# MARKET RESEARCH

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| **Contract No.**: 8008-0/12 | **Recommendation:** |
| **Title:** Disposable Inserts | ☐ ~~Exercise OTR~~<br>☐ Non-Competitive Contract<br>☒ Solicit Competition<br>☐ Access Contract<br>☐ Other |
| **Procurement Contracting Officer/Agent:**<br>Mike Ramos | |

The purpose of this market research is to justify the need to advertise a new solicitation to establish a new contract for disposable inserts.

**Background:**
Contract (8008-0/12), which will expire on 03/31/13, is established for the purchase of disposable inserts. Such inserts are utilized in conjunction with the reusable plastic servers or trays already owned by the County to provide meals to Miami Dade County correctional inmates. The required heat and cold resistant inserts are made of FDA approved styrene or compatible plastic and are designed to securely fit the appropriate section of the server or reusable tray. Disposal inserts are used for hot or cold food items and are leak proof. Furthermore, the disposable inserts must be capable of withstanding the rethermalization process nested in servers resting on retherm shelves that include a hot plate. Once the food is consumed, the inserts are thrown away and the reusable tray is then washed and stored, only to be utilized again with new disposable inserts.

Through previous contracts (8008-0/09, 8008-0/10 and 8008-0/11) the Corrections and Rehabilitation Department (CR) has been going through a transitional period to convert all of their facilities from disposable inserts to paper based trays users. As of today there are still two facilities utilizing disposable inserts; such facilities are the Metro West Detention Center and Training & Treatment Center. CR projects that the transition mentioned above will be completed between one to seven years.

There were no options to renew included as part of this contract. However, the County still has available the first extension of 180 days beyond the current contract term as established on section 1 – paragraph 1.6.

Lastly, as established through previous market research, Aladdin and Dinex are the only two County approved manufacturers that could produce the type of inserts necessary to fit into the reusable retherm trays currently used by CR.

**Research Conducted:**
The market research efforts included visiting various websites from outer Florida, local municipalities, research through the internet and a blast email sent on October 31, 2012 on the National Institute of Governmental Purchasing, Inc. (NIGP). Such efforts were taken to identify the existence of similar contracts in order to try to access them or to establish comparison prices. No similar contracts were found that that meet the specification of the disposable inserts utilized by CR.

**Recommendation:**
As a result of the market research above, it is recommended that Miami-Dade County advertise a new solicitation to establish a new contract in order to avoid interruptions of meal services at CR Metro West Detention Center and Training & Treatment Center.

Procurement Contracting Officer/Agent: _____ Date: 1/10/13

Manager: _____ Date: 1/10/13