

Memorandum



Date: November 19, 2013

To: Honorable Chairwoman Rebeca Sosa
and Members, Board of County Commissioners

Agenda Item No. 8(F)(6)

From: Carlos A. Gimenez
Mayor

Subject: Resolution Requesting Authority to Exercise Option-to-Renew Periods Under Existing Contracts

Recommendation

It is recommended that the Board of County Commissioners (Board) delegate to the County Mayor or County Mayor's designee the authority to exercise, in their discretion, the options-to-renew (OTRs) set forth in this item. Ordinance No. 07-139 provides for committee review exemption.

The OTRs being considered by the Board in this item are described briefly below and in more detail in the accompanying attachments:

Item 1 - Portable Generators - Prequalification: Seeks authority to exercise the sole, five-year OTR term for the portable generators, preventative maintenance and repair services, estimated at \$7,419,000. Approval of this item will extend the prequalification pool contract until December 31, 2018.

Item 2 - Refurbish Telecom Equipment – Prequalification Pool: Seeks authority to exercise the seventh and eighth, one-year OTR terms for the purchase of refurbished telecom equipment as needed for the Information Technology Department. Each of the OTR terms is estimated at \$220,000, for a total of \$440,000. Approval of this item will extend the prequalification pool contract until December 31, 2015.

Item 3 – T-Shirts: Seeks authority to exercise the fourth, one-year OTR term to purchase t-shirts for various County departments. Retroactive approval of the third OTR is also requested. The combined value of the two OTRs is \$589,000. Approval of this item will extend the contract through December 31, 2014.

Item 4 – Veterinary Services Pool - Prequalification: Seeks authority to exercise the remaining two, one-year OTR term to supplement the current veterinary staff at the Animal Services Department with qualified veterinarians. Each of the remaining OTR terms is estimated at \$438,000, for a total of \$876,000. Approval of this item will allow extend this open pool through December 31, 2015.

Scope

The impact of the items in the accompanying OTR package is countywide in nature.

Fiscal Impact/Funding Source

Contract amounts and department allocations represent the maximum spending authority based on estimated past usage. This action does not guarantee that the total contract amounts/values will be expended by these County departments and/or agencies. Funding will be expended only if departmental budgets can support the expenditures as approved in their annual budget adopted by the Board.

Honorable Chairwoman Rebeca Sosa
and Members, Board of County Commissioners
Page 2

Track Record/Monitor

There are no known performance issues with the vendors recommended for award. The departments' contract managers are reflected in the attached OTR package.

Delegated Authority

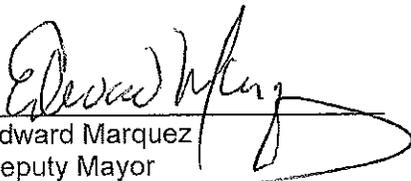
If this item is approved, the County Mayor or County Mayor's designee will have the authority to exercise OTRs in accordance with the terms and conditions of the contracts listed in the accompanying package.

Background

The contracts listed in this item require approval to exercise OTRs. Each of the contracts were awarded under the County Mayor or County Mayor's designee's delegated authority pursuant to Section 2-8.1(b) of the County Code and the Master Procurement Implementing Order 3-38.

The contracts in this package were awarded prior to the effective date of Ordinance 09-52, which requires obtaining Board authorization to award contracts where the renewal options would bring the cumulative value of the contract above \$1 million.

Prior to exercising any OTR periods, market research is conducted to ensure continuing to purchase from the awarded vendors is in the best interest of the County. Market research includes competitive factors such as pricing, quality, product features, technology, and lead time. It may also include commercial factors such as environmental issues, other governmental entity practices, industry trends, support and capabilities. This item only seeks the advanced delegated authority to exercise the OTR(s) if determined that it is in the best interest of the County.


Edward Marquez
Deputy Mayor



MEMORANDUM
(Revised)

TO: Honorable Chairwoman Rebeca Sosa
and Members, Board of County Commissioners

DATE: November 19, 2013

FROM: R. A. Cuevas, Jr.
County Attorney

SUBJECT: Agenda Item No. 8(F)(6)

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)(6)
11-19-13

RESOLUTION NO. _____

RESOLUTION AUTHORIZING THE COUNTY MAYOR OR COUNTY MAYOR'S DESIGNEE TO EXERCISE OPTION-TO-RENEW PERIODS IN A TOTAL AMOUNT NOT TO EXCEED \$9,104,000.00 FOR THE CONTRACTS DESCRIBED IN THE ITEM, AWARDED UNDER THE COUNTY MAYOR OR THE COUNTY MAYOR DESIGNEE'S DELEGATED AUTHORITY, FOR THE PURCHASE OF GOODS AND SERVICES

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 delegates to the County Mayor or County Mayor's designee the authority to exercise, in their discretion, the options-to-renew set forth in this item in an amount to not exceed \$9,104,000.00 when in the best interest of Miami-Dade County; and the Board further authorizes the County Mayor or the County Mayor's designee to execute any and all documents necessary to give effect to the renewal.

The foregoing resolution was offered by Commissioner _____, who moved its adoption. The motion was seconded by Commissioner _____ and upon being put to a vote, the vote was as follows:

Rebeca Sosa, Chairwoman
Lynda Bell, Vice Chair

Bruno A. Barreiro
Jose "Pepe" Diaz
Sally A. Heyman
Jean Monestime
Sen. Javier D. Souto
Juan C. Zapata

Esteban L. Bovo, Jr.
Audrey M. Edmonson
Barbara J. Jordan
Dennis C. Moss
Xavier L. Suarez

The Chairperson thereupon declared the resolution duly passed and adopted this 19th day of November, 2013. This resolution shall become effective ten (10) days after the date of its adoption unless vetoed by the Mayor, and if vetoed, shall become effective only upon an override by this Board.

MIAMI-DADE COUNTY, FLORIDA
BY ITS BOARD OF COUNTY
COMMISSIONERS

HARVEY RUVIN, CLERK

By: _____
Deputy Clerk

Approved by County Attorney as
to form and legal sufficiency.



Hugo Benitez

Item 1

Contract No.: 4227-5/18	Title: Portable Generators - Prequalification
--------------------------------	--

It is recommended that the Board authorize the County Mayor or County Mayor's designee to exercise the sole Option-to-Renew (OTR) term for the existing portable generator prequalification pool used by various County departments.

Initial Contract Term and OTRs with Total Allocation		
Initial Contract Term:	January 1, 2009 - December 31, 2013	\$13,581,000
OTRs Requested for Approval and Estimated Amount Under This Item:		
First OTR:	January 1, 2014 - December 31, 2018	\$7,419,000
Cumulative Value:		\$21,000,000

JUSTIFICATION

This pool contract provides portable generators for various County departments, as well as preventive maintenance and repair services for nearly 300 emergency power generators. Generators purchased and serviced through this contract include gas, diesel, electric and propane fueled generators, and are used countywide as backups following a major power outage. The departmental allocations are based on the actual requirements to ensure continuity of everyday operations, as well as an estimated amount for emergency situations.

As this is a prequalification pool contract, spot market competitions are issued when departments identify a need for these products or services, which allows the County to receive the best possible pricing. This pool contract will remain listed on the County's prequalification pool contracts list to increase vendor participation and competition.

Using/Managing Departments and Funding Sources:			
Department	Allocation Requested	Funding Source	Contract Manager
Aviation	\$295,000	Proprietary Funds	Neivy Garcia
Community Action and Human Services	15,000	Federal Funds	Shirley Almeida
Corrections and Rehabilitation	75,000	General Fund	Mohammad Haq
Fire Rescue	56,000	Fire District Funds	Marianela Betancourt
Internal Services	2,300,000	Internal Service Funds	Rey Llerena / Jerry Hall / Edsel Abreu
Library	36,000	Library District Funds	Anna Rodriguez
Police	50,000	General Fund	Laura Romano
Regulatory and Economic Resources	15,000	Proprietary Funds	Manuel Almuina
Parks, Recreation and Open Spaces	600,000	General Fund / Proprietary Funds	William Solomon
Public Housing and Community Development	300,000	Federal Funds	Indira Rajkumar
Public Works and Waste Management	119,000	General Fund / Proprietary Funds	Olga Espinosa-Anderson
PortMiami	2,472,000	Proprietary Funds	Phillip Rose
Water and Sewer	1,086,000	Proprietary Funds	Gregory Hicks
Total:	\$7,419,000		

Vendor:	Address	Principal
All Power Generators Corp.	9841 NW 114 Way Medley, FL	Ricardo Garcia
American Genuine Auto Truck Inc.	2777 NW 54 Street Miami, FL	Justo Diaz
American Plumbing Supply Co. Inc.	1735 Alton Road Miami Beach, FL	Maxwell Gross
Condo Electric Motor Repair Corp.	4775 Collins Avenue, #1408, Miami Beach, FL	Hector Gomez
Florida Detroit Diesel-Allison Inc.	2277 NW 14 Street Miami, FL	Stefan Kurschner
Generating Systems. Inc.	13440 SW 29 Terrace Miami, FL	Fernando Perez
Grove Power Inc.	7855 NW 29 Street, Suite 158, Doral, FL	Jeff Flannery
Hydraulic Technicians Inc.	3735 NW 78 Street, Suites A & B, Miami, FL	Asriel Sebastian
Pantropic Power Inc.	8205 NW 58 Street Miami, FL	Luis Botas
Power Depot Inc.	3553 NW 78 Avenue Miami, FL	Jose R. Garcia
Sid Tool Co, Inc.	75 Maxess Road Melville, NY	David Sandler
Technical Trading Corporation	3515 NW 60 Street Miami, FL	Lambert E. Morris
Tradewinds Power Corp.	5820 NW 84 Avenue Miami, FL	Alexander Colon Sr.
WW Grainger Inc.	100 Grainger Pkwy., Tax Dept. B3 E40, Lake Forest, IL	Michael L. Howard

Contract Measures: <input checked="" type="checkbox"/> Small Business Enterprise <input type="checkbox"/> Set-Aside <input checked="" type="checkbox"/> Bid Preference <input type="checkbox"/> Selection Factor <input type="checkbox"/> Other
Local Preference Ordinance: <input checked="" type="checkbox"/> Applies <input type="checkbox"/> Does not apply
Living Wage Ordinance: <input checked="" type="checkbox"/> Applies <input type="checkbox"/> Does not apply
User Access Program: <input checked="" type="checkbox"/> Applies where permitted by funding source <input type="checkbox"/> Does not apply
Procurement Contracting Officer: Jose Cardona

Item 2

Contract No.: 6327-9/16-6	Title: Refurbished Telecom Equipment – Prequalification Pool
----------------------------------	---

It is recommended that the Board authorize the County Mayor or the County Mayor's designee to exercise two of the three remaining Option-to-Renew (OTR) terms for purchase of refurbished telecommunications equipment as needed for the Information Technology Department (ITD).

Initial Contract Term and OTRs with Total Allocation		
Initial Contract Term:	January 04, 2007 – December 31, 2007	\$500,000
First OTR:	January 01, 2008 – December 31, 2008	400,000
Second OTR:	January 01, 2009 – December 31, 2009	400,000
Third OTR:	January 01, 2010 – December 31, 2010	300,000
Fourth OTR:	January 01, 2011 – December 31, 2011	220,000
Fifth OTR:	January 01, 2012 – December 31, 2012	250,000
Sixth OTR:	January 01, 2013 – December 31, 2013	250,000
Subtotal		\$2,320,000
OTRs Requested for Approval and Estimated Amount Under This Item:		
Seventh OTR:	January 01, 2014 – December 31, 2014	\$220,000
Eighth OTR:	January 01, 2015 – December 31, 2015	220,000
Subtotal		\$440,000
Cumulative Value		\$2,760,000

JUSTIFICATION

This contract provides ITD with access to a pool of qualified vendors capable of providing refurbished telecommunication equipment in support of the County's needs. Through the pool of qualified vendors, ITD can conduct spot market competitions on an as needed basis to purchase refurbished telecommunication equipment. Some advantages of purchasing refurbished equipment include reduced cost, reliability, and availability of products. The County saves by purchasing less expensive refurbished equipment in situations when it is not necessary to purchase new equipment or require spare equipment and parts.

Using/Managing Departments and Funding Sources:			
Department	Requested Allocation	Funding Source	Contract Manager
Information Technology	\$440,000	Internal Service Funds	Manny Fernandez
Total:	\$440,000		

Vendors	Address	Principal
Miami Business Telephones	4933 SW 74 Court Miami, FL	Nestor Collantes
Siemens Enterprise Communications	1001 Yamato Road Boca Raton, FL	Timothy Simpson
A-1 Teletronics Inc.	1010 118 Ave North St Petersburg, FL	Sue Kalter
Cablexpress Corp	5404 South Bay Rd Syracuse, NY	Lina Yusim
Enterprise Systems Corporation	4325 W Sam Huston Pkwy, Suite 130, Houston, TX	Darlene Gonzalez

Vendors (continued)	Address	Principal
Kaisercomm Inc.	4362 Round Lake Road West Saint Paul, MN	Joel Erickson
Liberty Communications Inc	3281 Crestmoor Drive Woodbury, MN	Boyd Perttu
Sotel Systems LLC	19 Worthington Access Drive Maryland Heights, MO	Stephanie Grossman
Telesource Services LLC	1450 Highwood East Pontiac, MI	Paula Buckman
Teracai Corporation	217 Lawrence Road East North Syracuse, NY	Nate Spalding

Contract Measures: <input checked="" type="checkbox"/> Small Business Enterprise <input type="checkbox"/> Set-Aside <input checked="" type="checkbox"/> Bid Preference <input type="checkbox"/> Selection Factor <input type="checkbox"/> Other
Local Preference Ordinance: <input checked="" type="checkbox"/> Applies <input type="checkbox"/> Does not apply
Living Wage Ordinance: <input type="checkbox"/> Applies <input checked="" type="checkbox"/> Does not apply
User Access Program: <input checked="" type="checkbox"/> Applies where permitted by funding source <input type="checkbox"/> Does not apply
Procurement Contracting Officer: Luis Gorgoy

Item 3

Contract No.: 8725-4/14-3	Title: T-Shirts
----------------------------------	------------------------

It is recommended that the Board authorize the County Mayor or County Mayor's designee to exercise the final Option-to-Renew (OTR) term for t-shirts for various County departments. Retroactive approval of the third OTR is also requested.

Initial Contract Term and OTRs with Total Allocation		
Initial Contract Term:	January 1, 2009 – December 31, 2010	\$353,000
First OTR:	January 1, 2011 – December 31, 2011	\$238,000
Second OTR:	January 1, 2012 – December 31, 2012	\$303,000
	Subtotal	\$2,320,000
OTR Requested for Approval Under This Item:		
Retroactive Approval of Third OTR:	January 1, 2013 – December 31, 2013	\$303,000
Fourth OTR:	January 1, 2014 – December 31, 2014	\$286,000
	Subtotal	\$589,000
	Cumulative Value	\$1,480,000

JUSTIFICATION

This contract is used by various County departments for the purchase of t-shirts that are used as uniforms by employees at various departments. In addition, these shirts are also issued by the Parks, Recreation and Open Spaces for children enrolled in summer camps. The third OTR was inadvertently exercised without prior Board approval. As such, retroactive approval of the third OTR, which expires on December 31, 2013, is respectfully requested.

Using/Managing Departments and Funding Sources:			
Department	Allocation Requested	Funding Source	Contract Manager
Community Action and Human Services	\$12,000	General Fund / State Funds / Federal Funds	Shirley Almeida
Corrections and Rehabilitation	52,000	General Fund	Mohammad Haq
Community Information and Outreach	34,000	General Fund	Aimee Martinez
Public Housing and Community Development	8,000	Federal Funds	Indira Rajkumar
Medical Examiner	2,000	General Fund	Aylin Concepcion
Police	20,000	General Fund	Laura Romano
Parks, Recreation and Open Spaces	111,000	General Fund	Debbie Frost
Public Works and Waste Management	22,000	General Fund and Proprietary Fund	Olga Espinosa-Anderson
Regulatory and Economic Resources	2,000	Proprietary Funds	John Lariosa
Water and Sewer	23,000	Proprietary Funds	Susan Pascual
Total:	\$286,000		

Vendor	Address	Principal
Miami Impression Screen Printing Corp	2140 W 73 Street Hialeah, FL	Monique Praschnik
Global Trading	7262 NW 33 Street Miami, FL	Viraj Wikramanayake
Holsen Inc.	655 North Biscayne River Drive, Miami, FL	Darryl Hosendolph
Picasso Embroidery Systems, Inc.	6095 NW 167 Street, D-1 Miami, FL	Mary Silberman

Contract Measures: <input checked="" type="checkbox"/> Small Business Enterprise <input checked="" type="checkbox"/> Set-Aside <input type="checkbox"/> Bid Preference <input type="checkbox"/> Selection Factor <input type="checkbox"/> Other
Local Preference Ordinance: <input checked="" type="checkbox"/> Applies <input type="checkbox"/> Does not apply
Living Wage Ordinance: <input type="checkbox"/> Applies <input checked="" type="checkbox"/> Does not apply
User Access Program: <input checked="" type="checkbox"/> Applies where permitted by funding source <input type="checkbox"/> Does not apply
Procurement Contracting Officer: Abelin Rodriguez

Item 4

Contract No.: 9122-4/15-2	Title: Veterinary Services Pool – Prequalification
----------------------------------	---

It is recommended that the Board authorize the County Mayor or County Mayor's designee to exercise the third and fourth Option-to-Renew (OTR) terms remaining on this contract, and increase the current allocation for veterinary services in support of the Animal Services Department (ASD).

Initial Contract Term and OTRs with Total Allocation		
Initial Contract Term:	September 15, 2009 - December 31, 2011	\$475,000
First OTR:	January 1, 2012 - December 31, 2012	238,000
Second OTR:	January 1, 2013 - December 31, 2013	238,000
Subtotal		\$951,000
OTRs Requested for Approval and Estimated Amount Under This Item:		
Third OTR:	January 1, 2014 to December 31, 2014	\$438,000*
Fourth OTR:	January 1, 2015 to December 31, 2015	\$438,000*
Subtotal		\$876,000
Cumulative Value		\$1,827,000

*Includes an additional \$200,000 beyond the \$238,000 used in the first and second OTRs as explained below.

JUSTIFICATION

The established pool of qualified veterinarians serves to supplement ASD's current veterinary staff. Services are rendered at the County's main shelter, mobile animal clinic and at all off-site special events and adoption fairs coordinated by the County. Pool members are scheduled to work based on ASD's operational needs, usually for eight to nine hours of shift work, with no minimum or maximum number of days. The allocation requested is utilized to compensate qualified pool members who render per diem veterinary services in support of ASD's mission. These services include conducting 30 to 40 daily spaying/neutering surgeries, administering a minimum of 50 rabies vaccinations, examining injured and ill pets received at the County's rescue shelter, in addition to performing a wide-range of surgeries necessitated by ASD operations. Pool members are also required to perform their services during special spay/neuter events at various County sites.

ASD is requesting a \$200,000 increase to each remaining optional year's current allocation, as part of the department's strategic planning and preparation for the implementation of the "No Kill Shelter" initiative. The demand for veterinarian services to conduct the spay/neutering surgeries will significantly increase once the "No Kill Shelter" initiative is implemented. ASD must readily have access to the required services and the adequate allocation to fulfill the County's commitment to the community.

Using/Managing Departments and Funding Sources:			
Departments	Allocation Requested	Funding Source	Contract Manager
Animal Services	\$876,000	General Fund / Proprietary Funds/ Grant Funds	Virginia Diaz
Total:	\$876,000		

Vendors	Address	Principal
Eileen Osti	660 SW 94 Terrace Pembroke Pines, FL	N/A
Richard Rogoff, V.M.D.	10521 N. Kendall, E#101 Miami, FL	N/A
Marc H. Kramer	16423 SW 82 Terrace Miami, FL	N/A

Vendors (continued)	Address	Principal
Veterinary Services of Southeast	14790 SW 21 Street Davie, FL	Maria Mercado
Karen Arlinda Ashby	10260 SW 160 Terrace Miami, FL	N/A
Yvonne M. Provcj, P.L.	2775 NE 187 Street PH28 Aventura, FL	Yvonne M. Provcj
Petfield Veterinary Clinic Corp.	13925 SW 158 Terrace Miami, FL	Yuni Gallardo
Veterinary Associates of S. FL	8726 NW 26 Street, #17 Doral, FL	Olga Aballi Neningen
Brian Huntsman	8204 SW 171 Street Palmetto Bay, FL	N/A
Lori Marie Walter	2321 Trapp Avenue Miami, FL	N/A/
Laura Ganske	7913 NW 73 Avenue Tamarac, FL	N/A/
Lynda A. Clark	493 Durham Q, Deerfield Beach, FL	N/A/
Chavez Veterinary Services LLC	5901 SW 74th Street, Suite 211 South Miami, FL	Anik C. Chavez
Alberto G. Parodi Veterinary Medicine LLC	11258 SW 71 Lane Miami, FL	Alberto G. Parodi
Hirshfeld Veterinary Consulting, Inc.	3280 N 37 Street Hollywood, FL	Beth M. Hirshfeld
Laura D. Barocio	2325 NE 135 Terrace North Miami Beach, FL	N/A/
Christine O. James	17808 NW 59 th Avenue, #103 Hialeah, FL	N/A/
Norberto Morejon	8547 Cutler Court Cutler Bay, FL	N/A/
Katarina Boros	1900 Sans Souci Blvd., #403 Miami, FL	N/A/
Enzo Gerardo Bicchi	7704 SW 139 Court Miami, FL	N/A/
Luis Jaime Garcia	6291 SW 41 Street Miami, FL	N/A/
Covadonga Talavera Canete	2028 Alhambra Circle Coral Gables, FL	N/A/

Contract Measures: <input checked="" type="checkbox"/> Small Business Enterprise <input type="checkbox"/> Set-Aside <input checked="" type="checkbox"/> Bid Preference <input type="checkbox"/> Selection Factor <input type="checkbox"/> Other
Local Preference Ordinance: <input checked="" type="checkbox"/> Applies <input type="checkbox"/> Does not apply
Living Wage Ordinance: <input type="checkbox"/> Applies <input checked="" type="checkbox"/> Does not apply
User Access Program: <input checked="" type="checkbox"/> Applies where permitted by funding source <input type="checkbox"/> Does not apply
Procurement Contracting Officer: Maria Carballeira