



**OFFICE OF THE COMMISSION AUDITOR
MIAMI-DADE BOARD OF COUNTY COMMISSIONERS**

**COMMISSION AUDITOR'S
INFORMATIONAL RESEARCH**

BOARD OF COUNTY COMMISSIONERS MEETING

March 1, 2022

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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**BCC Meeting:
March 1, 2022
Research Notes**

**Item No. 3A1
File No. 220308**

Research: CB / Reviewer: SC

RESOLUTION APPROVING THE CITY OF MIAMI BEACH CODESIGNATION OF THAT PORTION OF MERIDIAN AVENUE FROM DADE BOULEVARD TO WEST 28TH STREET AS “RABBI SOLOMON SCHIFF WAY”

Prime Sponsor: Commissioner Sally A. Heyman, District 4.

Requester: None

Committee Action Date: None

RESEARCH FINDINGS

OCA completed the required background check on “Rabbi Solomon Schiff” and noted no adverse findings. OCA determined that there is no prior Board of County Commissioners (BCC) codesignation for “Rabbi Solomon Schiff” and verified that “Rabbi Solomon Schiff” is deceased. OCA is providing this report as a Supplement to BCC Agenda File Item No. 220308.

FINANCIAL ANALYSIS

N/A

ADDITIONAL INFORMATION

1. Bulleted below is the relevant legislation relating to the background research process:
 - [Section 2-1](#) Rule 9.02(f) of the Code requires OCA to conduct background research 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 prepare a report detailing the findings of said research prior to the Commission meeting during which the item is scheduled to be considered.
2. In order to vet applicants for County Boards, Trusts, naming, renaming, or codesignation, OCA receives each applicant’s full name, including middle name and date of birth. Once that information is received from the entity forwarding the background research request, OCA investigates the following:
 - A. Conducts a Westlaw public records search to check for additional risk factors; these factors include any criminal record or financial judgment that does not have an associated release or acquittal.
 - B. Checks the Miami-Dade Clerk of the Courts website for judgments. Judgments include federal tax liens and criminal court proceedings. Where the tax lien has an associated certificate of release, such information is not considered a finding unless specifically requested by the Board.

**BCC Meeting:
March 1, 2022
Research Notes**

**Item No. 3A2
File No. 220343**

Research: CB / Reviewer: SC

RESOLUTION APPROVING THE CITY OF MIAMI BEACH'S CODESIGNATION OF THAT PORTION OF 19TH STREET FROM MERIDIAN AVENUE TO MUHAMMAD ALI WAY (CONVENTION CENTER DRIVE) AS "ELIE WIESEL WAY"

Prime Sponsor: Commissioner Eileen Higgins, District 5.
Requester: None
Committee Action Date: None

RESEARCH FINDINGS

OCA completed the required background check on "Elie Wiesel" and noted no adverse findings. OCA determined that there is no prior Board of County Commissioners (BCC) codesignation for "Elie Wiesel" and verified that "Elie Wiesel" is deceased. OCA is providing this report as a Supplement to BCC Agenda File Item No. 220343.

FINANCIAL ANALYSIS

N/A

ADDITIONAL INFORMATION

1. Bulleted below is the relevant legislation relating to the background research process:
 - [Section 2-1](#) Rule 9.02(f) of the Code requires OCA to conduct background research 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 prepare a report detailing the findings of said research prior to the Commission meeting during which the item is scheduled to be considered.
2. In order to vet applicants for County Boards, Trusts, naming, renaming, or codesignation, OCA receives each applicant's full name, including middle name and date of birth. Once that information is received from the entity forwarding the background research request, OCA investigates the following:
 - A. Conducts a Westlaw public records search to check for additional risk factors; these factors include any criminal record or financial judgment that does not have an associated release or acquittal.
 - B. Checks the Miami-Dade Clerk of the Courts website for judgments. Judgments include federal tax liens and criminal court proceedings. Where the tax lien has an associated certificate of release, such information is not considered a finding unless specifically requested by the Board.

**BCC Meeting:
March 1, 2022
Research Notes**

**Item No. 3A3
File No. 220372**

Research: CB / Reviewer: SC

RESOLUTION APPROVING THE CITY OF MIAMI'S CODESIGNATION OF THAT PORTION OF SOUTHWEST 25TH STREET FROM SOUTHWEST 24TH AVENUE TO SOUTHWEST 27TH AVENUE AS "LAS MUCHACHITAS DE VILLA MARÍA STREET"

Prime Sponsor: Commissioner Eileen Higgins, District 5.

Requester: None

Committee Action Date: None

RESEARCH FINDINGS

OCA completed the required background check on "Las Muchachitas de Villa María" and noted no adverse findings. OCA determined that there is no prior Board of County Commissioners (BCC) codesignation for "Las Muchachitas de Villa María." OCA is providing this report as a Supplement to BCC Agenda File Item No. 2203772.

FINANCIAL ANALYSIS

N/A

ADDITIONAL INFORMATION

1. Bulleted below is the relevant legislation relating to the background research process:
 - [Section 2-1](#) Rule 9.02(f) of the Code requires OCA to conduct background research 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 prepare a report detailing the findings of said research prior to the Commission meeting during which the item is scheduled to be considered.
2. In order to vet applicants for County Boards, Trusts, naming, renaming, or codesignation, OCA receives each applicant's full name, including middle name and date of birth. Once that information is received from the entity forwarding the background research request, OCA investigates the following:
 - A. Conducts a Westlaw public records search to check for additional risk factors; these factors include any criminal record or financial judgment that does not have an associated release or acquittal.
 - B. Checks the Miami-Dade Clerk of the Courts website for judgments. Judgments include federal tax liens and criminal court proceedings. Where the tax lien has an associated certificate of release, such information is not considered a finding unless specifically requested by the Board.

**BCC Meeting:
March 1, 2022
Research Notes**

**Item No. 5A
File No. 220307**

Research: CB / Reviewer: SC

RESOLUTION CODESIGNATING, BY A THREE-FIFTHS VOTE OF BOARD MEMBERS PRESENT, THAT PORTION OF S MIAMI AVENUE FROM SE 15TH ROAD TO SE 13TH STREET/CORAL WAY AS "ALICIA CERVERA WAY"; URGING THE CITY OF MIAMI TO JOIN IN THIS CODESIGNATION

Prime Sponsor: Commissioner Eileen Higgins, District 5.

Requester: None

Committee Action Date: None

RESEARCH FINDINGS

OCA completed the required background check on "Alicia Cervera" and noted no adverse findings. OCA determined that there is no prior Board of County Commissioners (BCC) codesignation for "Alicia Cervera" and verified that "Alicia Cervera" is living. OCA is providing this report as a Supplement to BCC Agenda File Item No. 220307.

FINANCIAL ANALYSIS

N/A

ADDITIONAL INFORMATION

1. Bulleted below is the relevant legislation relating to the background research process:

- [Section 2-1](#) Rule 9.02(f) of the Code requires OCA to conduct background research 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 prepare a report detailing the findings of said research prior to the Commission meeting during which the item is scheduled to be considered.

2. In order to vet applicants for County Boards, Trusts, naming, renaming, or codesignation, OCA receives each applicant's full name, including middle name and date of birth. Once that information is received from the entity forwarding the background research request, OCA investigates the following:

- A. Conducts a Westlaw public records search to check for additional risk factors; these factors include any criminal record or financial judgment that does not have an associated release or acquittal.
- B. Checks the Miami-Dade Clerk of the Courts website for judgments. Judgments include federal tax liens and criminal court proceedings. Where the tax lien has an associated certificate of release, such information is not considered a finding unless specifically requested by the Board.

**BCC Meeting:
March 1, 2022
Research Notes**

**Item No. 8F2
File No. 212946**

Research: MF / Reviewer: SC

RESOLUTION APPROVING AWARD OF CONTRACT NO. FB-01730 TO BF BUSINESSES, LLC DBA RED WING SHOES, C6 TACTICAL CORP, CINTAS CORPORATION NO. 2, DESIGN LAB, INC., GLOBAL TRADING, INC., INTERNATIONAL FOOTWEAR, INC. DBA WORK TOWN AND SAFETY SHOE DISTRIBUTORS, LLP FOR THE PURCHASE OF SAFETY SHOES AND BOOTS FOR MULTIPLE COUNTY DEPARTMENTS WITH AN AMOUNT NOT TO EXCEED \$9,213,717.00, FOR A FIVE-YEAR TERM; AND AUTHORIZING THE COUNTY MAYOR OR COUNTY MAYOR'S DESIGNEE TO GIVE NOTICE OF THIS AWARD TO BF BUSINESSES, LLC DBA RED WING SHOES, C6 TACTICAL CORP, CINTAS CORPORATION NO. 2, DESIGN LAB, INC., GLOBAL TRADING, INC., INTERNATIONAL FOOTWEAR, INC. DBA WORK TOWN AND SAFETY SHOE DISTRIBUTORS, LLP, ISSUE THE APPROPRIATE PURCHASE ORDERS TO GIVE EFFECT TO SAME AND EXERCISE ALL PROVISIONS OF THE CONTRACT, INCLUDING ANY CANCELLATION, OR EXTENSION PROVISIONS, PURSUANT TO SECTION 2-8.1 OF THE CODE OF MIAMI-DADE COUNTY, FLORIDA AND IMPLEMENTING ORDER 3-38

Prime Sponsor: None

Requester: Internal Services Department (ISD)

Committee Action: 2/10/22 – County Infrastructure, Operations, and Innovations (CIOIC); 1/13/22 – CIOIC meeting canceled due to lack of quorum.

CIOIC 2/10/22 Meeting Recap: District 8 Commissioner Danielle Cohen Higgins inquired with ISD pertaining the cost associated with the work boots under this item and requested to see an itemized list of the boots.

RESEARCH FINDINGS

OCA's review of the item yielded the findings enumerated below. Refer to Additional Information section.

1. One of the recommended vendors, Design Lab Inc., - which has a local office - does not appear to have a business tax with the County's Tax Collector's Office.

FINANCIAL ANALYSIS

OCA consulted the County's Vendor Payment Inquiry Application to obtain the financial history of each awarded vendor under this item. Table 1 below provides a synopsis of the cumulative payments made to each vendor for the past six years (from 2015 – 2021).¹ Note: The payments reflected may not be inclusive of all payments made to date and the subject contract.

Table 1

| Vendor Payment History with the County | | |
|--|-------------|------------------|
| Vendor | Dates | Cumulative Total |
| BF Businesses, LLC dba Red Wing Shoes | 2015 – 2021 | \$54,123 |
| C6 Tactical Corp. | 2016 – 2021 | \$1,002,941 |

¹Miami-Dade County, Vendor Payment Inquiry Application,
https://w85exp.miamidade.gov/VInvoice/1_0a_vendor_login.jsp

**BCC Meeting:
March 1, 2022
Research Notes**

**Item No. 8F2
File No. 212946**

Research: MF / Reviewer: SC

| | | |
|---|-------------|--------------|
| Cintas Corporation No. 2 | 2015 – 2021 | \$715,757 |
| Design Lab, Inc. | Not found | N/A |
| Global Trading, Inc. | 2015 – 2021 | \$13,166,384 |
| International Footwear, Inc. dba Work Town | 2015 – 2021 | \$1,182,551 |
| Safety Shoe Distributors, LLP | 2015 – 2021 | \$1,979,280 |

ADDITIONAL INFORMATION

OCA inquired with ISD relating to contract details; the questions posed, and responses are summarized below and included as Exhibit A attached.

Procurement Method

Pertaining to how this procurement was selected in lieu of a prequalification pool or other methods, the Department stated that the Invitation to Bid (ITB) method was selected due to the nature of the shoe program for the various user departments. As such, the shoe program utilized by departments operates within the guidelines of their union agreement; stipends or vouchers are issued to staff and each department's voucher has a maximum amount (value) that staff members are allowed to spend. Per ISD, those shoes and boots that exceed the voucher amount are paid out of pocket by the employee. Therefore, staff are allowed to select their own safety shoes and boots, to ensure the appropriate shoe type and size specific to each employee. Larger departments must process purchase orders for 1,000+ employees throughout the year. According to ISD, shoe operations are more efficient when departments can reference fixed percentage discounts per brand, rather than issuing Invitation to Quote under a pre-qualification pool. With a pool, departments would spend additional administrative hours issuing quotes each time that employees require shoes. The ITB process awards contracts to multiple vendors ensure continuity of supplies and mitigate shortage issues. Per ISD, this procurement method has been used by the County on several occasions as well as entities such as Broward County, and the State of Florida. The Request for Proposal method would not be considered as a viable option as there is no need to evaluate qualitative factors such as firm's experience, qualification of key personnel, and methodology of providing supplies.

Current Footwear Contracts

OCA inquired regarding other current contracts utilized for footwear. ISD replied in the affirmative, and pointed to *Prequalification Pool No. 9764-0/23*, Athletic Shoe Types, which was established on October 1, 2013, and is scheduled to expire on September 31, 2023. Said pool is not expected to be replaced upon expiration.

Made in the USA Brands

As to whether the boots and safety shoes being provided by the recommended vendors are 'Made in the USA,' ISD provided a breakdown of each brand being utilized under this contract; said list shows all of the brands used are American manufactured. Such brands include Avenger, Caterpillar, Danner, Georgia Boot, Iron Age, Red wing, Reebok, and Timberland Pro Series.

Boot Type, Quantities, and Footwear Replacement Process

Exhibit A attached provides a list of the type and quantity of shoes and boots estimated for each user department under this contract, a list of specialty shoes and boots that are deemed more costly, and the Departmental process used to determine the frequency of shoe replacement due to wear and tear.

| CONTRACT FB-01730 | | | | |
|-------------------------------------|---|-----------------|---|--|
| Departments | Shoe/Boot Type | Est. Annual Qty | List of most costly specialty shoes and boots | Shoe replacement process due to wear and tear |
| Animal Services | Safety boots | 339 | Timberland, Thorogood, Sketchers, Bates, Bates Tactical Sport, Reebok, Original Swat, 5.11 These shoes are selected due to the grade of durability as employees come in contact with hazardous chemicals in their daily operations of housing animals (cleaning agents). | Staff members bring the worn/damaged pair of shoes to his/her supervisor to request a new shoe voucher. The supervisor disposes of them and provides a shoe voucher to be redeemed by the local vendor. |
| Aviation | Safety work shoes and boots, in black only, to include soft toe, composite toe, and steel toe | 775 | Thorogood, Warson, Timberland, Iron Age, Rocky, Bates, CAT, Footwear, Wolverine | Aviation has two divisions that issue shoes to employees throughout the airports: Terminal Operations: From the beginning of the fiscal year, October 1st through September of the following year, each employee receives one (1) shoe voucher to pick up two (2) pairs of shoes, safety shoe and/or composite/steel toe. Facilities Management: Issues one (1) pair of shoes per year, per employee. We provide shoes for twenty-three (23) Facilities Maintenance shops, OpaLocka Airport and Tamiami Airport. |
| Communications | No Response | 10 | Not Applicable | CCED issues shoes/boots to eligible staff annually. They are provided with a shoe voucher for \$100 to redeem by the awarded vendor as specified on the contract. If replacement is needed because the shoes/boots no longer provides required safety criterias, employee is to request approval from supervisor and receives new voucher. |
| Community Action and Human Services | Steel Toe | 44 | Not applicable | The purchase of steel toed boots by technician are pre-approved at the Construction and Renovation Supervisor level or above on an as-needed basis. |
| Corrections and Rehabilitation | Steel/soft-toe shoes and paratrooper boots | 1500 | The specialty shoes and boots that are provided to staff are steel toe, soft toe and patent leather (dress shoe). These shoes/boots are maxed @ \$95.00. There are some instances where paratrooper boots are provided to our boot camp staff at a cost not to exceed \$170.00. | Based on departmental policy 6-017, "soft leather shoes or boots may be exchanged yearly on an even exchange basis. If the shoes become damaged during the course of normal duties, replacements may be issued as needed". |
| Cultural Affairs | Safety shoes and boots, slip-resistant | 12 | Not applicable | Historically, eligible employees receive (1) pair of shoes on a yearly basis |
| Finance | Steel-toe and slip resistant | 40 | Not applicable | Tax Collector's Division generally provides safety shoe vouchers every six (6) months based on daily wear and tear to employees in the Tangible Personal Property, Local Business Tax, Convention & Tourist Sections, Auto Tag & Warehouse. |
| Fire Rescue | Safety boots, dress shoes, athletic shoes, safety toe/composite toe | 2500 | Department unable to provide response | MDFR personnel receive a yearly stipend based on classification, personnel are free to order as they see fit to ensure their items are appropriately replaced. |

| CONTRACT FB-01730 | | | | |
|--|---|-----------------|--|---|
| Departments | Shoe/Boot Type | Est. Annual Qty | List of most costly specialty shoes and boots | Shoe replacement process due to wear and tear |
| Information Technology | Rockport, Sketchers, Timberland Por Series and Bates safety shoes | 155 | Department provides safety shoes with no special requirements | ITD Divisions replace their employees safety shoe once a year. They prepare a list of the employees assigned to each division that require uniforms and submit their requirement to the Division Director for approval. Then this requirement is approved by the budget office and received by the ITD procurement section. We verify the requested brands are authorized in the contract and the orders are awarded to the assigned vendor. |
| Internal Services | Safety shoes and boots - waterproof and composite or steel toe | 624 | <p>Fleet: steel toe boots for welders that have the additional metatarsal guard Risk: None.</p> <p>FIMD: Staff are required to purchase wet safety or steel/composite toe shoes/boots depending of their line of work. A list of some of the manufacturers and type of safety shoes/boots purchased by staff is provided attached for reference and records.</p> <p>SBD: SBD does not purchase any specialty shoes or boots</p> | <p>Fleet: Employees are allowed 2 pairs of shoes per year. After that an additional shoe may be allowed if upon inspection by the supervisor it is determined that both pairs of shoes purchased for the individual are no longer serviceable due to excessive wear on the sole of the shoe creating a slip hazard, cuts/abrasions on the shoe that expose the foot, and/or intrusion of oil grease into the shoe that cannot be removed.</p> <p>Risk: When the safety shoes no longer provide the safety measures, they are shown to the employees' supervisor for approval for a new pair. FIMD: Safety shoes/boots are provided to employees under certain work classifications upon hired (e.g.: painters, maintenance, mechanics, carpenters, electricians, plumber, field PMO staff, elevator inspectors, etc.) as part of the required Personal Protective Equipment (PPE) to be used for daily activities. The safety shoes are replaced based on several factors such as time the staff spends in the field, nature of the specific work performed, among others; however, there are typically replaced once a year. The safety shoes are also replaced on an as needed basis when employees demonstrate that the shoes have either worn out or been damaged preventing use, or when it is determined that shoes no longer provide the appropriate level of protection these are intended for as required by PPE. When a new pair of safety shoes is required, supervisors/managers issue a voucher for \$100 which shall be used by the staff as method of payment. Staff shall visit the facility of one of the awarded Vendors to purchase the shoes of choice, as long as the shoe/boot meets the safety requirement for their line of work. Staff is responsible to pay the difference between the voucher and the cost of the shoes if the shoe price is higher than the dollar amount listed on the voucher. SBD: Typically, employees within our division safety shoes are replaced once annually.</p> |
| Medical Examiner | Steel toe boots and composite toe boots | 58 | Steal toe boots and composite toe boots | Not applicable. Employees receive one pair of safety shoes every fiscal year. |
| Parks, Recreation and Open Spaces | Steel toe/safety toed shoes, water-resistant shoes, rubber shoes, fire boots. | 1229 | No Response | No Response |
| Police | Safety toed shoes, steel insole shoes, tactical boots, daily wear footwear | 4500 | <p>The below specialty shoes and boots are utilized by sworn officers in special units and deemed more costly, as they have a net price of \$100+ even with the manufacturer's MSRP rate.</p> <p>Danner Strikerbolt, Salomon XA Forces Mid GTX, Salomon XA Forces GTX, Salomon Quest 4D GTX Forces, Danner Acadia 8", Quest 4D GTX Forces, Redback Easy Escape Slip On, Steel Toe Boot, Redback Easy Escape Steel Toe w/External Scuff Cap, Under Armor, Valsetz 1.5 RTS, Danner Kinetic, Side-Zip 6" Black GTX, Danner, Motor Boots</p> | Preauthorization is required from the Fiscal Bureau for any new shoe issuance. Departmental units that require special purpose footwear (e.g. RDF, SWAT, PRT, K9) may request authorization for replacements due to wear and tear via their chain-of-command. |

| CONTRACT FB-01730 | | | | |
|---|---|-----------------|---|---|
| Departments | Shoe/Boot Type | Est. Annual Qty | List of most costly specialty shoes and boots | Shoe replacement process due to wear and tear |
| Public Housing and Community Development | Steel toe safety shoes | 350 | Steel toe safety shoe | Request for a replacement is reviewed based on the type of work performed |
| Public Library System | Timberland, Wolverine, CAT, Timberland, Thorogood, Harley, Sketchers, Reebok | 20 | Department reviewed the last two fiscal years and below are three shoes that were deemed more costly; Timberland Boot, Wolverine Boot, Thorogood Boot | Miami-Dade Public Library System typically replaces employees shoes annually -- or more frequently if damaged beyond use. |
| Regulatory and Economic Resources | Steel toe or composite toe shoes | Not provided | Department provides each employee with field duties, ranging from environmental, construction, motor vehicle repair shop and other regulated business sites, protective/safety equipment via an annual voucher for the purchase of steel toe or composite toe shoes. Also, the department issues boat shoes once a year for certain classifications in the Division of Environmental Resources Management whose primary responsibilities requires them to be on a boat. | RER employees whose primary job is field work and is required to wear protective/safety equipment to perform their job get one pair of safety shoes annually |
| PortMiami | Safety steel toe shoes or class B/tactical | 640 | Department unable to provide response | Per Collective Bargaining Agreement, certain employees are allotted two shoe vouchers a year. However, shoes may be replaced more than twice if there is a life safety concern because of the shoe's condition. |
| Solid Waste Management | Safety steel toe. Alternative options for steel toe are provided for employees based on medical reasons on a case-by-case basis with approval | 1,934 | The following specialty safety shoes are provided as follows; however, they make up less than 1% of purchases. a.Composite toe safety shoes -These shoes are prescribed by a certified specialty physician as a safety measure b.Metatarsal Safety shoes – Used to protect the top of the foot for welders c.Electrical Safety shoes – Used to provide a level of protection against full grounding in an electrical hazard environment. | It has been the policy of DSWM to provide most employees two pairs of safety shoes annually to protect against trash and garbage environment. A small percentage may require them more often but that is determined on a case-by-case basis |
| Transportation and Public Works | Safety shoes | 1,221 | Department unable to provide response | Pursuant to Union Agreement, rail maintenance receives at least 2 pair per year (wear and tear) and others 1 pair per year |
| Water and Sewer | Safety shoes and boots | 2,295 | There is currently one WASD employee that requires footwear accommodations for a medical condition; ADA requests are handled via the ADA procedures. | Employees that require protective footwear are allowed to purchase safety shoes/boots, annually or more frequently if the shoe/boot is determined to need replacement. Employees are required to maintain and inspect their protective footwear. If an employee feels that a shoe or boot requires replacement, the shoe or boot is presented to the employee's supervisor for evaluation and approval of a new shoe/boot. The Safety Office may be consulted if there is a question regarding a replacement. |

Source: ISD

**BCC Meeting:
March 1, 2022
Research Notes**

**Item No. 8F4
File No. 213090**

Research: VW / Reviewer: SC

RESOLUTION AUTHORIZING ESTABLISHMENT OF PREQUALIFICATION POOL NO. RTQ-01891 FOR THE PURCHASE OF INFORMATION TECHNOLOGY NETWORK SECURITY FOR THE INFORMATION TECHNOLOGY DEPARTMENT FOR A FIVE-YEAR TERM IN A TOTAL AMOUNT UP TO \$26,556,000.00; 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

Prime Sponsor: None

Requester: Internal Services Department

Committee Action: 2/10/22 – County Infrastructure, Operations and Innovations Committee (CIOIC)

RESEARCH FINDINGS

OCA's review of the item found no substantive legislative, procedural or administrative noncompliance. See the Additional Information section for historical and other background information on the item.

FINANCIAL ANALYSIS

Tables 1 and 2 below, provided by Information Technology Department (ITD), give a breakdown of the funding source for Prequalification Pool No. RTQ-01891 and an examination of the pool's total allocation by item type, respectively.

Table 1

| Funding Source | Total Allocation |
|--|-------------------------|
| Operating | \$16,540,155 |
| ITD Passthrough to Department's Operating Budget | \$541,000 |
| Capital | \$7,733,925 |
| State Funding/Grant | \$1,740,000 |
| TOTAL= | \$26,555,080 |

Table 2

| Item Description | Total Allocation |
|---|-------------------------|
| Cyber Security Application Vulnerability Scanner | \$1,205,055 |
| Cyber Security Firewalls | \$6,963,000 |
| Cyber Security Infrastructure Vulnerability Scanning | \$889,750 |
| Cyber Security Network Access Control | \$1,668,500 |
| Cyber Security Proxy | \$1,750,000 |
| Cyber Security Secure Remote Access | \$250,000 |
| Cyber Security User and File Access Monitoring | \$2,415,765 |
| Cyber Security User Identity Management and Authorization | \$3,591,660 |
| Email Security DMARC/DKIM | \$263,400 |
| Load Balancers | \$300,000 |
| Multifactor Tokens | \$351,000 |

**BCC Meeting:
March 1, 2022
Research Notes**

**Item No. 8F4
File No. 213090**

Research: VW / Reviewer: SC

| | |
|--------------------------|---------------------|
| Port Replicators | \$168,100 |
| Remote Access | \$150,000 |
| Secure File Transfer | \$187,850 |
| Secure Mobile VPN | \$327,000 |
| Secure Remote Assistance | \$248,000 |
| Unspecified | \$5,826,000 |
| TOTAL= | \$26,555,080 |

OCA consulted the County's Vendor Payment Inquiry Application¹ on February 25, 2022, to obtain the financial history of each awarded vendor under this item. Table 4 below provides a synopsis of the cumulative payments made to each vendor. Note: The payments reflected may not be exclusive to the subject contract.

Table 4

| Vendor Payment History with the County | | |
|---|--------------|-------------------------|
| Vendor | Years | Cumulative Total |
| GigaNetworks, Inc. | 2014 - 2021 | \$767,525 |
| PC Solutions & Integration Inc. | 2014 - 2021 | \$4,789,459 |
| United Data Technologies Inc. | 2014 | \$500 |
| TOTAL= | | \$5,557,484 |

ADDITIONAL INFORMATION

Table 5 below, provided by ITD, gives a synopsis of security software purchases executed under various contracts "that are now being reconciled under Prequalification Pool No. RTQ-01891" according to the department. This list is not inclusive of all security software purchases by the County .

Table 5

| 5 Year Summary of Contracts Used to Purchase Network Security Software | | | |
|---|--|--------------------------|--|
| Contract | Original Equipment Manufacturer (OEM) | Annual Allocation | Comments/Description |
| 060B2490021 | Varonis, HCL, Qualys | \$4,510,570 | Cybersecurity, Vulnerability Scanning |
| E-10072 | Drop Box & RSA | \$688,850 | File Transfer, Hard Tokens and Secure Remote-Control Access |
| SPO OR E-10072 | Drop Box & RSA | \$248,000 | Secure remote control to assist help desk and field techs remotely |
| RFP-00936 | NETMOTION | \$327,000 | Secure VPN with Encryption for Wireless |

¹ Miami-Dade County, Vendor Payment Inquiry Application,
https://w85exp.miamidade.gov/VInvoice/1_0a_vendor_login.jsp

**BCC Meeting:
March 1, 2022
Research Notes**

**Item No. 8F4
File No. 213090**

Research: VW / Reviewer: SC

| | | | |
|---------------|---------------------------------|--------------------|-----------------------------------|
| RFP2000001701 | Validmail, Centrif /Idaptive | \$3,855,060 | Email Security, Single Sign On |
| TOTAL= | | \$9,629,480 | |

On February 18, 2022, OCA inquired with ITD relating to details of this item, including an inventory listing of all network security hardware, software, and services County-wide, the process utilized to track and manage said inventory, and so forth. ITD's response did not include the inventory listing or inventory management process.

**BCC Meeting:
March 1, 2022
Research Notes**

**Item No. 8F6
File No. 213093**

Research: VW / Reviewer: SC

RESOLUTION AUTHORIZING ADDITIONAL EXPENDITURE AUTHORITY IN AN AMOUNT UP TO \$6,146,224.00 FOR A MODIFIED CONTRACT AMOUNT OF \$25,830,380.00 FOR CONTRACT NO. 43211500-WSCA-15ACS1 FOR THE PURCHASE OF COMPUTER EQUIPMENT PERIPHERALS AND SERVICES FOR THE MIAMI-DADE INFORMATION TECHNOLOGY DEPARTMENT; AND AUTHORIZING THE COUNTY MAYOR OR COUNTY MAYOR'S DESIGNEE TO EXERCISE ALL PROVISIONS OF THE CONTRACT, INCLUDING ANY EXTENSIONS OR CANCELLATION PROVISIONS, PURSUANT TO SECTION 2-8.1 OF THE COUNTY CODE AND IMPLEMENTING ORDER 3-38

Prime Sponsor: None

Requester: Internal Services Department

Committee Action: 2/10/22 – County Infrastructure, Operations and Innovations Committee (CIOIC)

RESEARCH FINDINGS

OCA's review of the item found no substantive legislative, procedural or administrative noncompliance. See the Additional Information section for historical and other background information on the item.

FINANCIAL ANALYSIS

Table 1 below, provided by the Information Technology Department (ITD), gives a breakdown of the expenditures by department for the current contract and the requested contract modification.

Table 1

| Department | Total Current Allocation per Department | Total Allocation Request - FY21/22 |
|-----------------------------------|---|------------------------------------|
| Information Technology | \$10,222,067 | \$2,106,000 |
| Police | \$1,884,447 | \$2,000,000 |
| Aviation | \$2,069,000 | \$710,644 |
| Regulatory and Economic Resources | \$1,204,285 | \$0 |
| Fire | \$713,262 | \$320,000 |
| Library | \$600,000 | \$670,000 |
| Parks | \$180,000 | \$0 |
| Transit and Public Works | \$233,000 | \$0 |
| Medical Examiner | \$144,000 | \$0 |
| Internal Services | \$132,000 | *\$300,000 |
| Animal Services | \$36,400 | \$0 |
| Finance | \$30,000 | \$0 |
| Juvenile Services | \$10,000 | \$0 |
| Human Resources | \$5,000 | \$0 |
| Vizcaya | \$12,000 | \$0 |
| Water and Sewer | \$2,208,695 | \$139,579 |
| TOTAL= | \$19,684,156 | \$6,246,223 |

Note: The mayoral memorandum reflects an allocation request of \$200,000 for the Internal Services Department.

**BCC Meeting:
March 1, 2022
Research Notes**

**Item No. 8F6
File No. 213093**

Research: VW / Reviewer: SC

OCA consulted the County's Vendor Payment Inquiry Application¹ on February 25, 2022, to obtain the financial history of each awarded vendor under this item. Table 2 below provides a synopsis of the cumulative payments made to each vendor for the past seven years (from 2014 – 2021). Note: The payments reflected may not be exclusive to the subject contract.

Table 2

| Vendor Payment History with the County | | |
|---|--------------|-------------------------|
| Vendor | Years | Cumulative Total |
| Agilant Solutions, Inc. | 2018-2021 | \$6,824,990 |
| CDW Government, LLC | 2014-2021 | \$15,253,931 |
| Flagler Technologies, LLC | 2020-2020 | \$275,122 |
| GHA Technologies, Inc. | 2018-2021 | \$223,915 |
| Hewlett Packard Enterprise Company | 2016-2021 | \$2,931,650 |
| Insight Public Sector, Inc. | 2014-2021 | \$62,265,234 |
| International Business Machines Corp. | 2014-2021 | \$50,062,344 |
| SHI International Corp. | 2014-2021 | \$23,879,169 |
| Softchoice Corporation | 2015-2019 | \$72,785 |
| Southern Computer Warehouse Inc. | 2014-2021 | \$942,867 |
| United Data Technologies, Inc. | 2014 | \$500 |

ADDITIONAL INFORMATION

On February 18, 2022, OCA sent an inquiry to ITD regarding the useful life of the equipment purchased under this contract. ITD responded on February 24, 2022, that the useful life of the equipment varied by the end user department. However, estimates are as follows: network switches – 7 years; firewalls – 5 years; and laptops – 5 years.

Made in the USA

File Number 220398 of the March 1, 2022, BCC agenda introduces legislation providing that solicitations and contracts for the purchase of cybersecurity products require that software and hardware be made in the United States and requiring heightened security review of employees of vendors with access to county cybersecurity. Specifically, the item references current federal law which prohibits certain federal agencies from purchasing technology products from companies on the prohibited telecommunications companies list, including Lenovo Computers, Kaspersky Lab, Huawei Technologies Company, ZTE Corporation, Hytera Communications Corporation, Hangzhou Hikvision Digital Technologies Company, and Dahua Technology Company. This item, Contract No. 43211500-WSCA-15ACS1, makes reference to purchasing Lenovo laptops. Consequently, ITD will be required to develop a plan to address the inventory of Lenovo products if the prohibition of foreign sourced cybersecurity products is instituted under File Number 220398.

¹ Miami-Dade County, Vendor Payment Inquiry Application,
https://w85exp.miamidade.gov/VInvoice/1_0a_vendor_login.jsp

**BCC Meeting:
March 1, 2022
Research Notes**

**Item No. 8F6
File No. 213093**

Research: VW / Reviewer: SC

On February 18, 2022, OCA inquired with ITD relating to details of this item, including an inventory listing of all computer equipment and peripherals County-wide, the process utilized to track and manage said inventory, and so forth. ITD's response did not include the inventory listing or inventory management process.

**BCC Meeting:
March 1, 2022
Research Notes**

**Item No. 8F7
File No. 213112**

Research: SC / Reviewer: YM

RESOLUTION AUTHORIZING ESTABLISHMENT OF PREQUALIFICATION POOL RTQ-02016 FOR GROUPS 1 AND 2 FOR THE PURCHASE OF OFFICE SUPPLIES FOR THE INTERNAL SERVICES DEPARTMENT FOR A FIVE-YEAR TERM IN A TOTAL AMOUNT UP TO \$12,787,960.00; 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

Prime Sponsor: None

Requester: Internal Services Department (ISD)

Committee Action: 2/10/22 – County Infrastructure, Operations, and Innovations (CIOIC); 1/13/22 – CIOIC meeting canceled due to lack of quorum.

RESEARCH FINDINGS

OCA's review of the item found no substantive legislative, procedural or administrative noncompliance. See the Additional Information section for historical and other background information on the item.

FINANCIAL ANALYSIS

OCA consulted the County's Bid Tracking System (BTS)¹ to conduct an analysis of all allocation and purchase order history for *Contract No. 19-12R* and *Prequalification Pool No. 6712-5/15*, which are referenced in the mayoral memorandum. Analysis was also conducted regarding additional office supplies contracts/prequalification pools: *Prequalification Pool No. 6824-1/23*, Paper, Fine Registered Mill Brands and *Prequalification Pool No. 6301-5/15*, Toner Cartridges (New/OEM) for Printers, Copiers and Facsimiles. Table 1 below sets forth the allocation under the noted contracts/prequalification pools and the annual analysis.

Table 1

| Office Supplies Contracts/Prequalification Pools | | | | | |
|--|------------------|--|--------------------------|------------------------------------|---|
| Contract No. | RTQ-02016 | 19-12R | 6712-5/15 | 6824-1/23 | 6301-5/15 |
| Contract Title | Office Supplies | Office Supplies, Products and Related Services | Office Supplies | Paper, Fine Registered Mill Brands | Toner Cartridges (New/OEM) for Printers, Copiers and Facsimiles |
| Contract Term | To Be Determined | 03/01/2020 - 10/13/2023 | 02/01/2006 - 01/31/2021* | 06/01/2013 - 05/31/2023* | 07/06/2007 - 06/30/2022* |
| Contract Term Length | 5 Years | 43 Months | 15 Years* | 10 Years* | 15 Years* |
| Cumulative Allocation Amount | \$12,787,960 | \$1,000,000 | \$36,374,000 | \$22,000,000 | \$30,143,000 |

¹ Miami-Dade County, Bid Tracking System, <https://intra8.miamidade.gov/Apps/ISD/eProcurement/Login.aspx>

**BCC Meeting:
March 1, 2022
Research Notes**

**Item No. 8F7
File No. 213112**

Research: SC / Reviewer: YM

| | | | | | |
|--------------------------|-------------|-----------|-------------|-------------|-------------|
| Annual Allocation | \$2,557,592 | \$279,070 | \$2,424,933 | \$2,200,000 | \$2,009,533 |
|--------------------------|-------------|-----------|-------------|-------------|-------------|

Note: Contract Term and Contract Term Length values include Option to Renew and extension periods.

OCA consulted the County's Vendor Payment Inquiry Application² on February 26, 2022 to obtain the financial history of each awarded vendor under this item. Table 2 below provides a synopsis of the cumulative payments made to each vendor for the past five years (2016 – 2021). Note: The payments reflected may not be exclusive to the subject contract and prequalification pools.

Table 2

| Vendor Payment History with the County | | |
|--|--------------|-------------------------|
| Vendor | Dates | Cumulative Total |
| Barlop, Inc. | 2016 – 2021 | \$6,247,919 |
| Daboter Inc d/b/a Smith Office & Computer Supply | 2016 – 2021 | \$3,561,279 |
| Gassant Enterprises LLC | 2021 – 2019 | \$1,164,507 |
| iPhone and iPad Warehouse LLC | 2017 – 2020 | \$130,996 |
| Office Express Supplies, Inc. | 2021 – 2016 | \$502,473 |
| Toner Cartridge Recharge, Inc. | 2016 – 2021 | \$6,178,946 |

Note: Office Depot, Inc. is the awarded vendor for *Contract No. 19-12R* and is not identified as a respondent for *RFQ-02016*.

ADDITIONAL INFORMATION

In order to provide additional insight regarding the use of office supplies contracts/prequalification pools, OCA reviewed the solicitation document for RTQ-02016 to assess common products. Table 3 below provides a brief description of the scope of work/technical specifications in accordance with the solicitation document found in BTS¹.

Table 3

| Scope of Work/Technical Specification Comparison | | |
|---|-----------------------|--|
| Contract/Prequalification Pool No. | Contract Title | Scope of Work/Technical Specifications |
| RTQ-02016 | Office Supplies | <p>The following list describes the commonly purchased categories of items available to the County through this prequalification pool. The list is neither exclusive nor complete:</p> <ul style="list-style-type: none"> Accessories: pens, pencils, highlighters, paper clips, binder clips, post it (notes and flags), |

² Miami-Dade County, Vendor Payment Inquiry Application,
https://w85exp.miamidade.gov/VInvoice/1_0a_vendor_login.jsp

**BCC Meeting:
March 1, 2022
Research Notes**

**Item No. 8F7
File No. 213112**

Research: SC / Reviewer: YM

| | | | |
|--|--|---|--|
| | | <p>staplers, staples, hole punchers, tape dispensers and tape, erasers, white-out, correction tape, dividers, clear protectors</p> <ul style="list-style-type: none">• Copy and Print: paper (white and colored) - multiple sizes• Filing Supplies: file folders, binders, storage boxes• Ink & Toner• Peripherals: Computer speakers, webcams, microphones, recorders, etc. | |
|--|--|---|--|

Inventory Management

The mayoral award memorandum for *Contract No. 19-12R* disclosed that during the implementation of the County's Enterprise Resource Planning (ERP) system, there was a need to establish a contract that allows the awarded vendor to set up a just-in-time desktop functionality for the delivery of office supplies. However, the mayoral award memorandum for *Prequalification Pool No. RTQ-02016* discloses that Materials Management within the Internal Services Department (ISD) will reassume oversight of the office supplies inventory on behalf of County departments. During the BCC Agenda Briefings on February 24, 2022, ISD indicated that the materials management process/procedure will be provided to BCC staff for review.

**BCC Meeting:
March 1, 2022
Research Notes**

**Item No. 8F8
File No. 213116**

Researcher: PAR / Reviewer: SC

RESOLUTION DELEGATING CONTRACTING AUTHORITY TO THE COUNTY MAYOR OR COUNTY MAYOR'S DESIGNEE TO AWARD, ACCESS, AND MODIFY COMPETITIVELY SOLICITED CONTRACTS TO PURCHASE POLICE VEHICLES, MOBILE EQUIPMENT AND OTHER LIGHT AND HEAVY FLEET VEHICLES IN AN AGGREGATE AMOUNT NOT TO EXCEED \$81,800,873.00 FOR FISCAL YEAR 2021-22, SUBJECT TO RATIFICATION BY THE BOARD ON AN ANNUAL BASIS; AUTHORIZING THE COUNTY MAYOR OR COUNTY MAYOR'S DESIGNEE TO EXERCISE ALL PROVISIONS OF ANY CONTRACTS AWARDED, ACCESSED, OR MODIFIED PURSUANT TO THIS DELEGATION, INCLUDING ANY CANCELLATION, RENEWAL AND EXTENSION PROVISIONS; AND AUTHORIZING THE COUNTY MAYOR OR COUNTY MAYOR'S DESIGNEE TO GIVE NOTICE OF ANY AWARD, ISSUE THE APPROPRIATE PURCHASE ORDER TO GIVE EFFECT TO SAME AND EXERCISE ALL PROVISIONS OF ANY SUCH CONTRACTS PURSUANT TO SECTION 2-8.1 OF THE CODE AND IMPLEMENTING ORDER 3-38

Prime Sponsor: None

Requester: Internal Services Department (ISD)

Committee Action: 2/10/2022 – Forwarded to BCC with a favorable recommendation by the County Infrastructure, Operations, and Innovations Committee.

RESEARCH FINDINGS

OCA's review of the Item found no substantive legislative, procedural or administrative noncompliance. Refer to the following sections for historical and other background information on the Item.

FINANCIAL ANALYSIS

OCA conducted an analysis of the legislative history of vehicle purchases from 2018 to 2022. Table 1 below sets forth a comparative analysis between the total adopted not-to-exceed budget and total number of budgeted vehicles in comparison to the total spend and total number of vehicles purchased as per the subsequent year mayoral memorandum.

Table 1

| Resolution | Fiscal Year | Not-to-Exceed Adopted Budget | Total Number of Budgeted Vehicles | Total Spend Prior Period | Total Number of Vehicles Purchased Prior Period |
|----------------------|-------------|---------------------------------|--|--|--|
| | | | | <i>(As Reported on the Mayoral Memorandum)</i> | |
| This Item | FY 21-22 | \$81,800,873 | 1,457 | Not Identified | Not Identified |
| R-61-21* R-47-21* | FY 20-21 | \$98,794,887 | 1643 | \$88,146,051 | 1,648 |
| R-39-20 | FY 19-20 | \$89,007,830 | 1,988 | Not Identified | 1,863 |
| R-100-19 | FY 18-19 | \$97,022,852 | 2,052 | Not Identified | 1,006 |
| R-325-18 | FY 17-18 | \$80,480,706 | 1,635 | Not Identified | Not Identified |

**Note: Approval of Fiscal Year 2020-2021 purchases through File Number 202321 was bifurcated by the BCC and approved through the two noted items.*

**BCC Meeting:
March 1, 2022
Research Notes**

**Item No. 8F8
File No. 213116**

Researcher: PAR / Reviewer: SC

ADDITIONAL INFORMATION

- Reference to R-67-21 in the Mayor's Recommendation Memorandum is a scrivener's error.
- On February 18, 2022, OCA inquired with ISD relating to the County-wide inventory of vehicles, such as the cost of vehicles purchased over the past seven years, the projected vehicle purchase for the next five years; and the procurement instruments or contracts utilized to procure vehicles. OCA did not receive a response from the department as of the date of this publication.

**BCC Meeting:
March 1, 2022
Research Notes**

**Item No. 8F9
File No. 220146**

Research: MF / Reviewer: SC

RESOLUTION AUTHORIZING AWARD OF A LEGACY CONTRACT FOR FLEETFOCUS LICENSES, MAINTENANCE, AND SUPPORT SERVICES FOR THE INTERNAL SERVICES DEPARTMENT, CONTRACT NO. L-755, TO TRAPEZE SOFTWARE GROUP INC. DBA ASSETWORKS, LLC (ASSETWORKS) IN A TOTAL AMOUNT NOT TO EXCEED \$612,000.00 FOR A FIVE-YEAR TERM; AND APPROVING TERMS OF AND AUTHORIZING THE COUNTY MAYOR OR COUNTY MAYOR'S DESIGNEE TO EXECUTE THE CONTRACT AND TO EXERCISE ALL PROVISIONS OF THE CONTRACT, INCLUDING ANY RENEWALS, EXTENSIONS OR CANCELLATION PROVISIONS, PURSUANT TO SECTION 2-8.1 OF THE COUNTY CODE AND IMPLEMENTING ORDER 3-38

Prime Sponsor: None

Requester: Internal Services Department (ISD)

Committee Action: 2/10/22 – County Infrastructure, Operations, and Innovations

RESEARCH FINDINGS

OCA's review of the item yielded the findings enumerated below. Refer to Additional Information section.

1. The mayoral memorandum does not include market research documentation to show the cost of alternative and/or comparable systems to the FleetFocus Software.
2. With changing technology, it is not clear what estimated costs would be incurred for any system upgrades.

FINANCIAL ANALYSIS

OCA consulted the County's Vendor Payment Inquiry Application to obtain the financial history of the awarded vendor under this item. Table 1 below provides a synopsis of the cumulative payments made to the vendor for the past six years (from 2015 – 2021).¹ Note: The payments reflected may not be inclusive of all payments made to date and not exclusive of current contract, RFP775. Based on a review of the Bid Tracking System, the vendor is also awarded *Contract No. RFP746*, Transit Operating Systems Replacement Project and *Contract No. BW7961-3/11*, Trapeze Software Implementation, Technical Support, and Maintenance Service.²

Table 1

| Vendor Payment History with the County | | |
|---|-------------|------------------|
| Vendor | Years | Cumulative Total |
| Trapeze Software Group, Inc. Dba AssetWorks, LLC | 2015 – 2021 | \$9,608,378 |

¹Miami-Dade County, Vendor Payment Inquiry Application, https://w85exp.miamidade.gov/VInvoice/1_0a_vendor_login.jsp

²Miami-Dade County, Bid Tracking System, <https://intra8.miamidade.gov/Apps/ISD/eProcurement/Login.aspx>

**BCC Meeting:
March 1, 2022
Research Notes**

**Item No. 8F9
File No. 220146**

Research: MF / Reviewer: SC

ADDITIONAL INFORMATION

OCA conducted diligence through Westlaw pertaining the subject vendor, Trapeze Software Group, Inc. Bulleted below is a summary of a pending property rights/patent lawsuit filed in 2021.

- *Harmony Licensing LLC v. Trapeze Software Group, Inc.* – A patent infringement lawsuit (Case No. 1:21-CV-00761) was filed in the U.S. District Court of Delaware (Wilmington), on May 27, 2021. According to the complaint, the defendant makes, uses, sells, and offers for sale the plaintiff’s patented software system (known as ‘219 Patent) used for transmitting signals over a communications channel. As of the last docket activity on the case in December 2021, the plaintiff had requested an extension of time.

On February 18, 2022, OCA inquired with ISD relating to contract details; as of the publication time of this research note, the Department had not replied.

1. Please provide the estimated cost of the two alternative systems identified in the Allocation Request Form for Non-Competitive Acquisition?
2. Per the mayor’s memo, the contract was first awarded in 2012 for a three-year term, with three two-year OTS; then the contract was extended for an additional five months.
 - a. Given the age of the system, when is the next anticipated upgrade (new release) and when was the last upgrade?
 - b. If the Contractor anticipates any upgrade(s) within the next three years, what are the estimated fees? If so, does the allocation requested by the Department anticipate said fees?
3. Has the Department developed a preliminary scope or needs assessment for a replacement system?
 - a. Is the Department considering the consolidation of systems currently utilized to meet operational needs?

**BCC Meeting:
March 1, 2022
Research Notes**

**Item No. 8F10
File No. 220149**

Researcher: PAR / Reviewer: SC

RESOLUTION AUTHORIZING DESIGNATED PURCHASE PURSUANT TO SECTION 2-8.1(B)(3) OF THE COUNTY CODE BY A TWO-THIRDS VOTE OF THE BOARD MEMBERS PRESENT; AUTHORIZING ADDITIONAL EXPENDITURE AUTHORITY IN A TOTAL AMOUNT UP TO \$755,000.00 FOR A TOTAL MODIFIED CONTRACT AWARD OF \$1,699,800.00 FOR CONTRACT NO. FB-00706 FOR THE PURCHASE OF LIFT STATIONS MAINTENANCE SERVICES FOR MULTIPLE COUNTY DEPARTMENTS; AND AUTHORIZING THE COUNTY MAYOR OR COUNTY MAYOR'S DESIGNEE TO EXERCISE ALL PROVISIONS OF THE CONTRACT, INCLUDING ANY CANCELLATION OR EXTENSIONS, PURSUANT TO COUNTY CODE SECTION 2-8.1 AND IMPLEMENTING ORDER 3-38

Prime Sponsor: None

Requester: Internal Services Department (ISD)

Committee Action: 2/10/2022 – Forwarded to BCC with a favorable recommendation by County Infrastructure, Operations and Innovations Committee Passed 4 - 0

RESEARCH FINDINGS

OCA's review of the item found no substantive legislative, procedural or administrative noncompliance. See the Additional Information section for historical and other background information on the item.

FINANCIAL ANALYSIS

OCA analyzed the cumulative allocation amounts and modifications for the contract.

- The original contract amount was \$398,000. \$534,000 in additional expenditure authority was approved on 10/08/2020 for Parks, Recreation and Open Spaces (PROS), and \$12,800 was approved on 02/20/2020 for Public Housing and Community Development (PHCD), for a total contract cumulative amount of \$944,800.
- The County modified the contract 8 times to add twelve additional lift stations for preventative maintenance, among other services. Table 1 below shows the modification history as per the Bid Tracking System¹.

Table 1

| Date | Modification Number | Department | Description |
|------------|---------------------|--|--|
| 04/01/2021 | Modification No. 1 | Parks, Recreation and Open Spaces (PROS) | Monthly lift station preventative maintenance services for 1 additional site |
| 04/20/2021 | Modification No. 2 | PROS | Monthly lift station preventative maintenance services for 1 additional site |
| 09/22/2021 | Modification No. 3 | Department Solid Waste Management (DSWM) | Operation and Maintenance of 15 vertical low volume groundwater extraction well systems; preventative maintenance services for 3 lift stations; and preventive maintenance of 10 submersible pumps |

¹ Miami-Dade County, Bid Tracking System, <https://intra8.miamidade.gov/Apps/ISD/eProcurement/Login.aspx>

**BCC Meeting:
March 1, 2022
Research Notes**

**Item No. 8F10
File No. 220149**

Researcher: PAR / Reviewer: SC

| | | | |
|------------|--------------------|-------------|---|
| | | | including all electrical fixtures in the sumps of Cell 5. |
| 10/27/2021 | Modification No. 4 | County | Incorporation of Living Wage rate updates |
| 11/04/2021 | Modification No. 5 | PROS | Monthly lift station preventative maintenance services for 2 additional sites |
| 12/10/2021 | Modification No. 6 | Seaport | Monthly lift station preventative maintenance services for 3 additional sites |
| 01/24/2022 | Modification No. 7 | Corrections | Monthly lift station preventative maintenance services for 1 additional site |
| 02/02/2022 | Modification No. 8 | DSWM | Monthly lift station preventative maintenance services for 4 additional sites |

- The County has allocated approximately \$10,361,300 since 2010. Table 2 shows the contract history and respective cumulative values since 2010.

Table 2

| Contract Number | Contractor | Term Dates | Contract Cumulative Value |
|-----------------|--|--------------------------|---------------------------|
| FB-00706 | All Liquid Environmental Services, LLC | 04/01/2019 to 03/31/2024 | \$944,800 |
| FB-00706B | All Liquid Environmental Services, LLC | 01/01/2019 to 06/30/2019 | \$125,000 |
| FB-00218 | Lift Stations “R” Us, Corp. | 07/06/2015 to 12/31/2018 | \$571,500 |
| 9039-4/14 | Pollution Elimination Corp Carlos Rivero Plumbing & Septic Tank AES Portable Sanitation, Inc. A to Z Statewide Plumbing Inc | 01/01/2010 to 06/30/2015 | \$8,720,000 |

ADDITIONAL INFORMATION

On February 18, 2022, OCA inquired with ISD relating to the causes for emergency repairs on the lift stations currently serviced under the contract; the preventative maintenance status and schedule of the lift stations; what challenges prevent the County from providing preventative maintenance services in-house; plans to upgrade or replace lift stations that may be at their end-of-life; and if the County anticipates adding additional lift stations to the service contract. OCA did not receive a response from the department as of the date of this publication.

**BCC Meeting:
March 1, 2022
Research Notes**

**Item No. 8G1
File No. 213048**

Research: SC / Reviewer: YM

RESOLUTION CREATING AND APPROVING IMPLEMENTING ORDER NO. 2-15 RELATING TO FORM OF PARKING CITATIONS

Prime Sponsor: None

Requester: Internal Services Department (ISD)

Committee Action: 2/10/22 – County Infrastructure, Operations, and Innovations (CIOIC); 1/13/22 – CIOIC meeting canceled due to lack of quorum.

RESEARCH FINDINGS

OCA inquired with the Clerk of Courts (COC) relating to parking citation financial details. A discussion of the responses received are summarized below.

Table 1 below depicts the COC's record of payment collections for parking citations county-wide, including departments with parking enforcement purview and municipalities.

Table 1

| Miami-Dade Clerk of Courts Parking Citations Collections | |
|---|---------------|
| FY 2017 | \$24,318,258 |
| FY 2018 | \$26,489,345 |
| FY 2019 | \$28,712,686 |
| FY 2020 | \$28,945,985 |
| FY 2021 | \$31,206,196 |
| Total | \$139,672,470 |

Source: COC

Table 2 and 3 below depict the categorization of parking violations and the associated distribution of funds collected from parking citation payments.

Table 2

| Parking Violation Codes Board of County Commissioners approved 7/20/21 FY 2022 | |
|---|---|
| Violation Category/ Group | Description |
| 11 | Overtime/ Restricted Parking |
| 12 | Improper Parking |
| 13 | Prohibited Parking |
| 15 | Unlawfully Parking Disabled Space |
| 16 | Obstructing Traffic / Hazardous Parking |
| 17 | Freight Curb Loading Zone |

**BCC Meeting:
March 1, 2022
Research Notes**

**Item No. 8G1
File No. 213048**

Research: SC / Reviewer: YM

| | |
|----|--|
| 18 | Violation Florida Statute / Other |
| 19 | Unlawfully Parking Stroller Space |
| 20 | Unlawfully Parking Disabled Access or Curb Cut |
| 21 | Prohibited (Other) |
| 22 | Parking Violation of Airport Restrictions |
| 23 | Abandoning Vehicle at Airport |

Source: COC

Table 3

| Fee Distribution | |
|-------------------------------|--------------------|
| Fines and Forfeiture Fund 10% | 10% of Fee |
| Clerk of Courts Fines | 1/3 of 90% |
| Municipality Fines | 2/3 of 90% |
| Parking School Crossing Guard | Additional \$4 Fee |

Source: COC

Note: Table 3 depicts the fee distribution for violation categories 11, 12, 13, 16, 17, 18, 19, 22, and 23. The \$4 fee is added to the base citation fee solely for distribution to Parking School Crossing Guards funding and not included within the calculation for distribution of funds to the COC, municipalities, and the fines and forfeiture fund. The distribution of fees for violation categories not noted in Table 3 are assigned additional distribution sources: the modernization trust fund, teen court, and so forth in accordance with the mandating ordinance.

**BCC Meeting:
March 1, 2022
Research Notes**

**Item No. 8N11
File No. 220117**

Research: MF / Reviewer: SC

RESOLUTION APPROVING CONTINUATION OF SPENDING AUTHORITY BEYOND MARCH 7, 2022 FOR AN ADDITIONAL YEAR FOR WORK ORDERS RELATED TO THE STRATEGIC MIAMI AREA RAPID TRANSIT (SMART) PLAN THROUGH THREE EXISTING PROFESSIONAL SERVICES AGREEMENTS FOR THE DEPARTMENT OF TRANSPORTATION AND PUBLIC WORKS: (1) CONTRACT NO. CIP142-TR15-PE1 WITH WSP USA, INC., FORMERLY KNOWN AS PARSONS BRINCKERHOFF, INC.; (2) CONTRACT NO. CIP142-1-TPW16-PE1(1) WITH PARSONS TRANSPORTATION GROUP, INC.; AND (3) CONTRACT NO. CIP142-1-TPW16-PE1(2) WITH AECOM TECHNICAL SERVICES, INC.

Prime Sponsor: None

Requester: Department of Transportation and Public Works (DTPW)

Committee Action: 2/8/22 – Transportation, Mobility and Planning (TMPC)

TMPC Meeting Recap: District 4 Commissioner Sally A. Heyman raised concerns pertaining to the project's fluid timeline status and increasing consultant fees.

RESEARCH FINDINGS

OCA's review of the item yielded the findings enumerated below. Refer to Additional Information section.

1. Pursuant to Resolution No. [R-1204-05](#), the Administration should evaluate in-house capabilities prior to contracting the services of outside consultants. Per OCA's review of County-wide positions, DTPW had an engineering staff consisting of 120 engineers as of June 2021. It is unclear how many Department engineers have the expertise to carry out the necessary scope of services under these Professional Services Agreements (PSA).

FINANCIAL ANALYSIS

OCA consulted the County's Vendor Payment Inquiry Application on February 11, 2022 to obtain the financial history of each awarded vendor under this item. Table 1 below provides a synopsis of the cumulative payments made to each vendor for the past five years (from 2016 – 2021).¹ Note: The payments reflected may not be inclusive of all payments made to date and not exclusive to the SMART Plan.

Table 1

| Vendor Payment History with the County | | |
|---|-------------|------------------|
| Vendor | Years | Cumulative Total |
| AECOM Technical Services, Inc. | 2016 – 2021 | \$26,831,807 |
| Parsons Transportation Group, Inc. dba Parsons | 2018 – 2021 | \$13,267,335 |
| WSP USA, Inc. | 2017 – 2021 | \$16,024,766 |

¹Miami-Dade County, Vendor Payment Inquiry Application,
https://w85exp.miamidade.gov/VInvoice/1_0a_vendor_login.jsp

**BCC Meeting:
March 1, 2022
Research Notes**

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ADDITIONAL INFORMATION

The timeline below offers a summary of the resolutions approved for professional engineering services under DTPW's Capital Improvement Plan and the subsequent approvals for each PSA, commencing in 2017 through the current request.

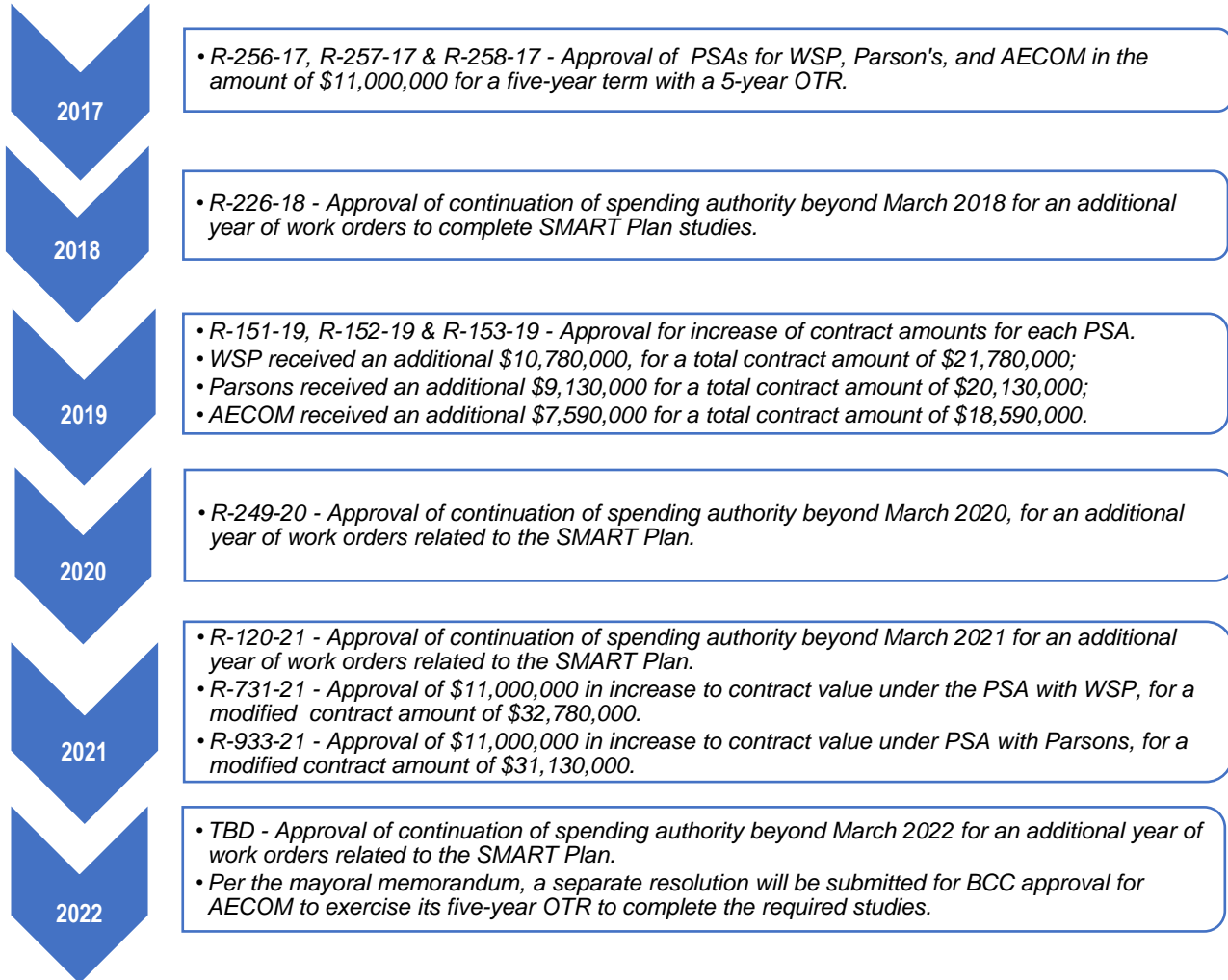


Table 2 below summarizes the allocation history of each PSA.

Table 2

| Vendor | Initial Allocation | Modification 1 | Modification 2 | Cumulative Total |
|--|--------------------|----------------|----------------|------------------|
| AECOM Technical Services, Inc. | \$11,000,000 | \$7,590,000 | - | \$18,590,000 |
| Parsons Transportation Group, Inc. dba Parsons | \$11,000,000 | \$9,130,000 | \$11,000,000 | \$31,130,000 |

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| | | | | |
|---------------|--------------|--------------|--------------|--------------|
| WSP USA, Inc. | \$11,000,000 | \$10,780,000 | \$11,000,000 | \$32,780,000 |
|---------------|--------------|--------------|--------------|--------------|

OCA inquired with DTPW relating to details of this PSA. The questions posed and responses are summarized below.

Status if Additional Studies and Work on Corridors

Per DTPW, no additional Project Development and Environmental studies are needed for the SMART corridors, as each corridor will be moving into the next phase of the projects for implementation – including design and construction. Regarding the pending status of the Northeast Corridor, the Department indicated that commuter/passenger rail was adopted by the Transportation Planning Organization (TPO) as the Locally Preferred Alternative. Additionally, the National Environmental Policy Act (NEPA) checklist was submitted to the Federal Transit Administration (FTA) in May 2021. According to DTPW, staff is working on finalizing the NEPA documents, which includes developing 30% of plans and completing the necessary activities required to enter the next engineering phase of the New Starts Program (under the FTA). The Department is slated to submit a request to enter the engineering phase in April 2023.

Interplay with Tri-Rail Station Project

DTPW confirmed that these PSAs do not have any services related to the Tri-Rail station at MiamiCentral project.

Payment of Work Orders

Pertaining to whether the project/studies are paid through fixed-price work-orders or time and the itemization of the consultants' hourly rates for each PSA, DTPW indicated that the subject PSAs include both lump sum and time and material work orders. Table 3 below provides the maximum rates for each contract (although annual wage increases may be requested and are subject to the Contract Officer Representative).

Table 3

| <i>Contract No. Awarded Firm</i> | CIP142-TR15-PE1 WSP USA Inc. | CIP142-1-TPW16-PE1(1) Parsons Transportation Group, Inc. | CIP142-1-TPW16-PE1(2) AECOM Technical Services, Inc. |
|--------------------------------------|---|---|---|
| Principal | \$ 170.00 | \$ 125.00 | \$ 125.00 |
| Contract (Project) Manager | \$ 90.00 | \$ 85.00 | \$ 85.00 |
| Deputy Contract (Project) Manager | \$ 90.00 | - | - |
| All Other Employees | \$ 85.00 | \$ 75.00 | \$ 75.00 |

Source: DTPW

In-house Capabilities

OCA inquired as to the reasons why no portion of this PSA, such as document control, document review, and grant applications, could not be conducted or handled through in-house capabilities and pursuant to Resolution No. [R-1204-05](#). Per DTPW, the Department evaluates project manager workload, project delivery schedules, workload increase, project type, expertise, and size. The Department stated that some of the services provided under these PSAs are also provided in house. Notwithstanding, the project workload or expertise necessary on some of the tasks required supplementing staff using consultants.

CONTRIBUTORS

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

The Office of the Commission Auditor (OCA) was established in September 2002 by Ordinance 03-2 to provide support and professional analysis of the policy, service, budgetary and operational issues before the Miami-Dade Board of County Commissioners. The Commission Auditor's duties include reporting to the Board of County Commissioners on the fiscal operations of County departments, as well as whether the fiscal and legislative policy directions of the Commission are being efficiently and effectively implemented.

These research notes, prepared in collaboration with the Miami Dade County departments as subject matter experts, is substantially less detailed in scope than an audit in accordance with the Generally Accepted Auditing Standards (GAAS). The OCA plans and performs the review to obtain sufficient, appropriate evidence to provide a reasonable basis for its findings and conclusions based on its objectives; accordingly, the OCA does not express an opinion on the data gathered by the subject matter expert(s).