

# Memorandum

MIAMI-DADE  
COUNTY

**Date:** July 6, 2016

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

Agenda Item No. 8(F)(14)

**From:** Carlos A. Gimenez  
Mayor

**Subject:** Recommendation for Approval of a Designated Purchase under Contract Nos. RFQ801a, RFQ801b, and RFQ801c for State Governmental Representation and Consulting Services in Tallahassee, FL

Resolution No. R-626-16

## **Recommendation**

It is recommended that the Board of County Commissioners (Board) approve this request for a designated purchase under *Contract Nos. RFQ801a, RFQ801b, and RFQ801c, Governmental Representation and Consulting Services in Tallahassee, FL*, for Miami-Dade County's Office of Intergovernmental Affairs. Approval of a designated purchase is being requested, pursuant to Section 2-8.1(b)(3) of the Miami-Dade County Code, to authorize increased time and expenditure authority to continue the contracts on a month-to-month basis, up to one (1) year or until replacement contracts are awarded by the Board, whichever occurs first.

These contracts were originally approved by the Board in December 2011 for a one-year term plus three (3), one-year options to renew for the delivery of a full range of lobbying, consulting and advocacy services before the executive and legislative branches of state government to promote the County's legislative agenda. The contracts, which are in the last option term, were administratively extended by six (6) months.

All members of the Florida House of Representatives and Senate face re-election in November 2016, rendering it impracticable to re-solicit these services until the conclusion of the election season. Therefore, this designated purchase for additional time and expenditure is in the County's best interest in order to continue receiving the services.

## **Scope**

The impact of this item is countywide in nature.

## **Fiscal Impact/Funding Source**

The contracts expire August 15, 2016 and currently have an allocation of \$290,000 per year in the aggregate. The requested allocation increase is up to \$25,000 per month in the aggregate to cover the contract rates for the services. The source of funding is the General Fund.

## **Track Record/Monitor**

Celeste S. Walker of the Internal Services Department is the Procurement Contracting Manager. Joe Rasco, Director of the Office of Intergovernmental Affairs, is responsible for monitoring contract performance and compliance.

## **Delegated Authority**

The County Mayor or the County Mayor's designee will have the authority to exercise all provisions of the contract pursuant to Section 2-8.1 of the County Code and Implementing Order 3-38.

**Awarded Vendors**

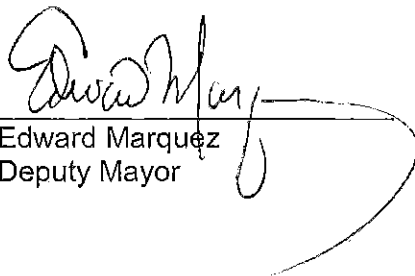
<b>Awardee</b>	<b>Address</b>	<b>Principal</b>
Akerman, LLP	495 North Keller Road Suite 300 Maitland, FL	Andrew Smulian
Ronald L. Book, P.A.	18851 NE 29 Avenue Suite 1010 Aventura, FL	Ronald L. Book
Rutledge Ecenia, P.A.	119 South Monroe Street Suite 202 Tallahassee, FL	Gary Rutledge

**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 were no adverse findings relating to contractor responsibility.

**Applicable Ordinances and Contract Measures**

- The User Access Program provision applies. The two (2) percent program discount will be collected on all purchases.
- The Small Business Enterprise Selection Factor was applied in accordance with the ordinance.
- Local Preference was not applicable.
- Living Wage Ordinance does not apply.

  
Edward Marquez  
Deputy Mayor



**MEMORANDUM**  
(Revised)

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

**DATE:** July 6, 2016

**FROM:** Abigail Price-Williams  
County Attorney

**SUBJECT:** Agenda Item No. 8(F)(14)

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)(14)  
7-6-16

RESOLUTION NO. R-626-16

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; AUTHORIZING ADDITIONAL EXPENDITURE AUTHORITY IN THE AMOUNT UP TO \$290,000.00 IN THE AGGREGATE AND ADDITIONAL TIME ON A MONTH-TO-MONTH BASIS UP TO ONE YEAR OR UNTIL REPLACEMENT CONTRACTS ARE AWARDED, WHICHEVER COMES FIRST, FOR CONTRACT NOS. RFQ801A, RFQ801B AND RFQ801C, GOVERNMENTAL REPRESENTATION AND CONSULTING SERVICES IN TALLAHASSEE, FLORIDA FOR THE OFFICE OF INTERGOVERNMENTAL AFFAIRS; AND AUTHORIZING THE COUNTY MAYOR OR COUNTY MAYOR'S DESIGNEE TO EXERCISE ALL PROVISIONS OF THE CONTRACTS 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,

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF MIAMI-DADE COUNTY, FLORIDA**, that:

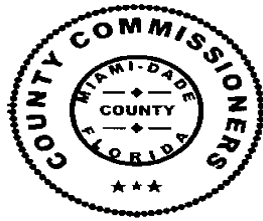
Section 1. This Board finds it is in the best interest of Miami-Dade County to approve, and by a two-thirds vote of the Board members present approves, additional expenditure authority in an amount up to \$290,000.00 in the aggregate, and additional time on a month-to-month basis up to one year or until replacement contracts are awarded, whichever comes first, for Contract Nos. RFQ801a, RFQ801b, and RFQ801c, Governmental Representation and Consulting Services in Tallahassee, Florida for the Office of Intergovernmental Affairs pursuant to Section 2-8.1(b)(3) of the County Code.

Section 2. This Board authorizes the County Mayor or County Mayor's designee to exercise all provisions of Contract Nos. RFQ801a, RFQ801b, and RFQ801c necessary to extend these contracts on a month-to-month basis for up to an additional one year, pursuant to Section 2-8.1 of the County Code and Implementing Order 3-38. Copies of the supplemental agreements to extend the contracts are attached and made a part hereof.

The foregoing resolution was offered by Commissioner **Dennis C. Moss**, 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	<b>aye</b>	
	Esteban L. Bovo, Jr., Vice Chairman	<b>aye</b>	
Bruno A. Barreiro	<b>aye</b>	Daniella Levine Cava	<b>aye</b>
Jose "Pepe" Diaz	<b>aye</b>	Audrey M. Edmonson	<b>aye</b>
Sally A. Heyman	<b>aye</b>	Barbara J. Jordan	<b>aye</b>
Dennis C. Moss	<b>aye</b>	Rebeca Sosa	<b>aye</b>
Sen. Javier D. Souto	<b>aye</b>	Xavier L. Suarez	<b>aye</b>
Juan C. Zapata	<b>aye</b>		

The Chairperson thereupon declared the resolution duly passed and adopted this 6<sup>th</sup> day of July, 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.

A handwritten signature in black ink that reads "JMM".

Jess M. McCarty

**SUPPLEMENTAL AGREEMENT NO. 1**

Contract Number: RFQ801a  
Contract Title: State Government Representation and Consulting Service  
Contractor: Ronald L. Book, P.A.  
18851 North East 29 Avenue, Suite 1010  
Aventura, FL 33180

In accordance with Article 5 of the above referenced Contract, this supplement agreement when properly executed, becomes part of the Contract and sets forth the terms and conditions that are applicable to the contract period as set forth in Miami-Dade County Contract RFQ801a.

Whereas, the County and Contractor agree to amend and modify the Agreement as follows:

This contract is hereby extended on a month-to-month, up to one (1) year or until a replacement contract is awarded following the execution of this Supplemental Agreement by all parties.

All terms, covenants and conditions of the original contract and any supplemental agreements issued thereto shall remain in full force and effect, except to the extent herein amended.

IN WITNESS WHEREOF, the parties have executed this Supplemental Agreement to County Contract No. RFQ801a

Contractor  
By: [Signature]  
Name: Ronald Book  
Title: CEO  
Date: 6/27/16  
Attest: [Signature]  
Corporate Secretary/Notary

Miami-Dade County  
By: \_\_\_\_\_  
Name: Carlos A. Gimenez  
Title: Mayor  
Date: \_\_\_\_\_  
Attest: \_\_\_\_\_  
Clerk of the Board

Corporate Seal/Notary



Approved as to form and legal sufficiency

\_\_\_\_\_  
Assistant County Attorney

**SUPPLEMENTAL AGREEMENT NO. 2**

Contract Number: RFQ801b  
Contract Title: State Government Representation and Consulting Service  
Contractor: Rutledge Ecenia, P.A.  
119 South Monroe Street, Suite 202  
Tallahassee, FL 32301

In accordance with Article 5 of the above referenced Contract, this supplement agreement when properly executed, becomes part of the Contract and sets forth the terms and conditions that are applicable to the contract period as set forth in Miami-Dade County Contract RFQ801b.

Whereas, the County and Contractor agree to amend and modify the Agreement as follows:

This contract is hereby extended on a month-to-month, up to one (1) year or until a replacement contract is awarded following the execution of this Supplemental Agreement by all parties.

All terms, covenants and conditions of the original contract and any supplemental agreements issued thereto shall remain in full force and effect, except to the extent herein amended.

IN WITNESS WHEREOF, the parties have executed this Supplemental Agreement to County Contract No. RFQ801b

Contractor  
By: [Signature]  
Name: Gary E. Rutledge  
Title: Vice President  
Date: 6-10-16  
Attest: [Signature]  
Corporate Secretary/Notary

Miami-Dade County  
By: \_\_\_\_\_  
Name: Carlos A. Gimenez  
Title: Mayor  
Date: \_\_\_\_\_  
Attest: \_\_\_\_\_  
Clerk of the Board

Corporate Seal/Notary

Approved as to form and legal sufficiency

Assistant County Attorney





**SUPPLEMENTAL AGREEMENT NO. 1**

Contract Number: RFQ801c  
Contract Title: State Government Representation and Consulting Service  
Contractor: Akerman, LLP  
495 North Keller Road, Suite 300  
Maitland, FL 32751

In accordance with Article 5 of the above referenced Contract, this supplement agreement when properly executed, becomes part of the Contract and sets forth the terms and conditions that are applicable to the contract period as set forth in Miami-Dade County Contract RFQ801c.

Whereas, the County and Contractor agree to amend and modify the Agreement as follows:

This contract is hereby extended on a month-to-month, up to one (1) year or until a replacement contract is awarded following the execution of this Supplemental Agreement by all parties.

All terms, covenants and conditions of the original contract and any supplemental agreements issued thereto shall remain in full force and effect, except to the extent herein amended.

IN WITNESS WHEREOF, the parties have executed this Supplemental Agreement to County Contract No. RFQ801c

Contractor  
By: AKERMAN LLP.  
Name: JOSE VILLALBA  
Title: ATTORNEY  
Date: 6/10/2016  
Attest: [Signature]  
Corporate Secretary/Notary

Miami-Dade County  
By: \_\_\_\_\_  
Name: Carlos A. Gimenez  
Title: Mayor  
Date: \_\_\_\_\_  
Attest: \_\_\_\_\_  
Clerk of the Board

Corporate Seal/Notary

Approved as to form and legal sufficiency



MARIA GONZALEZ  
MY COMMISSION # FF 909142  
EXPIRES: October 22, 2019  
Bonded Thru Budget Notary Services

Assistant County Attorney