Program provision does not apply.
- The Small Business Enterprise Selection Factor and Local Preference were applied.
- The Living Wage applies.



Jack Osterholt  
Deputy Mayor

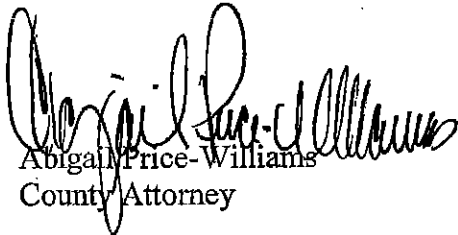


# MEMORANDUM

(Revised)

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

**DATE:** April 10, 2018

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

**SUBJECT:** Agenda Item No. 8(F)(5)

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)(5)  
4-10-18

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 OF UP TO ONE YEAR AND ADDITIONAL EXPENDITURE AUTHORITY IN AN AMOUNT UP TO \$479,000.00 FOR CONTRACT NO. MDAD-06-06 FOR THE PURCHASE OF EMPLOYEE AND PUBLIC REMOTE PARKING LOT SHUTTLE BUS SERVICE FOR THE MIAMI-DADE AVIATION 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 of up to one year and additional expenditure authority in an amount up to \$479,000.00 for Contract No. MDAD-06-06 for the purchase of employee and public remote parking lot shuttle bus service for the Miami-Dade Aviation 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 10<sup>th</sup> day of April, 2018. 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.

Hugo Benitez

