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

Memorandum

MIAMI-DADE COUNTY

Date: February 3, 2015

To: Honorable Chairman Jean Monestime
and Members, Board of County Commissioners

Agenda Item No. 8(F)(13)

From: Carlos A. Gimenez
Mayor

Subject: Recommendation for Approval to Establish a Pre-Qualification Pool: Concession Services and Related Activities

Resolution No. R-98-15

Recommendation

It is recommended that the Board of County Commissioners (Board) approve establishment of a pre-qualification pool, *Contract No. RTQ-00109*, to purchase concession services and related activities, as needed for the Parks, Recreation and Open Spaces Department (PROS). The services and activities to be provided include, but are not limited to, sports, fitness, arts, mobile vending carts, concession stands, environmental activities and the operation of recreational facilities.

The pre-qualified vendors shall be invited to participate in future spot market competitions. The awarded bidder shall perform the solicited services at a park or facility operated by PROS. All services will be offered to the public for a fee, which will generate revenue to the County.

Scope

The impact of this item is countywide in nature.

Fiscal Impact/Funding Source

This estimated revenue to the County is $2,400,000 for the eight-year term. The contract amount is based on PROS' projected revenue from the anticipated services and activities.

Department	Allocation	Funding Source	Contract Manager
Parks, Recreation and Open Spaces	$2,400,000	Revenue Generating	Bill Solomon
Total	**$2,400,000**		

Track Record/Monitor

Martha Perez-Garviso, 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 contract term, 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, any cancellation and renewal provisions in accordance with the terms and conditions of the pool contract.

Vendor(s) Pre-Qualified for Pool:

A Request to Qualify (RTQ) was issued under full and open competition on August 1, 2014. The method of award was to pre-qualify all responsive and responsible vendors that met the minimum requirements as specified in the RTQ for participation in future spot market competitions. Additional qualified vendors may be added to the pool at any time during the contract term. The vendors listed in the table below met the pre-qualification criteria.

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Vendor	Address	Principal
Tennis Advantage of Miami, Inc. (Micro/SBE)	21130 SW 87 Avenue, Unit 302 Cutler Bay, FL	Niurka Sodupe
Andres Barbosa, Inc.	14201 SW 102 Street Miami, FL	Andres Barbosa
The Jane Forman Tennis Academy, Inc.	12305 SW 90 Avenue Miami, FL	Jane Forman
M.A.R.S. Marketing Development Group, LLC	14500 NW 12 Avenue Miami, FL	Myya Passmore
Adler Tennis Corp.	10001 SW 82 Avenue Miami, FL	Paul Adler
Barbosa Tennis, Inc.	8480 SW 143 Street Palmetto Bay, FL	JD Barbosa

Vendor(s) Not Pre-Qualified for Pool:
None

Due Diligence
Pursuant to Resolution R-187-12, 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 referenced include: convicted vendors, debarred vendors, delinquent contractors, suspended vendors, and federal excluded parties. There were no adverse findings relating to Contractor responsibility.

Applicable Ordinances and Contract Measures
- The two (2) percent User Access Program provision does not apply.
- The Small Business Enterprise (SBE) Bid Preference and Local Preference Ordinances will be applied at the time of spot market competition. A SBE set-aside also applies for spot market competitions valued up to $100,000 when there are three (3) or more certified SBE firms available.
- The Living Wage Ordinance does not apply.

Michael Spring
Senior Advisor

MEMORANDUM
(Revised)

TO: Honorable Chairman Jean Monestime
and Members, Board of County Commissioners

DATE: February 3, 2015

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

SUBJECT: Agenda Item No. 8(F)(13)

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)(13)
2-3-15

RESOLUTION NO. R-98-15

RESOLUTION APPROVING ESTABLISHMENT OF PREQUALIFICATION POOL NO. RTQ-00109 TO CONTRACT FOR CONCESSION SERVICES AND RELATED ACTIVITIES WITH A PROJECTED REVENUE IN THE AMOUNT OF $2,400,000.00 FOR THE MIAMI-DADE PARKS, RECREATION AND OPEN SPACES DEPARTMENT; AND AUTHORIZING COUNTY MAYOR OR COUNTY MAYOR'S DESIGNEE TO AWARD SUBSEQUENT CONTRACTS AND EXERCISE ANY CANCELLATION PROVISIONS CONTAINED THEREIN

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:

Section 1. Approves establishment of prequalification pool RTQ-00109 to contract for Concession Service and Related Activities as set forth in the incorporated memorandum with a projected revenue in the amount of $2,400,000.00 for the Miami-Dade Parks, Recreation and Open Spaces Department.

Section 2. Authorizes the County Mayor or County Mayor's designee to conduct spot bids, award subsequent contracts, and exercise any cancellation provisions contained therein, and to add vendors to the pool at any time, subject to ratification by the Board on a bi-annual basis.

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:

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

The Chairperson thereupon declared the resolution duly passed and adopted this 3rd day of February, 2015. This resolution shall become effective upon the earlier of (1) 10 days after the date of its adoption unless vetoed by the County Mayor, and if vetoed, shall become effective only upon an override by this Board, or (2) approval by the County Mayor of this Resolution and the filing of this approval with the Clerk of the 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