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

Memorandum

MIAMI-DADE COUNTY

Date: February 7, 2012

To: Honorable Chairman Joe A. Martinez
and Members, Board of County Commissioners

Agenda Item No. 8(F)(19)

From: Carlos A. Gimenez
Mayor

Resolution No. R-134-12

Subject: Recommendation to Modify: Multifunctional Devices, Maintenance, and Solutions – Pre-Qualification

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This item was amended at the January 10, 2012 Internal Management and Fiscal Responsibility Committee Meeting to: 1) add language to the title and the body of the resolution authorizing "to exercise all other rights contained therein, and authorize use of PTP funds," 2) adjust the additional allocation for the Citizens' Independent Transportation Trust to $0 and the modified allocation to $15,000; 3) adjust the additional allocation for Transit to $1,200,000 and the modified allocation to $1,500,000; and 4) adjust the additional allocation under Unallocated Funds to $7,774,000 and the total modified allocation to $8,456,000.

RECOMMENDATION

It is recommended that the Board of County Commissioners (Board) approve the modification of this existing contract for additional time and spending authority for various County departments to obtain multifunctional devices, maintenance, and solutions.

CONTRACT NUMBER: 9301-0/20

CONTRACT TITLE: Multifunctional Devices, Maintenance, and Solutions – Pre-Qualification

EXISTING CONTRACT TERM: One year

METHOD OF AWARD: The Board awarded this contract to pre-qualified vendors through Resolution R-539-11 on July 7, 2011. Through this pool of prequalified vendors, the County solicits work through spot market competitions. Additional qualified vendors may be added at any time during the contract term.

TYPE OF CHANGE: Additional time and spending authority.

EXISTING ALLOCATION: $ 3,400,000 for one year
INCREASE BY: 30,600,000 for nine years
MODIFICATION ALLOCATION: $ 34,000,000

CURRENT EXPIRATION: July 31, 2012

MODIFIED EXPIRATION: July 31, 2021

USING/MANAGING AGENCY AND FUNDING SOURCE:

Department	Existing Allocation	Additional Allocation	Modified Allocation	Funding Source	Contract Manager
Aviation	$307,000	$2,763,000	$3,070,000	Proprietary Funds	Neivy Garcia
Animal Services Department	16,000	144,000	160,000	General Fund/ Proprietary Funds	Angel Villareal

RFP769

Department (continued)	Existing Allocation	Additional Allocation	Modified Allocation	Funding Source	Contract Manager
Audit and Management Services	6,000	54,000	60,000	General Fund	Katheline Jackson
Board of County Commissioners	75,000	675,000	750,000	General Fund	Adrian Castellanos
Citizen's Independent Transportation Trust	15,000	0	15,000	PTP Surtax	Marlene Amaro
Community Action and Human Services	44,000	396,000	440,000	General Fund/ Federal Funds	Shirley Almeida
Corrections and Rehabilitation	274,000	2,466,000	2,740,000	General Fund	Ana Hassun
County Attorney	7,000	63,000	70,000	General Fund	Shirley McElroy
Elections	30,000	270,000	300,000	General Fund	John Clouser
Finance	68,000	612,000	680,000	Proprietary Funds	Armando Fresnedo
Fire Rescue	47,000	423,000	470,000	General Fund/ Fire District Funds	Rick Recio
Inspector General	11,000	99,000	110,000	Proprietary Funds	Maria Lourdes McNally
Internal Services	145,000	1,305,000	1,450,000	Proprietary Funds	Marcia Casamayor
Juvenile Services	55,000	495,000	550,000	General Fund/Grant Funds	Cindy Akerman
Library	7,000	63,000	70,000	Library District Funds	Amir Ali
Medical Examiner's Office	35,000	315,000	350,000	General Fund	Theresa Bryant
Metropolitan Planning Organization	11,000	98,000	109,000	Grant Funds/ Federal Funds	Carmen Villaverde-Menendez
Office of Community Information and Outreach	12,000	108,000	120,000	General Fund	Regla Lee
Office of Management and Budget	13,000	117,000	130,000	General Fund/ Proprietary Funds	Christopher Kong
Permitting, Environment, and Regulatory Affairs	55,000	495,000	550,000	General Fund/ Proprietary Funds	Vivian Sotolongo
Police	744,000	6,696,000	7,440,000	General Fund/Grant Funds	Laura Romano
Public Defender's Office	13,000	117,000	130,000	General Fund	Maria Abreu-Miller
Public Housing and Community Development	90,000	810,000	900,000	Federal Funds	Indira Rajkumar
Public Works and Waste Management	182,000	1,638,000	1,820,000	General Fund/ Proprietary Funds	Olga Espinosa-Anderson
Seaport	95,000	855,000	950,000	Proprietary Funds	Phillip Rose
Sustainability, Planning, and Economic Enhancement	50,000	450,000	500,000	General Fund/ Proprietary Funds	Myra Marlow
Transit	300,000	1,200,000	1,500,000	MDT Operating	Angel Castro
Vizcaya Museum & Gardens	11,000	99,000	110,000	Proprietary Funds	Anabel Miro
Unallocated Funds	682,000	7,774,000	8,456,000		
Total:	**$ 3,400,000**	**$ 30,600,000**	**$ 34,000,000**		

BACKGROUND

On July 7, 2011, the Board awarded Contract No. 9301-0/20 for the purchase and/or lease of multifunctional devices (copier, fax, and scanning equipment), solutions, and associated maintenance services from pre-qualified vendors through Resolution R-539-11. The original recommendation presented to the Board, requested $34 million for ten years; however, the Board expressed concern regarding the recommended term of the contract and the total contract value, and inquired if the administration had secured the best pricing. The recommendation was amended to authorize the existing contract in the amount of $3.4 million for a one year term with the understanding that staff would return to the Board with a subsequent recommendation for continued use of the contract.

Procurement staff conducted a pricing analysis with the awarded vendors under Contract No. 9301-0/20. The analysis indicates that the County could yield a monthly savings of as much as 49 percent or 68 percent for a two- or three-year lease, respectively, when compared to a one year lease. The ten-year term and allocation was intended to authorize departments to enter into multi-year leases as appropriate and necessary, and to make monthly payments throughout the term of the respective leases. However, the authorized allocations and the existing one-year contract term are not sufficient to allow all the departments to commit to multi-year lease agreements.

Additionally, staff has compared the pricing collected on this analysis with the pricing on the State of Florida copier contract and the Miami-Dade Public School Board copier contract. It was found that the pricing obtained by the County is equal to or better than the pricing obtained through these other contracts.

Authorization is requested to extend the term of the contract by nine additional years and to increase the allocation by $30.6 million as originally recommended to the Board. Approval of this modification will enable County departments to enter into money saving long-term lease agreements. Miami-Dade Transit has confirmed that federal funds will not be used on this contract.

PROCUREMENT CONTRACTING OFFICER: Erick Martinez

Pre-Qualified Vendors:	Address	Principal
Barlop Inc. (Local vendor)	8376 NW 68 Street Miami, FL 33166	Madelyn Lopez
Canon Business Solutions, Inc. (Non-local vendor)	4 Ohio Drive Lake Success, NY 11042	Tod Pike
Ikon Office Solutions Inc. (Non-local vendor)	70 Valley Stream Parkway Malvern, PA 19355	Kevin J. Togashi
Konica Minolta Business Solutions (Non-local vendor)	100 Williams Drive Ramsey, NJ 07446	Nobuo Umehara
Sharp Electronics Corporation (Non-local vendor)	Sharp Plaza Mahwah, NJ 07495	Kozo Takahashi
Toshiba Business Solutions (Non-local vendor)	2 Musick Irvine, CA 92618	Mark Mathews
Xerox Corporation (Non-local vendor)	45 Glover Avenue Norwalk, CT 06856-4505	Ursula Burns
Zeno Office Solutions (Non-local vendor)	1101 North Ward Street Tampa, FL 33607	Rick Lott

PERFORMANCE DATA: There are no performance issues with the recommended firms.

COMPLIANCE DATA: There are no compliance issues with the recommended firms.

CONTRACT MEASURES: Selection Factor: A Small Business Enterprise (SBE) Selection Factor will be applied in accordance with the Ordinance where permitted by funding source.

Bid Preference: A Small Business Enterprise (SBE) Bid Preference will be applied in accordance with the Ordinance where permitted by the funding source.

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 two percent program discount will be collected on all purchases where permitted by funding source.

LOCAL PREFERENCE: The Local Preference will be applied in accordance with the Ordinance where permitted by funding source.

DELEGATED AUTHORITY: The County Mayor or County Mayor's designee will have the authority to solicit pricing and award contracts up to an aggregate contract amount of the allocation authorized by the Board. Additionally, the County Mayor or County Mayor's designee may add qualified vendors to the pool at any time during the contract term. The County Mayor or County Mayor's designee will also have the authority to exercise, at their discretion, contract modifications and other extensions in accordance with the terms and conditions of the pool contract.

Deputy Mayor

MEMORANDUM

(Revised)

TO: Honorable Chairman Joe A. Martinez and Members, Board of County Commissioners

DATE: February 7, 2012

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

SUBJECT: Agenda Item No. 8(F)(19)

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**

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Approved _____ Mayor
Veto _____
Override _____

Agenda Item No. 8(F)(19)
2-7-12

RESOLUTION NO. R-134-12

RESOLUTION MODIFYING CONTRACT NO. 9301-0/20 IN THE AMOUNT OF $30,600,000 FOR AN ADDITIONAL NINE YEARS FOR PURCHASE OF MULTIFUNCTIONAL DEVICES (COPIER, FAX, AND SCANNING EQUIPMENT), MAINTENANCE, AND SOLUTIONS, AUTHORIZING THE COUNTY MAYOR OR COUNTY MAYOR'S DESIGNEE TO CONDUCT SPOT BIDS AND AWARD SUBSEQUENT CONTRACTS, ADD VENDORS, CONDUCT MODIFICATIONS, EXERCISE, IN THEIR DISCRETION, ANY CANCELLATION AND RENEWAL PROVISIONS, AND TO EXERCISE ALL OTHER RIGHTS CONTAINED THEREIN, AND AUTHORIZE USE OF PTP FUNDS

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 hereby directs the County Mayor or County Mayor's designee to modify Contract No. 9301-0/20 in the amount of $30,600,000 for an additional nine years for purchase of Multifunctional Devices (Copier, Fax, and Scanning Equipment), Maintenance, and Solutions, and authorizes the County Mayor or County Mayor's designee to conduct spot bids and award subsequent contracts, add vendors, conduct modifications, exercise, in their discretion, any cancellation and renewal provisions in accordance with the terms and conditions of the contract on behalf of Miami-Dade County, and all other rights contained therein >>, and authorizes use of PTP funds<<.[1]

[1] Committee amendments are indicated as follows: words double stricken through and/or [[double bracketed]] shall be deleted, words double underlined and/or >>double arrowed<< constitute the amendment proposed.

The foregoing resolution was offered by Commissioner **Sally A. Heyman**, who moved its adoption. The motion was seconded by Commissioner **Esteban L. Bovo, Jr.** and upon being put to a vote, the vote was as follows:

Joe A. Martinez, Chairman			**absent**
Audrey M. Edmonson, Vice Chairwoman			**aye**
Bruno A. Barreiro	**aye**	Lynda Bell	**aye**
Esteban L. Bovo, Jr.	**aye**	Jose "Pepe" Diaz	**absent**
Sally A. Heyman	**aye**	Barbara J. Jordan	**aye**
Jean Monestime	**nay**	Dennis C. Moss	**aye**
Rebeca Sosa	**aye**	Sen. Javier D. Souto	**absent**
Xavier L. Suarez	**absent**		

The Chairperson thereupon declared the resolution duly passed and adopted this 7th day of February, 2012. 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

COUNTY COMMISSIONERS MIAMI-DADE COUNTY FLORIDA

By: ***Christopher Agrippa***
Deputy Clerk

Approved by County Attorney as
to form and legal sufficiency.

Oren Rosenthal

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AGENDA ITEM 5D

Memorandum

To: Honorable Chairman Joe A. Martinez
and Members, Board of County Commissioners

From: Charles Scurr, Executive Director

Date: June 24, 2011

Re: RESOLUTION BY THE CITIZENS' INDEPENDENT TRANSPORTATION TRUST (CITT) RECOMMENDING TO THE BOARD OF COUNTY COMMISSIONERS (BCC), THE APPROVAL OF CONTRACT NO. 9301-0/20 TO ESTABLISH A PRE-QUALIFICATION POOL FOR THE PURCHASE OF MULTIFUNCTIONAL DEVICES (COPIERS, FAX AND SCANNING EQUIPMENT), MAITENANCE, AND SOLUTIONS, IN THE AMOUNT OF $1,500,000.00, PROCESSED BY THE DEPARTMENT OF PROCUREMENT MANAGEMENT (DPM) ON BEHALF OF MIAMI-DADE TRANSIT (MDT) AND AUTHORIZING THE USE OF CHARTER COUNTY TRANSPORTATION SURTAX FUNDS **(MDT – BCC Legislative File No. 111013)**

On June 22, 2011, the CITT voted (12-0) to forward a favorable recommendation to the Board of County Commissioners (BCC) for the approval of the above referenced item, CITT Resolution No. 11-037. The vote was as follows:

Hon. Linda Zilber, Chairperson – Aye
Paul J. Schwiep, Esq., 1st Vice Chairperson – Aye
Hon. Anna E. Ward, Ph.D., 2nd Vice Chairperson – Aye

Christopher Benjamin, Esq. – Absent
David Concepcion – Absent
Glenn J. Downing, CFP® – Aye
Alfred J. Holzman – Aye
Hon. James A. Reeder – Aye
Marilyn Smith – Aye
Harold Braynon, Jr. – Aye
Joseph Curbelo – Aye
Peter L. Forrest – Aye
Miles E. Moss, P.E. – Aye
William Sancho – Aye

cc: Ysela Llort, Assistant County Manager
Bruce Libhaber, Assistant County Attorney

AGENDA ITEM 5E

Memorandum

To: Honorable Chairman Joe A. Martinez
and Members, Board of County Commissioners

From: Charles Scurr, Executive Director

Date: June 24, 2011

Re: RESOLUTION BY THE CITIZENS' INDEPENDENT TRANSPORTATION TRUST (CITT) RECOMMENDING TO THE BOARD OF COUNTY COMMISSIONERS (BCC), THE APPROVAL OF CONTRACT NO. 9301-0/20 TO ESTABLISH A PRE-QUALIFICATION POOL FOR THE PURCHASE OF MULTIFUNCTIONAL DEVICES (COPIERS, FAX AND SCANNING EQUIPMENT), MAITENANCE, AND SOLUTIONS, IN THE AMOUNT OF $15,000.00, PROCESSED BY THE DEPARTMENT OF PROCUREMENT MANAGEMENT (DPM) ON BEHALF OF THE OFFICE OF THE CITIZENS' INDEPENDENT TRANSPORTATION TRUST (OCITT) AND AUTHORIZING THE USE OF CHARTER COUNTY TRANSPORTATION SURTAX FUNDS **(OCITT – BCC Legislative File No. 111013)**

On June 22, 2011, the CITT voted (12-0) to forward a favorable recommendation to the Board of County Commissioners (BCC) for the approval of the above referenced item, CITT Resolution No. 11-038. The vote was as follows:

Hon. Linda Zilber, Chairperson – Aye
Paul J. Schwiep, Esq., 1st Vice Chairperson – Aye
Hon. Anna E. Ward, Ph.D., 2nd Vice Chairperson – Aye

Christopher Benjamin, Esq. – Absent
David Concepcion – Absent
Glenn J. Downing, CFP® – Aye
Alfred J. Holzman – Aye
Hon. James A. Reeder – Aye
Marilyn Smith – Aye
Harold Braynon, Jr. – Aye
Joseph Curbelo – Aye
Peter L. Forrest – Aye
Miles E. Moss, P.E. – Aye
William Sancho – Aye

cc: Ysela Llort, Assistant County Manager
Bruce Libhaber, Assistant County Attorney