

Memorandum



Date: April 4, 2023

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

From: Daniella Levine Cava *Daniella Levine Cava*
Mayor

Agenda Item No. 8(P)(9)

Subject: Request for Additional Expenditure Authority for Prequalification Pool for Pet Supplies

Summary

This item is requesting additional expenditure authority for multiple County departments to continue purchasing various types of pet supplies such as metal and plastic animal carriers, humane animal capture equipment, nylon rope dog leashes, and pet beds. The items provided under this pool are critical for the shelter pets and staff safety, the animal collections at both ZooMiami and the Amelia Animal Farm, and the canines and handlers in Miami-Dade Police Department's search and rescue, forensic evidence, bomb and explosive material detection, and drug operations units.

Recommendation

It is recommended that the Board of County Commissioners (Board) authorize additional expenditure authority to *Prequalification Pool No. 9797-1/24, Pet Supplies*, for multiple County departments. Departments are requesting \$2,210,000 in additional expenditure authority to continue purchasing pet supplies to support the departments' operations until the expiration of the pool. Small Business Enterprise (SBE) measures and Local Preference will be applied at the time of spot market competition, 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.

The County established this pool through Resolution No. R-511-14 on June 3, 2014, for an initial five-year term with one five-year option to renew term and a cumulative allocation of \$1,940,000. The pool was subsequently modified under delegated authority and by the Board through Resolution Nos. R-970-16, R-137-19, and R-1223-19, increasing the total allocation to \$4,691,000.

Background

County departments use this pool to purchase various animal care products such as animal cage banks, food bowls, leashes, grooming supplies, dental care kits, and related products. Nine vendors, including three local firms, one of which is a certified SBE, are prequalified to provide these goods under the pool. As this is an open pool, vendors can be added at any time.

This request for additional expenditure authority of \$2,210,000 will address departmental needs as follows:

- The Animal Services Department (ASD) is requesting \$2,000,000 due to the growth and unexpected increases in services experienced by the Department since 2021, including: 1) operation of the South Dade Government Center Animal Clinic previously managed by the Humane Society of Greater Miami under BW9870-4/21; 2) expansion of its TNVR (trap-neuter-vaccine-return) program; 3) recent overpopulation in the Kennel Division that has resulted in the need for additional pet supplies; 4) partnership with the Community Action and Human Services Department to provide pet supplies to homeless constituents who are seeking to shelter with

their pet; and 5) remodeling of the Medley Facility to provide for additional TNVR services, which will add to the volume of pet supplies needed to sustain this new operational site.

- The Miami-Dade Police Department (MDPD) is requesting \$100,000 due to the re-establishment of the Mounted Patrol Unit (MPU). The MPU is anticipated to be comprised of one Police Sergeant, four Police Officers, and five horses. The following items will be needed to outfit the MPU at minimum: saddles, hats, blankets, water troughs, straps, rope, brushes, grooming totes, bedding, shampoo, conditioner, manure pitchforks, halters, whips, hoof picks, clippers, equine balls, feed scoopers, hay/feed carts, stall mats, and hoof dressings.
- The Parks, Recreation and Open Spaces Department (PROS) is requesting \$75,000 to continue supporting their animal collections at both ZooMiami and the Amelia Animal Farm. In order to maintain its Association of Zoo and Aquariums (AZA) accreditation, the industry standard, PROS must continue to increase the enrichment activities for its animals. As such, additional allocation is needed to purchase additional supplies that would engage the animals in mentally stimulating activities, whether it be through toys, obstacles, or food handling items.
- The Miami-Dade Aviation Department (MDAD) is requesting \$35,000 to provide its growing K-9 units with canine supplies such as collars, leashes, bowls, toys, shampoo, and other accessories. At the time of the pool was established in 2013, MDAD’s growing needs were not anticipated. Currently, MDAD has insufficient allocation to obtain the necessary supplies during the remainder of the pool’s term.

Scope

The impact of this item is countywide in nature.

Delegated Authority

There is no additional delegation of authority sought in this item as the authority to solicit pricing and award contracts up to an aggregate amount of the allocation authorized by the Board, 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 add vendors to the pool at any time, subject to ratification by the Board on a bi-annual basis, was granted when the pool was established under Resolution No. R-511-14.

Fiscal Impact/Funding Source

The pool is in the option to renew term, which expires on June 6, 2024. The pool has a current cumulative allocation of \$4,691,000. If this request is approved, the contract will have a modified cumulative allocation of \$6,901,000. The requested increase in expenditure authority is based on departments’ anticipated use during the term of the pool. The additional expenditure for this year was approved by the Board as part of the fiscal year 2022-2023 County budget.

Department	Existing Cumulative Allocation	Additional Allocation Requested	Modified Cumulative Allocation	Funding Source	Contract Manager
ASD	\$3,705,000	\$2,000,000	\$5,705,000	General Fund/ Proprietary Funds	Lia Rodriguez
Corrections and Rehabilitation	\$10,000	\$0	\$10,000	General Fund	Alessandra Linares
Fire Rescue	\$5,000	\$0	\$5,000	Fire District Funds	Marianela Betancourt

Department	Existing Cumulative Allocation	Additional Allocation Requested	Modified Cumulative Allocation	Funding Source	Contract Manager
MDAD	\$110,000	\$35,000	\$145,000	Proprietary Funds	Sylvia Novela
MDPD*	\$276,000	\$100,000	\$376,000	General Fund	Laura Romano
PROS	\$585,000	\$75,000	\$660,000	General Fund	Fernando Robreno
Total:	\$4,691,000	\$2,210,000	\$6,901,000		

* 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. Pet supplies purchased under this item will be included in the inventory report as a part of the transition plan for constitutional offices. As new contracts or allocations are approved, the inventory report will be updated accordingly.

Track Record/Monitor

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

Prequalified Vendors

Vendor	Principal Address	Local Address	Principal
Active Dogs Com LLC	N3710 2 Street Weyerhaeuser, WI	None	Amy Hajdasz
Animal Care Equipment & Services, LLC	555 Alter Street, Unit 19A Broomfield, CO	None	Andrew Katers
Lavcor, LLC (SBE)	3150 SW 38 Avenue Suite 1311 Miami, FL	Same	Leonel Valdes
Patterson Veterinary Supply, Inc.	1031 Mendota Heights Road St. Paul, MN	None	George Henriques
Robbie's Feed & Supply, Inc.	22390 SW 177 Avenue Miami, FL	Same	Robbie J. Addison
Showease Inc.	592 West Trout Run Road Ephrata, PA	None	Connie K Bender
Sunset Country & Western Store, Inc.	16300 Southwest 296 Street Homestead, FL	Same	Jeff J. Butt
Tomahawk Live Trap, LLC	6151 US HWY 51 Hazelhurst, WI	None	Greg Smith
Zoo Enrichment Lab LLC	127 S Forest Ave Hillside, IL	None	Sarah A. Feliciano

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 contractor responsibility, including verifying corporate status and review of performance and compliance issues through various vendor responsibility lists and a keyword internet search. 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 applies where permitted by funding source.

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and Members, Board of County Commissioners
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- The SBE measures and Local Preference will be applied at the time of spot market competition where permitted by the funding source. Each spot market solicitation must be submitted to Small Business Development for review.
- The Living Wage Ordinance does not apply as the pool is for the purchase of goods.
- The Responsible Wages and Benefits do not apply as the pool is for the purchase of goods.



Morris Copeland
Chief Community Services Officer



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)(9)

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 _____

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4-4-23

RESOLUTION NO. _____

RESOLUTION APPROVING ADDITIONAL EXPENDITURE AUTHORITY UP TO \$2,210,000.00 FOR A TOTAL MODIFIED PREQUALIFICATION POOL AMOUNT OF \$6,901,000.00 FOR PREQUALIFICATION POOL NO. 9797-1/24 FOR THE PURCHASE OF PET SUPPLIES FOR MULTIPLE COUNTY DEPARTMENTS

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 additional expenditure authority up to \$2,210,000.00 for a total modified prequalification pool amount of \$6,901,000.00 for Prequalification Pool No. 9797-1/24 for the purchase of pet supplies for multiple County departments. A copy of the pool documents are on file with and available upon request from the Strategic Procurement 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:

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	

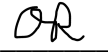
The Chairperson thereupon declared this resolution duly passed and adopted this 4th day of April, 2023. This resolution shall become effective upon the earlier of (1) 10 days after the date of its adoption unless vetoed by the County Mayor, and if vetoed, shall become effective only upon an override 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.



Oren Rosenthal