



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

Health Care and County Operations
Committee (HCCO) Meeting

May 16, 2019
9:30 A.M.
Commission Chambers

Yinka Majekodunmi, CPA
Commission Auditor
Office of the Commission Auditor (OCA)
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Miami, FL 33128
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Research Notes**

**Item No. 3C
File No. 191052**

Researcher: IL Reviewer: TD

RESOLUTION APPROVING AWARD OF CONTRACT NO. FB-00970 GROUP NO. 1 FOR THE PURCHASE OF BRIDGE CRANE AND HOIST PREVENTATIVE MAINTENANCE, AND ESTABLISHING AN OPEN PREQUALIFICATION POOL FOR GROUP NO. 2 OF CONTRACT NO. FB-00970 FOR THE PURCHASE OF NEW CRANES, BRIDGE CRANES AND HOISTS FOR MULTIPLE DEPARTMENTS FOR A FIVE-YEAR TERM IN AN AMOUNT NOT TO EXCEED \$3,394,000.00; AUTHORIZING THE COUNTY MAYOR OR COUNTY MAYOR'S DESIGNEE TO GIVE NOTICE OF AWARD FOR GROUP NO. 1, ISSUE THE APPROPRIATE PURCHASE ORDERS TO GIVE EFFECT TO SAME AND EXERCISE ALL PROVISIONS OF THE CONTRACT PURSUANT TO SECTION 2-8.1 OF THE CODE OF MIAMI-DADE COUNTY, FLORIDA AND IMPLEMENTING ORDER 3-38; AND AUTHORIZING THE COUNTY MAYOR OR COUNTY MAYOR'S DESIGNEE TO SOLICIT PRICING FOR GROUP NO. 2, 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 approve a contract award to Equipment Repair, Inc., (Group 2), Material Handling Systems, Inc., (Group 2) and Sunshine Hoist & Steel Erectors Inc. (Group 1 and 2) for Group 1 - Preventative Maintenance, Parts, Repairs, and Testing and Group 2 - Purchase of New Cranes, Bridge Cranes, and Hoists for a five-year term for an amount not to exceed \$3,394,000.

PROCEDURAL HISTORY

Prime Sponsor: N/A

Department/Requester: Internal Services Department

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

ANALYSIS

This item proposes that the Board approve a contract award for the purchase of Group 1 - Preventative Maintenance, Parts, Repairs, and testing that includes annual service, inspection and repair of roughly 280 cranes, bridge cranes and hoists. Servicing may include lubrication, repairing damaged housing, replacing frayed or loose cables, replacing switches, disc brakes and motor brakes, fixing leaks and other operational issues as required and Group 2 – a prequalification pool to allow the Purchase of New Cranes, Bridge Cranes, and Hoists. Departments will utilize this contract for bi-annual and annual inspections, maintenance and repair on existing installed cranes, bridge cranes and hoists at County facilities, as well as to purchase new and unused cranes, bridge cranes and hoists when existing systems reach the end of their operational lifespan.

The fiscal impact for this award is forecasted to be \$3,394,000. It is replacing the current contract 9285/018 valued at \$3,416,400 set to expire on July 31, 2019. The annual allocation is \$4,480.00 less than on the proposed contract. The two awarded firms are incumbents.

Market research was conducted with the help of the client department with the largest allocation and most equipment on the incumbent pool as there are currently no standalone contracts for acquisition of new cranes/bridge cranes and hoists. Due to established need at the client department level, an additional group was postulated that would serve as a prequalification pool of vendors that are able to apply the County with equipment that could replace units slated to be retired or discontinued from

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service, or due to safety hazard. An internet search completed by Internal Services Procurement Division, Procurement Division provided the following vendors who could meet this need:

- North American Equipment Sales Co
- Sunshine Hoist & Steel Erectors, Inc.
- Material Handling Systems, Inc.
- Eperson Cranes, Inc.
- Equipment Repair Co, Inc.

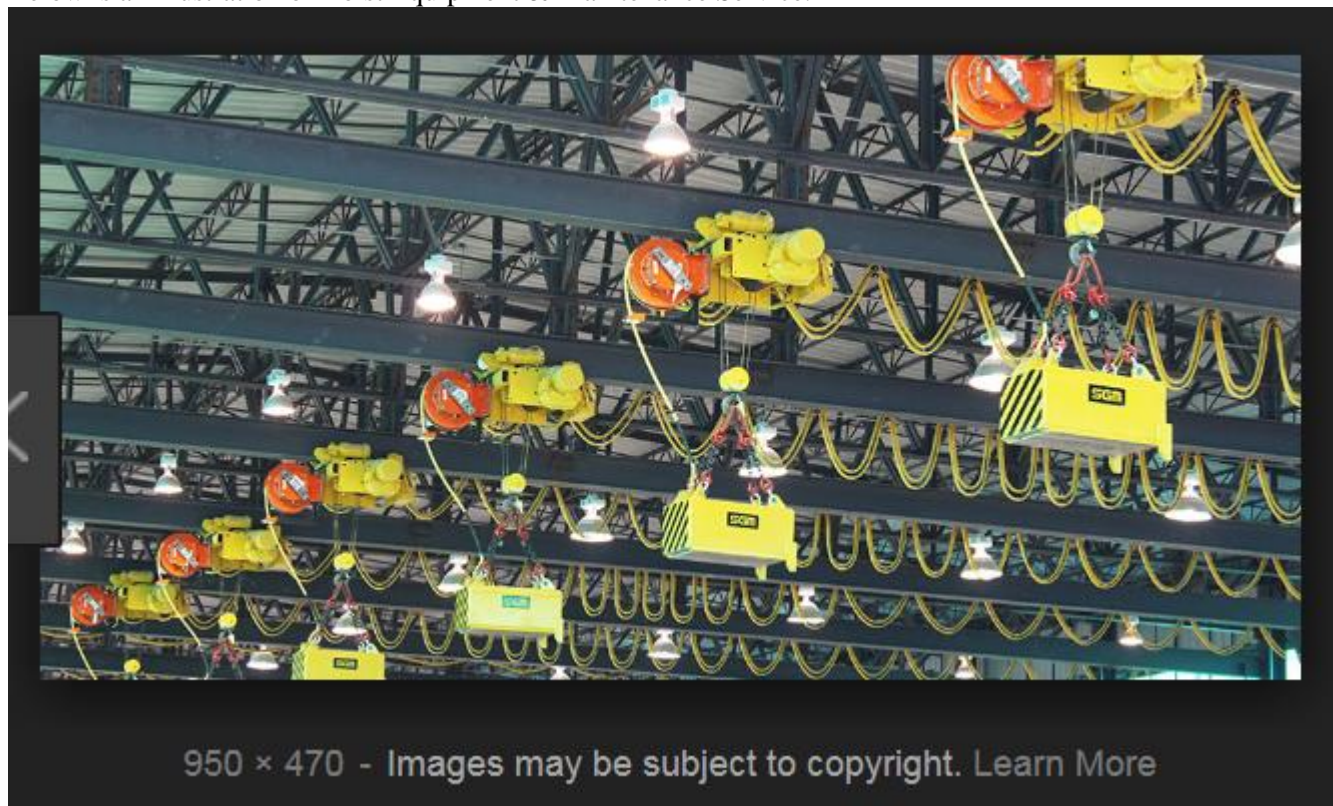
Accordingly, the solicitation was advertised on December 26, 2019, and one vendor responded to the group one solicitation and two vendors responded to the group 2 solicitation. All three submittals are being recommended for the group 2 solicitation.

OCA conducted a review of the awarded firms on the Sunbiz, the official website of the Division of Corporations for the State of Florida. The principal address for Equipment Repair Co., Inc., is 2601 West 3rd Court, Hialeah, FL 33010. The principal address for Sunshine Hoist & Steel Erectors Inc., is 6201 S.W. 121st Street, Miami, FL 33156. A review of both firms was conducted on the Westlaw system and no negative findings were observed.

OCA conducted a search on Business management workforce system on the commodity code for this procurement which are 92933 (Cranes: Backhoe, Dragline, Clamshell, Etc., Maintenance and Repair) 92947 (Lifts and Hoists, Maintenance and Repair). A search for local certified small business firms under those codes yielded zero results.

Additional Information:

Below is an illustration of Hoist Equipment & Maintenance Service.



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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=PTIIICOR_CH2AD_ARTIINGE_S2-8.1COPUGE](https://library.municode.com/fl/miami/codes/code_of_ordinances?nodeId=PTIIICOR_CH2AD_ARTIINGE_S2-8.1COPUGE)

Resolution No. R-716-12, adopted 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 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-1011-15, adopted November 3, 2015, directs the County Mayor to require that vendors provide addresses of all local branch offices and headquarters and the number and percentage of local residents such vendors employ in a memoranda to the Board.

<http://intra/gia/matter.asp?matter=152271&file=true&yearFolder=Y2015>

Resolution No. R-477-18, adopted 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-140-15, adopted February 3, 2015, directs the County Mayor to conduct a full review, prior to the 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 and to include such information in recommendations to the Board.

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

Resolution No. 718-17, adopted 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 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-85-14, adopted January 22, 2014, awarded a contract for the purchase of preventative maintenance, parts, and repairs services for bridge cranes and hoists used by various County departments. The amount requested for the five-year term is \$3,406,000.00.

<http://www.miamidade.gov/govaction/legistarfiles/Matters/Y2013/132342.pdf>

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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**Item No. 3D
File No. 191072**

Researcher: IL Reviewer: TD

RESOLUTION AUTHORIZING ESTABLISHMENT OF PREQUALIFICATION POOL RTQ-01107 IN A TOTAL AMOUNT UP TO \$7,662,000.00 FOR THE PURCHASE OF CANOPY AND AWNING PURCHASE, REPAIR, AND MATERIALS FOR MULTIPLE DEPARTMENTS FOR A FIVE-YEAR TERM; 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; AND AUTHORIZING THE USE OF CHARTER COUNTY TRANSPORTATION SURTAX FUNDS ON ELIGIBLE PURCHASES FOR SUCH PURPOSES

ISSUE/REQUESTED ACTION

Whether the Board should authorize the establishment of Prequalification Pool No. RTQ-01107, for the purchase of canopy and awning purchase, repair, and materials for multiple departments in a total amount up to \$7,662,000.00 for a five year term.

PROCEDURAL HISTORY

Prime Sponsor: None

Department/Requester: Internal Services Department

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

ANALYSIS

The proposed item requests that Board approve the establishment of Prequalification Pool RTQ-01107 for the purchase the purchase of canopy and awning purchase, repair, and materials for multiple departments as these canopies and awnings are installed countywide at various locations such as walkways, parking lots, building entrances, aircraft operating areas, cruise ship terminals, and at bus shelters along the South Dade Transit way.

The proposed pool replaces the current pool – Contract No. 6939-0/15. The current pool was approved by the Board on December 7, 2010 for a five year term and was extended on January 20, 2016 for five additional years. It is scheduled to expire on February 28, 2021. The annual allocation on the current contract is \$807,600.00. The current allocation for the proposed pool is \$1,532,400.00, an increase of \$724,800.00 annually.

The requisition for this solicitation was posted on December 31, 2018, and the solicitation opening date was January 14, 2019. Five vendors responded to the solicitation with one vendor submitting a “No Bid”. Three of the five are being recommended for inclusion in the pool. Two of the three are local businesses, of which one is certified Small Business Enterprise (SBE) firm

The fiscal impact for the five-year term is \$7,662,000. The allocation is based on estimated usage over the pool's term.

OCA conducted a review of the three firms recommended into this pool on Sunbiz the official website for the Division of Corporations for the State of Florida. The following details were verified in Sunbiz, “Industrial Shadeports, Inc.,” has a principal address 1975 N.W. 18 Street, Pompano Beach, FL 33069, “No Equal Design Company”, has a principal address 6995 N.W. 46 Street Suite A, Miami, FL 33166 and “Paradise Awnings Corporation” (SBE), has a principal address 4310 N.W. 36 Avenue, Miami, FL 33142 for this replacement pool. All are incumbents under the current pool. The firms “No Equal Design Company” and “Paradise Awnings Corporation”. As of May 15, 2019 all of the vendors being recommended

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have active accounts with the Tax Collectors office. A search was conducted in the Westlaw legal system and did not find any of the three firms with any open cases.

The commodity codes for this procurement found on the SBD Project Worksheet are: 87010 (Awnings, Cloth); and 87022 (Awnings, Vinyl). OCA conducted a search on the Business Management Workforce System under the codes on May 15, 2019 and it yielded the following certified small business vendors:

- AWNINGS BY DESIGN, CORP Miami, FL SBE-G&S
- FLEX FLORIDA CORP. DBA BEST AWNINGS, DBA BEST AWNINGS Miami, FL SBE-G&S
- MIAMI BEACH AWNING CO.,DBA MIAMI AWNING CO. Miami, FL SBE-G&S

ADDITIONAL INFORMATION:

Below is an illustration of a busway shelter that is damaged.



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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 Implementing Order (I.O.) and approved by the Board.

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[https://library.municode.com/fl/miami -
dade-county/codes/code-of-ordinances?nodeId=PTIIICOR_CH2AD_ARTIINGE_S2-8.1COPUGE](https://library.municode.com/fl/miami-dade-county/codes/code-of-ordinances?nodeId=PTIIICOR_CH2AD_ARTIINGE_S2-8.1COPUGE)

Resolution No. R-716-12, adopted 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 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 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-140-15, adopted 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>

Resolution No. 718-17, adopted 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 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-1032-18, adopted October 2, 2018, directs the Mayor to conduct a procurement to establish a pool of qualified vendors available on a push-button basis for the repair or replacement of awnings and canopies along the South-Dade Transitway.

<http://www.miamidade.gov/govaction/matter.asp?matter=182125&file=true&fileAnalysis=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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**Item No. 3H
File No. 191067**

Researcher: LE Reviewer: TD

RESOLUTION RATIFYING THE ACTION OF THE COUNTY MAYOR OR THE COUNTY MAYOR'S DESIGNEE, ACTING AS FISCAL AGENT FOR THE ELEVENTH JUDICIAL CIRCUIT OF FLORIDA AS AUTHORIZED BY RESOLUTION NO. R-79-03, IN APPLYING FOR GRANT FUNDS FROM THE UNITED STATES DEPARTMENT OF HEALTH AND HUMAN SERVICES, SUBSTANCE ABUSE AND MENTAL HEALTH SERVICES ADMINISTRATION IN THE AMOUNT OF \$2,000,000.00 FOR THE MIAMI-DADE COUNTY OPIOID RESPONSE PARTNERSHIP EXPANSION PROJECT; AUTHORIZING THE COUNTY MAYOR OR THE COUNTY MAYOR'S DESIGNEE, AS THE FISCAL AGENT FOR THE ELEVENTH JUDICIAL CIRCUIT OF FLORIDA, TO EXECUTE AMENDMENTS TO THE GRANT APPLICATION, TO RECEIVE ANY GRANT FUNDS THAT ARE AWARDED, TO EXECUTE SUCH CONTRACTS, AGREEMENTS, AND MEMORANDA OF AGREEMENT AS MAY BE REQUIRED BY PROGRAM GUIDELINES IN ASSOCIATION WITH THE GRANT, AND TO EXERCISE TERMINATION AND MODIFICATION PROVISIONS CONTAINED THEREIN; AND AUTHORIZING THE COUNTY MAYOR OR THE COUNTY MAYOR'S DESIGNEE, AS FISCAL AGENT FOR THE ELEVENTH JUDICIAL CIRCUIT OF FLORIDA, TO APPLY FOR AND RECEIVE ADDITIONAL FUTURE FUNDS THAT MAY BECOME AVAILABLE FOR THIS PROJECT AND EXECUTING ANY CONTRACTS, AGREEMENTS, OR MEMORANDA OF AGREEMENT THAT MAY BE NECESSARY FOR THE RECEIPT OF SUCH FUTURE AVAILABLE FUNDS

ISSUE/REQUESTED ACTION

Whether the Board should ratify the County Mayor's fiscal agent for the Eleventh Judicial Circuit of Florida in applying for grant funds from the U.S. Department of Health and Human Services and execute the grant including a memoranda of agreement.

PROCEDURAL HISTORY

Prime Sponsor: None

Department/Requester: Office of Management and Budget

This item does not have a procedural history.

ANALYSIS

The purpose of this item is to ratify the County Mayor as an acting fiscal agent for the Eleventh Judicial Circuit of Florida in applying for grant funds from the U.S. Department of Health and Human Services, Substance Abuse and Mental Health Services Administration (SAMHSA) in the amount of \$2,000,000 for the Miami-Dade County Opioid Response Partnership Expansion Project. This item also authorized authorizes executing amendments to the grant application and authorize applying and receiving additional future funds.

This item has no fiscal impact towards the County. The grant request is for \$2,000,000 and does not require matching funds.

The Eleventh Judicial Court in a collaborative partnership with Jackson Health System and the Behavioral Science Research Institute implements the Opioid Response Partnership Expansion Project. The project provides treatment and recovery support to offenders using other substances/alcohol in addition to opioid use disorder, and mental health problems. The project spans 200 clients, 40 clients per year over five years. Jackson Health System who will receive a sub-award of \$298,116 to provide treatment to project participants and the Behavioral Science Research Institute, will receive \$20,000 to conduct the required project evaluation.

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The Adult Drug Court seeks to expand access to outpatient medication assisted treatment and mental health services to individuals who have a primary opioid or substance use and mental health disorder diagnosis, and to those who may experience these diagnoses while incarcerated in order to facilitate stabilization and rehabilitation upon release.

APPLICABLE LEGISLATION/POLICY

Resolution No. R-79-03 adopted January 14, 2003, approves the designation of Miami-Dade County as a fiscal agent for the Eleventh Judicial Circuit of Florida in connection with certain grants provided to the circuit.

<http://intra/gia/matter.asp?matter=030133&file=false&yearFolder=Y2003>