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

Memorandum

MIAMI-DADE COUNTY

Amended
Agenda Item No. 8(F)(5)

Date: June 3, 2014

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

From: Carlos A. Gimenez
Mayor

Subject: Recommendation for Approval to Establish a Pre-Qualification Pool for Lot Clearing Services

Resolution No. R-502-14

Recommendation

It is recommended that the Board of County Commissioners (Board) approve the establishment of a Contract, *No. 8239-0/24, Lot Clearing Services Pre-qualification Pool* for multiple County departments. Services include the removal and disposal of debris, plant material and abandoned equipment. The services will be performed in one of three ways: (1) tractor mowing, chipping, trimming and weed eating; (2) mechanical clearing; or (3) loading, hauling and light or heavy disposal of solid waste.

Parks, Recreation and Open Spaces utilizes this contract to service both private and County acquired properties that have been found by the Regulatory and Economic Resources Department to be out of compliance with Chapter 19, Responsible Property Owner and Merchant Act, of the County's Code of Ordinance. In these cases, property owners are then billed for the services rendered.

Scope

The impact of this item is countywide in nature.

Fiscal Impact/Funding Source

The fiscal impact for the ten-year term is $3,630,000. The current contract, *8239-4/12*, is for seven years and valued at $2,859,000. The replacement contract's proposed allocation is based on the user departments' projected needs. The proposed allocation is budgeted as follows:

Department	Allocation	Funding Source	Contract Manager
Internal Services	$175,000	Internal Service Funds	Charlotte Horne
Parks, Recreation and Open Spaces	3,080,000	COR Funds	Miguel Estevill
Public Housing and Community Development	375,000	Federal Funds	Indira Rajkumar-Futch
Total	**$3,630,000**		

Track Record/Monitor

This contract is used by various County departments, and the contract manager for each department is listed in the table above. Lina Bonilla, CPPB, of the Internal Services Department is the Procurement Contracting Officer.

Delegated Authority

Upon approval of this item, a pool of pre-qualified vendors will be established to participate in spot market competitions. The County Mayor or the 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 the County Mayor's designee may add qualified vendors to the pool at any time during the term of the contract, subject to bi-annual ratification by the Board.

The County Mayor or the County Mayor's designee will also have the authority to exercise, at their discretion, options-to-renew, and other extensions in accordance with the terms and conditions of the pool contract. Contract modifications are subject to Board approval.

Vendors Pre-Qualified for Pool

A Request to Qualify (RTQ) was issued on December 24, 2013 under full and open competition. The method of award is to all responsive and responsible vendors who meet the minimum requirements in the RTQ for participation in future spot market competitions. Additional qualified vendors may be added to the pool at any time during the RTQ term. The vendors listed in the table below meet the pre-qualification criteria.

Pre-qualified vendors will be invited to participate in future competitions. Thirteen vendors responded to the RTQ, of which five did not provide the required documentation. A public meeting was held on January 15, 2014 to assist firms in complying with the RTQ, and as a result one of the five vendors who attended the meeting provided the required documents. Of the nine firms pre-qualified to date, seven of those firms are either Micro/SBE, DBE and/or CSBE certified firms.

Awardees	Address	Principal
A Native Tree Service, Inc. (MICRO/SBE)	15733 SW 117 Avenue Miami, FL	Dayne Tomasetti
Able Business Services, Inc. (DBE, MICRO/SBE)	3187 NW 38 Street Miami, FL	William L. Berry
BCLS Landscaping Group, Inc.	4055 NW 17 Avenue Miami, FL	Terry L. Jones
G7 Holdings, Inc. d/b/a Garbageman.com (MICRO/SBE, CSBE, ACDBE, DBE)	2540 NW 74 Street Miami, FL	Adriana Davis
McIntyre Maintenance, Inc. (DBE,CSBE,MICRO/SBE)	26235 SW 130 Place Miami, FL	Cedric B. McIntyre Sr.
Thomas Maintenance Services, Inc. (MICRO/SBE)	16205 SW 117 Avenue, Unit 7 Miami, FL	Mary K. Thomas
Tip-Top Enterprises, Inc.	18101 SW 98 Court Miami, FL	Joseph A. Porter
Weed-A-Way, Inc. (DBE, CSBE, MICRO/SBE)	5900 Dewey Street, #202 Hollywood, FL	Monday Okotogbo
Ynigo Landscaping and Lawn Services, Inc. (MICRO/SBE)	20280 SW 190 Street Perrine, FL	Pedro Ynigo

Vendors Not Pre-Qualified for Pool

Vendor	Reason for Not Recommending
Crodon, Inc. (MICRO/SBE)	Vendor failed to meet the solicitation's requirements. Upon compliance with the requirements, the vendor may be added to the pre-qualification pool.
Excava Landclearing, LLC	
Ginley Lawn Service & Landscaping, Inc. (MICRO/SBE)	
Handily Yours Lawn Maintenance, Inc.	

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.

Applicable Ordinances and Contract Measures

- The two percent User Access Program provision applies and will be collected on all purchases where permitted by the funding source.
- The Small Business Enterprise Bid Preference and Local Preference Ordinances will be applied at the time of spot market competitions where permitted by the funding source. A SBE set-aside also applies where permitted by the funding source for spot market competition up to $100,000 when there are three or more certified SBE firms available.
- The Living Wage Ordinance does not apply.

Edward Marquez
Deputy Mayor

MEMORANDUM

(Revised)

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

DATE: June 3, 2014

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

Amended

SUBJECT: Agenda Item No. 8(F)(5)

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 _____

Amended
Agenda Item No. 8(F)(5)
6-3-14

RESOLUTION NO. R-502-14

RESOLUTION ESTABLISHING PRE-QUALIFICATION POOL CONTRACT 8239-0/24 LOT CLEARING SERVICES IN A TOTAL AMOUNT UP TO $3,630,000.00 FOR 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:

Section 1. This Board authorizes the establishment of a pool contract for the purchase of goods and services as set forth in the incorporated memorandum in a total amount of up to $3,630,000.00, and authorizes the County Mayor or County Mayor's designee to conduct spot bids, award subsequent contracts, and add vendors to the pool at any time, subject to ratification by the Board on a bi-annual basis.

Section 2. This Board authorizes the County Mayor or County Mayor's designee to execute contracts for the items approved herein and exercise options-to-renew, any cancellation provisions, and any other rights contained therein in accordance with the terms and conditions of such contracts. All Contract modifications shall be presented to the Board for approval.

The foregoing resolution was offered by Commissioner **José "Pepe" Diaz**, who moved its adoption. The motion was seconded by Commissioner **Lynda Bell** 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 Bovo, Jr.	**aye**
Jose "Pepe" Diaz	**aye**	Audrey M. Edmonson	**absent**
Sally A. Heyman	**aye**	Barbara J. Jordan	**aye**
Jean Monestime	**aye**	Dennis C. Moss	**absent**
Sen. Javier D. Souto	**aye**	Xavier L. Suarez	**aye**
Juan C. Zapata	**absent**		

The Chairperson thereupon declared the resolution duly passed and adopted this 3rd 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.

Oren Rosenthal