



Procurement Division

TRACKING DOCUMENT

DATE:	04/27/16
SUBJECT:	Dash Door Confirmation PO request
BACKGROUND:	The Aviation Department is requesting a confirmation purchase order to pay Dash Door and Closer Service, Inc. the amount of \$132,895.78 for the monthly maintenance service for automatic doors operating in Miami International Airport for the month of November 2015. The services are provided under contract BW9330-5/20, but the allocation was exhausted before the term of the contract ended on December 31, 2015. Due to the amount required to continue services until the expiration, the modification would have required BCC approval and there was not sufficient time to acquire the approval before the 12/31/15 expiration.
RECOMMENDATION:	Approve this request to issue a confirmation PO to Dash Door.

	APPROVAL	DATE
<i>Neivy Garcia, Division Director for Procurement</i>		4/27/16
	APPROVAL	DATE
<i>Barbara S. Jimenez, Asst. Director for Administration</i>		5/16/16

Comments:

Please return to: Neivy Garcia Location: Bldg. 3030 - Procurement Division



INTERNAL SERVICES DEPARTMENT
PROCUREMENT MANAGEMENT SERVICES

Justification/Input Document for Non-Competitive Acquisition

It is the policy of Miami-Dade County to consistently purchase goods and services using full and open competition. The citizens of Miami-Dade County are best served when we make sound business decisions based on competitive bids or proposals. Early acquisition planning that includes consultation with Internal Service Department's procurement staff can help avoid delays and facilitates effective market research. However, there may be instances when other than full and open competition may be justified. When a user department(s) determines that other than full and open competition is necessary or in the best interest of the County, appropriate justification for that course of action must be submitted to ISD for approval and execution in order to waive the competitive bid/proposal process.

Please provide the information requested below to support the need and feasibility for waiving the competitive bid/proposal process:

Department:	Miami-Dade Aviation Department		
Contact Person:	Neivy Garcia / Denis Feterman	Phone Number:	305-876-8482
Requisition No.:	RQAV1600020	Estimated Value:	\$132,895.78
Proposed Vendor:	Dash Doors and Closer		
Previous Contract Number:	BW9330-5/20	Previous Contract Value:	\$11,606,000.00

Purpose of the Purchase
Please describe your minimum requirements and the benefits of making the acquisition.

The Aviation Department is requesting a confirmation purchase order to pay Dash Door and Closer Service, Inc. the amount of \$132,895.78 for the monthly maintenance service for automatic doors operating in Miami International Airport for the month of November 2015. The services are provided under contract BW9330-5/20, but the allocation was exhausted before the term of the contract ended on December 31, 2015. Due to the amount required to continue services until the expiration, the modification would have required BCC approval and there was not sufficient time to acquire the approval before the 12/31/15 expiration.

Best Interest of the County / Uniqueness of Product
Please provide a detailed description as to why a waiver of formal bidding is in the County's best interest (e.g., product standardization, compatibility, proprietary access or distributorship, how vendor is uniquely qualified to provide the needed product or service, etc.). Please note that a lack of advance planning is not an acceptable justification for a non-competitive acquisition.

These services are currently provided to MDAD by Dash Doors Closer Service Inc. through a bid walver contract, BW9330-5/20. Dash Doors is the only company available that could provide all the services and parts required. The service they provide directly impacts security access and controls of access to sterile areas of the airport as well as passenger traffic flow.

As soon as staff realized there would be insufficient funds for uninterrupted services until the end of the contract term, ISD was contacted. We were able to secure an emergency PO for the last month of the contract, December 2015 and we had sufficient funds on the contract to cover all monthly maintenance until October 31, 2015 and all the additional repairs and projects until 11/30/2015, but the available allocation would not cover the November 2015 monthly maintenance invoice and we were already into the month of November when the emergency PO was requested.



INTERNAL SERVICES DEPARTMENT
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After review of all expenditures, it was determined that the allocation was not sufficient to cover the needs throughout the life of the contract term due to unanticipated special projects.

Market Research

Please describe your market research and the results thereof. This should include a description of other, similar sources or products available in the market if any and why they are not acceptable.

These services are currently awarded under a non-competitive contract to Dash Door and Closer Service, Inc.

Proposed Actions

Please describe the actions the department will take to overcome the present barriers to competition prior to any future acquisitions of this product or service.

We are monitoring the contract allocation needs on a monthly basis with the information we have at hand. The Department is requesting a contract mod as soon as any unforeseen project arises in order to continue uninterrupted services.

4/22/16

Department Director's Approval

5/16/16
Date Approved

PCHL2100 V5.1

MIAMI-DADE COUNTY ADPICS 5.1

02/05/2016

LINK TO:

REQUISITION HEADER ENTRY

6:55 AM

REQ ID : RQAV1600020 DOC TYPE: RQ DUE DATE: 02/29/2016 INTF TYPE: RQ
ACTION IND: N REQ/JT : R EFF DTE : 02/05/2016 WHSE :
DEPARTMENT: AV51 AVIATION DEPARTMENT CHANGE NO:
CONTACT : NEIVY GARCIA STATUS: NOPT
TELEPHONE : 305 876-8482 EXT. NOTE PAD: N (Y/N) CREATE: 02/05/16
REQUISITION TOTAL : 132,895.78 UPDATE: 02/05/16
REQ NET TOTAL : 132,895.78 POST :
WORKORDER ID : TRADE TYPE : SPND : N
CONTRACT ID :
REQ TITLE : AUTOMATIC DOOR MAINTENANCE CONFIRMATION
RECOMMENDED VENDOR :
BLANKET PO ID/SCHED: / TERMS ATTACHED : N (Y/N)
BUYER ID : 965 SPLIT CAPABILITY : Y (Y/N)
DISTRIBUTION METHOD: S CREDIT INDICATOR : N QUOTES : N (Y/N)
SFX INDEX SUBOBJ USERCODE PROJCT PRJDTL GRANT GRNTDTL PERCENT
01 AVADPICS 43510

F1-HELP F2-SELECT F3-DELETE F4-PRIOR F5-NEXT F6-VIEW DOC
F7-ADDRESS F8-OTHER KEY F9-LINK F10-SAVE F11-VW ACCT F12-QUOTE
G112 - INQUIRY SUCCESSFUL



Dash Door & Closer Service, Inc.

7401 NW 29th Street
Miami, FL 33122

www.dashdoor.com
Voice: 305-477-1164
Fax: 305-477-2502

INVOICE

Invoice Number: 117317
Invoice Date: Nov 30, 2015
Page: 1
Duplicate

Bill To:
Dade County Aviation Dept
P O Box 526624
Miami, FL 33152-6624

Ship to:
Dade County Aviation Dept
MONTHLY INSPECTION
Miami, FL 33152-6624

Customer ID DCAD876	Customer PO BW9330-5/20	Payment Terms Net 45 Days	
Sales Rep ID 1001	Shipping Method 101747	Ship Date	Due Date 1/14/16

Quantity	Item	Description	Unit Price	Amount
940.00		MONTHLY INSPECTION WEEKLY INSPECTED DOOR LEAFS (\$111.84) PER LEAF PER MONTH	111.84	105,129.60
538.00		MONTHLY INSPECTED DOOR LEAFS (\$51.61) PER LEAF PER MONTH.	51.61	27,766.18

Handwritten: Monthly Service 12/4/15

Handwritten: 12/09/2015

RECEIVED
Jorge Salgado
SUPERVISOR
FACILITIES MAINTENANCE

Subtotal	132,895.78
Sales Tax	
Freight	
Total Invoice Amount	132,895.78
Payment/Credit Applied	
TOTAL	132,895.78

Check/Credit Memo No:
Due Date: January 14, 2016

