

Date: February 7, 2023

To: Honorable Chairman Oliver G. Gilbert, III
and Members, Board of County Commissioners

From: Daniella Levine Cava
Mayor



Subject: Recommendation for Approval to Establish a Prequalification Pool: FB-01914P for
Animal Foods

Agenda Item No. 8(P)(2)

Summary

This item is for the establishment of a prequalification pool for the purchase of animal food and related products for multiple County departments. The pool will provide for a variety of products that are species-specific and offer appropriate nutrition to the County's animals. The items to be purchased under this pool include veterinarian prescribed diets, minerals, vitamins, supplements, and other related animal food products that are critical for the wellbeing of the animals. This pool will support the daily operations of the Parks, Recreation and Open Spaces and the well-being of animals located at Zoo Miami and the Petting Zoo located at Amelia Earhart Park. The Animal Services Department will utilize the pool to provide nutrition and medical treatments to sheltered animals transitioning from the shelter to adoption. Additionally, the Aviation, Corrections and Rehabilitation, Fire Rescue, and Police departments will use the pool to purchase food for canines assisting in search and rescue efforts, security searches, and general law enforcement tasks.

Recommendation

It is recommended that the Board of County Commissioners (Board) approve the establishment of a Prequalification Pool No. *FB-01914-P, Animal Foods* for multiple County departments with an allocation of \$4,168,725 for a five-year term. The Small Business Enterprise (SBE) Bid Preference and Local Preference will be applied at the time of spot market competition were permitted by the funding source. An SBE set-aside applies for spot market competition up to \$250,000 of at least two available SBE certified firms or over \$250,000 of at least three available SBE certified firms, where permitted by the funding source. To track pool expenditures by vendor, bidding under this and other prequalification pools will gradually be conducted and monitored in a single platform, INFORMS, which will allow staff to provide data reports to the Board, as requested. The pool will remain open to allow additional vendors that meet the prequalification criteria to be added throughout the pool's duration. A companion item is being presented to the Board in parallel to this item, recommending the award of a contract for purchase of animal food including frozen mice, rats, rabbits, chicken and specially formulated foods for crocodiles, elephants, canines, amphibians, reptiles, birds, and other animals.

Background

This pool will replace the existing pools, *FB-00325, Animal Food*, and *FB-00505 Animal Food for ZooMiami*. *FB-00325* was approved by the Board through Resolution No. R-233-17 for a five-year term. Three vendors were pre-qualified at the time the pool was established, of which one was a certified SBE and one other business had a local address. Many of the items needed for ZooMiami were not awarded under *FB-00325* as the bids received were cost prohibitive, resulting in the issuance of *FB-00505* for the non-awarded items. *FB-00505* was approved by the Board through Resolution No. R-926-17 for a five-year term. Four vendors were pre-qualified at the time the pool was established, of which two had local addresses. There have been no changes to the number of vendors prequalified under these pools.

Scope

The scope of this item is countywide in nature.

Fiscal Impact/Funding Source

The fiscal impact for the five-year term of the pool is \$4,168,725. The allocation of the companion item for the award of a contract is \$2,181,416, and the cumulative value for both items is \$6,350,141. The combined value under the current contracts/pools, is \$8,170,000, allocated as follows:

- *FB-00325, Animal Food*, valued at \$3,570,000 for five years and six months, and expiration date of September 30, 2022; and
- *FB-00505, Animal Food for ZooMiami*, valued at \$4,600,000 for five years and three months and expiration date of January 31, 2023. Purchases of animal foods under *FB-00325* are being processed through *FB-00505* until the replacement solicitation is awarded.

The allocation under the replacement pool and accompanying contract is lower than the previous/current pools and is based on departments’ historical usage.

Department	Allocation	Funding Source	Contract Manager
Animal Services	\$2,681,725	Proprietary Funds	Annette Jose
Aviation	\$107,000	Proprietary Funds	Sylvia Novela
Corrections and Rehabilitations*	\$72,000	General Fund	Zuleika Davidson
Fire Rescue	\$40,000	Fire District / Federal Funds	Marianela Betancourt
Parks, Recreation and Open Spaces	\$892,000	General Fund	Fernando L. Robreño
Police*	\$376,000	General Fund	Laura Romano
Total:	\$4,168,725		

*It should be noted that contracts contain termination for convenience provisions, which can be exercised if the commodities and services in this item are affected by the establishment of the constitutional offices.

Track Record/Monitor

Shari Francis of the Strategic Procurement Department is the Procurement Contracting Manager.

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

Five vendors responded to the solicitation, including two “No Bids.” Three vendors are being recommended for inclusion in the pool as set forth in the table below, of which one has a local address and is also a certified SBE firm.

Pursuant to Resolution No. R-477-18, fewer than 75 percent of vendors recommended are local due to a diminished number of animal foods supply vendors in Miami-Dade County. Upon advertisement of the solicitation, 3985 vendors were notified. Prior to the advertisement of the solicitation, research was conducted using Google search, Gov.Win, and an email blast to approximately 30 vendors under the related commodity codes, placing a copy of the draft solicitation on the Miami-Dade County “Future Solicitations” website, and searches through BidSync. This prequalification will remain advertised on the County’s website to encourage additional local participation.

Vendor	Principal Address	Local Address	Principal
Lab Animal Supplies, Inc.	4251 Dale Earnhardt Way, Suite 100 Northlake, TX	None	Jason H. Raynor
Lavcor, LLC (SBE)	3150 SW 38 Avenue Suite 1311 Miami, FL	Same	Leonel Valdes
RodentPro.com, LLC	501 Main Street, Suite 305 Evansville, IN	None	Kevin Bryant

Vendors Not Recommended for Prequalification or Did Not Bid

Vendor	Local Address	Reason for Not Recommending
Robbie's Feed & Supply, Inc.	Yes	No Bid*
Schwan's Food Service, Inc.	No	

*A "No Bid" means the vendor responded indicating that it will not be providing an offer.

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 user departments. The scope of work was updated to reflect all specifications under the current pools, FB-00325 and FB-00505.

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 unless precluded by the funding source. An SBE set-aside applies for spot market competition up to \$250,000 of at least two available SBE certified firms or over \$250,000 of at least three available SBE certified firms, where permitted by the funding source. Bid Preference will apply when there are less than three certified SBE firms capable of providing the requested goods.
- **The local preference will be applied where permitted by the funding source.**
- The Living Wage does not apply as the services are not covered under the Ordinance.



Morris Copeland
 Chief Community Services Officer



MEMORANDUM
(Revised)

TO: Honorable Chairman Oliver G. Gilbert, III
and Members, Board of County Commissioners

DATE: February 7, 2023

FROM: 
Gen Bonzon-Keenan
County Attorney

SUBJECT: Agenda Item No. 8(P)(2)

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. 8(P)(2)
2-7-23

RESOLUTION NO. _____

RESOLUTION AUTHORIZING ESTABLISHMENT OF PREQUALIFICATION POOL RTQ-01914P FOR MULTIPLE COUNTY DEPARTMENTS FOR A FIVE-YEAR TERM IN A TOTAL AMOUNT UP TO \$4,168,725.00 FOR THE PURCHASE OF ANIMAL FOOD; 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-01914P for multiple County departments for a five-year term in a total amount up to \$4,168,725.00 for the purchase of animal foods; 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.

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:

Oliver G. Gilbert, III, Chairman	
Anthony Rodríguez, Vice Chairman	
Marleine Bastien	Juan Carlos Bermudez
Kevin Marino Cabrera	Sen. René García
Roberto J. Gonzalez	Keon Hardemon
Danielle Cohen Higgins	Eileen Higgins
Kionne L. McGhee	Raquel A. Regalado
Micky Steinberg	

The Chairperson thereupon declared this resolution duly passed and adopted this 7th day of February, 2023. 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

LUIS G. MONTALDO, CLERK AD INTERIM

By: _____
Deputy Clerk

Approved by County Attorney as
to form and legal sufficiency.



Eduardo W. Gonzalez