

# MEMORANDUM

Agenda Item No. 11(A)(14)

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**TO:** Honorable Chairwoman Audrey M. Edmonson  
and Members, Board of County Commissioners

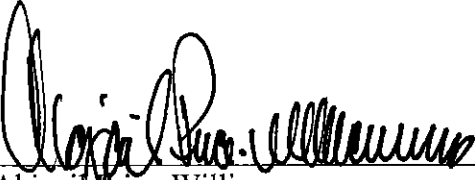
**DATE:** June 4, 2019

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

**SUBJECT:** Resolution directing the County  
Mayor to prepare and submit  
within 90 days a written report  
relating to prequalification pools  
for the purchases of goods and  
services

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The accompanying resolution was prepared and placed on the agenda at the request of Prime Sponsor Commissioner Barbara J. Jordan.

  
Abigail Price-Williams  
County Attorney

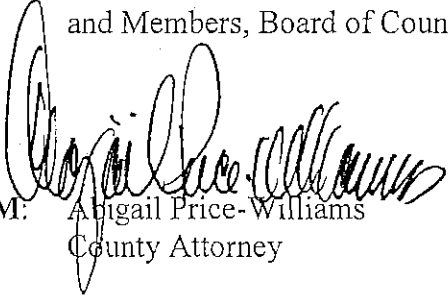
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**MEMORANDUM**  
(Revised)

TO: Honorable Chairwoman Audrey M. Edmonson  
and Members, Board of County Commissioners

DATE: June 4, 2019

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Abigail Price-Williams  
County Attorney

SUBJECT: Agenda Item No. 11(A)(14)

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 present \_\_\_\_, 2/3 membership \_\_\_\_, 3/5's \_\_\_\_, unanimous \_\_\_\_, CDMP 7 vote requirement per 2-116.1(3)(h) or (4)(c) \_\_\_\_, CDMP 2/3 vote requirement per 2-116.1(3)(h) or (4)(c) \_\_\_\_, or CDMP 9 vote requirement per 2-116.1(4)(c)(2) \_\_\_\_ ) 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. 11(A)(14)  
6-4-19

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

RESOLUTION DIRECTING THE COUNTY MAYOR OR  
COUNTY MAYOR'S DESIGNEE TO PREPARE AND SUBMIT  
WITHIN 90 DAYS A WRITTEN REPORT RELATING TO  
PREQUALIFICATION POOLS FOR THE PURCHASES OF  
GOODS AND SERVICES

**WHEREAS**, this Board routinely approves the establishment of prequalification pools for the recurring purchases of a wide range of goods and services; and

**WHEREAS**, a prequalification pool typically consists of group of vendors qualified to participate in spot market competitions issued by County user departments for identified goods and services; and

**WHEREAS**, typically, in establishing a prequalification pool, this Board adopts a resolution that approves a prequalified pool of vendors and delegates to the County Mayor a set amount of money to expend on the goods and services identified in the resolution for a specified term of years; and

**WHEREAS**, in addition to approving resolutions establishing prequalification pools the Board is also routinely presented with resolutions extending the term of existing pools or increasing the Mayor's expenditure authority to purchase the goods and services the pool vendors compete for; and

**WHEREAS**, this Board desires that the County Mayor or County Mayor's designee analyze the County's procurement processes for establishing prequalification pools and presenting such pools to the Board for approval; and

**WHEREAS**, this Board also desires that the County Mayor or County Mayor's designee submit written recommendations to the Board on how best to establish and present for the Board's approval prequalification pools for the purchase of goods and services,

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF MIAMI-DADE COUNTY, FLORIDA**, that:

**Section 1.** The foregoing recitals are hereby incorporated as true and correct.

**Section 2.** This Board directs the County Mayor or County Mayor's designee to prepare a written report analyzing the County's procurement processes for establishing prequalification pools and presenting such pools to the Board for approval. The report shall include recommendations on how best to establish and present prequalification pools to the Board for approval. In formulating recommendations, the County Mayor or County Mayor's designee shall strive to promote the goals of uniformity, efficiency, consistency, budgetary transparency, increased competition and increased participation of local and small businesses in prequalification pools. The report shall also prescribe whether to adopt legislation to implement the recommendations relating to prequalification pools.

**Section 3.** This Board directs the County Mayor or County Mayor's designee to provide this report to this Board within 90 Days of the effective date of this resolution, and to place the completed report on an agenda of the Board pursuant to Ordinance No. 14-65.

The Prime Sponsor of the foregoing resolution is Commissioner Barbara J. Jordan. It 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:

Audrey M. Edmonson, Chairwoman  
Rebeca Sosa, Vice Chairwoman

Esteban L. Bovo, Jr.	Daniella Levine Cava
Jose "Pepe" Diaz	Sally A. Heyman
Eileen Higgins	Barbara J. Jordan
Joe A. Martinez	Jean Monestime
Dennis C. Moss	Sen. Javier D. Souto
Xavier L. Suarez	

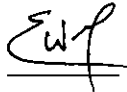
The Chairperson thereupon declared this resolution duly passed and adopted this 4<sup>th</sup> day of June, 2019. This resolution shall become effective upon the earlier of (1) 10 days after the date of its adoption unless vetoed by the County Mayor, and if vetoed, shall become effective only upon an 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