

Memorandum



Date: June 17, 2008

To: Honorable Chairman Bruno A. Barreiro
and Members, Board of County Commissioners

From: George M. Burgess
County Manager

Subject: Resolution Requesting Authority to Exercise the First Option-to-Renew Period Under An Existing Competitively Bid Contract that Would Bring the Cumulative Contract Value to More than \$1 Million

Amended
Agenda Item No. 8(O)(1)(A)

Resolution No. R-707-08

Recommendation

It is recommended that the Board of County Commissioners delegate to the County Mayor or designee the authority to exercise, in his discretion, the first Option-to-Renew (OTR) set forth in this item when in the best interest of the Miami-Dade County. Ordinance #07-139 provides for committee review exemption. ***The contract amount and department allocation represents the maximum spending authority based on estimated past usage. This action does not guarantee that the total contract amount/value will be expended by the department.***

Scope

The impact of the item in the accompanying OTR package is countywide in nature.

Fiscal Impact/Funding Source

The accompanying OTR package states the allocation amount and funding source for the department utilizing the contract. ***Funding will be expended only if departmental budgets can support the expenditures approved in their Resource Allocation Plan adopted annually by the Board.***

Track Record/Monitor

There are no known performance issues with the vendors recommended for award in the accompanying OTR package. The department's contract manager is reflected in the accompanying agenda item.

Delegated Authority

If this item is approved, the County Mayor or his designee will have the authority to exercise the first OTR in accordance with the terms and conditions of the contract listed in the accompanying package.

Background

The competitively bid contract listed in this item requires approval to exercise the first OTR contained in the contract that would, if exercised, bring the cumulative value of the contract over \$1 million. The contract was awarded under the County Manager's delegated authority (\$1 million for competitive procurements) pursuant to Section 2-8.1(b) of the County Code and the Master Procurement Administrative Order, A.O. 3-38.

Prior to exercising any Options-to-Renew (OTR) periods, market research is conducted to ensure continuing to purchase from the awarded vendors is in the best interest of the County. Market research includes competitive factors such as pricing, quality, product features, technology, and lead time. It may also include commercial factors such as environmental issues, other governmental entity practices, industry trends, support and capabilities. The OTR for the contract in this package will be executed if determined to be in the best interest of the County.

Item 1: Disposable Dishes seeks authority to exercise the first OTR period for a contract to purchase disposable dishes for Miami-Dade Corrections and Rehabilitation. The amount being requested for the first option year is **\$328,600**.



Assistant County Manager

Contract No.: 8008-4/12

Contract Title: Disposable Dishes

Description: Recommending that the Board authorize the County Mayor or his designee to exercise the first Option-to-Renew (OTR) period through December 31, 2008 to purchase disposable dishes for Miami-Dade Corrections and Rehabilitation (MDCR). The current contract is in its initial term which expires June 30, 2008. Exercising the first OTR will bring the cumulative value of the contract over \$1 million.

Initial Contract Term and Estimated Usage:	July 16, 2007 to June 30, 2008	\$ 657,200
First OTR and Estimated Usage:	July 1, 2008 to December 31, 2008	<u>\$ 328,600</u>
Cumulative Value:		\$ 985,800

Managing Agency/Funding Source: MDCR – General Fund

Contract Measure: Small Business Enterprise Bid Preference

Review Committee Date: November 15, 2006; Item #6-01

Local Preference: Applied in accordance with the Local Preference Ordinance.

Living Wage: The Living Wage Ordinance does not apply.

User Access Program: This contract includes the User Access Program provision. The 2% program discount is being collected on all purchases that are not federal funded.

Vendors:	Address	Principal
•Davida International, Inc. (Local vendor)	8015 N.W. 64 th Street Miami, FL 33166	Alberto Savariego
•District Health Care & Janitorial Supply, Inc. (Non-local vendor)	9430 Lanham Severn Road Lanham, MD 20706	Pernell Williams

Performance Data: There are no performance issues with these two firms.

Compliance Data: There are no compliance issues with these two firms.

Contract Managers: Sherry Clentscale, Department of Procurement Management
Debra Graham, Miami-Dade Corrections and Rehabilitation

JUSTIFICATION

This contract is utilized by Miami-Dade Corrections and Rehabilitation to purchase disposable dishes to feed inmates. Market research indicates that it is in the County's best interest to exercise the first Option-to-Renew period as market prices have increased approximately 6.75 percent within the past year.



MEMORANDUM

(Revised)

TO: Honorable Chairman Bruno A. Barreiro
and Members, Board of County Commissioners

DATE: June 17, 2008

FROM: 
R. A. Cuevas, Jr.
County Attorney

SUBJECT: Amended
Agenda Item No. 8(O)(1)(A)

Please note any items checked.

- "4-Day Rule" ("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
- Bid waiver requiring County Manager's written recommendation
- Ordinance creating a new board requires detailed County Manager's report for public hearing
- Housekeeping item (no policy decision required)
- No committee review

Approved _____ Mayor
Veto _____
Override _____

Amended
Agenda Item No. 8(O)(1)(A)
6-17-08

RESOLUTION NO. R-707-08

RESOLUTION AUTHORIZING THE MAYOR TO EXERCISE THE FIRST OPTION-TO-RENEW PERIOD FOR A COMPETITIVELY BID CONTRACT AWARDED UNDER THE COUNTY MAYOR'S OR HIS DESIGNEE'S DELEGATED AUTHORITY FOR THE PURCHASE OF GOODS AND SERVICES

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 delegates to the County Mayor the authority to exercise, in his discretion, the first option-to-renew set forth in this item when in the best interest of Miami-Dade County; and the Board further authorizes the County Mayor or his designee to execute any and all documents necessary to give effect to the renewal.

The foregoing resolution was offered by Commissioner **Katy Sorenson** who moved its adoption. The motion was seconded by Commissioner **Carlos A. Gimenez** and upon being put to a vote, the vote was as follows:

Bruno A. Barreiro, Chairman	aye		
Barbara J. Jordan, Vice-Chairwoman	aye		
Jose "Pepe" Diaz	aye	Audrey M. Edmonson	aye
Carlos A. Gimenez	aye	Sally A. Heyman	absent
Joe A. Martinez	aye	Dennis C. Moss	aye
Dorrin D. Rolle	aye	Natacha Seijas	aye
Katy Sorenson	aye	Rebeca Sosa	absent
Sen. Javier D. Souto	aye		

The Chairperson thereupon declared the resolution duly passed and adopted this 17th day of June, 2008. This resolution shall become effective ten (10) days after the date of its adoption unless vetoed by the Mayor, and if vetoed, shall become effective only upon an override by this Board.

MIAMI-DADE COUNTY, FLORIDA
BY ITS BOARD OF
COUNTY COMMISSIONERS

HARVEY RUVIN, CLERK



By: **Kay Sullivan**
Deputy Clerk

Approved by County Attorney as
to form and legal sufficiency.

Hugo Benitez