DEPARTMENTAL INPUT
CONTRACT/PROJECT MEASURE ANALYSIS AND RECOMMENDATION

☐ New  ☐ OTR  ☐ Sole Source  ☐ Bid Waiver  Previous Contract/Project No.
☐ Re-Bid  ☑ Other – Confirmation  BW9330-5/20

LIVING WAGE APPLIES: ☑ YES  ☐ NO

Requisition No./Project No.: RQAV1600020  TERM OF CONTRACT  One Time

Requisition /Project Title: Confirmation Purchase to pay Dash Door and Closer Service, Inc.

Description: The Aviation Department is requesting a confirmation purchase for the monthly maintenance service for automatic doors operating in Miami International Airport for the month of November, 2015. Aviation’s allocation was exhausted before the term of the contract ended December, 2015. There was not sufficient time to acquire BCC approval for a modification.

Issuing Department: AV  Contact  Najaly Bode  Phone: 305-357-2179

Estimate Cost: $132,895.78  Funding Source: General/Proprietary

ANALYSIS

Commodity Codes: 150-23

Contract/Project History of previous purchases three (3) years
Check here ☐ if this is a new contract/purchase with no previous history.

EXISTING  2ND YEAR  3RD YEAR

Contractor:

Small Business Enterprise:

Contract Value:

Comments:

Continued on another page (s):  ☐ Yes  ☐ No

RECOMMENDATIONS

Set-aside  Sub-contractor goal  Bid preference  Selection factor

SBE

Basis of recommendation:

Signed: Najaly Bode  Date sent to SBD: 5/23/16

Date returned to PMS: 
**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.

<table>
<thead>
<tr>
<th>APPROVAL</th>
<th>DATE</th>
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<tbody>
<tr>
<td>Neivy Garcia, Division Director for Procurement</td>
<td>4/27/16</td>
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<tr>
<th>APPROVAL</th>
<th>DATE</th>
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<tbody>
<tr>
<td>Barbara S. Jimenez, Asst. Director for Administration</td>
<td>5/16/16</td>
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Comments:

Please return to: Neivy Garcia  Location: Bldg. 3030 - Procurement Division
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 where other than full and open competition may be justified. When a user department 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:

<table>
<thead>
<tr>
<th>Department:</th>
<th>Miami-Dade Aviation Department</th>
</tr>
</thead>
<tbody>
<tr>
<td>Contact Person:</td>
<td>Navy Garcia / Denis Feterman</td>
</tr>
<tr>
<td>Requisition No.:</td>
<td>RQAV1600020</td>
</tr>
<tr>
<td>Proposed Vendor:</td>
<td>Dash Doors and Closer</td>
</tr>
<tr>
<td>Previous Contract Number:</td>
<td>BW9330-5/20</td>
</tr>
<tr>
<td>Estimated Value:</td>
<td>$132,895.78</td>
</tr>
<tr>
<td>Previous Contract Value:</td>
<td>$11,606,000.00</td>
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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 waiver 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.
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.

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Department Director's Approval

Date Approved 5/16/16
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
### Job Invoice

**Babco Door & Closet Service, Inc.**  
7501 68th Street  
Doral, FL 33166

**Phone:** (305) 677-1164  **Fax:** (305) 677-6522

**To:** DAD

**Terms:** Monthly Inspection

<table>
<thead>
<tr>
<th>QTY.</th>
<th>Description</th>
<th>Price</th>
<th>Amount</th>
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</thead>
<tbody>
<tr>
<td>940</td>
<td>Weekly inspect door leaves</td>
<td>163.39</td>
<td>15,589.40</td>
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<tr>
<td>600</td>
<td>Monthly inspect door leaves</td>
<td>177.66</td>
<td>10,659.60</td>
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**Description of Work**

**Other Charges**

- **Labor**
  - Hrs. Rate
  - Amount

- **Total Labor**
- **Total Materials**
- **Total Other**
- **Total**

**Thank You**

**Signature:**  
I hereby acknowledge the satisfactory completion of the above described work.

**Thank You**

**Tax**

**Total:** $32,558.00