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

Memorandum

MIAMI-DADE COUNTY

Date: December 15, 2009

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

From: George M. Burgess
County Manager

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

Resolution No. R-1429-09

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 item in the accompanying OTR package is countywide in nature.

Fiscal Impact/Funding Source

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 vendor recommended for award in the accompanying agenda item. The 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 contract listed in the accompanying package.

Background

The competitively bid contract listed in this item requires approval to exercise OTRs contained in the contract that would, if exercised, bring the cumulative value of the contract over $1 million. This contract was 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 Board authorized OTRs for contracts 1 and 5 per Resolution No. R-1032-08 adopted on

October 7, 2008. Contracts 2, 3, and 4 in this 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 vendor 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: Executive Search and Consulting Services Pool seeks authority to exercise the second OTR period for executive search and consulting services for the Human Resources Department. The amount being requested for the second option term is **$150,000**.

Item No. 2: Park & Recreation Business Management Software seeks authority to exercise the first OTR period for maintenance and support services for Business Management Software for the Miami-Dade Park & Recreation Department. The amount being requested for the first option term is **$78,000.**

Item No. 3: Bell Helicopter Replacement Parts seeks authority to exercise the third OTR period for purchase of original equipment manufacturer (OEM) and non-OEM Bell helicopter replacement parts for the Miami-Dade Fire Rescue Department. The amount being requested for the third option term is **$200,000**.

Item No. 4: Liquid Level Control System-Prequalification seeks authority to exercise the third OTR period for purchase of units, parts, service and installation of liquid level control systems for the Miami-Dade Water and Sewer Department. The amount being requested for the third option term is **$454,000**.

Item No. 5: Refurbished Telecom Equipment Pre-Qualification Pool seeks authority to exercise the third OTR period for purchase of refurbished telecom equipment for the Enterprise Technology Services Department. The amount being requested for the third option term is **$300,000**.

Assistant County Manager

MEMORANDUM
(Revised)

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

DATE: December 15, 2009

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

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

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

_____ Ordinance creating a new board requires detailed County Manager's report for public hearing

✓ No committee review

✓ Applicable legislation requires more than a majority vote (i.e., 2/3's ____, 3/5's ____, unanimous _____) 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(O)(1)(A)

12-15-09

RESOLUTION NO. **R-1429-09**

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

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 **Barbara J. Jordan**, who moved its adoption. The motion was seconded by Commissioner **Rebeca Sosa** and upon being put to a vote, the vote was as follows:

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

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	**aye**	Rebeca Sosa	**aye**
Sen. Javier D. Souto	**aye**		

The Chairperson thereupon declared the resolution duly passed and adopted this 15th day, December 2009. 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 the Board.

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.

HB/

Hugo Benitez

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Item No. 1

Contract No.: EPP-RFQ 81-1(3)

Contract Title: **Executive Search and Consulting Services Pool**

Description: It is recommended that the Board authorize the County Mayor or the County Mayor's designee to exercise the second Option-to-Renew (OTR) to allow the Human Resources Department (HR) to purchase executive search and consulting services. This is a pool of highly qualified consultants with experience in identifying and placing high-level managerial and executive personnel. The pool is in the first OTR which expires on February 13, 2010. The pool has one remaining OTR.

Initial Contract Term and Usage:	December 14, 2005 to December 13, 2008	$ 900,000
First OTR and Estimated Usage:	December 14, 2008 to February 13, 2010	$ 300,000
Second OTR and Estimated Usage:	February 14, 2010 to February 13, 2011	$ 150,000*
Cumulative Value:		$1,350,000

*The department requested a decrease of $150,000 based on current usage.

Allocation, Managing Agencies and Funding Sources:

Allocation	Department	Funding Source
$150,000	Human Resources Dept.	General Fund

Contract Measure: A Small Business Enterprise Selection Factor was applied in accordance with the Ordinance.

Review Committee Date and Item No.: June 22, 2005; Item #6-03

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

Living Wage: The services are not covered under the Living Wage Ordinance.

User Access Program: The User Access Program Provision will apply. The 2% program discount will be collected on all purchases where permitted by funding source.

Vendors:	Address	Principal
•CPS Human Resources Services (Non-local vendor)	115 Perimeter Center Place Suite 1070B Atlanta, GA 30346	Marjory H. Young
•Korn/Ferry International (Local vendor)	200 S. Biscayne Boulevard Suite 4450 Miami, FL 33131	Bonnie M. Crabtree
•Phair Consultants, Inc. (Local vendor)	16850 Collins Avenue, Bldg. 112 Suite 241 Sunny Isles Beach, FL 33160	Calvetta Phair
•Colin Baenziger & Associates (Non-local vendor)	12970 Dartford Trail Suite 8 Wellington, FL 33414	Colin Baenziger
•The Waters Consulting Group, Inc. (Non-local vendor)	5050 Quorum Drive Suite 625 Dallas, TX 75254	Charles S. Anderson
•DHR International (Non-local vendor)	1085 Raymond Boulevard Newark, NJ 07102	James Abruzzo
•Global Search Associates, LLC T/A Boyden Global Executive Search (Non-local vendor)	217 E. Redwood Street Suite 1600 Baltimore, MD 21202	Timothy C. McNamara
•Westaff (USA), Inc. (Local vendor)	419 W. 49th Street Suite 111 Hialeah, FL 33012	Kemp Mobley
•Career Solutions International, Inc. (Non-local vendor)	400 Lexington Green Lane Sanford, FL 32771	Suzette DiMascio
•Management Recruiters of Woodbridge, Inc. (Non-local vendor)	1 Woodbridge Center Suite 720 Woodbridge, NJ 07095	Harsh Jiandani
•The Mercer Group Inc (Non-local vendor)	44 4th Street SW Winter Haven, FL 33883	Tom D. Freijo

Performance Data: There are no performance issues with the awarded firms.

Compliance Data: There are no compliance issues with the awarded firms.

Contract Managers: Pearl P. Bethel, Department of Procurement Management

Mary Lou Rizzo, Human Resources Department

JUSTIFICATION

This pool of pre-qualified vendors was established through an open competitive Request for Qualifications process. The awarded firms have experience in identifying, recruiting and placing high-level managerial and executive personnel. At the County's discretion, qualified vendors may be added to this pool.

These services may be needed at any time. However, before accessing this pool, the Human Resources Department will evaluate the feasibility of conducting the executive search in-house which may include publicizing the position via print media, websites, and professional associations as well as contacting possible candidates. If it appears that these measures would not produce a viable applicant pool, the County has the option to utilize the pool to conduct a nationwide search to increase available candidates. Members of the pool are able to streamline the recruitment process, and identify candidates that are best suited for unique and hard to fill positions. Accordingly, it is in the best interest of the County to exercise the second option-to-renew.

Item No. 2

Contract No.:	EPP-RFP532
Contract Title:	**Park & Recreation Business Management Software**
Description:	It is recommended that the Board authorize the County Mayor or the County Mayor's designee to exercise the first Option-to-Renew (OTR) to procure required maintenance and support services for Business Management Software utilized by the Miami-Dade Park & Recreation Department (MDPR). The contract is in its initial three-year term, which expires on March 14, 2010. The contract has seven one-year OTR terms to provide ongoing software maintenance and support services. Exercising the first OTR will bring the cumulative value of the contract over $1 million.

Initial Contract Term and Usage:	March 15, 2007 to March 14, 2010	$ 989,000
First OTR and Estimated Usage:	March 15, 2010 to March 14, 2011	$ 78,000
Cumulative Value:		**$1,067,000**

Allocation, Managing Agency and Funding Source:

Allocation	Department	Funding Source
$ 78,000	Park & Recreation	General Fund

Contract Measure:	A Small Business Enterprise Selection Factor was applied in accordance with the Ordinance.
Review Committee Date:	August 9, 2006; Item # 6-01
Local Preference:	The Local Preference was applied in accordance with the Ordinance but did not affect outcome.
Living Wage:	The services are not covered under the Living Wage Ordinance.
User Access Program:	The User Access Program Provision will apply. The 2% program discount will be collected on all purchases where permitted by the funding source.

Vendor:	**Address**	**Principal**
• US eDirect, Inc. (Non-local Vendor)	168 Main Street, Suite 2 Huntington, NY 11743	Michael Wands

Performance Data: There are no performance issues with the awarded firm.

Compliance Data: There are no compliance issues with the awarded firm.

Contract Managers: Leida Altman Carrillo, Department of Procurement Management

Michael Tomasso, Miami-Dade Park & Recreation Department

JUSTIFICATION

This contract provides the Miami-Dade Park and Recreation Department (MDPR) with a Business Management System (System). The System provides MDPR with financial, demographic, geographic, economic, and social data regarding the park facilities managed throughout the County. The System assists MDPR in streamlining multiple points of sale, reservations and registrations to assist in identifying, reducing, and controlling operating revenue. The contract was established in 2007 through an open competitive Request for Proposals process. The initial contract term provided MDPR with the software licenses, implementation, integration, training, and maintenance support services. The required software maintenance and support services for the System are proprietary to US eDirect. It is therefore in the best interest of the County to exercise the first option-to-renew period.

Item No. 3

Contract No.: EPP8146-9/16-2

Contract Title: **Bell Helicopter Replacement Parts**

Description: It is recommended that the Board authorize the County Mayor or the County Mayor's designee to exercise the third Option-to-Renew (OTR) to purchase original equipment manufacturer (OEM) and non-OEM helicopter replacement parts for Miami-Dade Fire Rescue (MDFR) Department. The contract is in its second OTR period which expires on January 31, 2010. The contract has seven one-year OTR terms to provide helicopter replacement parts. Exercising the third OTR will bring the cumulative value of the contract over $1 million.

Initial Contract Term and Usage:	February 01, 2007 to January 31, 2008	**$ 350,000**
First OTR and Usage:	February 01, 2008 to January 31, 2009	**$ 350,000**
Second OTR and Usage:	February 01, 2009 to January 31, 2010	**$ 200,000***
Third OTR and Estimated Usage:	February 01, 2010 to January 31, 2011	**$ 200,000**
Cumulative Value:		**$1,100,000**

*Includes a $150,000 allocation reduction requested by MDFR due to decreased contract usage.

Allocation, Managing Agency and Funding Source:

Allocation	Department	Funding Source
$ 200,000	MDFR	General Fund

Contract Measure: The Small Business Enterprise Bid Preference was applied in accordance with the Ordinance where permitted by funding source.

Review Committee Date: April 26, 2006; Item #6-01

Local Preference: Applied in accordance with the Local Preference Ordinance and did not affect outcome.

Living Wage: The services being provided are not covered under the Living Wage Ordinance.

User Access Program:	The User Access Program provision will apply. The 2% program discount is being collected on all purchases where permitted by the funding source.	
Vendors:	**Address**	**Principal**
•Heliworks Inc. (Non-local vendor)	2400 Airport Boulevard Pensacola, FL 32504	Stephen C. Simpson
•Zephyr International LLC (Non-local vendor)	5015 Enoch Road Conway, SC 29526	Michael Mitchell
Performance Data:	There are no performance issues with the awarded firms.	
Compliance Data:	There are no compliance issues with the awarded firms.	
Contract Managers:	Albert Touriz, Department of Procurement Management Marianela Betancourt, Miami-Dade Fire Rescue Department	

JUSTIFICATION

This contract is utilized by Miami-Dade Fire Rescue Department to purchase various Bell Helicopter original equipment manufacturer (OEM) and non-OEM parts and supplies to maintain existing helicopters. The contract established a pre-qualified pool of bidders to allow for spot market competitions. Additional qualified vendors may be added at any time during the contract term to further enhance competition. This method of award ensures the County receives the best pricing available in the market at the time the department requires the commodity. It is therefore in the best interest of the County to exercise the third option-to-renew.

Item No. 4

Contract No.:	5469-6/13-2	
Contract Title:	**Liquid Level Control System-Prequalification**	
Description:	It is recommended that the Board authorize the County Mayor or the County Mayor's designee to exercise the third Option-to-Renew (OTR) to purchase units, parts, service and installation of liquid level control systems for the Miami-Dade Water and Sewer Department (WASD). The contract is in its second OTR period which expires on December 31, 2009. The contract has three one-year OTR terms. Exercising the third OTR will bring the cumulative value of the contract over $1 million.	
Initial Contract Term and Usage:	January 29, 2007 to December 31, 2007	**$ 195,000***
First OTR and Usage:	January 1, 2008 to December 31, 2008	**$ 250,000****
Second OTR and Usage:	January 1, 2009 to December 31, 2009	**$ 454,000*****
Third OTR and Estimated Usage:	January 1, 2010 to December 31, 2010	**$ 454,000**
Cumulative Value:		**$1,353,000**

Includes the following modifications for WASD:
*$ 45,000
**$ 55,000
***$204,000

Allocation, Managing Agency and Funding Source:

Allocation	Department	Funding Source
$ 454,000	WASD	Proprietary Fund

Contract Measure: The Small Business Enterprise Bid Preference is applied in accordance with the Ordinance where permitted by funding source.

Review Committee Date: July 26, 2006; Item #6-02

Local Preference: Applied in accordance with the Local Preference Ordinance and did not affect outcome.

Living Wage: The services being provided are not covered under the Living Wage Ordinance.

User Access Program:	The User Access Program provision will apply. The 2% program discount will be collected on all purchases where permitted by funding source.	
Vendors:	**Address**	**Principal**
•M. P. Electronics (Non-local vendor)	2464 Vulcan Road Apopka, FL 32703	John Evans
•Multitrode Inc. (Non-local vendor)	990 South Rogers Circle Suite #3 Boca Raton, FL 33487	Aaron Parkinson
•Alttec Corp. (Non-local vendor)	4260 114 Terrace North Clearwater, FL 33762	John Cattel
Performance Data:	There are no performance issues with the awarded firms.	
Compliance Data:	There are no compliance issues with the awarded firms.	
Contract Managers:	Albert Touriz, Department of Procurement Management	
	Gregory Hicks, Miami-Dade Water and Sewer Department	

JUSTIFICATION

This contract is utilized by the Miami-Dade Water and Sewer Department to purchase units, parts, service and installation of liquid level control systems. These control systems are installed in all standard lift stations in the County's sewage collection systems. The contract establishes a pre-qualified pool of bidders that allow for spot market competitions. Additional qualified vendors may be added at any time during the contract term to further enhance competition. This method of award ensures the County receives the best pricing available in the market at the time the department requires the commodity or service. It is therefore in the best interest of the County to exercise the third option-to-renew.

Item No. 5

Contract No.:	**6327-9/16-2**
Contract Title:	**Refurbished Telecom Equipment Pre-Qualification Pool**
Description:	It is recommended that the Board authorize the County Mayor or County Mayor's designee to exercise the third Option-to-Renew (OTR) to purchase refurbished telecom equipment for the Enterprise Technology Services Department (ETSD). The contract is in its second OTR period which expires on December 31, 2009. The contract has six one-year OTR terms to provide refurbished telecom equipment.

Initial Contract Term and Usage:	January 4, 2007 to December 31, 2007	$ 500,000
First OTR and Usage:	January 1, 2008 to December 31, 2008	$ 400,000
Second OTR and Usage:	January 1, 2009 to December 31, 2009	$ 400,000
Third OTR and Estimated Usage:	January 1, 2010 to December 31, 2010	$ 300,000*
Cumulative Value:		**$1,600,000**

*The contract allocation was reduced to $300,000 in the third option-to-renew due to a decrease in anticipated expenditures based on past term usage and expenses.

Allocation, Managing Agency and Funding Source:

Allocation	Department	Funding Source
$300,000	ETSD	Internal Services Fund

Contract Measure:	The Small Business Enterprise Bid Preference was applied in accordance with the Ordinance where permitted by funding source.
Review Committee Date and Item No.:	October 18, 2006; Item #6-03
Local Preference:	Applied in accordance with the Local Preference Ordinance and did not affect outcome.
Living Wage:	The services being provided are not covered under the Living Wage Ordinance.
User Access Program:	The User Access Program provision will apply. The 2% program discount is being collected on all purchases where permitted by the funding source.

Vendor: **Address** **Principal**

•Enterprise Systems Corporation (Non-local vendor)	4325 W. Sam Huston Parkway Houston, TX 77043	Darlene Gonzalez
•Cable Express Corporation (Non-local vendor)	5404 South Bay Road Syracuse, NY 13221	Lina Yusim
•Kaiser Comm (Non-local vendor)	4362 Round Lake Road West St. Paul, MN 55112	Bruce Marlin
•Siemens Enterprise Communications (Non-local vendor)	1001 Yamato Road Boca Raton, FL 33487	Rafael Muina
•Telesource Services LLC (Non-local vendor)	1450 Highwood East Pontiac, MI 48340	Michael J. Woods
•Vibes Technologies, Inc (Non-local vendor)	100 South 5th Street Suite 1075 Minneapolis, MN 55402	Nick Toscano
•Liberty Communications Inc (Non-local vendor)	680 Hale Avenue North Suite 170 Oakdale, MN 55128	Boyd R. Pertu
•Midwest Telecom Resellers LLC (Non-local vendor)	1288 Research Boulevard St. Louis, MO 63132	Scott C. Ross
•A-1 Teletronics Inc (Non-local vendor)	2510 118th Avenue North St. Petersburg, FL 33716	Michael Galinski
•Miami Business Telephones (Local vendor)	4933 SW 74th Court Miami, FL 33155	Nestor Collantes

Performance Data: There are no performance issues with the awarded firms.

Compliance Data: There are no compliance issues with the awarded firms.

Contract Managers: Erick Martinez, Department of Procurement Management

Manny Fernandez, Enterprise Technology Services Department

JUSTIFICATION

This contract is utilized by the Enterprise Technology Services Department (ETSD) to purchase refurbished telecommunication equipment. The contract established a pre-qualified pool of bidders that allow for spot market competitions for purchase. Additional qualified vendors may be added at any time during the contract term to further enhance competition. This method of award ensures the County receives the best pricing available for refurbished telecom equipment when a need is identified. It is therefore in the best interest of the County to exercise the third option-to-renew.