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OF COUNTY COMMISSIONERS
MIAMI-DADE COUNTY, FLORIDA

Memorandum

MIAMI-DADE COUNTY

Agenda Item No. 8(F)(5)

Date: May 17, 2016

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

From: Carlos A. Gimenez
Mayor

Subject: Recommendation for Approval to Establish a Pre-Qualification Pool: ID Cards, Printers, Supplies, and Accessories

Resolution No. R-372-16

Recommendation

It is recommended that the Board of County Commissioners (Board) approve the establishment of a pre-qualification pool, *RTQ-00272*, for purchase of ID cards, supplies, printers, and accessories, including, but not limited to, laminated ID pouches, badge printers, ribbons, and transfer film, for use by multiple County departments. The ID cards under this pool, which are used for identification purposes, vary in size, shape, and style. The Aviation and Water and Sewer Departments will use this pool to purchase intrusion detection cards for employee access to various secured areas within their facilities.

Scope

The impact of this item is countywide in nature.

Fiscal Impact/Funding Source

The fiscal impact for the eight-year term is $3,063,000. The previous contract, *7676-1/15*, is valued at $990,504 for six (6) years and was awarded to a single vendor with fixed pricing. The replacement solicitation establishes a pre-qualification pool, which will enhance competition, better satisfy departmental requirements (e.g., unforeseen related items may be quoted), and reduce costs, as spot market quotes among the pre-qualified pool vendors will be issued as the need arises. The allocation being requested under this replacement pool is higher than the previous contract's due to projected usage, as well as the addition of items not previously included.

Department/County Agency	Allocation	Funding Source	Contract Manager
Aviation	$1,000,000	Proprietary Funds	Neivy Garcia
Clerk of the Courts	6,000	Proprietary Funds	Charis Lubeck
Parks, Recreation and Open Spaces	18,000	General Fund	Charlotte Thompson
PortMiami	475,000	Proprietary Funds	Gyselle Pino
Regulatory and Economic Resources	146,000	Proprietary Funds	Vivian Sotolongo
Transportation and Public Works	120,000	MDT Operating	Rodney McMillian
Water and Sewer	1,298,000	Proprietary Funds	Susan Pascul
Total	**$3,063,000**		

Track Record/Monitor

Roma McKenzie 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 amount of the allocation authorized by the Board. The County Mayor or the County Mayor's designee will also have the authority to (a) exercise

all provisions of the solicitation documents and any resulting contracts pursuant to Section 2-8.1 of the County Code and Implementing Order 3-38, and (b) add vendors to the pool at any time, subject to ratification by the Board on a bi-annual basis.

Vendors Pre-Qualified for Pool

A Request to Qualify (RTQ) was issued under full and open competition on December 4, 2015. 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. Seven (7) vendors responded to the solicitation, of which one (1) was a "No Bid." The vendors listed in the following table satisfied the prequalification criteria. Additional qualified vendors may be added to the pool during the term of the RTQ.

Awardee	Principal Address	Local Address	Principal
Barcodes, LLC	200 W Monroe Street Suite 1050 Chicago, IL	None	Daniel D. Nettesheim
Diebold, Inc.	5995 Mayfair Road North Canton, Ohio	3320 NW 53 Street Suite 206 Fort Lauderdale, FL	Andreas W. Mattes
Identisys, Inc.	7630 Commerce Way Eden Prairie, MN	9407 Fontainebleau Blvd Miami, FL	Michael R. Shields
LRE, Inc. (SBE)	6187 NW 167 Street Unit H-10 Miami, FL	Same	Ilene Ryder

Vendors Not Pre-Qualified for Pool

Vendor	Reason for Not Recommending
G2 ID Source	Vendor has not completed the required Miami-Dade County registration process. Upon successful completion of the registration process, the vendor will be added to the pool.
United Imaging	
Sharnell Jackson, Inc.	No Bid

*A "No Bid" means the vendor responded indicating it was not interested in participating in the pool.

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 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.

Pursuant to Resolution No. R-140-15, prior to the re-procurement of this contract, a full review of the scope of services was conducted to ensure the replacement pool award best reflects the County's current needs. The review included conducting market research, posting a draft solicitation for industry comment, and holding meetings and drafting sessions with the user departments.

Applicable Ordinances and Contract Measures

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

Jack Osterholt
Deputy Mayor

MEMORANDUM

(Revised)

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

DATE: May 17, 2016

FROM: Abigail Price-Williams
County Attorney

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

_____ Statement of social equity 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)(5)
5-17-16

RESOLUTION NO. R-372-16

RESOLUTION AUTHORIZING ESTABLISHMENT OF PREQUALIFICATION POOL RTQ-00272 IN A TOTAL AMOUNT UP TO $3,063,000.00 FOR ID CARDS, PRINTERS, SUPPLIES AND ACCESSORIES FOR VARIOUS COUNTY DEPARTMENTS; AND AUTHORIZING THE COUNTY MAYOR OR COUNTY MAYOR'S DESIGNEE TO SOLICIT PRICING, AWARD CONTRACTS, EXERCISE ALL PROVISIONS OF THE SOLICITATION DOCUMENTS AND ANY RESULTING CONTRACTS PURSUANT TO SECTION 2-8.1 OF THE CODE OF MIAMI-DADE COUNTY, FLORIDA AND IMPLEMENTING ORDER 3-38, AND ADD VENDORS TO THE POOL AT ANY TIME, SUBJECT TO RATIFICATION BY THE BOARD ON A BI-ANNUAL BASIS

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 authorizes the establishment of prequalification pool RTQ-00272 for ID cards, printers, supplies and accessories for various County departments in a total amount up to $3,063,000.00 and authorizes the County Mayor or County Mayor's designee to (a) solicit pricing and award contracts up to the aggregate amount of the allocation authorized by the Board, (b) exercise all provisions of the solicitation documents and any resulting contracts pursuant to Section 2-8.1 of the Code of Miami-Dade County, Florida and Implementing Order 3-38, and (c) add vendors to the pool at any time, subject to ratification by the Board on a bi-annual basis. A copy of the solicitation document and resulting contracts are on file with and available upon request from the Internal Services Department, Procurement Management Services Division.

The foregoing resolution was offered by Commissioner **Rebeca Sosa**, who moved its adoption. The motion was seconded by Commissioner **José "Pepe" Diaz** 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	**absent**	Barbara J. Jordan	**aye**
Dennis C. Moss	**absent**	Rebeca Sosa	**aye**
Sen. Javier D. Souto	**aye**	Xavier L. Suarez	**aye**
Juan C. Zapata	**aye**		

The Chairperson thereupon declared the resolution duly passed and adopted this 17th day of May, 2016. 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