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CLERK OF THE BOARD
OF COUNTY COMMISSIONERS
MIAMI-DADE COUNTY, FLORIDA

Memorandum

MIAMI-DADE COUNTY

Date: May 19, 2009

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

Resolution No. R-605-09

To: Honorable Chairman Dennis C. Moss
and Members, Board of County Commissioners

From: George M. Burgess
County Manager

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

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Recommendation

It is recommended that the Board of County Commissioners delegate to the County Mayor or County Mayor's designee the authority to exercise, in his discretion, the Options-to-Renew (OTRs) set forth in this item. Ordinance #07-139 provides for committee review exemption. ***Contract amounts and department allocations represent the maximum spending authority based on estimated past usage. This action does not guarantee that the total contract amount/value will be expended by County departments and/or agencies.***

Scope

The impact of the items 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 each department utilizing a 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 vendors recommended for award in the accompanying agenda item. Each departments' contract manager is reflected in the accompanying agenda item.

Delegated Authority

If this item is approved, the County Mayor or County Mayor's designee will have the authority to exercise OTRs in accordance with the terms and conditions of the contracts listed in the accompanying package.

Background

The competitively bid contracts listed in this item require approval to exercise OTRs contained in each contract that would, if exercised, bring the cumulative value of the contract over $1 million. Each of the contracts were awarded under the County Mayor or County Mayor's designee'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.

On August 11, 2008, the Board was informed that, prospectively, Board approval would be sought when awarding contracts exceeding $1 million in value if the OTRs are exercised. The contracts listed in the package were awarded prior to that date.

Prior to exercising any Options-to-Renew (OTR) periods, market research is conducted to ensure that 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 OTRs for each contract in this package will be executed if determined to be in the best interest of the County.

Item No. 1: Sodium Permanganate seeks authority to exercise the three remaining OTR periods for a contract to purchase sodium permanganate for the Miami-Dade Water and Sewer Department. The amount being requested for the three remaining option terms is **$3,252,000**.

Item No. 2: Airfield Guidance Signs – Series L858 seeks to exercise the two remaining OTR periods for a contract to purchase airfield guidance signs for the Miami-Dade Aviation Department. The amount being requested for the two remaining option terms is **$900,000**.

Item No. 3: Various Food Items (Pre-qualification Pool) seeks to exercise the two remaining OTR periods for a contract to purchase various food items for various County departments. The amount being requested for the two remaining option terms is **$633,000**.

Item No. 4: Uniforms for Various County Departments seeks authority to exercise the two remaining OTR periods to purchase uniforms for various County departments. The amount being requested for the two remaining option terms is **$756,364**.

Item No. 5: Ice seeks authority to exercise the two remaining OTR periods for a contract to purchase bagged ice for various County departments. The amount being requested for the two remaining option terms is **$500,000**.

Item No. 6: GIS Geodatabase Migration and Conversion seeks authority to exercise the remaining OTR period for a contract to acquire professional services including project management, data conversion services, business process and software development assistance for the Miami-Dade Water and Sewer Department. The amount being requested for the remaining option term is **$400,000**.

Assistant County Manager

MEMORANDUM
(Revised)

TO: Honorable Chairman Dennis C. Moss and Members, Board of County Commissioners

DATE: May 19, 2009

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

SUBJECT: 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 Mayor'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 _____

Agenda Item No. 8(O)(1)(A)
5-19-09

RESOLUTION NO. **R-605-09**

RESOLUTION AUTHORIZING THE COUNTY MAYOR OR COUNTY MAYOR'S DESIGNEE TO EXERCISE OPTION-TO-RENEW PERIODS FOR COMPETITIVELY BID CONTRACTS AWARDED UNDER THE COUNTY MAYOR OR COUNTY MAYOR DESIGNEE'S DELEGATED AUTHORITY AND AUTHORIZES THE USE OF CHARTER COUNTY TRANSIT SYSTEM SURTAX FUNDS 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 or the County Mayor's designee the authority to exercise, in his discretion, the options-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 County Mayor's designee to execute any and all documents necessary to give effect to those renewals.

The foregoing resolution was offered by Commissioner **Joe A. Martinez**, who moved its adoption. The motion was seconded by Commissioner **Dennis C. Moss** and upon being put to a vote, the vote was as follows:

Dennis C. Moss, Chairman **aye**
Jose "Pepe" Diaz, Vice-Chairman **absent**

Bruno A. Barreiro	**aye**	Audrey M. Edmonson	**aye**
Carlos A. Gimenez	**aye**	Sally A. Heyman	**aye**
Barbara J. Jordan	**aye**	Joe A. Martinez	**aye**
Dorrin D. Rolle	**aye**	Natacha Seijas	**absent**
Katy Sorenson	**absent**	Rebeca Sosa	**aye**
Sen. Javier D. Souto	**aye**		

The Chairperson thereupon declared the resolution duly passed and adopted this 19th day of May, 2009. This resolution shall become effective as follows: (1) 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, and (2) either i) the Citizens' Independent Transportation Trust (CITT) has approved same, or ii) in response to the CITT's disapproval, the County Commission re-affirms its award by two-thirds (2/3) vote of the Commission's membership and such reaffirmation becomes final.

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

HARVEY RUVIN, CLERK

By: **DIANE COLLINS**
Deputy Clerk

Approved by County Attorney as
to form and legal sufficiency.

Hugo Benitez

Item No. 1

Contract No.: 7868-4/12-1

Contract Title: **Sodium Permanganate**

Description: It is recommended that the Board authorize the County Mayor or the County Manager's designee, to exercise the three remaining Option-to-Renew (OTR) periods for a contract to purchase sodium permanganate for the Miami-Dade Water and Sewer Department. The contract is in the first OTR period which expires on August 14, 2009.

This contract was awarded on July 9, 2007 for a one-year period, with four, one-year OTRs with an allocation of $849,664. On April 22, 2008, authorization was requested from the Board to exercise the remaining OTR periods. At that meeting, the Board authorized the approval of the first OTR period.

Initial Contract Term and Usage:	August 15, 2007 to August 14, 2008	$ 849,664
First OTR and Estimated Usage:	August 15, 2008 to August 14, 2009	$ 994,107*
Second OTR and Estimated Usage:	August 15, 2009 to August 14, 2010	$1,084,000**
Third OTR and Estimated Usage:	August 15, 2010 to August 14, 2011	$1,084,000
Fourth OTR and Estimated Usage:	August 15, 2011 to August 14, 2012	$1,084,000
Cumulative Value:		$5,095,771

*Includes a 17% manufacturer's price adjustment as per the terms and conditions of the contract.
**Includes a 9% manufacturer's price adjustment as per the terms and conditions of the contract.
Future OTRs may include the manufacturer's price adjustment(s).

Contract Measure: Small Business Enterprise Bid Preference applies to all purchases that are not federally funded.

Review Committee Date and Item No.: December 6, 2006; Item #6-08

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 where permitted by the funding source.
Performance Data:	There are no performance issues with this firm.
Compliance Data:	There are no compliance issues with this firm.

Vendor:	**Address**	**Principal**
•Carus Corp. (Non-local vendor)	315 Fifth Street Peru, IL 61354	Lorrie A. Lauf

Contract Managers: Herman Ramsey, Department of Procurement Management

Lydia Manners, Miami-Dade Water and Sewer Department

JUSTIFICATION

This contract is utilized by the Miami-Dade Water and Sewer Department to purchase sodium permanganate used for treatment of potable water to disinfect, lower color and reduce organic carbon.

Market research determined that current market pricing is higher than the contract pricing. It is therefore in the best interest of the County to exercise the next Option-to-Renew (OTR) period. Market research will be performed prior to exercising the second, third and fourth OTR periods to ensure that the County continues to receive the best pricing.

Item No. 2

Contract No.:	8027-4/11-2
Contract Title:	**Airfield Guidance Signs – Series L858**
Description:	It is recommended that the Board authorize the County Mayor or the County Manager's designee, to exercise the two remaining Option-to-Renew (OTR) periods for a contract to purchase airfield guidance signs for the Aviation Department. The contract is in the second OTR period which expires on June 30, 2009. Exercising the two remaining OTRs will bring the cumulative value of the contract over $1 million.

Initial Contract Term:	June 23, 2006 to June 30, 2007	$ 450,000
First OTR and Usage:	*July 1, 2007 to June 30, 2008	$ 450,000
Second OTR and Estimated Usage:	*July 1, 2008 to June 30, 2009	$ 450,000
Third OTR and Estimated Usage:	*July 1, 2009 to June 30, 2010	$ 450,000
Fourth OTR and Estimated Usage:	*July 1, 2010 to June 30, 2011	$ 450,000
Cumulative Value:		$2,250,000

*The starting date for all the OTR periods is being revised to coincide with the first day of the month. This will enhance workload management efficiency.
Future OTRs may include Consumer Price Index adjustment(s) as noted in the terms and conditions of the contract.

Contract Measure:	No measure due to the funding source.
Review Committee Date and Item No:	December 28, 2005; Item #6-04
Local Preference:	Applied in accordance with the Local Preference Ordinance.
Living Wage:	The Living Wage Ordinance does not apply.
User Access Program:	This contract does not include the User Access due to Federal Aviation Administration funding restrictions.

Vendor:	**Address**	**Principal**
•Global Electrical & Lighting Supplies (Local vendor)	13751 S.W. 143rd Court Suite #101 Miami, Fl 33186	Rolando Perez

Performance Data:	There are no performance issues with this firm.
Compliance Data:	There are no compliance issues with this firm.

Contract Managers: Thelma L. Rodriguez, Department of Procurement Management

Neivy Garcia, Miami-Dade Aviation Department

JUSTIFICATION

This contract was established through competitive bidding and provides for the purchase of airfield guidance signs for the Miami-Dade Aviation Department.

Market Research indicates that the current contract pricing is 50 percent lower than current market pricing. It is therefore in the best interest of the County to exercise the next Option-to-Renew (OTR) period. Market research will be performed prior to exercising the third and fourth OTR periods to ensure that the County continues to receive the best pricing.

Item No. 3

Contract No.:	8043-4/11-2
Contract Title:	**Various Food Items (Pre-qualification Pool)**
Description:	It is recommended that the Board authorize the County Mayor or County Mayor's designee, to exercise the two remaining Option-to-Renew (OTR) periods for a contract to purchase various food items for various County departments. The contract is in the second OTR period which expires on July 31, 2009. Exercising the two remaining OTRs will bring the cumulative value of the contract over $1 million.

Initial Contract Term and Usage:	August 3, 2006 to July 31, 2007	$ 311,500
First OTR and Usage:	**August 1, 2007 to July 31, 2008	$ 316,500*
Second OTR and Estimated Usage:	**August 1, 2008 to July 31, 2009	$ 316,500
Third OTR and Estimated Usage:	**August 1, 2009 to July 31, 2010	$ 316,500
Fourth OTR and Estimated Usage:	**August 1, 2010 to July 31, 2011	$ 316,500
Cumulative Value:		$1,577,500

*Includes a modification in the amount of $5,000 for the Juvenile Services Department.
**The starting date for all the OTR periods is being revised to coincide with the first day of the month. This will enhance workload management efficiency.
Future OTRs may include Consumer Price Index adjustment(s) as noted in the terms and conditions of the contract.

Contract Measure:	Small Business Enterprise Bid Preference applies to all purchases that are not federally funded.
Review Committee Date and Item No.:	April 5, 2006; Item #6-05
Local Preference:	Applied in accordance with the Local Preference Ordinance.
Living Wage:	The Living Wage Ordinance does apply.
User Access Program:	This contract includes the User Access Program provision. The 2% program discount is being collected on all purchases where permitted by the funding source.
Performance Data:	There are no performance issues with any of the nine firms.
Compliance Data:	There are no compliance issues with any of the nine firms.

Vendors:	Address	Principal
•Cafe Cappuccino, Inc. (Local vendor)	6335 N.W. 99th Avenue Miami FL 33178	Susan Bleemer
•Greater Miami Caterers (Local vendor)	4001 N.W. 31st Avenue Miami FL 33142	John Olmo
•Innotech Products (Non-local vendor)	311 Northland Boulevard Cincinnati, OH 45246	Donald T. Zimmerman
•Jewish Community Services of South Florida (Local vendor)	735 N.E 125th Street North Miami, FL 33161	Pat. P. Fine
•Karlen Foods, Inc. (Local vendor)	1000 Ponce de Leon Boulevard #325 Coral Gables, FL 33134	Isabel R. Delpino-Allen
•Steves Pizza West, Inc. (Local vendor)	16285 S.W. 88th Street Miami, FL 33196	Hyman Storch
•Leroys Hospitality, Inc. (Local vendor)	4744 N.W. 167th Street Hialeah, FL 33014	Leroy Reynolds
•Long Life Food Depot LLC (Non-local vendor)	P.O. Box 8081 Richmond, IN 47374	Jim Wilson
•Peas & Carrots Catering (Non-local vendor)	4521 PGA Boulevard #348 Palm Beach Gardens, FL 33418	Randy Epstein

Contract Managers: Sherry Clentscale, Department of Procurement Management

This contract includes allocations for seven departments. Each department has designated a contract manager.

JUSTIFICATION

This contract is being utilized to purchase various food items for the Building, Juvenile Services, Transit, Police, Procurement, Public Works and Solid Waste departments. The services provide boxed lunches, catered hot meals, and meals ready to eat (MRE's) during emergency situations.

This is a prequalification contract which allows all qualified vendors to participate in spot market purchases. Spot market purchases require periodic competitions and typically yield the best current prices for food items. It is therefore in the best interest of the County to exercise the Option-to-Renew periods.

Item No. 4

Contract No.:	8336-3/11-1
Contract Title:	**Uniforms for Various County Departments**
Description:	It is recommended that the Board authorize the County Mayor or County Mayor's designee, to exercise the two remaining Option-to-Renew (OTR) periods for a contract to purchase uniforms for various County departments. This contract is in the first OTR period which expires on September 30, 2009. Exercising the two remaining OTR periods will bring the cumulative value of the contract over $1 million.

Initial Contract Term and Usage:	October 1, 2007 to September 30, 2008	$ 355,845
First OTR and Estimated Usage:	October 1, 2008 to September 30, 2009	$ 378,182*
Second OTR and Estimated Usage:	October 1, 2009 to September 30, 2010	$ 378,182
Third OTR and Estimated Usage:	October 1, 2010 to September 30, 2011	$ 378,182
Cumulative Value:		$1,490,391

*Includes a modification in the amount of $22,337.50 for the Animal Services Department.

Future OTRs may include the appropriate Consumer Price Index adjustment(s) as noted in the terms and conditions of the contract.

Contract Measure:	Small Business Enterprise Set Aside
Review Committee Date and Item No.	January 10, 2007; Item #2-01
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 where permitted by the funding source.
Performance Data:	There are no performance issues with any of the three firms.
Compliance Data:	There are no compliance issues with any of the three firms.

Vendors:	**Address**	**Principal**
•Global Trading, Inc. (Local vendor)	3399 N.W. 72nd Avenue Suite #129 Miami, FL 33122	Viraj S. Wikramanayake

•Palmetto Uniforms, Inc. (Local vendor)	8869 S.W. 131st Street Miami, FL 33176	Ramonita Cruz Feick
•RDH Quest, Inc. (Local vendor)	2150 N.W. 21st Street Miami, FL 33142	Willie C. Robinson

Contract Managers: Abelin Rodriguez, Department of Procurement Management

This contract includes allocations for 14 departments. Each department has designated a contract manager.

JUSTIFICATION

This contract is utilized by 14 County departments to purchase various articles of clothing used as uniforms, including, long and short sleeve denim shirts, pants, belts, caps and jackets. Market research identified that current contract prices are in line with current market pricing. Adjustments to the prices for future contract renewals are limited to the applicable Consumer Price Index.

Item No. 5

Contract No.:	CA7795-4/12-2
Contract Title:	**Ice**
Description:	It is recommended that the Board authorize the County Mayor or County Mayor's designee, to exercise the two remaining Option-to-Renew (OTR) periods for a contract to purchase bagged ice for various County departments. The contract is in the second OTR period which expires on July 31, 2009. Exercising the two remaining OTRs will bring the cumulative value of the contract over $1 million.

Initial Contract Term and Usage:	August 3, 2006 to July 31, 2007	$ 250,000
First OTR and Usage:	*August 1, 2007 to July 31, 2008	$ 250,000
Second OTR and Estimated Usage:	*August 1, 2008 to July 31, 2009	$ 250,000
Fourth OTR and Estimated Usage:	*August 1, 2009 to July 31, 2010	$ 250,000
Fourth OTR and Estimated Usage:	*August 1, 2010 to July 31, 2011	$ 250,000
Cumulative Value:		$1,250,000

*The starting date for all the OTR periods is being revised to coincide with the first day of the month. This will enhance workload management efficiency.
Future OTRs may include the Consumer Price Index adjustment(s) as noted in the terms and conditions of the contract.

Contract Measure:	Small Business Enterprise Bid Preference applies to all purchases that are not federally funded.
Review Committee Date and Item No.:	October 12, 2005; Item #6-01
Local Preference:	The Local Preference Ordinance does not apply.
Living Wage:	The Living Wage Ordinance does apply.
User Access Program:	This contract includes the User Access Program provision. The 2% program discount is being collected on all purchases where permitted by the funding source.
Performance Data:	There are no performance issues with any of the firms.
Compliance Data:	There are no compliance issues with any of the firms.

Vendors:	Address	Principal
•PDKL, Inc. (Non-local vendor)	P.O. Box 62 Cairo, GA 39828	David A. Hildebrandt
•Tropical Ice LLC (Local vendor)	4237 N.W. 37th Court Miami, FL 33142	Rafael Labrada

Contract Managers: Sherry Clentscale, Department of Procurement Management

This contract includes allocations for six departments. Each department has designated a contract manager.

JUSTIFICATION

This contract is utilized to purchase ice for Miami-Dade Corrections and Rehabilitation, Housing Agency, Police, Park and Recreation, Seaport, and Solid Waste departments. The contract provides bagged ice during emergency situations. A prequalified pool of vendors is invited to participate in spot market purchases during declared emergencies. All awarded vendors have agreed to give orders from the County first priority during an emergency. Spot market purchases require periodic competitions and typically yield the best current pricing. It is therefore in the best interest of the County to exercise the Option-to-Renew periods.

Item No. 6

Contract No.:	EPP-RFP546
Contract Title:	**GIS Geodatabase Migration and Conversion**
Description:	It is recommended that the Board authorize the County Mayor, or County Mayor's designee, to exercise the remaining Option-to-Renew (OTR) period for a contract to acquire professional services including project management, data conversion services, business process and software development assistance for the Miami-Dade Water and Sewer Department. The contract is in its initial term which expires on July 31, 2009. Exercising the remaining OTR will bring the cumulative value of the contract over $1 million.

Initial Contract Term and Estimated Usage:	Two years August 15, 2007 to July 31, 2009	$ 900,041
First OTR and Estimated Usage:	One year August 1, 2009 to July 31, 2010	$ 400,000
Cumulative Value:		$1,300,041

Vendor	**Address**	**Principal**
• Woolpert, Inc. (Non-local vendor)	4454 Idea Center Boulevard Dayton, Ohio 45430	Michael R. Flannery

Performance Data:	There are no performance issues with this firm.
Compliance Data:	There are no compliance issues with this firm.
Contract Measure:	Small Business Enterprise Selection Factor
Review Committee Date and Item No.:	November 8, 2006; Item #6-07
Local Preference:	Applied in accordance with the Local Preference Ordinance.
Living Wage:	The Living Wage Ordinance does not apply.
User Access Program:	The contract includes the User Access Program provision. The 2% program discount is being collected on all purchases.
Contract Managers:	Adil Khan, Department of Procurement Management Jose Lopez, Miami-Dade Water and Sewer Department

JUSTIFICATION

Authorization is requested to exercise the remaining Option-to-Renew (OTR) period for the Miami-Dade Water and Sewer Department (WASD) to acquire professional services to support the GIS Geodatabase System.

This contract was established to provide WASD with a new geodatabase and applications that display existing water and sewer layers. The applications include the ability to edit, to conduct quality assurance and quality control, to generate maps and to prepare and format reports. One of the applications includes a web browser that will replace and enhance the existing Dade On-Line Facilities Information Network.

In order for a new vendor to provide support, it would require the new vendor to conduct in-depth business research and analysis. Additionally a new vendor would need to learn the new geodatabase, applications, and existing code developed by the current vendor. This would result in long delays to the project and added expense. In order to effectively support WASD's GIS Geodatabase migration, it is recommended that the County maintain the contract with the current vendor due to knowledge of WASD's systems and processes.

It is therefore recommended to exercise the only available OTR period under this contract.