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

Memorandum

MIAMI-DADE COUNTY

Date: October 20, 2015

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

Agenda Item No. 8(F)(1)

From: Carlos A. Gimenez
Mayor

Subject: Recommendation for Approval of Designated Purchase Pursuant to Section 2-8.1(b)(3) and Authorizing the Renewal Periods under Contract No. SS9739-4/23, HighScope Pre-School Curriculum and Training

Resolution No. R-940-15

Recommendation

It is recommended that the Board of County Commissioners (Board) approve a designated purchase pursuant to Section 2-8.1(b)(3) of the County Code and authorize the County Mayor or the County Mayor's designee to exercise two (2) option-to-renew periods under *Contract No. SS9739-4/23, HighScope Pre-School Curriculum and Training*. Board approval is required as the value of the requested renewal periods exceed the Mayor's delegated authority. This item is exempt from Committee review per Ordinance No. 07-139, which permits contract renewals to be heard directly by the Board.

This contract was awarded in April 2013 and is used by the Community Action and Human Services Department to obtain HighScope curriculum training. The services include curriculum updates and technical assistance for teachers working in the Head Start/Early Head Start Program and provides comprehensive child development services for low-income children and families.

The approval to exercise the renewal periods is presented to the Board as a designated purchase because this is a sole source contract. The HighScope curriculum is the proprietary product of HighScope Educational Research Foundation, Inc. and is designed based on an active participatory learning approach to early childhood education. No other vendor is capable of delivering to the County the required training and technical support for the HighScope curriculum, the County's chosen curriculum for the Head Start/Early Head Start Program. Accordingly, it is in the best interest of the County exercise the first two (2) of the four (4) available optional renewal periods under this contract. By exercising only two (2) of four (4) available option periods, the Community Action and Human Services Department affords itself the flexibility to explore different types of preschool curriculum programs (i.e., Montessori, Creative, etc.), which may better support programmatic needs upon the expiration of the second option term.

Scope

The impact of this item is countywide in nature.

Fiscal Impact/Funding Source

The current term is for two (2) years, six (6) months and is valued at $237,000. The initial two-year term was extended administratively for six (6) months, modifying the contract expiration date from April 30, 2015 to October 31, 2015. The total value of the two (2), two-year options-to-renew is $380,000. As seen in the table below, if approved, the contract's cumulative value will be $617,000.

Department	Requested Allocation	Funding Source	Contract Manager
Community Action and Human Services	$380,000	Federal Grant	Cathleen Armstead

Term	Period Covered	Amount
Initial Contract Term (inclusive of six-month extension)	April 5, 2013 to October 31, 2015	$237,000
First Option-to-Renew	November 1, 2015 to October 31, 2017	$190,000
Second Option-to-Renew	November 1, 2017 to October 31, 2019	$190,000
	Total	**$617,000**

Track Record/Monitor
There is no known performance issue with the awarded vendor. Maria Carballeira of the Internal Services Department is the Procurement Contracting Officer.

Delegated Authority
If this item is approved, the County Mayor or the County Mayor's designee will have the authority to exercise each renewal period in accordance with the terms and conditions of the contract.

Awarded Vendor

Vendor	Address	Principal
HighScope Educational Research Foundation, Inc.	600 North River Street Ypsilanti, MI	Marianne Udow-Phillips

Due Diligence
Pursuant to Resolution No. 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 review of performance or compliance issues. The lists referenced include convicted vendors, debarred vendors, delinquent contractors, suspended vendors, and federal excluded parties. There are no adverse findings relating to contractor responsibility.

Applicable Ordinances and Contract Measures
- The two (2) percent User Access Program provision does not apply due to the funding source.
- There are no applicable contract measures.
- The Living Wage Ordinance does not apply.

Russell Benford
Deputy Mayor

MEMORANDUM

(Revised)

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

DATE: October 20, 2015

FROM: Abigail Price-Williams
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)
10-20-15

RESOLUTION NO. R-940-15

RESOLUTION AUTHORIZING DESIGNATED PURCHASE PURSUANT TO SECTION 2-8.1(B)(3) OF THE COUNTY CODE BY A TWO-THIRDS VOTE OF THE BOARD MEMBERS PRESENT; APPROVING THE EXERCISE BY THE COUNTY MAYOR OR COUNTY MAYOR'S DESIGNEE OF TWO OPTION-TO-RENEW PERIODS IN AN AGGREGATE AMOUNT OF UP TO $380,000.00 FOR THE COMMUNITY ACTION AND HUMAN SERVICES DEPARTMENT TO PURCHASE HIGHSCOPE CURRICULUM TRAINING AND TECHNICAL ASSISTANCE SERVICES FROM HIGHSCOPE EDUCATIONAL RESEARCH FOUNDATION, INC. FOR THE HEAD START/EARLY HEAD START PROGRAM; AND AUTHORIZING THE COUNTY MAYOR OR COUNTY MAYOR'S DESIGNEE TO EXERCISE ALL PROVISIONS OF THE CONTRACT PURSUANT TO SECTION 2-8.1 OF THE COUNTY CODE AND IMPLEMENTING ORDER 3-38

WHEREAS, this Board desires to accomplish the purposes outlined in the accompanying memorandum, a copy of which is incorporated herein by reference; and

WHEREAS, it has been established that the purchase under normal bid procedures would not be practicable,

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF MIAMI-DADE COUNTY, FLORIDA, that this Board finds it is in the best interest of Miami-Dade County to authorize a designated purchase pursuant to Section 2-8.1(b)(3) of the County Code by a two-thirds (2/3) vote of the Board members present; approves the exercise by the County Mayor or County Mayor's designee of two option-to-renew periods in an aggregate amount of up to $380,00.00 for the Community Action and Human Services Department to purchase HighScope curriculum training and technical assistance services from HighScope Educational Research Foundation, Inc. for the Head Start/Early Head Start Program;

and authorizes the County Mayor or County Mayor's designee to exercise all provisions of the contract pursuant to Section 2.8-1 of the County Code and Implementing Order 3-38. A copy of the contract is on file with and available upon request from the Internal Services Department, Procurement Management Services Division.

The foregoing resolution was offered by Commissioner **Sally A. Heyman** who moved its adoption. The motion was seconded by Commissioner **Rebeca Sosa** 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	**absent**	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	**absent**	Xavier L. Suarez	**aye**
Juan C. Zapata	**aye**		

The Chairperson thereupon declared the resolution duly passed and adopted this 20th day of October, 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