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

Memorandum

MIAMI-DADE COUNTY

Date: June 17, 2014

Agenda Item No. 8(F)(1)

To: Honorable Chairwoman Rebeca Sosa
and Members, Board of County Commissioners

From: Carlos A. Gimenez
Mayor

Subject: Resolution Requesting Authority to Exercise Option-to-Renew Period Under Existing Non-Competitive Contract

Resolution No. R-559-14

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 Option-to-Renew (OTR) set forth in this item. Ordinance No. 07-139 provides for committee review exemption.

Item 1 – Forensic Odontology Services: Seeks authority to exercise the final one- year OTR term for forensic odontology services for the Medical Examiner. The final OTR term is estimated at $76,000. 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 Medical Examiner, through July 31, 2015.

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

Fiscal Impact/Funding Source
Contract amount and department allocation 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 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 the OTR in accordance with the terms and conditions of the contract listed in the accompanying package.

Background
The non-competitive contract listed in this item requires approval to exercise OTRs contained in each contract.

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 OTR for the contract in this package will be executed if determined to be in the best interest of the County.

Genaro "Chip" Iglesias
Deputy Mayor

MEMORANDUM
(Revised)

TO: Honorable Chairwoman Rebeca Sosa
and Members, Board of County Commissioners

DATE: June 17, 2014

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

SUBJECT: Agenda Item No. 8(F)(1)

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 Mayor'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)(1)
6-17-14

RESOLUTION NO. R-559-14

RESOLUTION AUTHORIZING THE COUNTY MAYOR OR COUNTY MAYOR'S DESIGNEE TO EXERCISE OPTION-TO-RENEW PERIODS FOR FORENSIC ODONTOLOGY SERVICES, NOT TO EXCEED $76,000.00, 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 **Dennis C. Moss**, who moved its adoption. The motion was seconded by Commissioner **Sally A. Heyman** and upon being put to a vote, the vote was as follows:

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

The Chairperson thereupon declared the resolution duly passed and adopted this 17th day of June, 2014. 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.: BW9162-4/14-4	Title: Forensic Odontology Services

It is recommended that the Board authorize the County Mayor or the County Mayor's designee to exercise the remaining Option-to-Renew (OTR) term for purchase of Forensic Odontology Services for the Medical Examiner (Medical Examiner).

Initial Contract Term and OTRs with Total Allocation		
Initial Contract Term:	February 1, 2010 to February 28, 2011	$76,000
First OTR:	March 1, 2011 to July 31, 2012	108,000
Second OTR:	August 1, 2012 to July 31, 2013	76,000
Third OTR:	August 1, 2013 to July 31, 2014	76,000
	Subtotal	**$336,000**
OTR Requested for Approval and Estimated Amount Under This Item:		
Fourth OTR:	August 1, 2014 to July 31, 2015	$76,000
	Subtotal	**$76,000**
	Cumulative Value	**$412,000**

JUSTIFICATION

This Contract is used by the Medical Examiner to purchase professional forensic dental services for the examination and evaluation of bite marks to aid in identification of human remains and cause and manner of death. These services also include educational workshops.

Dr. Richard Souviron, the awarded vendor, has been providing forensic odontology services to the Medical Examiner for over 40 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 fourth OTR to ensure continuity of services.

Using/Managing Departments and Funding Sources:			
Department	**Requested Allocation**	**Funding Source**	**Contract Manager**
Medical Examiner	$76,000	General Fund	Aylin Concepcion

Vendors	**Address**	**Principal**
Richard R. Souviron, D.D.S	336 Alhambra Circle Coral Gables, FL	Richard R. Souviron, D.D.S., P.A.

Contract Measures:	☐ Small Business Enterprise ☐ Set-Aside ☐ Bid Preference ☐ Selection Factor ☒ Other No Measure - Bid Waiver
Local Preference Ordinance:	☐ Applies ☒ Does not apply
Living Wage Ordinance:	☐ Applies ☒ Does not apply
User Access Program:	☒ Applies where permitted by funding source ☐ Does not apply
Procurement Contracting Officer:	Constance Thame