



Miami-Dade Board of County Commissioners
Office of the Commission Auditor

Government Operations Committee (GOC) Meeting

January 15, 2019
1:30 P.M.
Commission Chambers

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**GOC Meeting: Jan. 15, 2019
Research Notes**

**Item No. 1G2
File No. 182789**

Researcher: LE Reviewer: TD

ORDINANCE RELATING TO THE RULES OF PROCEDURE OF THE BOARD OF COUNTY COMMISSIONERS; AMENDING SECTION 2-1 OF THE CODE OF MIAMI-DADE COUNTY, FLORIDA; REVISING PROVISIONS RELATING TO THE NAMING, RENAMING, OR CODESIGNATION OF MIAMI-DADE COUNTY ROADS, FACILITIES, OR PROPERTY AND THE APPROVAL OF STATE OR MUNICIPAL ROAD CODESIGNATIONS; REQUIRING THE COMMISSION AUDITOR TO INCLUDE IN ITS REPORT WHETHER THE PERSON TO BE HONORED IS LIVING OR DECEASED; PROVIDING SEVERABILITY, INCLUSION IN THE CODE, AND AN EFFECTIVE DATE

ISSUE/REQUESTED ACTION

Whether the Board amend Section 2-1 of the Code of Miami-Dade County, Florida relating to the naming, renaming, or codesignation of Miami-Dade County roads, facilities, or property and the approval of state or municipal road codesignations; and require the Commission Auditor to include in its report whether the honored person is living or deceased.

APPLICABLE LEGISLATION/POLICY

Section 2-1 of the Miami-Dade County Code relates to the rules of procedure of the County Commission.

https://library.municode.com/fl/miami-dade-county/codes/code-of-ordinances?nodeId=PTIICOOR_CH2AD_ARTIINGE_S2-1RUPRCOCO

Section 18.43 of the Broward County Code relates to the naming of Broward County-owned property, buildings, structures, and facilities.

https://library.municode.com/fl/broward-county/codes/administrative-code?nodeId=CH18OPPOBOCOCO_PTIIBOPOGE_18.43NABRCONEPRBUSTFA

PROCEDURAL HISTORY

Prime Sponsor: Commissioner Joe A. Martinez, District 11

Department/Requester: None

The item was adopted on first reading during the December 4, 2018 BCC meeting.

ANALYSIS

The proposed ordinance amends Section 2-1 of the Miami-Dade County Code to revise the provisions relating to the naming, renaming, or codesignation of Miami-Dade County roads, facilities, or property and the approval of state or municipal road codesignations and requires the Commission Auditor to include in its report whether the person to be honored is living or deceased.

The proposed item has no fiscal impact.

Section 2-1, Rule 9.02 of the Miami-Dade County Code relates to the naming, renaming, or codesignation of County roads, facilities or property and the approval of state or municipal road codesignations. The amendment is being proposed to provide transparency and accountability.

Section 18.43 of the Broward County Code states that property, buildings, structures, and facilities should not be named after living persons. In regards to roads, the current name of the road shall be retained as a secondary designation.

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The table below shows the original Section 2-1 of the Code of Miami-Dade County and the proposed changes. Words stricken through and/or ~~[[double bracketed]]~~ shall be deleted. Words underscored and/or >>double arrowed<< constitute the amendment proposed.

Section 2-1 of the County Code	Proposed changes to Section 2-1 of the County Code
<p>Sec. 2-1. Rules of Procedure of County Commission</p> <p style="text-align: center;">* * *</p> <p><i>Rule 9.02 Naming, renaming or codesignation of Miami-Dade County roads, facilities or property; approval of state or municipal road codesignations; exception for Public Health Trust designated facilities.</i></p> <p style="text-align: center;">* * *</p> <p>(f) The Commission Auditor shall complete background research, reviewing public records and other sources of information, in print, on the internet, or through other means of communication, that are publicly available, on any person, organization, place or thing that is the subject of a naming, renaming or codesignation item or an item approving the codesignation of state or municipal roads, and shall prepare a report detailing the findings of said research prior to the Commission meeting during which the item is scheduled to be considered. In addition, for any item codesignating any Miami-Dade County road, facility, or property, or approving any state or municipal road codesignation, the report shall also indicate (1) whether the subject road, facility, or property has been the subject of any prior codesignations and, if so, the location or terminus points of each; and (2) whether there are any other roads, facilities, or properties located in Miami-Dade County that already bear the same name as the proposed new codesignation and, if so, the location or terminus points of each. If there are no prior codesignations, then the report shall so state. The Clerk of the Board shall place the Commission Auditor's report on the commission agenda as a supplement to the related agenda item.</p> <p style="text-align: center;">* * *</p>	<p>Sec. 2-1. Rules of Procedure of County Commission</p> <p style="text-align: center;">* * *</p> <p><i>Rule 9.02 Naming, renaming or codesignation of Miami-Dade County roads, facilities or property; approval of state or municipal road codesignations; exception for Public Health Trust designated facilities.</i></p> <p style="text-align: center;">* * *</p> <p>(f) The Commission Auditor shall complete background research, reviewing public records and other sources of information, in print, on the internet, or through other means of communication, that are publicly available, on any person, organization, place or thing that is the subject of a naming, renaming or codesignation item or an item approving the codesignation of state or municipal roads, and shall prepare a report detailing the findings of said research prior to the Commission meeting during which the item is scheduled to be considered. In addition, for any item codesignating any Miami-Dade County road, facility, or property, or approving any state or municipal road codesignation, the report shall also indicate >>:</p> <p><u>(1) whether the person to be honored is living or deceased;</u></p> <p><u>(2)<< [[(4)]]</u> whether the subject road, facility, or property has been the subject of any prior codesignations and, if so, the location or terminus points of each; and</p> <p>>>(3)<< [[(2)]] whether there are any other roads, facilities, or properties located in Miami-Dade County that already bear the same name as the proposed new codesignation and, if so, the location or terminus points of each.</p> <p>If there are no prior codesignations, then the report shall so state. The Clerk of the Board shall place the Commission</p>

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Auditor's report on the commission agenda as a supplement to the related agenda item.

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**Item No. 3A
File No. 182111**

Researcher: PGE Reviewer: TD

RESOLUTION APPROVING ASSIGNMENT AND ASSUMPTION OF LEASE AGREEMENT FROM OFF THE GRILLE II, CORP. TO GORDO FOOD MANAGEMENT CORP.; AUTHORIZING AN AMENDMENT TO LEASE AGREEMENT TO PROVIDE A RENTAL CREDIT IN THE AMOUNT OF \$31,118.99 FOR IMPROVEMENTS MADE TO COUNTY-OWNED PROPERTY, REDUCE THE GUARANTEED MONTHLY RENT FROM \$7,000.00 TO \$3,200.00 AND INCREASE THE ADDITIONAL RENT FROM THREE PERCENT TO FIVE PERCENT FOR ANNUAL GROSS SALES IN EXCESS OF \$500,000.00 UP TO \$625,000.00, SEVEN PERCENT OF ANNUAL GROSS SALES IN EXCESS OF \$625,000.00 UP TO \$750,000.00 AND NINE PERCENT OF ANNUAL GROSS SALES IN EXCESS OF \$750,000.00, WITH AN ESTIMATED ANNUAL FISCAL IMPACT OF \$45,600.00 IN REDUCED REVENUE TO THE COUNTY, EFFECTIVE MAY 1, 2016; AND DISCHARGING AN ARREARAGE OF \$189,467.74 AS OF DECEMBER 1, 2018, IN EXCHANGE FOR A LUMP SUM PAYMENT OF \$33,155.44; AND AUTHORIZING THE COUNTY MAYOR OR THE COUNTY MAYOR'S DESIGNEE TO EXERCISE ANY AND ALL OTHER RIGHTS CONFERRED THEREIN AND TAKE ALL ACTIONS NECESSARY TO AFFECTUATE SAME; AND DIRECTING THE COUNTY MAYOR OR MAYOR'S DESIGNEE TO PROVIDE AN EXECUTED COPY OF SUPPLEMENTAL AGREEMENT NO. 1 AND THE AMENDED LEASE AGREEMENT TO THE PROPERTY APPRAISER'S OFFICE WITHIN THIRTY DAYS OF EXECUTION

ISSUE/REQUESTED ACTION

Whether the Board should approve: (1) an Assignment and Assumption of Lease Agreement from Off the Grille II, Corp. to Gordo Food Management, Corp.; (2) an Amendment to Lease Agreement to adjust the rental rate and percentage rent; and (3) a reimbursement of \$31,119 to Off the Grille II in the form of a rental credit for improvements made on behalf of the County.

APPLICABLE LEGISLATION/POLICY

Section 125.35 of the Florida Statutes (County authorized to sell real and personal property and to lease real property) provides that the board of county commissioners is expressly authorized to sell and convey any real or personal property, and to lease real property, belonging to the county, whenever the board determines that it is to the best interest of the county to do so, to the highest and best bidder for the particular use the board deems to be the highest and best, for such length of term and such conditions as the governing body may in its discretion determine.

http://www.leg.state.fl.us/Statutes/index.cfm?App_mode=Display_Statute&Search_String=&URL=0100-0199/0125/Sections/0125.35.html

Section 2-8.6.5 of the County Code sets forth the County's policy relating to the purchase, sale and lease of real property.

https://library.municode.com/fl/miami_-_dade_county/codes/code_of_ordinances?nodeId=PTIICOOR_CH2AD_ARTIINGE_S2-8.6.5PUSALEREPR

Resolution No. R-333-15, adopted by the Board on April 21, 2015, establishes the County policy requiring disclosure of market value or market rental in legislative items authorizing the conveyance or lease of County-owned property to promote public disclosure and fiscal responsibility.

<http://intra/gia/matter.asp?matter=150446&file=true&yearFolder=Y2015>

Resolution No. R-380-17, adopted by the Board on April 4, 2017, establishes a Board policy relating to County-owned real property, requiring the County Mayor to provide written notification to the district commissioner in which the County-owned property lies no less than four weeks prior to placing any item on the Board agenda or any committee of the Board requesting approval of the sale, lease or surplus of the property.

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<http://intra/gia/matter.asp?matter=170414&file=true&yearFolder=Y2017>

Resolution No. R-791-14, adopted by the Board on September 3, 2014, directs the County Mayor to provide the Miami-Dade County Property Appraiser a copy of all lease and operating agreements involving County-owned property.

<http://intra/gia/matter.asp?matter=141723&file=true&yearFolder=Y2014>

Resolution No. R-561-15, adopted by the Board on June 30, 2015, approved the award of a lease agreement with Off the Grille II, Corp. with a positive fiscal impact to the County of at least \$1,562,309 for the initial term of 10 years and one five-year renewal term for the development, operation and maintenance of a food service facility at the Gerstein Justice Building.

<http://intra/gia/matter.asp?matter=151085&file=true&yearFolder=Y2015>

Administrative Order No. 8-4 sets forth the County policy relating to the authority to sell, lease or otherwise dispose of County-owned property. Before action is taken on any proposed sale or lease of County-owned real property, unless expressly excluded herein, a recommendation will be requested from the Planning Advisory Board, to indicate whether such proposal is in the public interest and also recommending proper land use classification if applicable. Should a recommendation not be received from the Planning Advisory Board within the time period provided within this administrative order, the Planning Department Director will provide a recommendation on the proposal.

<http://www.miamidade.gov/aopdfdoc/aopdf/pdffiles/AO8-4.pdf>

PROCEDURAL HISTORY

Prime Sponsor: Commissioner Audrey M. Edmonson, District 3

Requester/Department: Internal Services

ANALYSIS

This item authorizes: (1) an Assignment and Assumption of Lease Agreement from Off the Grille II, Corp. to Gordo Food Management, Corp.; (2) an Amendment to Lease Agreement to adjust the rental rate and percentage rent; and (3) a reimbursement of \$31,119 to Off the Grille II in the form of a rental credit for improvements made on behalf of the County.

On June 30, 2015, the Board approved the award of a lease agreement with Off the Grille II, Corp. for the development, operation and maintenance of a food service facility at the Gerstein Justice Building located at 1351 NW 12 ST, Miami, Florida. Award of the lease agreement was based upon the results of a full and open competitive procurement. The lease agreement has an initial 10-year term plus one, five-year option to renew. The guaranteed monthly rent for the first year of the initial term is \$7,000. Commencing on the first day of the second lease year and every lease year thereafter, the guaranteed monthly rent shall be adjusted upward at a rate of three percent. At a minimum, the total revenue to the County for the initial 10-year term for guaranteed monthly rent will be \$963,000. If the County exercises the option to renew period, the cumulative guaranteed monthly rent will be \$1,562,309. In addition to the guaranteed monthly rent, Off the Grille shall pay the County three percent of its monthly gross receipts.

The Off the Grille lease contains a provision allowing assignment so long as the County provides prior written approval. All terms and conditions of the lease extends to and is binding on assignees. Here, the original lessee, Off the Grille and the assignee, Gordo Food Management, Corp., share the same Director, Javier Gordo, per information found on sunbiz.org, the official website of the State of Florida Division of Corporations.

The lease is currently in its third year of the initial 10-year term. As of December 1, 2018, Off the Grille was in arrears to the County in the sum of \$189,467.74, which consisted of delinquent guaranteed minimum rent, percentage rent, utilities, late fees, and taxes. The arrearage was in part the result of excessive build-out costs incurred by Off the Grille and gross sales that were considerably lower than originally projected.

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The County acknowledges that Off the Grille made certain improvements (e.g., fixed conventional kitchen equipment, wall separation, doors, frames and technological advances) totaling \$106,288.18 that benefit the County. Additionally, Off the Grille made other improvements that were the County's responsibility, such as upgrades to the electrical junction boxes and the installation of a grease trap. These improvements total \$31,118.99. Accordingly, the County consents to a rental credit in the amount of \$31,118.99 which benefits the assignee pursuant to the Amendment to the Lease. Note that upon approval of the Amendment to Lease, the assignee shall pay a lump sum of \$33,155.44 for the original lessee's arrearage, discharging the arrearage of \$189,467.74.

Other key changes under the Amendment to Lease require Gordo Food Management to do the following:

- Pay guaranteed monthly rent of \$3,200 for the first lease year; such rent is adjusted upward annually at a rate of three percent; and
- Pay an amount equal to three percent of monthly gross receipts on a monthly basis.

Note that if the amount of gross receipts for the lease agreement year exceeds \$500,000, the following percentage rent shall apply and the difference shall be paid by the lessee:

- five percent of annual gross sales in excess of \$500,000 up to \$625,000;
- seven percent of annual gross sales in excess of \$625,000 up to \$750,000; and
- nine percent of annual gross sales in excess of \$750,000.

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Research Notes**

**Item No. 3B
File No. 182651**

Researcher: PGE Reviewer: TD

RESOLUTION AUTHORIZING ADDITIONAL TIME OF ONE YEAR AND EXPENDITURE AUTHORITY IN A TOTAL AMOUNT UP TO \$16,517,860.00 FOR PREQUALIFICATION POOL NO. RTQ-00439 FOR PURCHASE OF FURNITURE OFFICE AND NON-OFFICE FOR VARIOUS COUNTY DEPARTMENTS; AND AUTHORIZING THE COUNTY MAYOR OR COUNTY MAYOR'S DESIGNEE TO SOLICIT PRICING, AWARD CONTRACTS, EXERCISE ALL PROVISIONS OF THE SOLICITATION DOCUMENTS AND ANY RESULTING CONTRACTS PURSUANT TO SECTION 2-8.1 OF THE COUNTY CODE AND IMPLEMENTING ORDER 3-38, AND ADD VENDORS TO THE POOL AT ANY TIME, SUBJECT TO RATIFICATION BY THE BOARD ON A BI-ANNUAL BASIS

ISSUE/REQUESTED ACTION

Whether the Board should approve increased expenditure authority of \$16,517,860 and additional time of one year to *Pool No. RTQ-00439, Furniture Office and Non Office*, for multiple County Departments.

APPLICABLE LEGISLATION/POLICY

Section 2-8.1 of the County Code (Contracts and Purchases Generally) applies to all contracts for public improvements and purchases of all supplies, materials and services other than professional services and (1) requires formal sealed bids for purchases over \$250,000; (2) describes the circumstances under which non-competitive purchases may be approved; (3) establishes requirements for legacy purchases, designated purchases, and single vehicle leases; and (4) provides that procurement procedures shall be established by I.O. and approved by the Board.

https://library.municode.com/fl/miami-dade-county/codes/code_of_ordinances?nodeId=PTIICOOR_CH2AD_ARTIINGE_S2-8.1COPUGE

Resolution No. R-716-12, adopted by the Board on September 4, 2012, requires identification of a firm's small business enterprise program certification in any procurement item submitted for Board approval.

<http://intra/gia/matter.asp?matter=121265&file=true&yearFolder=Y2012>

Resolution No. R-187-12, adopted by the Board on February 21, 2012, directs the County Mayor to include due diligence information in memoranda recommending certain contract awards.

<http://intra/gia/legistarfiles/MinMatters/Y2012/120287min.pdf>

Resolution No. R-477-18, adopted by the Board on May 1, 2018, directs the County Mayor to disclose to the Board the reasons goods and services are not being procured through local businesses when the recommendation is to award a contract to a non-local vendor or to establish a prequalification pool where less than 75 percent of the pool members are local businesses.

<http://intra/gia/matter.asp?matter=180822&file=true&yearFolder=Y2018>

Resolution No. R-95-18, adopted by the Board on February 6, 2018, established *Pool No. RTQ-00439* in a total amount up to \$15,185,000 for office and non office furniture for multiple County departments for a term of one year.

<http://intra/gia/matter.asp?matter=182327&file=false&yearFolder=Y2018>

Implementing Order No. 3-38 sets forth the County's processes and procedures for the purchase of goods and services. The I.O. outlines: the roles and responsibilities of the Internal Services Department; the methods of purchasing goods and services; the authority to award and modify contracts; and the requirements for access contracts, emergency purchases, bid waivers, confirmation purchases and sole sources.

<http://www.miamidade.gov/aopdfdoc/aopdf/pdffiles/IO3-38.pdf>

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PROCEDURAL HISTORY

Prime Sponsor: N/A

Department/Requester: Internal Services

This item was deferred at the December 11, 2018 Government Operations Committee meeting.

ANALYSIS

This item is requesting Board authorization for increased spending of \$16,517,860 and additional time of one-year for the County's prequalification pool for the purchase of office furniture and non-office furniture for various County departments. This request reflects Board adopted departmental budgets for Fiscal Year 2018-19. The departments requesting the largest allocations are: Aviation (\$3,113,000), Internal Services (\$4,350,000), and Library System (\$3,985,000). Continuation of this pool for future fiscal years based on adopted departmental budgets will be presented for Board approval.

This pool was approved by the Board on February 6, 2018 for a term of one-year with a value of \$15,185,000, reflecting departmental budgets for Fiscal Year 2017-18. The pool expires on February 28, 2019.

The pool provides for the purchase and installation of furniture, including replacement parts, upholstery and associated products and services. There are currently 46 prequalified vendors, of which 10 are local and five are SBEs. Additional vendors and manufacturer product lines may be added throughout the pool's term.

The commodity code for this procurement is 42594 (Work Stations, Modular, Systems Furniture). A search for local certified SBEs under the code on the Business Management Workforce System on January 14, 2019 yielded the following results:

- Apricot Office Interiors, Inc.
- Creative Office Solutions & More, Inc.
- Office Dimensions, Inc.
- Woodwork Studio Center, Inc.

Note that Apricot Office Interiors and Office Dimensions are prequalified vendors under this pool.

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Research Notes**

**Item No. 3C
File No. 183005**

Researcher: IL Reviewer: TD

RESOLUTION AUTHORIZING ESTABLISHMENT OF PREQUALIFICATION POOL RTQ-00809 IN A TOTAL AMOUNT UP TO \$1,655,000.00 FOR THE PURCHASE OF CONTINUOUS PINFEED FORMS PRINTING SERVICES FOR MULTIPLE DEPARTMENTS FOR A FIVE-YEAR TERM; AND AUTHORIZING THE COUNTY MAYOR OR COUNTY MAYOR'S DESIGNEE TO SOLICIT PRICING, AWARD CONTRACTS, EXERCISE ALL PROVISIONS OF THE SOLICITATION DOCUMENTS AND ANY RESULTING CONTRACTS PURSUANT TO SECTION 2-8.1 OF THE CODE OF MIAMI-DADE COUNTY, FLORIDA AND IMPLEMENTING ORDER 3-38, AND ADD VENDORS TO THE POOL AT ANY TIME, SUBJECT TO RATIFICATION BY THE BOARD ON A BI-ANNUAL BASIS

ISSUE/REQUESTED ACTION

Whether the Board should authorize the establishment of Prequalification Pool No. RTQ-00809, for continuous pinfeed forms printing services in the total amount up to \$1,655,000.00 for a five-year term for various County departments.

APPLICABLE LEGISLATION/POLICY

Section 2-8.1 of the Code of Miami-Dade County (Contracts and Purchases Generally) applies to all contracts for public improvements and purchases of all supplies, materials and services other than professional services and (1) requires formal sealed bids for purchases over \$250,000.00; (2) describes the circumstances under which non-competitive purchases may be approved; (3) establishes requirements for legacy purchases, designated purchases, and single vehicle leases; and (4) provides that procurement procedures shall be established by Implementing Order (I.O.) and approved by the Board.

<https://library.municode.com/fl/miami> -

[dade county/codes/code_of_ordinances?nodeId=PTIICOOR_CH2AD_ARTIINGE_S2-8.1COPUGE](https://library.municode.com/fl/miami-dade-county/codes/code_of_ordinances?nodeId=PTIICOOR_CH2AD_ARTIINGE_S2-8.1COPUGE)

Resolution No. R-716-12, adopted by the Board on September 4, 2012, requires identification of a firm's Small Business Enterprise (SBE) program certification in any procurement item submitted for Board approval.

<http://intra/gia/matter.asp?matter=121265&file=true&yearFolder=Y2012>

Resolution No. R-36-14, adopted by the Board on January 22, 2014, authorizes additional time of five years and expenditure authority in a total amount up to \$69,552,000.00 for various services and various County departments.

<http://www.miamidade.gov/govaction/matter.asp?matter=132381&file=true&fileAnalysis=false&yearFolder=Y2013>

Resolution No. R-187-12, adopted by the Board on February 21, 2012, directs the County Mayor to include due diligence information in memoranda recommending certain contract awards.

<http://intra/gia/legistarfiles/MinMatters/Y2012/120287min.pdf>

Resolution No. R-477-18, adopted by the Board on May 1, 2018, directs the County Mayor to disclose to the Board the reasons goods and services are not being procured through local businesses when the recommendation is to award a contract to a non-local vendor or to establish a prequalification pool where less than 75 percent of the pool members are local businesses.

<http://intra/gia/matter.asp?matter=180822&file=true&yearFolder=Y2018>

Resolution No. R-718-17, adopted by the Board on July 6, 2017, Directs the Mayor to commence planning for re-procurement no later than 18 months PRIOR to the expiration of contracts and Lists of Prequalified Vendors for the purchase of goods and/or services; and directs the Mayor or their designee, on a quarterly basis to identify in writing to the Office of

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Commission Auditor those contracts and prequalified vendor lists that are set to expire no later than 18 months prior to expiration.

<http://intra/gia/matter.asp?matter=171632&file=true&yearFolder=Y2017>

Resolution No. R-140-15, adopted by the Board on February 3, 2015, directs the County Mayor to conduct a full review, prior to re-procurement of replacement contracts for goods or services of the scopes of services or goods requested to ensure such contracts reflect the current needs of the County, to include information in recommendations to the board, and to consult with the Small Business Development Division regarding solicitation and contract language.

<http://intra/gia/matter.asp?matter=150090&file=true&yearFolder=Y2015>

Implementing Order No. 3-38 sets forth the County's processes and procedures for the purchase of goods and services. The I.O. outlines the roles and responsibilities of the Internal Services Department, the methods of purchasing goods and services, the authority to award and modify contracts and the requirements for access contracts, emergency purchases, bid waivers, confirmation purchases and sole sources.

<http://www.miamidade.gov/aopdfdoc/aopdf/pdffiles/IO3-38.pdf>

PROCEDURAL HISTORY

Prime Sponsor: None

Department/Requester: Internal Services Department

There is no procedural history on this item at this time.

ANALYSIS

The proposed resolution is requesting Board authorization to establish a prequalification pool No. RTQ-00809, for continuous pinfeed forms printing services in the total amount up to \$1,655,000.00 for a five-year term for various County.

The purpose of this pool is to be used to print standard "non-mailer" forms, single and multipart, continuous pinfeed and/or print standard continuous pinfeed forms on an as needed basis. Examples of department use are for chauffer registration licenses, permit card/cashier receipts given to customers, mail distribution bar code labels and late library material mail notification notices. Continuous pinfeed form printing services are used for a wide array of printed material, including TRIM Notices, W-2 forms, various licenses and permits, receipts, reports, and notices sent via postal mail. Examples of departmental uses are for chauffer registration licenses, permit card/cashier receipts given to customers, mail distribution bar code labels and late library material mail notification notices.

The fiscal impact for the five-year term is \$1,655,000.00. The current pool, 3287-0/13, is valued at \$3,486,000.00 for a ten (10) year and one (1) month term and scheduled to expire on March 31, 2019. The annual allocation under the current pool is \$348,600.00 while the annual allocation is \$331,000.00 under the proposed pool. A difference of \$17,000.00 less in the proposed pool.

3 vendors are recommended for inclusion in the pool (American Business Forms Inc., Suncoast Marketing Inc., and Tiger Business Forms Inc., (local business) of which one of the firms (Tiger Business Forms Inc.) is local per Sunbiz the Official website for the State of Florida's Division of Corporation and the Tax Collector's website. Of the three recommended vendors, the following two are incumbents as they are included in the current contract under 3287-0/13: American Business Forms Inc., and Suncoast Marketing Inc.

OCA performed a search for commodity code 96612 (Forms, Printed), 96616 (Continuous Form Printing) on the Business Management Workforce System's Certified Vendor Directory on January 7, 2019. No results were attained under 96612, however, 96616 had one SBE-G&S which was Jasma Graphics Inc.

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ADDITIONAL INFORMATION

American Business Forms Inc.'s has an A+ rating with the Better Business Bureau.

<https://www.bbb.org/us/mn/glenwood/profile/business-form-printer/american-solutions-for-business-0704-96051562>

Suncoast Marketing Inc. has an A+ rating with the Better Business Bureau.

<https://www.bbb.org/us/fl/fort-myers/profile/product-development-and-marketing/suncoast-identification-solutions-llc-0653-90186554>

Tiger Business Forms Inc. does not have a rating with the Better Business Bureau.

<https://www.bbb.org/us/la/baton-rouge/profile/copy-services/tiger-business-forms-inc-0835-22000698/complaints>

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**Item No. 3D
File No. 182375**

Researcher: MF Reviewer: TD

RESOLUTION APPROVING THE NON-EXCLUSIVE PROFESSIONAL SERVICES AGREEMENT WITH STEARNS, CONRAD AND SCHMIDT, CONSULTING ENGINEERS, INC. DBA SCS ENGINEERS, IN AN AMOUNT NOT TO EXCEED \$1,100,000.00, TO PROVIDE ENVIRONMENTAL CLEANUP, COMPLIANCE AND RELATED SERVICES FOR PROJECT NO. E15-RER-03 FOR THE MIAMI-DADE DEPARTMENT OF TRANSPORTATION AND PUBLIC WORKS AND OTHER COUNTY DEPARTMENTS; AUTHORIZING THE USE OF CHARTER COUNTY TRANSIT SURTAX FUNDS FOR ELIGIBLE MIAMI-DADE DEPARTMENT OF TRANSPORTATION AND PUBLIC WORKS PROJECTS ONLY; AND AUTHORIZING THE COUNTY MAYOR OR COUNTY MAYOR'S DESIGNEE TO EXECUTE THE AGREEMENT AND TO EXERCISE THE PROVISIONS CONTAINED THEREIN

ISSUE/REQUESTED ACTION

Whether the Board should approve the non-exclusive Professional Services Agreement with Stearns, Conrad and Schmidt, Consulting Engineers, Inc., d/b/a SCS Engineers, in an amount not to exceed \$1,100,000.00, to provide environmental clean-up, compliance and related services for Project No. E15-RER-03 for the Miami-Dade Department of Transportation and Public Works and other County departments; whether the Board should authorize the use of Charter County Transit Surtax funds for eligible Miami-Dade Department of Transportation and Public Works projects only. The term of the contract will be for three years plus two, one-year renewal options.

APPLICABLE LEGISLATION/POLICY

Miami-Dade County Code, Section 2-8.1, requires formal sealed bids for purchases over \$250,000; describes the circumstances under which competitive bidding may be waived; establishes requirements for legacy purchases, designated purchases, and provides that procurement procedures shall be established via an Implementing Order.

https://library.municode.com/fl/miami-dade-county/codes/code_of_ordinances?nodeId=PTIICOOR_CH2AD_ARTIINGE_S2-8.1COPUGE

Miami-Dade County Code, Section 29-124(f), provides that “[n]o surtax proceeds may be used to pay the costs of a contract unless the Trust has submitted a recommendation to the County Commission regarding said contract award.”

http://miamidade.fl.elaws.us/code/coordptiii_ch29_artxvi_sec29-124

Florida Administrative Code, Chapters 62-780, provide the contaminated site clean-up criteria.

<https://www.flrules.org/gateway/ChapterHome.asp?Chapter=62-780>

Ordinance No. 02-116, adopted on July 9, 2002, imposes a one half of one percent Charter County Transit System Surtax authorized by Section 212.055(1), Florida Statutes on all transactions occurring in Miami-Dade County otherwise subject to the State tax imposed on sales, use, rentals, admissions and other transactions by Chapter 212, Florida Statutes; providing exceptions; providing limitations and procedures for administration and collection; providing for use of Surtax proceeds; granting Citizens; Independent Transportation Trust certain powers over the use and expenditure of Surtax proceeds.

<http://intra/gia/matter.asp?matter=022196&file=false&yearFolder=Y2002>

Miami-Dade County Code, Section 2-10.4, governs the County's acquisition of professional architectural, engineering, landscape architectural or land surveying and mapping services.

https://library.municode.com/fl/miami-dade-county/codes/code_of_ordinances?nodeId=PTIICOOR_CH2AD_ARTIINGE_S2-10.4ACPRARENLAARLASUMASE

GOC Meeting: Jan. 15, 2019
Research Notes

Miami-Dade County Code, Section 2-10.4.01, sets forth the County's Small Business Enterprise Architecture and Engineering Program.

https://library.municode.com/fl/miami-dade-county/codes/code-of-ordinances?nodeId=PTIICOOR_CH2AD_ARTIINGE_S2-10.4.01SMBUENARENPR

Administrative Order No. 3-39 establishes the County's policies and procedures for user departments for the construction of capital improvements, acquisition of professional services, construction contracting, change orders and reporting.

<http://www.miamidade.gov/aopdfdoc/aopdf/pdffiles/AO3-39.pdf>

Implementing Order No. 3-32 sets forth the County's procedures for the Community Business Enterprise Program for the purchase of professional architectural, landscape architectural, engineering or surveying and mapping services.

<http://www.miamidade.gov/aopdfdoc/aopdf/pdffiles/IO3-32.pdf>

Resolution No. R-187-12, adopted by the Board on February 21, 2012, directs the County Mayor to include due diligence information in memoranda recommending certain contract awards.

<http://intra/gia/matter.asp?matter=120287&file=true&yearFolder=Y2012>

PROCEDURAL HISTORY

Prime Sponsor: N/A

Department/Requester: Regulatory and Economic Resources

The proposed resolution has no procedural history.

ANALYSIS

The proposed resolution seeks the Board's approval of the non-exclusive Professional Services Agreement with Stearns, Conrad and Schmidt, Consulting Engineers, Inc., d/b/a SCS Engineers, in an amount not to exceed \$1,100,000.00, to provide environmental clean-up, compliance and related services for Project No. E15-RER-03 for the Miami-Dade Department of Transportation and Public Works and other County departments. The term of the contract will be for three years plus two, one-year renewal options. The proposed resolution also requests the Board to authorize the use of Charter County Transit Surtax funds for eligible Miami-Dade Department of Transportation and Public Works projects only.

This contract is a work order driven PSA for environmental professional services for clean-up and compliance related tasks. The tasks to be performed are not pre-determined, but will be authorized based on specific requests for services from various County departments. These PSAs usually have a term of 3 years, plus two 1 year renewal options. Therefore, they are advertised approximately every 5 years.

The proposed scope of work includes:

- Performing environmental assessment or rehabilitation and related tasks, including drilling, surveying and mapping, and laboratory analytical services at Miami-Dade County-owned and operated sites;
- Performing services related to the modification, repair, removal, replacement, installation or abandonment of any underground or above-ground storage systems, and related tasks, necessary for the investigation, prevention or clean-up of contamination;
- Performing services as design professionals and duties related to construction management for environmentally related construction tasks; and
- Performing other related environmental work, not identified above, necessary for investigation or prevention of potential or known contamination.

GOC Meeting: Jan. 15, 2019
Research Notes

The E09-DERM-01/02 PSAs, which the E15-RER-01/02/03 contracts are replacing, were awarded to Cherokee Enterprises, Inc. and URS Corporation Southern (now known as AECOM). The E09 PSAs expired in June 2015, however, AECOM is still actively working on a project for the DSWM that was authorized prior to contract expiration.

A Notice to Professional Consultants was issued on September 8, 2016, and at the First Tier meeting held on May 2, 2017, the Competitive Selection Committee ranked Stearns, Conrad and Schmidt, consulting Engineers, Inc., d/b/a SCS Engineers, as the highest ranking firm out of five proposals submitted. According to the Firm History Report, as provided by the Internal Services Department, the contractor has received 3 contracts with a total value of \$345,577.04, including a Change Order in the amount of \$122,277.04.

The five firms that submitted proposals are Amec Foster Wheeler Environment & Infrastructure, Inc.; Stearns, Conrad and Schmidt Consulting d/d/a SCS Engineers; Cherokee Enterprises, Inc.; AECOM Technical Services, Inc.; and T.Y. Lin International.

Tabulation Sheet for ISD Project No. E15-RER-03

Name of Firm	Total Qualitative Score	Final Rank
Amec Foster Wheeler Environment & Infrastructure, Inc.	431	3
Stearns, Conrad and Schmidt Consulting	437	1
Cherokee Enterprises, Inc.	436	2
AECOM Technical Services, Inc.	409	5
T.Y. Lin International	419	4

Stearns, Conrad and Schmidt Consulting d/b/a SCS Engineers committed to utilize the following certified SBE/AE firms: Longitude Surveyors, LLC to provide Technical Certification 15.01(Surveying and Mapping – Land Surveying) and 15.03 (Surveying and Mapping – Underground Utility Location) at 11 percent.

OCA's Division of Policy and Research performed a search of the technical certifications on the Business Management Work System on January 10, 2019.

The SBE A&E firms found in the 15.01 Technical Certification are listed below:

- Avino & Associates, Inc.
- Barnes, Ferland and Associates, Inc.
- Biscayne Engineering Company, Inc.
- E.R. Bronell & Associates, Inc.
- Hadonne Corp.
- HSQ Group, Inc.
- J. Bonfill & Associates, Inc.
- Juan C. Melendez
- Leiter, Perez and Associates, Inc.
- Longitude Surveyors, LLC
- Manuel G. Vera & Associates, Inc.
- Miller, Legg & Associates, Inc.
- Pinnacle Consulting Enterprises, Inc.
- Robayna and Associates, Inc.

**GOC Meeting: Jan. 15, 2019
Research Notes**

- Snubbs Consulting, Inc.

The SBE A&E firms found in the 15.03 Technical Certification are listed below:

- Barnes, Ferland & Associates, Inc.
- Hadonne Corp.
- J. Bonfill & Associates, Inc.
- Leiter, Perez and Associates, Inc.
- Longitude Surveyors, LLC
- Manuel G. Vera & Associates, Inc.
- Miller, Legg & Associates, Inc.
- Robayna and Associates, Inc.

ADDITIONAL INFORMATION

According to the Florida Department of State Division of Corporations website (Sunbiz.org), Stearns, Conrad and Schmidt, Consulting Engineers, Inc., has an active status as a Foreign Profit Corporation and first filed and registered on 12/21/1987. The principal address is registered as 3900 Kilroy Airport Way, Suite 100, Long Beach, CA 90806. Its registered agent is CT Corporation System, 1200 South Pine Island Road, Plantation, FL 33324.

<http://search.sunbiz.org/Inquiry/CorporationSearch/ByName>

DEPARTMENT INPUT

The Office of the Commission Auditor posed the following question to the Regulatory and Economic Resources Department, and received the following answers:

- Are these solicitations advertised on a yearly basis?
These PSAs usually have a term of 3 years, plus two 1 year renewal options. Therefore, they are advertised approximately every 5 years.
- Which firm is currently performing this work?
The E09-DERM-01/02 PSAs, which the E15-RER-01/02/03 contracts are replacing, were awarded to Cherokee Enterprises, Inc. and URS Corporation Southern (now known as AECOM). The E09 PSAs expired in June 2015, however, AECOM is still actively working on a project for the DSWM that was authorized prior to contract expiration.

**GOC Meeting: Jan. 15, 2019
Research Notes**

**Item No. 3E
File No. 182376**

Researcher: MF Reviewer: TD

RESOLUTION APPROVING THE NON-EXCLUSIVE PROFESSIONAL SERVICES AGREEMENT WITH NOVA CONSULTING, INC., IN AN AMOUNT NOT TO EXCEED \$1,100,000.00, TO PROVIDE ENVIRONMENTAL CLEANUP, COMPLIANCE AND RELATED SERVICES FOR PROJECT NO. E15-RER-02 FOR THE MIAMI-DADE DEPARTMENT OF TRANSPORTATION AND PUBLIC WORKS AND OTHER COUNTY DEPARTMENTS; AUTHORIZING THE USE OF CHARTER COUNTY TRANSIT SURTAX FUNDS FOR ELIGIBLE MIAMI-DADE DEPARTMENT OF TRANSPORTATION AND PUBLIC WORKS PROJECTS ONLY; AND AUTHORIZING THE COUNTY MAYOR OR COUNTY MAYOR'S DESIGNEE TO EXECUTE THE AGREEMENT AND TO EXERCISE THE PROVISIONS CONTAINED THEREIN

ISSUE/REQUESTED ACTION

Whether the Board should approve the non-exclusive Professional Services Agreement with Nova Consulting, Inc., in an amount not to exceed \$1,100,000.00, to provide environmental clean-up, compliance and related services for Project No. E15-RER-02 for the Miami-Dade Department of Transportation and Public Works and other County departments; whether the Board should authorize the use of Charter County Transit Surtax funds for eligible Miami-Dade Department of Transportation and Public Works projects only. The term of the contract will be for three years plus two, one-year renewal options.

APPLICABLE LEGISLATION/POLICY

Miami-Dade County Code, Section 2-8.1, requires formal sealed bids for purchases over \$250,000; describes the circumstances under which competitive bidding may be waived; establishes requirements for legacy purchases, designated purchases, and provides that procurement procedures shall be established via an Implementing Order.

https://library.municode.com/fl/miami-dade-county/codes/code-of-ordinances?nodeId=PTIICOOR_CH2AD_ARTIINGE_S2-8.1COPUGE

Miami-Dade County Code, Section 29-124(f), provides that “[n]o surtax proceeds may be used to pay the costs of a contract unless the Trust has submitted a recommendation to the County Commission regarding said contract award.”

<http://miamidade.fl.elaws.us/code/coordptiich29artxvi/sec29-124>

Florida Administrative Code, Chapters 62-780, provide the contaminated site clean-up criteria.

<https://www.flrules.org/gateway/ChapterHome.asp?Chapter=62-780>

Ordinance No. 02-116, adopted on July 9, 2002, imposes a one half of one percent Charter County Transit System Surtax authorized by Section 212.055(1), Florida Statutes on all transactions occurring in Miami-Dade County otherwise subject to the State tax imposed on sales, use, rentals, admissions and other transactions by Chapter 212, Florida Statutes; providing exceptions; providing limitations and procedures for administration and collection; providing for use of Surtax proceeds; granting Citizens; Independent Transportation Trust certain powers over the use and expenditure of Surtax proceeds.

<http://intra/gia/matter.asp?matter=022196&file=false&yearFolder=Y2002>

Miami-Dade County Code, Section 2-10.4, governs the County's acquisition of professional architectural, engineering, landscape architectural or land surveying and mapping services.

https://library.municode.com/fl/miami-dade-county/codes/code-of-ordinances?nodeId=PTIICOOR_CH2AD_ARTIINGE_S2-10.4ACPRARENLAARLASUMASE

GOC Meeting: Jan. 15, 2019
Research Notes

Miami-Dade County Code, Section 2-10.4.01, sets forth the County's Small Business Enterprise Architecture and Engineering Program.

https://library.municode.com/fl/miami-dade-county/codes/code-of-ordinances?nodeId=PTIICOOR_CH2AD_ARTIINGE_S2-10.4.01SMBUENARENPR

Administrative Order No. 3-39 establishes the County's policies and procedures for user departments for the construction of capital improvements, acquisition of professional services, construction contracting, change orders and reporting.

<http://www.miamidade.gov/aopdfdoc/aopdf/pdffiles/AO3-39.pdf>

Implementing Order No. 3-32 sets forth the County's procedures for the Community Business Enterprise Program for the purchase of professional architectural, landscape architectural, engineering or surveying and mapping services.

<http://www.miamidade.gov/aopdfdoc/aopdf/pdffiles/IO3-32.pdf>

Resolution No. R-187-12, adopted by the Board on February 21, 2012, directs the County Mayor to include due diligence information in memoranda recommending certain contract awards.

<http://intra/gia/matter.asp?matter=120287&file=true&yearFolder=Y2012>

PROCEDURAL HISTORY

Prime Sponsor: N/A

Department/Requester: Regulatory and Economic Resources

The proposed resolution has no procedural history.

ANALYSIS

The proposed resolution seeks the Board's approval of the non-exclusive Professional Services Agreement with Nova Consulting, Inc., in an amount not to exceed \$1,100,000.00, to provide environmental clean-up, compliance and related services for Project No. E15-RER-02 for the Miami-Dade Department of Transportation and Public Works and other County departments. The term of the contract will be for three years plus two, one-year renewal options. The proposed resolution also requests the Board to authorize the use of Charter County Transit Surtax funds for eligible Miami-Dade Department of Transportation and Public Works projects only.

This contract is a work order driven PSA for environmental professional services for clean-up and compliance related tasks. The tasks to be performed are not pre-determined, but will be authorized based on specific requests for services from various County departments. These PSAs usually have a term of 3 years, plus two 1 year renewal options. Therefore, they are advertised approximately every 5 years.

The proposed scope of work includes the following:

- Performing environmental assessment or rehabilitation and related tasks, including drilling, surveying and mapping, and laboratory analytical services at Miami-Dade County-owned and operated sites;
- Performing services related to the modification, repair, removal, replacement, installation or abandonment of any underground or above-ground storage systems, and related tasks, necessary for the investigation, prevention or clean-up of contamination;
- Performing services as design professionals and duties related to construction management for environmentally related construction tasks; and
- Performing other related environmental work, not identified above, necessary for investigation or prevention of potential or known contamination.

**GOC Meeting: Jan. 15, 2019
Research Notes**

The E09-DERM-01/02 PSAs, which the E15-RER-01/02/03 contracts are replacing, were awarded to Cherokee Enterprises, Inc. and URS Corporation Southern (now known as AECOM). The E09 PSAs expired in June 2015, however, AECOM is still actively working on a project for the DSWM that was authorized prior to contract expiration.

A Notice to Professional Consultants was issued on August 26, 2016, and at the First Tier meeting held on May 2, 2017, the Competitive Selection Committee ranked Nova Consulting, Inc. as the highest ranking firm out of two proposals submitted, and determined that the firm met the minimum qualifications required. According to the Firm History Report, as provided by the Internal Services Department, the contractor has received 5 contracts with a total value of \$30,468,438, including 1 Change Order in the amount of \$8,000,000.

The two firms that submitted proposals are EBS Engineering, Inc. and Nova Consulting, Inc.

Tabulation Sheet for ISD Project No. E15-RER-02

Name of Firm	Total Qualitative Score	Final Rank
EBS Engineering, Inc.	419	2
Nova Consulting, Inc.	429	1

Nova Consulting, Inc. committed to perform Technical Certification 10.05 (Environmental Engineering – Contamination Assessment and Monitoring), 10.06 (Environmental Engineering – Remedial Action Plan Design), 10.07 (Environmental Engineering – Remedial Action Plan Implementation/Operation/Maintenance), 16.00 (General Civil Engineering) and 17.00 (Engineering Construction Management).

OCA's Division of Policy and Research performed a search of the technical certifications on the Business Management Work System on January 10, 2019.

The SBE A&E firms found in the 10.05 Technical Certification are listed below:

- A.D.A. Engineering, Inc.
- American Testing Materials Engineering, LLC
- Barnes, Ferland & Associates, Inc.
- B.N.D. Engineers, Inc.
- E. Sciences, Inc.
- EBS Engineering, Inc.
- Environmental Regulatory Compliance, Inc.
- G.M. Selby, Inc.
- Geosol, Inc.
- GIT Consulting, LLC
- Milian, Swain & Associates, Inc.
- Nadic Engineering Services, Inc.
- Nova Consulting, Inc.
- Nutting Engineers of Florida, Inc.
- R.J. Behar & Company, Inc.

The SBE A&E firms found in the 10.06 Technical Certification are listed below:

**GOC Meeting: Jan. 15, 2019
Research Notes**

- American Testing Materials Engineering, LLC
- Barnes, Ferland & Associates, Inc.
- B.N.D. Engineers, Inc.
- E. Sciences, Inc.
- EBS Engineering, Inc.
- Nadic Engineering Services, Inc.
- Nova Consulting, Inc.

The SBE A&E firms found in the 10.07 Technical Certification are listed below:

- American Testing Materials Engineering, LLC
- Barnes, Ferland & Associates, Inc.
- B.N.D. Engineers, Inc.
- EBS Engineering, Inc.
- Nova Consulting, Inc.
- Robayna & Associates, Inc.

ADDITIONAL INFORMATION

According to the Florida Department of State Division of Corporations website (Sunbiz.org), Nova Consulting, Inc., has an active status as a Florida Profit Corporation and first filed and registered on 5/5/1995. The principal address is registered as 10486 NW 31st Terrace, Doral FL 33172. Its registered agent is Johanna Gamboa Moas, 14359 Miramar Parkway, Suite 304, Miramar, FL 33027.

<http://search.sunbiz.org/Inquiry/CorporationSearch/ByName>

DEPARTMENT INPUT

The Office of the Commission Auditor posed the following question to the Regulatory and Economic Resources Department, and received the following answers:

- Are these solicitations advertised on a yearly basis?
These PSAs usually have a term of 3 years, plus two 1 year renewal options. Therefore, they are advertised approximately every 5 years.
- Which firm is currently performing this work?
The E09-DERM-01/02 PSAs, which the E15-RER-01/02/03 contracts are replacing, were awarded to Cherokee Enterprises, Inc. and URS Corporation Southern (now known as AECOM). The E09 PSAs expired in June 2015, however, AECOM is still actively working on a project for the DSWM that was authorized prior to contract expiration.

**GOC Meeting: Jan. 15, 2019
Research Notes**

**Item No. 3F
File No. 182377**

Researcher: MF Reviewer: TD

RESOLUTION APPROVING THE NON-EXCLUSIVE PROFESSIONAL SERVICES AGREEMENT WITH STEARNS, CONRAD AND SCHMIDT, CONSULTING ENGINEERS, INC. DBA SCS ENGINEERS, IN AN AMOUNT NOT TO EXCEED \$550,000.00, TO PROVIDE ENVIRONMENTAL CLEANUP, COMPLIANCE AND RELATED SERVICES FOR MIAMI-DADE DEPARTMENT OF TRANSPORTATION AND PUBLIC WORKS AND OTHER COUNTY DEPARTMENTS, PROJECT NO. E15-RER-01; AND AUTHORIZING THE COUNTY MAYOR OR COUNTY MAYOR'S DESIGNEE TO EXECUTE THE AGREEMENT AND TO EXERCISE THE PROVISIONS CONTAINED THEREIN

ISSUE/REQUESTED ACTION

Whether the Board should approve the non-exclusive Professional Services Agreement with Stearns, Conrad and Schmidt, Consulting Engineers, Inc., d/b/a SCS Engineers, in an amount not to exceed \$550,000.00, to provide environmental clean-up, compliance and related services for Project No. E15-RER-01 for the Miami-Dade Department of Transportation and Public Works and other County departments; whether the Board should authorize the use of Charter County Transit Surtax funds for eligible Miami-Dade Department of Transportation and Public Works projects only. The term of the contract will be for three years plus two, one-year renewal options.

APPLICABLE LEGISLATION/POLICY

Miami-Dade County Code, Section 2-8.1, requires formal sealed bids for purchases over \$250,000; describes the circumstances under which competitive bidding may be waived; establishes requirements for legacy purchases, designated purchases, and provides that procurement procedures shall be established via an Implementing Order.

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Miami-Dade County Code, Section 29-124(f), provides that “[n]o surtax proceeds may be used to pay the costs of a contract unless the Trust has submitted a recommendation to the County Commission regarding said contract award.”

http://miamidade.fl.elaws.us/code/coordptiii_ch29_artxvi_sec29-124

Florida Administrative Code, Chapters 62-780, provide the contaminated site clean-up criteria.

<https://www.flrules.org/gateway/ChapterHome.asp?Chapter=62-780>

Ordinance No. 02-116, adopted on July 9, 2002, imposes a one half of one percent Charter County Transit System Surtax authorized by Section 212.055(1), Florida Statutes on all transactions occurring in Miami-Dade County otherwise subject to the State tax imposed on sales, use, rentals, admissions and other transactions by Chapter 212, Florida Statutes; providing exceptions; providing limitations and procedures for administration and collection; providing for use of Surtax proceeds; granting Citizens; Independent Transportation Trust certain powers over the use and expenditure of Surtax proceeds.

<http://intra/gia/matter.asp?matter=022196&file=false&yearFolder=Y2002>

Miami-Dade County Code, Section 2-10.4, governs the County's acquisition of professional architectural, engineering, landscape architectural or land surveying and mapping services.

https://library.municode.com/fl/miami-dade-county/codes/code_of_ordinances?nodeId=PTIICOOR_CH2AD_ARTIINGE_S2-10.4ACPRARENLAARLASUMASE

GOC Meeting: Jan. 15, 2019
Research Notes

Miami-Dade County Code, Section 2-10.4.01, sets forth the County's Small Business Enterprise Architecture and Engineering Program.

https://library.municode.com/fl/miami-dade-county/codes/code-of-ordinances?nodeId=PTIICOOR_CH2AD_ARTIINGE_S2-10.4.01SMBUENARENPR

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<http://www.miamidade.gov/aopdfdoc/aopdf/pdffiles/AO3-39.pdf>

Implementing Order No. 3-32 sets forth the County's procedures for the Community Business Enterprise Program for the purchase of professional architectural, landscape architectural, engineering or surveying and mapping services.

<http://www.miamidade.gov/aopdfdoc/aopdf/pdffiles/IO3-32.pdf>

Resolution No. R-187-12, adopted by the Board on February 21, 2012, directs the County Mayor to include due diligence information in memoranda recommending certain contract awards.

<http://intra/gia/matter.asp?matter=120287&file=true&yearFolder=Y2012>

PROCEDURAL HISTORY

Prime Sponsor: N/A

Department/Requester: Regulatory and Economic Resources

The proposed resolution has no procedural history.

ANALYSIS

The proposed resolution seeks the Board's approval of the non-exclusive Professional Services Agreement with Stearns, Conrad and Schmidt, Consulting Engineers, Inc., d/b/a SCS Engineers, in an amount not to exceed \$550,000.00, to provide environmental clean-up, compliance and related services for Project No. E15-RER-01 for the Miami-Dade Department of Transportation and Public Works and other County departments. The term of the contract will be for three years plus two, one-year renewal options. The proposed resolution also requests the Board to authorize the use of Charter County Transit Surtax funds for eligible Miami-Dade Department of Transportation and Public Works projects only.

This contract is a work order driven PSA for environmental professional services for clean-up and compliance related tasks. The tasks to be performed are not pre-determined, but will be authorized based on specific requests for services from various County departments. These PSAs usually have a term of 3 years, plus two 1 year renewal options. Therefore, they are advertised approximately every 5 years.

The proposed scope of work includes the following:

- Performing environmental assessment or rehabilitation and related tasks, including drilling, surveying and mapping, and laboratory analytical services at Miami-Dade County-owned and operated sites;
- Performing services related to the modification, repair, removal, replacement, installation or abandonment of any underground or above-ground storage systems, and related tasks, necessary for the investigation, prevention or clean-up of contamination;
- Performing services as design professionals and duties related to construction management for environmentally related construction tasks; and
- Performing other related environmental work, not identified above, necessary for investigation or prevention of potential or known contamination.

**GOC Meeting: Jan. 15, 2019
Research Notes**

The E09-DERM-01/02 PSAs, which the E15-RER-01/02/03 contracts are replacing, were awarded to Cherokee Enterprises, Inc. and URS Corporation Southern (now known as AECOM). The E09 PSAs expired in June 2015, however, AECOM is still actively working on a project for the DSWM that was authorized prior to contract expiration.

A Notice to Professional Consultants was issued on September 7, 2016, and at the First Tier meeting held on May 2, 2017, the Competitive Selection Committee ranked Stearns, Conrad and Schmidt, Consulting Engineers, Inc., d/b/a SCS Engineers as the highest ranking firm out of five proposals submitted. According to the Firm History Report, as provided by the Internal Services Department, the contractor has received 3 contracts with a total value of \$345,577.04, including a Change Order in the amount of \$122,277.04.

The five firms that submitted proposals are Amec Foster Wheeler Environment & Infrastructure, Inc.; Stearns, Conrad and Schmidt Consulting d/d/a SCS Engineers; Cherokee Enterprises, Inc.; AECOM Technical Services, Inc.; and T.Y. Lin International.

Tabulation Sheet for ISD Project No. E15-RER-01

Name of Firm	Total Qualitative Score	Final Rank
Amec Foster Wheeler Environment & Infrastructure, Inc.	431	3
Stearns, Conrad and Schmidt Consulting	438	1
Cherokee Enterprises, Inc.	435	2
AECOM Technical Services, Inc.	412	5
T.Y. Lin International	422	4

All proposers – with the exception of Cherokee Enterprises, Inc. – completed a Prime and Subcontractor Information form for itself and each member of their team and were successful in ensuring that they and all of their subcontractors were registered in the Department of Transportation and Public Work's Labor Compliance software. Cherokee will be given the opportunity to cure this issue prior to award. A numerical DBE goal was not established for this project

ADDITIONAL INFORMATION

According to the Florida Department of State Division of Corporations website (Sunbiz.org), Stearns, Conrad and Schmidt, Consulting Engineers, Inc., has an active status as a Foreign Profit Corporation and first filed and registered on 12/21/1987. The principal address is registered as 3900 Kilroy Airport Way, Suite 100, Long Beach, CA 90806. Its registered agent is CT Corporation System, 1200 South Pine Island Road, Plantation, FL 33324.

<http://search.sunbiz.org/Inquiry/CorporationSearch/ByName>

DEPARTMENT INPUT

The Office of the Commission Auditor posed the following question to the Regulatory and Economic Resources Department, and received the following answers:

- Are these solicitations advertised on a yearly basis?
These PSAs usually have a term of 3 years, plus two 1 year renewal options. Therefore, they are advertised approximately every 5 years.
- Which firm is currently performing this work?
The E09-DERM-01/02 PSAs, which the E15-RER-01/02/03 contracts are replacing, were awarded to Cherokee Enterprises, Inc. and URS Corporation Southern (now known as AECOM). The E09

GOC Meeting: Jan. 15, 2019
Research Notes

PSAs expired in June 2015, however, AECOM is still actively working on a project for the DSWM that was authorized prior to contract expiration.

**GOC Meeting: Jan. 15, 2019
Research Notes**

**Item No. 3G
File No. 182995**

Researcher: LE Reviewer: TD

RESOLUTION APPROVING GRANT AGREEMENT NO. 17DA1 WITH THE FLORIDA DEPARTMENT OF ENVIRONMENTAL PROTECTION WHICH PROVIDES UP TO \$149,400.00 TO MIAMI-DADE COUNTY FOR THE BAKER'S HAULOVER INLET FEASIBILITY STUDY WITH A COUNTY MATCH OF UP TO \$49,800.00; RATIFYING THE EXECUTION OF SAID GRANT AGREEMENT; AND AUTHORIZING THE COUNTY MAYOR OR COUNTY MAYOR'S DESIGNEE TO EXERCISE ALL RIGHTS CONTAINED THEREIN

ISSUE/REQUESTED ACTION

Whether the Board approve and ratify Grant Agreement No. 17DA1 with the Florida Department of Environmental Protection which provides up to \$149,400.00 to Miami-Dade County for the Baker's Haulover Inlet feasibility study with a County match of up to \$49,800.00.

APPLICABLE LEGISLATION/POLICY

Resolution No. R-90-14, adopted on February 4, 2014, ratifies executing an interlocal agreement with the Florida Inland Navigation District for monitoring activities associated with maintenance dredging in the vicinity of Baker's haulover Inlet and the Intracoastal Waterway.

<http://intra/gia/matter.asp?matter=140142&file=true&yearFolder=Y2014>

PROCEDURAL HISTORY

Prime Sponsor: None

Department/Requester: Regulatory and Economic Resources

This item has no procedural history.

ANALYSIS

The proposed resolution approves and ratifies Grant Agreement No. 17DA1 with the Florida Department of Environmental Protection which provides up to \$149,400.00 to Miami-Dade County for the Baker's Haulover Inlet feasibility study.

The total project cost is \$199,000.00 with \$149,400.00 paid by the Florida Department of Environmental Protection (FDEP) (75 percent) and \$49,800.00 (25 percent) by the County. The County will be reimbursed up to \$149,400 for the State's share of the Study. The County's match will be paid from the Beach – Erosion Mitigation and Renourishment Capital Project in the FY 2018-19 Adopted Budget and Multi-Year Capital Plan. The County will also submit invoices to FDEP for reimbursement of up to \$149,400 for the State's share of the cost of the study.

On March 2014, the U.S. Army Corps of Engineers conducted maintenance dredging of the Intracoastal Waterway in the vicinity of the Baker's Haulover Inlet. The dredged sand was used to renourish a 1,000 foot segment of beach in the Town of Bal Harbour with placement starting approximately 1,000 feet south of the Haulover Inlet. Additionally, environmental monitoring assessments were made that included seagrass, benthic surveys, sea turtle monitoring, and beach compaction monitoring.

Through the County's procurement process, Moffatt & Nichol have been selected as a consultant in coordination with FDEP to develop the scope of the study and prepare a proposal. The scope of the project is to conduct a feasibility study to assess the sediment budget at the Baker's Haulover Inlet for an update to the Inlet Management Plan. Specifically, the study evaluates the disruption of the longshore sand migration patterns and how to prevent the flow of sand to downstream beaches. Surveys of the water depths will allow measurement of sand accumulation rates and volumes on inshore and offshore shoals.

GOC Meeting: Jan. 15, 2019
Research Notes

Meetings will be held subsequent to the study with the County, FDEP, and stakeholders to discuss the results of the study and inlet management alternatives to mitigate the sand flow disruption across the inlet. The alternatives will be modeled and recommended in the updated Inlet Management Plan. However, the FDEP has stated that no modifications to the inlet will be considered until the Inlet Management Plan is updated and it was last updated in 1997. The consultants, Moffatt & Nichol, have been issued a work order in February 2018 to conduct the study and it is expected to be completed in March 2019.

The terms of the Standard Grant Agreement with the FDEP begin July 1, 2017 and are set to expire October 1, 2020.

ADDITIONAL INFORMATION

The Bakers Haulover Inlet Management Implementation Plan contains corrective measures to mitigate the impacts of the inlet. The three primary recommendations are continued maintenance dredging with beach disposal in areas of greatest need based on the comprehensive monitoring program, periodic nourishment of the downdrift shoreline from offshore borrow sites, implementation of a comprehensive beach and offshore monitoring program provided that the monitored areas are located within the influence of the inlet.

https://floridadep.gov/sites/default/files/bkr_hlvr.pdf