

# Memorandum



**Date:** February 4, 2020

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

Agenda Item No. 8(F)(5)

**From:** Carlos A. Gimenez  
Mayor

**Subject:** Recommendation for Approval to Establish a Prequalification Pool for Dell Hardware, Software, Cloud Solutions, Professional Services, Maintenance and Support

## **Recommendation**

It is recommended that the Board of County Commissioners (Board) approve the establishment of a prequalification pool, *RTQ-01286, Dell Hardware, Software, Cloud Solutions, Professional Services, Maintenance and Support*, for the Information Technology Department on behalf of all County departments. The current pool was approved by the County Mayor on November 15, 2016, for a three-year term, and was subsequently modified by the Board for additional expenditure authority. The allocation under the pool was used to support thin client devices, desktop virtualization roll-out, maintenance and support for Dell servers, as well as desktop computers.

This replacement pool will allow County departments to continue procuring Dell branded hardware, software and services. The vendors prequalified under this pool will compete in future spot market, thus allowing the departments to meet specific needs as they are identified, and for a competitive price. Such products and services include hardware, software, cloud solutions, professional services and maintenance and support services, which are essential to the County's daily operations. This pool will ensure that the County can continue obtaining necessary products and services quickly, efficiently and cost-effectively.

Five vendors are being recommended for inclusion in the pool, of which one has a local address. A Request to Qualify was issued under full and open competition. Nine vendors responded, including one "No Bid." Upon advertisement of the solicitation, 9,815 vendors were notified. The pool will remain open and advertised on the County's Internal Services Department website to encourage additional participation.

## **Scope**

The scope of this item is countywide in nature.

## **Fiscal Impact/Funding Source**

The fiscal impact for the five-year term is \$5,460,000. The current pool, RTQ-00448, is valued at \$2,010,000 for a three-year and three-month term and expires on March 31, 2020. The allocation under the replacement pool is higher than the current pool due to estimated usage and longer term of the pool.

Department	Allocation	Funding Source	Contract Manager
Information Technology	\$ 5,460,000	Internal Service Funds	Alberto Falcon
<b>Total:</b>	<b>\$ 5,460,000</b>		

## **Track Record/Monitor**

Santiago A. Pastoriza of the Internal Services Department is the Procurement Contracting Officer.

## **Delegated Authority**

Upon approval of this item, a pool of prequalified vendors will be established to participate in spot market competitions. The County Mayor or the County Mayor's designee will have the authority to solicit pricing and award contracts up to an aggregate amount of the allocation authorized by the Board. The County

Mayor or the County Mayor's designee will also have the authority to (a) exercise all provisions of the solicitation documents and any resulting contracts pursuant to Section 2-8.1 of the County Code and Implementing Order 3-38 and (b) add vendors to the pool at any time, subject to ratification by the Board on a bi-annual basis.

**Vendors Prequalified for Pool**

Nine vendors responded to the solicitation, of which five are being recommended for inclusion in the pool and one is a local vendor. Internal Services staff will conduct outreach to encourage additional vendor participation to increase competition throughout the term of this pool. The pool will remain open to allow additional vendors that meet the prequalification criteria to be added, subject to Board ratification. The current pool, RTQ-00448, was established with three vendors. The pool has increased to five vendors, of which three have local addresses.

Pursuant to requirements in Resolution No. R-477-18, fewer than 75 percent of vendors recommended are local due to fewer local vendors submitting responses. Staff reached out to all vendors in the current pool to encourage participation in this replacement pool. Staff will continue to work with additional vendors to prequalify them for inclusion in this pool.

Vendor	Principal Address	Local Address	Principal
Computers at Work!, Inc. dba VTechio	3033 Winkler Avenue Suite 100 Fort Myers, FL	None	David W. Peterson
Insight Public Sector, Inc.	6820 S Harl Avenue Tempe, AZ	None	Kenneth T. Lamneck
Softchoice Corporation	173 Dufferin Street Suite 200 Toronto Ontario Canada, ON	None	Vince De Palma
United Data Technologies, Inc.	2900 Monarch Lakes Boulevard Suite 300 Miramar, FL	14042 NW 82 Avenue Hialeah, FL	Enrique A. Fleches
World Wide Technology, LLC	1 World Wide Way Maryland Heights, MO	None	David Steward

**Vendors Not Prequalified for Pool**

Vendor	Local Address	Reason for Not Recommending
Gassant Enterprises, LLC	20609 NW 14 Place Miami, FL	Vendor did not submit the required documents to satisfy the prequalification criteria. Upon submission of the required documents, the vendor may be added to the pool.
Harvey Creations, LLC	None	No Bid*
Mvation Worldwide, Inc.	None	Vendor is not a registered County vendor. Upon completion of the registration, the vendor may be added to the pool.
PCMG, Inc.	None	Vendor did not submit the required documents to satisfy the prequalification criteria. Upon submission of the required

Vendor	Local Address	Reason for Not Recommending
		documents, the vendor may be added to the pool.

\*A "No Bid" means the vendor responded and indicated it did not wish to participate in the pool.

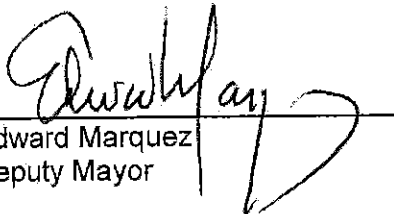
**Due Diligence**

Pursuant to Resolution No. R-187-12, due diligence was conducted in accordance with the Internal Services Department's Procurement Guidelines to determine vendor responsibility, including verifying corporate status and that there are no performance and compliance issues. The lists that were referenced included convicted vendors, debarred vendors, delinquent contractors, suspended vendors, and federal excluded parties. There were no adverse findings relating to vendor responsibility.

Pursuant to Resolution No. R-140-15, prior to re-procurement, a full review of the scope of services was conducted to ensure the replacement pool reflects the County's current needs. The review included conducting market research, posting a draft solicitation for industry comment, and holding meetings and drafting sessions with the client department.

**Applicable Ordinances and Contract Measures**

- The two percent User Access Program provision applies where permitted by the funding source.
- Small Business Enterprise measures will be determined prior to advertising each spot market competition.
- Local Preference will be applied at the time of spot market competition where permitted by the funding source.
- The Living Wage does not apply.



Edward Marquez  
Deputy Mayor



**MEMORANDUM**  
(Revised)

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

**DATE:** February 4, 2020

**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 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

Agenda Item No. 8(F)(5)

Veto \_\_\_\_\_

2-4-20

Override \_\_\_\_\_

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

RESOLUTION AUTHORIZING ESTABLISHMENT OF PREQUALIFICATION POOL RTQ-01286 IN A TOTAL AMOUNT UP TO \$5,460,000.00 FOR THE PURCHASE OF DELL HARDWARE, SOFTWARE, CLOUD SOLUTIONS, PROFESSIONAL SERVICES, MAINTENANCE AND SUPPORT FOR THE INFORMATION TECHNOLOGY DEPARTMENT FOR A FIVE-YEAR TERM; AND AUTHORIZING THE COUNTY MAYOR OR COUNTY MAYOR'S DESIGNEE TO SOLICIT PRICING, AWARD CONTRACTS, EXERCISE ALL PROVISIONS OF THE SOLICITATION DOCUMENTS AND ANY RESULTING CONTRACTS PURSUANT TO SECTION 2-8.1 OF THE CODE OF MIAMI-DADE COUNTY, FLORIDA AND IMPLEMENTING ORDER 3-38, AND ADD VENDORS TO THE POOL AT ANY TIME, SUBJECT TO RATIFICATION BY THE BOARD ON A BI-ANNUAL BASIS

**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 authorizes the establishment of prequalification pool RTQ-01286 for the purchase of dell hardware, software, cloud solutions, professional services, maintenance and support for the Information Technology Department in a total amount up to \$5,460,000.00 for a five-year term; and authorizes the County Mayor or County Mayor's designee to (a) solicit pricing and award contracts up to an aggregate amount of the allocation authorized by the Board, (b) exercise all provisions of the solicitation documents and any resulting contracts pursuant to Section 2-8.1 of the Code of Miami-Dade County, Florida and Implementing Order 3-38, and (c) add vendors to the pool at any time, subject

to ratification by the Board on a bi-annual basis. A copy of the solicitation documents and any contracts established under this pool will be on file and available upon request from the Internal Services Department.

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:

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 February, 2020. 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

