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

Memorandum

MIAMI-DADE COUNTY

Date: April 3, 2012

Agenda Item No. 8(F)(7)

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

From: Carlos A. Gimenez
Mayor

Subject: Resolution Requesting Authority to Exercise Option-to-Renew Periods Under Existing Non-Competitive Contracts

Resolution No. R-282-12

Recommendation
It is recommended that the Board of County Commissioners (Board) delegate to the County Mayor or County Mayor's designee the authority to exercise, in their discretion, the Options-to-Renew (OTRs) set forth in this item. Ordinance No. 07-139 provides for committee review exemption.

More specifically, the OTRs being considered by the Board in this item are described briefly below and in more detail in the accompanying attachments:

Item 1 - Forensic Odontology Services: Seeks authority to exercise the remaining two, one-year OTR terms for forensic odontology services for the Medical Examiner (ME). Each of the remaining OTR terms is estimated at $76,000 each, for a total of $152,000. Approval of this item will extend the services of Dr. Richard Souviron, who is a nationally and internationally recognized expert in dental identification and key to the core mission of the ME, through July 31, 2014.

Item 2 - Artists and Exhibitions Services: Seeks authority to exercise the remaining two, one-year OTR terms for artists and exhibitions services for the Miami-Dade Public Library System (Library) and the Miami-Dade Aviation Department (Aviation). Each of the remaining OTR terms is estimated at $158,000 each, for a total of $316,000. Approval of this item will allow continuation of this open pool that consists of over 100 vendors and is used to provide community access to free, high quality art throughout the Library system and at Miami International Airport through August 25, 2014. Library is the primary user of this contract.

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

Fiscal Impact/Funding Source
The allocation and funding source for the ME under Item 1 is $152,000 from the countywide general fund. Under Item 2, the funding source for OTR terms are Library District funds for Library's $250,000 allocation and proprietary funds for Aviation's $66,000 allocation.

Contract amounts and department allocations represent the maximum spending authority based on estimated past usage. This action does not guarantee that the total contract amounts/values will be expended by these County departments and/or agencies. Funding will be expended only if departmental budgets can support the expenditures as approved in their annual budget adopted by the Board.

Track Record/Monitor
There are no known performance issues with the vendors recommended for award. The departments' contract managers are reflected in the attached OTR package.

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 non-competitive contracts listed in this item require approval to exercise OTRs contained in each contract. Each of the contracts were awarded under the County Mayor or County Mayor's designee's delegated authority ($100,000 for non-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 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 OTRs for each contract in this package will be executed if determined to be in the best interest of the County.

Deputy Mayor

MEMORANDUM

(Revised)

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

DATE: April 3, 2012

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

SUBJECT: Agenda Item No. 8(F)(7)

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(F)(7)
4-3-12

RESOLUTION NO. R-282-12

RESOLUTION AUTHORIZING THE COUNTY MAYOR OR COUNTY MAYOR'S DESIGNEE TO EXERCISE OPTION-TO-RENEW PERIODS FOR CERTAIN NON-COMPETITIVE CONTRACTS DESCRIBED IN THE ITEM, SUBJECT TO THE MONETARY LIMITATIONS SET FORTH THEREIN, AWARDED UNDER THE COUNTY MAYOR OR THE COUNTY MAYOR 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 or 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 the County Mayor's designee to execute any and all documents necessary to give effect to those renewals.

The foregoing resolution was offered by Commissioner **Rebeca Sosa**, who moved its adoption. The motion was seconded by Commissioner **Jose "Pepe" Diaz** 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.	**absent**	Jose "Pepe" Diaz	**aye**
Sally A. Heyman	**aye**	Barbara J. Jordan	**aye**
Jean Monestime	**aye**	Dennis C. Moss	**absent**
Rebeca Sosa	**aye**	Sen. Javier D. Souto	**aye**
Xavier L. Suarez	**aye**		

The Chairperson thereupon declared the resolution duly passed and adopted this 3rd day of April, 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

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

Approved by County Attorney as
to form and legal sufficiency.

Hugo Benitez

Item 1

Contract No.: BW9162-4/14-1

Contract Title: **Forensic Odontology Services**

Description: It is recommended that the Board authorize the County Mayor or County Mayor's designee to exercise Option-to-Renew (OTR) terms for forensic odontology services for the Medical Examiner (ME). This contract has two OTR periods remaining. Inclusive of exercising the second and third OTR terms, the cumulative value of the contract will be $342,000.

Initial Contract Term and Usage:	February 1, 2010 to February 28, 2011	$ 76,000
First OTR and Usage:	March 1, 2011 to July 31, 2012	$114,000

OTRs Requested For Approval Under This Item:

Second OTR and Estimated Usage:	August 1, 2012 to July 31, 2013	$ 76,000
Third OTR and Estimated Usage:	August 1, 2013 to July 31, 2014	$ 76,000
Cumulative Value:		**$342,000**

JUSTIFICATION

This contract is used by the ME to purchase professional forensic dental services for examination and evaluation of bite marks to aid in identification of human remains, and cause and manner of death. The services also include educational workshops.

Dr. Richard Souviron, the awarded vendor, has been providing forensic odontology services to the ME for over forty years. He is recognized nationally and internationally as a leading expert and authority on dental identification of deceased persons and bite mark evidence. He offers expertise and training that the department requires to carry out its core mission. Formal training courses are provided by Dr. Souviron to the Department's forensic pathology, forensic nurses and other death investigation staff. It is recommended that the Board approve the second and third options-to-renew to ensure continuity of services.

Using/Managing Departments and Funding Sources:

Department	Total Allocation for Second and Third OTR	Funding Source	Contract Manager
Medical Examiner	$152,000	General Fund	Theresa Bryant
Total:	**$152,000**		

Vendor:	Local Address	Principal
Richard R. Souviron (Local vendor)	336 Alhambra Circle Coral Gables, Florida 33134	Richard R. Souviron, D.D.S.

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

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

Contract Measure: No Measure – Bid Waiver

Local Preference:	The Local Preference Ordinance does not apply.
Living Wage:	The services being provided are not covered under the Living Wage Ordinance.
User Access Program:	This contract includes the User Access Program provision. The 2% program discount is being collected on all purchases.
Procurement Contracting Officer:	Constance Thame

Item 2

Contract No.:	BW8970-4/14-2	
Contract Title:	**Artists and Exhibitions Services**	
Description:	It is recommended that the Board authorize the County Mayor or County Mayor's designee to exercise the remaining Option-to-Renew (OTR) terms for artists and exhibitions services for the Miami-Dade Public Library System and the Miami-Dade Aviation Department. The contract is currently in the second OTR period. This contract has two remaining OTR terms. Exercising the remaining OTR terms will bring the cumulative value of the contract to $828,000.	
Initial Contract Term and Usage:	February 26, 2009 to February 25, 2010	$125,000
First OTR and Usage:	February 26, 2010 to February 25, 2011	$150,000
Second OTR and Estimated Usage:	February 26, 2011 to August 25, 2012	$237,000
OTRs Requested For Approval Under This Item:		
Third OTR and Estimated Usage:	August 26, 2012 to August 25, 2013	$158,000
Fourth OTR and Estimated Usage:	August 26, 2013 to August 25, 2014	$158,000
Cumulative Value:		**$828,000**

JUSTIFICATION

This contract is used by the Miami-Dade Public Library System (MDPLS) and Miami-Dade Aviation Department (Aviation) for artists and exhibitions services. The artist presentations and exhibits provide community access to free, high quality art.

This contract supports the Library's mission to improve public library services by heightening the library's visibility in the community, cultivating broader community involvement and support, and encouraging visual and cultural literacy. Aviation utilizes the contract to procure art and art installation services for Miami International Airport.

A selection committee composed of MDPLS staff and arts and culture representatives from the community conduct extensive market research to identify and select companies and individuals offering distinct art exhibits. Through this contract, the County can procure art exhibits which are unique in nature and cannot be acquired through the County's traditional procurement process. This contract is an open pool, allowing for the addition of vendors.

Using Managing Department and Funding Source:

Department	Total Allocation for Third and Fourth OTR	Funding Source	Contract Manager
Library	$250,000	Library District Funds	Newton Blanc
Aviation	$ 66,000	Proprietary Funds	Neivy Garcia
Total:	**$316,000**		

Vendors:

Over one hundred vendors have been added to the contract since the original contract award. Vendors may be added to the pool throughout the term of the contract at the request of the user departments.

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

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

Contract Measure: No Measure - Bid Waiver

Local Preference: The Local Preference Ordinance does not apply.

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

User Access Program: This contract does not include the User Access Program provision.

Procurement Contracting Officer: Martha Perez-Garviso