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

Memorandum

MIAMI-DADE COUNTY

Date: September 4, 2012

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

From: Carlos A. Gimenez
Mayor

Agenda Item No. 8(F)(11)

Resolution No. R-685-12

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

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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. More specifically, this item will allow the County to exercise the remaining two, one-year OTR terms for maintenance and technical support services for the existing LiveScan Software System provided by 3M Cogent, Inc. Each of the remaining OTR terms is estimated at $22,000 each, for a total of $44,000. Approval of this item will extend the services through October 31, 2014.

Ordinance No. 07-139 provides for committee review exemption.

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

Fiscal Impact/Funding Source
This contract is used by the Human Resources Division of the Internal Services Department. The additional $44,000 allocation will be covered from the General Fund.

This action does not guarantee that the total contract amount will be expended. Funding will be expended only if the department's budget can support the expenditures as approved in its annual budget adopted by the Board.

Track Record/Monitor
There are no known performance issues with the vendor recommended for award. The department's contract manager is 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.

Due Diligence
Due Diligence was conducted in accordance with the Internal Services Department's Procurement Guidelines to determine Contractor responsibility, including verifying corporate status and that there are no performance or compliance issues. The lists that were referenced include: convicted vendors, debarred vendors, delinquent contractors, suspended vendors, and federal excluded parties. There were no adverse findings relating to Contractor responsibility. This information is being provided pursuant to Resolution R-187-12.

Background
The non-competitive contract listed in this item requires approval to exercise OTRs contained in each contract. This contract was 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 the contract in this package will be executed if determined to be in the best interest of the County.

Additional information on this procurement is included in the attached OTR package.

Edward Marquez
Deputy Mayor

MEMORANDUM
(Revised)

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

DATE: September 4, 2012

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

SUBJECT: Agenda Item No. 8(F)(11)

Resolution No. R-685-12

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)(11)
9-4-12

RESOLUTION NO. R-685-12

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 **José "Pepe" Diaz** who moved its adoption. The motion was seconded by Commissioner **Audrey M. Edmonson** and upon being put to a vote, the vote was as follows:

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

The Chairperson thereupon declared the resolution duly passed and adopted this 6 day of September, 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

Approved by County Attorney as
to form and legal sufficiency.

By: **Christopher Agrippa**
Deputy Clerk

Hugo Benitez

Item 1

Contract No.: SS8763-2/14

Contract Title: **Cogent Systems Software Maintenance and Support Service**

Initial Contract Term and Usage:	November 01, 2008 through October 31, 2012	$ 85,000
OTRs Requested for Approval Under This Item:		
First OTR and Usage:	November 01, 2012 through October 31, 2013	$ 22,000
Second OTR and Usage:	November 01, 2013 through October 31, 2014	$ 22,000
Cumulative Value:		$129,000

JUSTIFICATION

This contract is used by the Human Resources (HR) Division of the Internal Services Department (ISD) to procure ongoing maintenance and technical support services for the existing LiveScan System provided by 3M Cogent, Inc.

The LiveScan System is an automated criminal background check software system that provides HR with the ability to conduct thorough background checks during the recruitment process for all potential County employees. The system captures applicant fingerprint images and securely transmits criminal background checks via the Florida Department of Law Enforcement and Federal Bureau of Investigation through the State's Volunteer Employee Criminal History System program.

The original contract for purchase of the System was awarded in 2005 under a competitively established State of Florida Contract awarded to 3M Cogent, Inc. The existing non-competitive contract for continued maintenance and support services was established through a non-competitive process for continuity of services with 3M Cogent. ISD is requesting to exercise the remaining two Option-To-Renew (OTR) periods for the continuity of services.

The Cogent application is proprietary software, developed supported and owned by 3M Cogent, Inc. Cogent is the sole provider of software maintenance and technical support services for this product. There are other vendors, iTouch Biometrics, LLC, Alternate Force, Cross Match Technologies, and Secure Outcomes, Inc. that can provide similar livescan systems; however, these vendors cannot provide the required maintenance and support services to the existing system. The vendor has agreed to the same pricing for the remainder of the contract. It is recommended that the OTR be exercised as it is in the best interest of Miami-Dade County.

Using/Managing Department and Funding Source:

Department	Total Allocation Requested for two OTRS	Funding Source	Contract Manager
Internal Services Department	$44,000	General Fund	Celia Hudson
Total:	**$44,000**		

VENDORS RECOMMENDED FOR AWARD:

Vendor	Address	Principal
3M Cogent, Inc.	639 North Rosemead Blvd Pasadena, CA 91107	Isam Saleh

Applicable Ordinances and Contract Measures:
This contract does not have applicable measures. The Local Preference Ordinance does not apply, and the services being provided are not covered under the Living Wage Ordinance. The User Access Program provision applies. The 2% program discount is being collected on all purchases.

PROCUREMENT OFFICER: Dakota Thompson, CPPB