

# Memorandum



**Date:** April 4, 2023

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

Agenda Item No. 8(P)(4)

**From:** Daniella Levine Cava  
Mayor 

**Subject:** Recommendation for Approval to Establish a Prequalification Pool for Purchase of Appliances, Parts, and Related Services

## **Summary**

This item is for the establishment of a prequalification pool for the purchase of appliances (gas and electric), parts, supplies, maintenance, and repair services for both commercial and residential use, for multiple County departments on an as needed basis. This pool will support and provide the County with various types of kitchen and facility appliances and related repair and maintenance services to include, but not limited to, ranges, range hoods, wall ovens, electric ovens, cook tops, air fryers, ice machines, refrigerators, freezers, dishwashers, washer-extractors, microwaves, coffee makers, washers, and dryers. Nineteen departments will be utilizing this pool to purchase, repair, and maintain various appliances installed in County facilities including, but not limited to, correctional facilities, public housing units, fire stations, assisted living facilities, domestic violence residential facilities, and water and wastewater plants and facilities.

## **Recommendation**

It is recommended that the Board of County Commissioners (Board) approve the establishment of a prequalification pool, *EVN0000079, Purchase of Appliances, Parts, and Related Services* for multiple County departments, in the amount of \$10,662,722, for a five-year term. Small Business Enterprise (SBE) measures will be determined prior to advertising each spot market competition. 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.

This pool will replace the following pools currently utilized to fulfill the County's needs for appliances and related services:

- *Prequalification Pool RTQ-00256 - Repairs Replacement/Parts Appliances & Kitchen (Gas & Electric)* was approved by the Board on May 17, 2016, for an eight-year term through Resolution No. R-368-16. Upon inception, the pool had five vendors, of which one was local. Currently, the pool has six vendors, of which one is local, and none are certified SBE firms.
- *Prequalification Pool 9384-1/22 - Appliances, Parts, Supplies, and Services Pre-Qual* was approved by the Board on November 26, 2012, for a five-year term with one, five-year option to renew through Resolution No. R-156-13. Upon inception, the pool had four vendors, of which three were local. Currently, the pool has eight vendors, of which four are local and none are certified SBE firms.

## **Background**

This pool will allow multiple departments to purchase various appliances (gas and electric), associated parts, installation, and repair/maintenance services under four groups as follows: Group 1: Purchase of Appliances and/or Appliance Related Parts; Group 2: Purchase of Installation, Repair and/or Maintenance Services – Commercial Electrical Appliances; Group 3: Purchase of Installation, Repair and/or Maintenance Services – Residential Electrical Appliances; and Group 4: Purchase of Installation, Repair and/or Maintenance Services – Commercial and Residential Gas Appliances.

**Scope**

The scope of this item is countywide in nature.

**Fiscal Impact/Funding Source**

The fiscal impact for the five-year term is \$10,662,722. The combined value under the current pools is \$14,095,980, allocated as follows:

- *Prequalification Pool RTQ-00256 – Repairs Replacement/Parts Appliances & Kitchen (Gas & Electric)* is valued at \$2,500,000 for eight years and expires on May 31, 2024; and
- *Prequalification Pool 9384-1/22 – Appliances, Parts, Supplies, and Services Pre-Qual* is valued at \$11,645,980 for ten years and three months and expires on June 30, 2023.

The annualized allocation under the replacement pool is higher than the current pools due to the departments increasing their overall allocation because of the increased cost of appliances and services required under the pool.

<b>Department</b>	<b>Allocation</b>	<b>Funding Source</b>	<b>Contract Manager</b>
Animal Services	\$170,000	General Fund	Annette Jose
Aviation	\$160,000	Proprietary Funds	Sylvia Novela
Community Action and Human Services	\$625,000	General Fund / Federal Funds	Brad Skinner
Clerk of Courts	\$30,000	Clerk Revenue Funds	Jason Smith
Corrections and Rehabilitation	\$4,350,000	General Fund	Eduardo Villavicencio
Cultural Affairs	\$100,000	Proprietary Funds	Olga Gonzalez / Regla Lee
Finance	\$10,000	General Fund	Vivian A. Delgado
Fire Rescue	\$810,000	Fire District Funds	Marianela Betancourt
Internal Services	\$74,000	Internal Service Funds	Juanita Times
Office of Inspector General	\$2,000	General Fund	Maria McNally
Juvenile Services	\$11,000	General Fund / State Grants	Johan Williams
Library System	\$25,000	Library District Funds	Kimberly Craig
Police Department*	\$35,000	General Fund	Laura Romano
Public Housing and Community Development	\$3,063,000	Federal Funds	Indira Rajkumar-Futch
Parks, Recreation and Open Spaces	\$305,000	General Fund	Fernando Robreno
PortMiami	\$25,000	Proprietary Funds	Frank Ramirez
Solid Waste Management	\$105,000	Proprietary / General Fund	Karina Careaga
Transportation and Public Works	\$187,000	DTPW Operating Funds	Ana Rioseco
Water and Sewer	\$575,722	Proprietary Funds	Susan Pascual
<b>Total:</b>	<b>\$10,662,722</b>		

\*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**

Alonzo Joseph 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**

Eight vendors responded to the solicitation and all eight vendors are being recommended for inclusion in the pool as set forth in the table below. Five vendors have local addresses, of which two are certified SBE firms.

Pursuant to Resolution No. R-477-18, fewer than 75 percent of vendors recommended are local due to the limited number of vendors with the licenses and capabilities to supply the required appliance goods and services. The solicitation was sent out to 270 vendors via INFORMS, including the incumbent vendors. Outreach efforts included posting on the County’s website for future solicitations and a local business tax receipt search for local vendors. Staff will continue to reach out to local vendors for inclusion in the prequalification pool, as vendors can be added throughout the term of the pool.

<b>Vendor</b>	<b>Principal Address</b>	<b>Local Address</b>	<b>Principal</b>	<b>Groups Prequalified</b>
American Plumbing Supply, Co Inc.	1735 Alton Road Miami Beach, FL	Same	Maxwell Gross	1
Gassant Enterprises, LLC dba Gassant Enterprises (SBE)	20609 NW 14 Place Miami, FL	Same	Makeba Gassant	1
Gulf Ice Systems, Inc.	7790 Sears Boulevard Pensacola, FL	None	Mike Ringenberg	1
Lace Foodservice Corporation	10490 NW 26 Street Miami, FL	Same	Luis H. Fernandez	1
Parts Town, LLC	1200 Greenbriar Drive Addison, IL	None	Lori Sherwood	1
Regosa Engineering Services, Inc. (SBE)	15700 NE 2 Avenue Miami, FL	Same	Gustavo Velez	1,2,3 and 4
Strategic Equipment LLC	2801 S Valley Parkway Suite 200 Lewisville, TX	None	Rick De La Fuente	1
TWC Services, Inc.	150 Maritime Drive Sanford, FL	10125 NW 116 Way Suite 5 Medley, FL	Paul K. Morrison	1,2,3 and 4


**Due Diligence**

Pursuant to Resolution No. R-187-12, due diligence was conducted in accordance with the Strategic Procurement Department's Procurement Guidelines to determine vendor responsibility, including verifying corporate status and that there are no performance and compliance issues through various vendor responsibility lists and a keyword internet search. 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.

**Applicable Ordinances and Contract Measures**

- The two percent User Access Program provision applies where permitted by the funding source.
- Small Business Enterprise (SBE) measures and Local Preference will be applied at the time of spot market competition, where 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. Each spot market quote must be submitted to Small Business Development for review.
- The Living Wage is applicable to Groups 2, 3 and 4 as the services are covered under the Ordinance.
- The Responsible Wages and Benefits Ordinance does not apply as the services are not covered under the Ordinance.

  
\_\_\_\_\_  
JD Patterson  
Chief of Corrections and Forensics



**MEMORANDUM**  
(Revised)

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

**DATE:** April 4, 2023

**FROM:**   
Gen Bonzon-Keenan  
County Attorney

**SUBJECT:** Agenda Item No. 8(P)(4)

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)(4)  
4-4-23

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

RESOLUTION AUTHORIZING ESTABLISHMENT OF PREQUALIFICATION POOL EVN0000079 FOR MULTIPLE COUNTY DEPARTMENTS FOR A FIVE-YEAR TERM IN A TOTAL AMOUNT UP TO \$10,662,722.00 FOR THE PURCHASE OF APPLIANCES AND/OR APPLIANCE RELATED PARTS (GROUP 1), PURCHASE OF INSTALLATION, REPAIR AND/OR MAINTENANCE SERVICES – COMMERCIAL ELECTRICAL APPLIANCES (GROUP 2), PURCHASE OF INSTALLATION, REPAIR AND/OR MAINTENANCE SERVICES – RESIDENTIAL ELECTRICAL APPLIANCES (GROUP 3), AND PURCHASE OF INSTALLATION, REPAIR AND/OR MAINTENANCE SERVICES – COMMERCIAL AND RESIDENTIAL GAS APPLIANCES (GROUP 4); 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 EVN0000079 for multiple County departments for a five-year term in a total amount up to \$10,662,722.00 for the purchase of Appliances and/or Appliance Related Parts (Group 1), Purchase of Installation, Repair and/or Maintenance Services – Commercial Electrical Appliances (Group 2), Purchase of Installation, Repair and/or Maintenance Services – Residential Electrical Appliances (Group 3), and Purchase of Installation, Repair and/or

Maintenance Services – Commercial and Residential Gas Appliances (Group 4); 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 4<sup>th</sup> day of April, 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.

OR

Oren Rosenthal