



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

**COMMISSION AUDITOR'S
INFORMATIONAL RESEARCH**

BOARD OF COUNTY COMMISSIONERS MEETING

April 5, 2022

9:30 A.M.

Commission Chambers

Yinka Majekodunmi, CPA
Commission Auditor

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COUNTY COMMISSION

RESOLUTIONS

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CHANGES SHEET

- 8F2 (220144) Approving Contract Awards for Purchase of Professional Healthcare Staffing Services

Note: The research notes for this item have been updated to reflect the response received from the Internal Services Department regarding staffing and pay rates analysis (page 12).

- 8F4 (220348) Additional Time and Expenditure Authority for Purchase of Furniture

Note: The research notes for this item have been updated to reflect the response received from the Internal Services Department regarding office furniture inventory and surplus (page 18).

- 8F7 (220368) Establishment of Prequalification Pool for Purchase of Plant Material and Tree Services

Note: The research notes for this item have been updated to reflect the response received from the Internal Services Department regarding inflation analysis (page 23).

- 8F8 (220373) Authorizing Access of Contract No. 092920- EJW Aboveground Fuel and Fluid Storage

Note: The research notes for this item have been updated to reflect the response received from the Internal Services Department regarding cost savings and future upgrades (page 27).

**BCC Meeting:
April 5, 2022
Research Notes**

**Item No. 3A1
File No. 220654**

Research: CB / Reviewer: SC

RESOLUTION APPROVING THE TOWN OF MEDLEY CODESIGNATION OF THAT PORTION OF NW 122ND STREET BETWEEN NW 115TH AVENUE AND NW SOUTH RIVER DRIVE AS "PERU STREET"

Prime Sponsor: Chairman Jose "Pepe" Diaz, District 12.

Requester: None

Committee Action Date: None

RESEARCH FINDINGS

OCA completed the required background check on "Peru Street" and noted no adverse findings. OCA determined that there is no prior Board of County Commissioners (BCC) codesignation for "Peru Street." OCA is providing this report as a Supplement to BCC Agenda File Item No. 220654.

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:
April 5, 2022
Research Notes**

**Item No. 3A2
File No. 220622**

Research: CB / Reviewer: SC

RESOLUTION APPROVING THE CITY OF HIALEAH'S CODESIGNATION OF THAT PORTION OF EAST PALM COURT FROM EAST 34 STREET TO EAST 35 STREET AS "RENE LEOPOLDO RAMOS WAY"

Prime Sponsor: Senator Rene Garcia, District 13.

Requester: None

Committee Action Date: None

RESEARCH FINDINGS

OCA completed the required background check on "Rene Leopoldo Ramos" and noted no adverse findings. OCA determined that there is no prior Board of County Commissioners (BCC) codesignation for "Rene Leopoldo Ramos." As also required by Rule 9.02(f)(1), OCA verified that "Rene Leopoldo Ramos" is deceased. OCA is providing this report as a Supplement to BCC Agenda File Item No. 220622.

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:
April 5, 2022
Research Notes**

**Item No. 3A3
File No. 220675**

Research: CB / Reviewer: SC

RESOLUTION APPROVING THE CITY OF MIAMI'S CODESIGNATION OF THAT PORTION OF NORTHWEST 19TH STREET FROM NORTHWEST 3RD AVENUE TO NORTHWEST 5TH AVENUE AS "BISHOP JACOB COHEN STREET"

Prime Sponsor: Commissioner Keon Hardemon, District 3.
Requester: None
Committee Action Date: None

RESEARCH FINDINGS

OCA completed the required background check on "Bishop Jacob Cohen" and found the following:

- *Jacob Cohen: Small Claims Judgement for \$4,556 to Capital One; signed on February 6, 2013; no Certificate of Release found;*
- *Jacob Cohen: Small Claims Judgement for \$4,485 to Discover Bank; signed on September 12, 2016; no Certificate of Release found.*

OCA determined that there is no prior Board of County Commissioners (BCC) codesignation for "Bishop Jacob Cohen." As also required by Rule 9.02(f)(1), OCA verified that "Bishop Jacob Cohen" is deceased. OCA is providing this report as a Supplement to BCC Agenda File Item No. 220675.

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:
April 5, 2022
Research Notes**

**Item No. 3A4
File No. 220676**

Research: CB / Reviewer: SC

RESOLUTION APPROVING THE CITY OF MIAMI'S CODESIGNATION OF THAT PORTION OF NORTHWEST 18TH STREET FROM NORTHWEST MIAMI COURT TO NORTHWEST 2ND AVENUE AS "PURVIS YOUNG STREET"

Prime Sponsor: Commissioner Keon Hardemon, District 3.
Requester: None
Committee Action Date: None

RESEARCH FINDINGS

OCA completed the required background check on "Purvis Young" and noted no adverse findings. OCA determined that there is no prior Board of County Commissioners (BCC) codesignation for "Purvis Young." As also required by Rule 9.02(f)(1), OCA verified that "Purvis Young" is deceased. OCA is providing this report as a Supplement to BCC Agenda File Item No. 220676

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:
April 5, 2022
Research Notes**

**Item No. 3A5
File No. 220625**

Research: CB / Reviewer: SC

RESOLUTION APPROVING THE CITY OF MIAMI'S REVISED CODESIGNATION OF NORTHWEST 9TH STREET FROM NW 40TH AVENUE TO NW 42ND AVENUE AS "OFFICER JORGE SANCHEZ STREET"

Prime Sponsor: Commissioner Rebeca Sosa, District 6.

Requester: None

Committee Action Date: None

RESEARCH FINDINGS

OCA completed the required background check on "Officer Jorge Sanchez" and found the following:

- *Jorge Sanchez: State of California State Tax Lien for \$1,655; signed on May 2, 2012; no Certificate of Release found.*

OCA determined that this codesignation revises the prior Board of County Commissioners (BCC) codesignation for "Officer Jorge Sanchez.", and there are no additional codesignations. As also required by Rule 9.02(f)(1), OCA verified that "Officer Jorge Sanchez" is deceased. OCA is providing this report as a Supplement to BCC Agenda File Item No. 220625.

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:
April 5, 2022
Research Notes**

**Item No. 8C1
File No. 220362**

Research: CB / Reviewer: SC

RESOLUTION APPROVING THE REAPPOINTMENT OF HEMANT PATEL AND DANIELLE TORRES AND THE APPOINTMENT OF CITY OF MIAMI GARDENS COMMISSIONER ROBERT STEPHENS, III, A TOTAL OF THREE MEMBERS TO THE TOURIST DEVELOPMENT COUNCIL

Prime Sponsor: Commissioner Keon Hardemon, District 3

Requester: Department of Cultural Affairs

Committee Action Date: 3/08/22 – Airports and Economic Development Committee (AEDC)

RESEARCH FINDINGS

OCA completed the required background research regarding the reappointment of Hemant Patel and Danielle Torres and the appointment of City of Miami Gardens Commissioner Robert Stephens, III, to The Tourist Development Council. The research yielded no adverse informational findings for the appointees. This report is being provided as a Supplement to BCC Agenda File Item Number 220362.

FINANCIAL ANALYSIS

N/A

ADDITIONAL INFORMATION

1. Bulleted below is the relevant legislation relating to the background research process:
 - [Resolution No. R-636-14](#), adopted on July 1, 2014, requires OCA to conduct background research on applicants being considered to serve on County Boards and Trusts that require nominations or appointments by the BCC.
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:
April 5, 2022
Research Notes**

**Item No. 8F2
File No. 220144**

Research: PAR / Reviewer: SC

RESOLUTION APPROVING AWARD OF CONTRACT NO. FB-02113 GROUPS 1 (HEALTHCARE PROFESSIONAL POSITIONS – NON FEDERALLY FUNDED), 2 (HEALTHCARE RELATED POSITIONS NON FEDERALLY FUNDED), 3 (HEALTHCARE PROFESSIONAL POSITIONS – FEDERALLY FUNDED) AND 4 (HEALTHCARE RELATED POSITIONS – FEDERALLY FUNDED) TO 4 BEST BUSINESS CORP., CONTRACT NO. FB-02113 GROUPS 1 (HEALTHCARE PROFESSIONAL POSITIONS – NON FEDERALLY FUNDED) AND 2 (HEALTHCARE RELATED POSITIONS NON FEDERALLY FUNDED) TO AMERICAN HOME HEALTH AGENCY, INC., CONTRACT NO. FB-02113 GROUP 3 (HEALTHCARE PROFESSIONAL POSITIONS – FEDERALLY FUNDED) TO ADAMS ENTERPRISE USA, INC., AND CONTRACT NO. FB-02113 GROUP 4 (HEALTHCARE RELATED POSITIONS – FEDERALLY FUNDED) TO SOUTHERN TRIPLE O CORPORATION DBA SOUTHERN HOMEMAKER AND COMPANION SERVICES FOR THE PURCHASE OF PROFESSIONAL HEALTHCARE STAFFING SERVICES FOR THE MIAMI-DADE COMMUNITY ACTION AND HUMAN SERVICES AND PUBLIC HOUSING AND COMMUNITY DEVELOPMENT DEPARTMENTS WITH AN AMOUNT NOT TO EXCEED \$14,301,341.00, FOR A FIVE-YEAR TERM; AND AUTHORIZING THE COUNTY MAYOR OR COUNTY MAYOR’S DESIGNEE TO GIVE NOTICE OF THIS AWARD TO 4 BEST BUSINESS CORP., FOR GROUPS 1, 2, 3 AND 4, AMERICAN HOME HEALTH AGENCY, INC. FOR GROUPS 1 AND 2, ADAMS ENTERPRISE USA, INC. FOR GROUPS 3, AND SOUTHERN TRIPLE O CORPORATION DBA SOUTHERN HOMEMAKER AND COMPANION SERVICES FOR GROUP 4, 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 [SEE FILE NO. 220143]

Prime Sponsor: None

Requester: Internal Services Department (ISD)

Committee Action: 3/9/22 - Health, Emergency Management, and Intergovernmental Affairs Committee (HEMIC)

RESEARCH FINDINGS

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

FINANCIAL ANALYSIS

OCA examined allocation utilization under previous and current contracts, *Contract No. FB-00312, Contract Health Professionals, Contract No. FB-02113-BR1, Healthcare Staffing Services, and Contract No. FB-02113-BR2, Healthcare Staffing Services*. Table 1 below provides a synopsis of the contract allocation and usage (released amount) for the noted contracts as of March 28, 2022.

Table 1

Previous and Current Contract Allocation History (e-Procurement/INFORMS)					
Contract No.	Contract Title	Contract Term	Allocation Amount	Released Amount	Remaining Balance
FB-00312, with 3 Options to Renew	Contract Health Professionals	06/01/2016 - 11/30/2021	\$12,021,500	\$8,212,909	\$3,808,591

**BCC Meeting:
April 5, 2022
Research Notes**

**Item No. 8F2
File No. 220144**

Research: PAR / Reviewer: SC

FB-02113-BR1	Healthcare Staffing Services	12/01/2021 - 04/15/2022	\$250,000	\$0	\$250,000
FB-02113-BR2	Healthcare Staffing Services	12/01/2021 - 04/15/2022	\$250,000	\$0	\$250,000

OCA examined vendor financial history. Table 2 below provides a synopsis of the cumulative payments made to the subject vendors for the past six years (2016-2022) as of March 2022. Note: The payments reflected may not be inclusive of all payments made to date.

Table 2

Vendor Payment History with County (VPI Application/INFORMS)		
Vendor	Time Frame	Cumulative Total
4 Best Business Corp. (SBE)	August 2019 - March 2022	\$1,502,835
American Home Health Agency Inc. (SBE)	September 2016 - March 2022	\$2,518,158
Adams Enterprise USA, Inc.	December 2021 - March 2022	\$11,767
Southern Triple O Corporation dba Southern Homemaker and Companion Services (SBE)	August 2017 - October 2019	\$180,654
CSI Catalano's Nurses Registry Inc.*	January 2016 - September 2016	\$72,887

Note: Per the mayoral memorandum, CSI Catalano Nurses Registry Inc. and Rehabchoice, Inc. dba CSI Staffing filed the intent to protest the award of Contract No. FB-02113, which was later withdrawn. CSI Catalano's Nurses Registry Inc. was an awarded vendor for the previous Contract No. FB-00312, Group 3, Federal Funds - Healthcare Professional Positions, according to the roadmap available in e-Procurement.

ADDITIONAL INFORMATION

The companion item on this agenda under File No. 220143 is requesting the rejection of *Invitation to Bid No. FB-01812, Contract Healthcare Staffing Services*. FB-01812 is being rejected due to the absence of minimum hourly pay rates per position.

**BCC Meeting:
April 5, 2022
Research Notes**

**Item No. 8F2
File No. 220144**

Research: PAR / Reviewer: SC

Staffing and Pay Rates Analysis

On March 17, 2022, OCA inquired with ISD regarding the market research and analysis used as a basis for the minimum hourly rates and the staffing analysis used for the allocation requested. ISD indicated that the minimum pay rate was determined by researching the following: (1) Florida's National Average pay rates for the various Healthcare positions; (2) U.S. Bureau of Labor Statistics website; and (3) current contract pay rates. Tables 3 and 4 below summarize the data utilized by the Public Housing and Community Development and Community Action and Human Services Departments to project allocation for the subject contract. ISD also stated that the allocation requested is based on existing positions, the pay rates that resulted from market research, and additional allocation for wage increases anticipated over the contract term.

Table 3

Public Housing and Community Development Department Health Professionals Projections			
Position Title	Number of Positions	Hourly Billing Rate	12 Month Billing
Social Worker I	1	\$21.20	\$44,096
Licensed Practical Nurse	5	\$32.70	\$340,080
Registered Nurses	1	\$35.40	\$73,632
Certified Nursing Assistant	20	\$20.60	\$856,960
Dietician	2	\$20.70	\$86,112
Total=			\$1,400,880

Table 4

Community Action and Human Services Department Health Professionals Projections			
Position Title	Number of Positions	Hourly Billing Rate	12 Month Billing
Social Worker 1	2	\$18.43	\$76,669
License Practice Nurse	6	\$34.25	\$427,440
Registered Nurse	5	\$33.29	\$346,216
Certified Nursing Assistant	1	\$15.08	\$31,366
Physician/Psychiatrist	2	\$192.00	\$169,728
Total=			\$1,051,419

As a follow-up, OCA reviewed the solicitation document available through e-Procurement for FB-02113, which listed the following minimum hourly rates for healthcare and healthcare-related positions in Tables 5 and 6 below:

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April 5, 2022
Research Notes**

**Item No. 8F2
File No. 220144**

Research: PAR / Reviewer: SC

Table 5

Healthcare Professionals Positions	
Positions	Minimum Hourly Pay Rates to Employee
Licensed Practical Nurse	\$28.00
Registered Nurse	\$30.00
Certified Nursing Assistant	<i>Living Wage Rate</i>
Medical Doctor/ Psychiatrist	\$200.00
Dietitian/Nutritionist	<i>Living Wage Rate</i>

Table 6

Healthcare Related Positions	
Positions	Minimum Hourly Pay Rates to Employee
Home Care Aide	<i>Living Wage</i>
Social Worker Aide	<i>Living Wage</i>
Social Worker 1	\$18.00
Health Services Coordinator/Administrator	<i>Living Wage</i>

**BCC Meeting:
April 5, 2022
Research Notes**

**Item No. 8F3
File No. 220164**

Research: VW / Reviewer: SC

RESOLUTION AUTHORIZING ADDITIONAL EXPENDITURE AUTHORITY IN AN AMOUNT UP TO \$5,349,000.00 FOR A MODIFIED CONTRACT AMOUNT OF \$6,161,000.00 FOR CONTRACT NO. AR2472 FOR THE PURCHASE OF CLOUD SOLUTIONS 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 (ISD)

Committee Action: 3/10/22 - County Infrastructure, Operations, and Innovations Committee

RESEARCH FINDINGS

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

FINANCIAL ANALYSIS

OCA examined the vendor's financial history. Table 1 below provides a synopsis of the cumulative payments made to the subject vendor for the past eight years (2014-2022) as of March 2022. Note: The payments reflected may not be inclusive of all payments made to date.

Table 1

Vendor Payment History with County (VPI Application/INFORMS)		
Vendor	Time Frame	Cumulative Total
Carahsoft Technology Corporation	October 2014 – March 2022	\$6,735,499

ADDITIONAL INFORMATION

Based on correspondence with ITD on March 22, 2022, no other contract is available to purchase the cloud solution products requested. The Department may also access Contract No. AR2472 in the future as it includes many other Copyright holders for Cloud solutions.

According to the mayoral memorandum, the contract will provide the following: (1) Twilio software interface that provides Voice over Internet Protocol (VOIP) telephony and SMS messaging services; (2) Zoom licenses and services; (3) Salesforce Social Studio, a cloud solution for the social media management system that provides a unified platform to integrate various forms of social media, and (4) Salesforce Marketing Cloud, a tool that serves as the enterprise email marketing tool to reach businesses and residents of the County regarding County programs and services.

Table 2 lists the Salesforce products and corresponding quantities requested under this contract. The annual expense for the Salesforce products is \$455,662.

**BCC Meeting:
April 5, 2022
Research Notes**

**Item No. 8F3
File No. 220164**

Research: VW / Reviewer: SC

Table 2

Salesforce Products	
Product	Quantity
Super Messages ¹	150,000,000
Contacts	1,305,000
Social Accounts	250
Business Units (One parent and four children accounts that can use shared resources from the parent)	5

Outlined in Table 3 is a summary of the Zoom licenses, meetings, and minutes utilized within the County from March 19, 2021, to March 19, 2022.

Table 3

Zoom Services			
License Types	Number of Users	Total Number of Meetings (12 months)	Total Number of Minutes (12 months)
Licensed (Webinar1000 Large500)	2	323	12,484
Licensed (Webinar500 Large500)	519	26,635	1,216,881
Grand Total	521	26,958	1,229,365

Table 4 below provides a breakdown of the Twilio products, corresponding quantities, and fees utilized in the County in February 2022 for multiple County departments.

Table 4

Twilio Products		
Product	Quantity	Total Fees
AnsweringMachineDetection	85	\$0.64
CallMinute	166,816	\$6,895.54
ClientVoice	815	\$18.84
ConferenceMinute	7,332	\$91.83
Enterprise	1	\$2,450
Functions	3,499	\$0.24
MessagingMPS	1	\$250
MMSMessage	3	\$0.03
Payment	1	\$6,246.35

¹Super Messages includes an email, a high priority email, a landing page impression, CloudPage impression, a Predictive Intelligence web or email impression, a push notification, or an SMS or MMS message.

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April 5, 2022
Research Notes**

**Item No. 8F3
File No. 220164**

Research: VW / Reviewer: SC

PhoneNumber	42	\$19.80
PremiumSupport	1	\$7,500
ShortCode	1	\$16,500
SMSMessage	108,806	\$535.46
Studio	6	\$0.00
Tax	1	\$0.00
Twiml	2,241,410	\$0.21
Monthly Totals=	2,528,820	\$40,508.95

A search on e-Procurement yielded the following contract which provides cloud solution related services to the County.

Table 5

Other Cloud Solution Contracts			
Contract Number	Contract Name	Expiration Date	Current Value
BW9754-5/25-4	Cloud-Hosted Communications System Service and Maintenance Agreement	12/31/2022	\$ 125,000

**BCC Meeting:
April 5, 2022
Research Notes**

**Item No. 8F4
File No. 220348**

Research: MF & CS / Reviewers: SC & PC

RESOLUTION AUTHORIZING ADDITIONAL TIME OF ONE YEAR AND EXPENDITURE AUTHORITY UP TO \$16,712,684.00 FOR PREQUALIFICATION POOL NO. 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

Prime Sponsor: None

Requester: Internal Services Department (ISD)

Committee Action: 3/10/2022 – County Infrastructure, Operations and Innovations Committee (CIOIC)

RESEARCH FINDINGS

OCA's review of the item found no substantive legislative, procedural or administrative noncompliance. Refer to the Financial Analysis and Additional Information sections for historical and other background information on the item.

FINANCIAL ANALYSIS

OCA examined allocation utilization under *Prequalification Pool No. RTQ-00439, Furniture Office and Non-Office*, which requires annual requests for time and expenditure authority. Table 1 below provides a synopsis of the contract allocation and usage (released amount) as of March 28, 2022.

Table 1

Current Contract Allocation History (e-Procurement/INFORMS)					
Contract No.	Contract Title	Contract Term	Allocation Amount	Released Amount	Remaining Balance
RTQ-00439	Furniture Office and Non-Office	03/18/2018 - 05/31/2022	\$78,099,531	\$45,102,275	\$32,997,257

OCA examined vendor financial history. The attached Exhibit A provides a synopsis of the cumulative payments made to the subject vendors for the past six years (2016-2022) as of March 2022. Note: The payments reflected may not be inclusive of all payments made to date.

OCA further consulted e-Procurement for Countywide active office furniture contracts. The search yielded *Contract No. FB-00951, System Furniture Services*, which was allocated \$1,000,000 for a five-year term from October 2019 through September 2024. Per e-Procurement, a total of \$416,766 has been released, leaving a balance of \$583,234.

ADDITIONAL INFORMATION

OCA examined the adopted resolutions pertaining to subject *Prequalification Pool No. RTQ-00439*. Table 3 below displays the resolution modification history of said pool. Note: e-Procurement reflects additional modifications under mayoral authority in the amount of \$1,148,726.

**BCC Meeting:
April 5, 2022
Research Notes**

**Item No. 8F4
File No. 220348**

Research: MF & CS / Reviewers: SC & PC

Table 3

BCC Expenditure Authority Approval			
Term	Resolution	Annual Allocation	Cumulative Total
FY 2018 2019	R-95-18	\$15,185,000	\$15,185,000
FY 2019 - 2020	R-134-19	\$16,517,860	\$31,702,860
FY 2020 - 2021	R-37-20	\$21,854,645	\$53,557,505
FY 2021 - 2022	R-45-21	\$12,291,500	\$65,849,005
	R-101-21	\$11,101,800	\$76,950,805
FY 2022 - 2023	Current Item	\$16,712,684	\$93,663,489

Due Diligence

OCA conducted due diligence via Westlaw of all vendors under this prequalification pool. Bulleted below is a summary of legal complaints filed against the applicable vendors.

- *Percy et al v. D & D Metal Work Inc. et al.* – Empire Office, Inc. is a co-defendant in a class-action lawsuit (Case No. 1:21-CV-02182) filed in the U.S. District, Eastern District of New York (Brooklyn) on April 20, 2021. According to the complaint, the defendants used unlawful employment practices of discrimination based on the plaintiffs' ability to meet their burden of production and refused to adopt Alternative Employment Practices. As of the last docket activity in August 2021, the case is in the discovery phase.
- *Robert Savage v. Global Industries, Inc.* – The vendor is a defendant in a wrongful termination lawsuit (Case No. 20STCV37285) filed in the Superior Court of Los Angeles County on September 20, 2020. Per the complaint, the company discriminated against the plaintiff, a 74-year-old male who had been employed for more than 40 years, by eliminating his position in the Santa Fe Springs, California office; the vendor cited the COVID-19 pandemic's economic impact as cause for the termination. According to the last docket activity in 2020, the case is pending further court action.
- *Hyatt Corporation v. Kimball International Inc. and Kimball Office Inc.* – The vendor is a defendant in a product negligence lawsuit (Case No. 0023352/2020) filed in the Supreme Court, of Bronx County on December 10, 2020. According to the lawsuit, the plaintiff (representing a Hyatt male employee) suffered permanent injuries and was confined to a hospital and/or home due to a folding table that snapped, striking him. As of the last docket activity in 2020, the case was in the discovery phase.

Office Furniture Inventory and Surplus

On March 17, 2022, OCA inquired with ISD regarding an inventory list, including the status (i.e., reusable, defective, other-specify) of current surplus office furniture and the procedure/policy to determine the future use of surplus. ISD indicated that surplus furniture is no longer stored from ISD managed buildings. At ISD managed facilities, once the furniture is replaced, tenants are advised to repurpose useable furniture at their other facilities or store said furniture until it can be re-used, if feasible. If storage is not feasible, tenants are instructed to send the discarded furniture to the County Store. Currently, there are *six bookcases, one desk; 15 file cabinets; and eight chairs* at the County Store. Items in the County Store are expected to be sold to the public. Other departments not housed in the approximately 38 ISD managed facilities also purchase, store and/or dispose of furniture in their facilities. In the past, furniture that was not broken, bent, chipped, faded, discolored, or damaged in another manner was stored as surplus until needed. Otherwise, the furniture was sent to the County Store.

Exhibit A

Vendor Payment History (VPI Application/INFORMS)		
Vendor	Time Frame	Cumulative Total
4141 Design Group LLC	November 2021 - March 2022	\$290,892
ABP Aventura, Inc. dba Relax The Back	January 2016 - July 2019	\$5,373
Advanced Filing Systems Inc. dba Florida Office Systems	January 2016 - March 2022	\$1,085,083
Align 1 Solutions LLC	December 2020 - July 2022	\$11,325
All Rack & Shelving Inc.	April 2016 - December 2021	\$550,645
Allsteel Inc.	January 2016 - July 2021	\$915,969
Apricot Office Interiors	January 2016 - March 2022	\$1,148,524
Arconas Corporation	September 2018 - September 2020	\$18,370
Berwin Inc. dba JC White Architectural Interior Products	January 2016 - March 2022	\$6,626,499
Camilo Holdings, LLC	March 2018 - March 2021	\$157,113
Classroom Outfitters, LLC	February 2016 - February 2022	\$1,207,843
Compass Office Solutions, LLC	April 2016 - March 2022	\$91,548
Darran Furniture Industries Inc.	February 2021 - June 2021	\$30,811
Empire Office, Inc.	January 2016 - March 2022	\$211,026
Forms & Surfaces, Inc.	April 2016 - October 2021	\$205,879
Galloway Office Supplies Inc. Db a Galloway Office Supplies & Furniture	January 2016 2 March 2021	\$1,263,165
Geargrid LLC	September 2016 - December 2021	\$50,439
Global Industries Inc. dba Evolve Furniture Group dba Offices To Go	January 2020 - June 2021	\$203,140
The Hon Company LLC	October 2018 - March 2022	\$579,339
Hugh Robinson, Inc.	March 2015 - June 2019	\$96,632
Humanscale Corporation	December 2019 - February 2020	\$1,774
Knoll, Inc.	June 2015 - May 2019	\$273,680
Krueger International Inc. dba Ki	February 2019 - October 2021	\$2,470,212
Landscape Forms, Inc.	October 2018	\$17,249
Mity-Lite, Inc.	March 2017 - February 2022	\$151,751

Vendor Payment History (VPI Application/INFORMS)		
Office Dimensions, Inc.	January 2016 - September 2021	\$6,634,117
Office Express Supplies Inc.	July 2016 - March 2022	\$563,668
Offistation Inc.	February 2016 - November 2021	\$315,191
OFS Brands, Inc.	April 2019 - September 2021	\$54,440
Patterson Pope, Inc.	November 2016 - November 2020	\$146,914
Pradere Manufacturing Corp. dba Pradere Office Products	April 2016 - March 2022	\$642,128
Prison Rehabilitative Industries and Diversified Enterprises, Inc. Db a Pride Enterprises	January 2016 - March 2022	\$1,629,647
R. George & Associates, Inc.	January 2016 - March 2022	\$4,953,111
Residential Kitchen Design, Inc.	January 2016 - November 2021	\$1,005,284
SSE And Associates, Inc. Db a Southeastern Surfaces & Equipment	June 2016 - March 2021	\$103,160
WRK Lab Inc.	February 2020 - March 2022	\$488,673
Your Office, Inc.	February 2016 - March 2021	\$76,292

**BCC Meeting:
April 5, 2022
Research Notes**

**Item No. 8F7
File No. 220368**

Research: PAR / Reviewer: SC

RESOLUTION AUTHORIZING ESTABLISHMENT OF PREQUALIFICATION POOL RTQ-02029 FOR GROUP 1 FURNISH PLANT MATERIAL; GROUP 2 FURNISH AND INSTALL PLANT MATERIAL; GROUP 3 TREE SERVICES (WITH ARBORIST); GROUP 4 TREE SERVICES (WITHOUT ARBORIST); GROUP 5 DISPOSAL SERVICES OF SOLID WASTE; AND GROUP 6 DISPOSAL SERVICES OF PLANT DEBRIS FOR THE PURCHASE OF PLANT MATERIAL AND TREE SERVICES FOR MULTIPLE COUNTY DEPARTMENTS FOR A FIVE-YEAR TERM IN A TOTAL AMOUNT UP TO \$27,828,000.00; 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 (ISD)

Committee Action: 3/8/22 - PortMiami and Environmental Resilience Committee (PRC)

RESEARCH FINDINGS

OCA's review of the item found no substantive legislative, procedural or administrative non-compliance. Refer to the Financial Analysis and Additional Information sections for historical and other background information on the item.

FINANCIAL ANALYSIS

OCA examined allocation utilization under current contract, *Prequalification Pool No. 1298-1/21, Plant Material & Tree Services Pre-Qual*. Table 1 below provides a synopsis of the contract allocation and usage (released amount) for the noted contracts as of March 28, 2022.

Table 1

Current Contract Allocation History (e-Procurement/INFORMS)					
Contract No.	Contract Title	Contract Term	Allocation Amount	Released Amount	Remaining Balance
1298-1/21, with 1 Option to Renew	Plant Material & Tree Services Pre-Qual	03/01/2012 - 05/31/2022	\$45,725,600	\$36,671,395	\$9,054,205

OCA examined vendor financial history. Table 2 below provides a synopsis of the cumulative payments made to the subject vendors for the past six years (2016-2022) as of March 2022. Note: The payments reflected may not be inclusive of all payments made to date.

**BCC Meeting:
April 5, 2022
Research Notes**

**Item No. 8F7
File No. 220368**

Research: PAR / Reviewer: SC

Table 2

Vendor Payment History with County (VPI Application/INFORMS)		
Vendor Name	Time Frame	Cumulative Total
A Native Tree Service, Inc. (SBE)	January 2016 - March 2022	\$14,111,842
Able Business Services, Inc. (SBE)	January 2016 - March 2022	\$27,059,651
Arazoza Brothers Corp.	November 2016 – September 2019	\$313,503
Crodon, Inc. (SBE)	January 2016 - March 2022	\$5,659,757
Ground Effects, Inc. (SBE)	August 2018 - March 2022	\$305,536
SFM Services, Inc.	March 2016 – December 2021	\$12,805,861
Sunset Sod, Inc. (SBE)	January 2016 - March 2022	\$328,068
VisualScape, Inc.	June 2021 - October 2021	\$150,846

ADDITIONAL INFORMATION

During the BCC committee meeting on January 10, 2012, which approved the current pool under Resolution No. [R-131-12](#) - Commissioner Diaz asked the County administration to review the feasibility of implementing a County-owned and operated plant nursery that would produce an inventory of plants for the County, and provide a written report to the BCC. OCA could not determine if the requested report was presented to the BCC.

Table 3 below sets forth a historical analysis of the previous prequalification pools for the services.

Table 3

Plant Services Contract History				
Authority	Contract No.	Contract Title	Date Range	Awarded Total
R-1432-06	1298-4/10, with 4 Options to Renew	Tree Services – Prequalification*	03/01/2010 - 02/29/2012	\$3,932,600
R-1093-07	6079-4/11, with 4 Options to Renew	Solid Sod-Prequalification*	02/01/2007 - 01/31/2012	\$3,720,000

**BCC Meeting:
April 5, 2022
Research Notes**

**Item No. 8F7
File No. 220368**

Research: PAR / Reviewer: SC

R-432-08	5739-4/12-4	Plant Materials – Prequalification – Spot Market*	05/01/2011 - 04/30/2012	\$4,182,472
R-131-12	1298-1/21, with 1 Option to Renew	Plant Material & Tree Services – Prequalification	03/01/2012 - 05/31/2022	\$45,725,600

**Note: The three services were combined into one prequalification pool in 2012 through Prequalification Pool No. 1298-1/21, the current pool.*

Inflation Analysis

On March 17, 2022, OCA inquired with ISD regarding the market research and analysis utilized to determine the inflation costs anticipated. ISD stated that the difference in values between the two pools on an annualized basis is approximately 25%. Since 2018 there has been roughly a 14% change/increase in inflation. In particular, it was noted that there was an 8% increase in inflation in the last year and that inflation will continue to increase at an unknown rate. ISD provided the Consumer Price Index (CPI) chart below, displaying CPI changes over time.

CONSUMER PRICE INDEX FOR ALL URBAN CONSUMERS (CPI-U)
(not seasonally adjusted)

ALL ITEMS (1982-84=100)	U.S. City Average											
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Consumer Price Index												
2012	226.665	227.663	229.392	230.085	229.815	229.478	229.104	230.379	231.407	231.317	230.221	229.601
2013	230.28	232.166	232.773	232.531	232.945	233.504	233.596	233.877	234.149	233.546	233.069	233.049
2014	233.916	234.781	236.293	237.072	237.9	238.343	238.25	237.852	238.031	237.433	236.151	234.812
2015	233.707	234.722	236.119	236.599	237.805	238.638	238.654	238.316	237.945	237.838	237.336	236.525
2016	236.916	237.111	238.132	239.261	240.229	241.018	240.628	240.849	241.428	241.729	241.353	241.432
2017	242.839	243.603	243.801	244.524	244.733	244.955	244.786	245.519	246.819	246.663	246.669	246.524
2018	247.867	248.991	249.554	250.546	251.588	251.989	252.006	252.146	252.439	252.885	252.038	251.233
2019	251.712	252.776	254.202	255.548	256.092	256.143	256.571	256.558	256.759	257.346	257.208	256.974
2020	257.971	258.678	258.115	256.389	256.394	257.797	259.101	259.918	260.28	260.388	260.229	260.474
2021	261.582	263.014	264.877	267.054	269.195	271.696	273.003	273.567	274.31	276.589	277.948	278.802
2022	281.148	283.716										

As a follow-up, OCA consulted the U.S. Bureau of Labor Statistics¹, which provided CPI percent change over the noted periods in the chart below.

¹Consumer Price Index Historical Tables for U.S. City Average, https://www.bls.gov/regions/mid-atlantic/data/consumerpriceindexhistorical_us_table.htm

**BCC Meeting:
April 5, 2022
Research Notes**

**Item No. 8F7
File No. 220368**

Research: PAR / Reviewer: SC

Percent change from 12 months ago	U.S. City Average											
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2012	2.9	2.9	2.7	2.3	1.7	1.7	1.4	1.7	2	2.2	1.8	1.7
2013	1.6	2	1.5	1.1	1.4	1.8	2	1.5	1.2	1	1.2	1.5
2014	1.6	1.1	1.5	2	2.1	2.1	2	1.7	1.7	1.7	1.3	0.8
2015	-0.1	0	-0.1	-0.2	0	0.1	0.2	0.2	0	0.2	0.5	0.7
2016	1.4	1	0.9	1.1	1	1	0.8	1.1	1.5	1.6	1.7	2.1
2017	2.5	2.7	2.4	2.2	1.9	1.6	1.7	1.9	2.2	2	2.2	2.1
2018	2.1	2.2	2.4	2.5	2.8	2.9	2.9	2.7	2.3	2.5	2.2	1.9
2019	1.6	1.5	1.9	2	1.8	1.6	1.8	1.7	1.7	1.8	2.1	2.3
2020	2.5	2.3	1.5	0.3	0.1	0.6	1	1.3	1.4	1.2	1.2	1.4
2021	1.4	1.7	2.6	4.2	5	5.4	5.4	5.3	5.4	6.2	6.8	7
2022	7.5	7.9										

**BCC Meeting:
April 5, 2022
Research Notes**

**Item No. 8F8
File No. 220373**

Research: PAR / Reviewer: SC

RESOLUTION AUTHORIZING ACCESS OF CONTRACT NO. 092920-EJW, ABOVEGROUND FUEL AND FLUID STORAGE WITH RELATED HARDWARE, SOFTWARE, AND SERVICES WITH E.J. WARD, INC. FOR THE INTERNAL SERVICES DEPARTMENT AND MIAMI-DADE FIRE RESCUE DEPARTMENT IN A TOTAL AMOUNT NOT TO EXCEED \$2,029,500.00 FOR AN INITIAL TERM EXPIRING DECEMBER 7, 2024 AND ONE, ONE-YEAR OPTION TO RENEW TERM; AND AUTHORIZING THE COUNTY MAYOR OR COUNTY MAYOR'S DESIGNEE TO EXECUTE DOCUMENTS NECESSARY TO ACCESS SAME AND EXERCISE ALL PROVISIONS OF THE CONTRACT, INCLUDING ANY CANCELLATION, RENEWAL, 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: 3/10/22 - Community Safety and Security Committee (CSSC)

RESEARCH FINDINGS

OCA's review of the item found no substantive legislative, procedural or administrative non-compliance. See the Financial Analysis and Additional Information sections for historical and other background information on the item.

FINANCIAL ANALYSIS

OCA examined allocation utilization under the current contract, *Contract No. L3796-1/25, Automated Fueling System – EJ Ward*, which was awarded for a three-year term with five, one-year option to renew periods - only to be exercised if needed to complete updates to the Fueling System. Table 1 below provides a synopsis of the contract allocation and usage (released amount) for the noted contract as of March 28, 2022.

Table 1

Current Contract Allocation History (e-Procurement/INFORMS)					
Contract No.	Contract Title	Contract Term	Allocation Amount	Released Amount	Remaining Balance
L3796-1/25, with 1 Option to Renew	Automated Fueling System – EJ Ward	10/19/2018 - 10/31/2022	\$3,159,223	\$3,030,634	\$128,589

OCA examined the vendor's financial history. Table 2 below provides a synopsis of the cumulative payments made to the subject vendor for the past six years (2016-2022) as of March 2022. Note: The payments reflected may not be inclusive of all payments made to date.

**BCC Meeting:
April 5, 2022
Research Notes**

**Item No. 8F8
File No. 220373**

Research: PAR / Reviewer: SC

Table 2

Vendor Payment History with County (VPI Application/INFORMS)		
Vendor	Time Frame	Cumulative Total
EJ Ward, Inc.	January 2016 – March 2022	\$4,590,983

ADDITIONAL INFORMATION

The County purchased Automated Fueling System Maintenance services from E.J. Ward, Inc. through Sole Source contracts (see Table 3 below) from 08/01/1997 through 12/31/2008. Beginning in 2009, the County provided the services internally, for ten years, until 2018, when the Board approved L3796-1/25, pursuant to Resolution No. [R-996-18](#). During the Commission Meeting held on September 5, 2018, Commissioner Jordan asked for the purpose of the subject contract (L3796-1/25) since the County had been performing the work internally since the expiration of Contract No. SS3796-4/07 in 2008. Additionally, the Commissioner expressed concern about awarding a Legacy contract without engaging in a bid process for an entirely new system.

The then ISD Director explained that while County staff maintained the system during the prior ten-year period, the system needed complete hardware and software upgrades that could only be provided by the former vendor, E.J. Ward, Inc. The ISD Director explained that a Legacy contract would give staff flexibility and time to procure and transition into a new system. The then Deputy Mayor estimated the replacement cost to be between \$1.6 and \$3.5 million more than the proposed contract amount of \$2,911,000 for the upgrade. The ISD Director supported the Deputy Mayor's statements by pointing out that the project was evaluated and vetted by the Information Technology Department (ITD) through the Information Technology Leadership Council (ITLC) two years prior and found the project viable for funding. Commissioner Jordan requested to hear directly from ITD and defer the proposed resolution to the October 2, 2018, BCC meeting, where R-996-18 was later adopted. No additional notes were provided in the item record.

Table 3 below sets forth a historical analysis of the vendor's history with the County as per e-Procurement.

Table 3

Vendor Contract History			
Resolution	Contract No.	Contract Title	Time Period
R-568-08	5380-6/14, with 6 Options to Renew	OEM Equipment Parts & Service – Pool of Pre-qualified vendors	7/1/2008 – 03/31/2018
R-812-97	SS3796-1/99 and SS3796-1	Automated Fueling System Maintenance – E.J. Ward	08/01/1997 – 03/31/2000
R-1369-99	SS3796-1/01 and SS3796-1/01-1	Automated Fueling System Maintenance – E.J. Ward	04/01/2000 – 6/30/2004

**BCC Meeting:
April 5, 2022
Research Notes**

**Item No. 8F8
File No. 220373**

Research: PAR / Reviewer: SC

R-441-04	SS3796-4/07, with 4 Options to Renew	Automated Fueling System Maintenance – E.J. Ward	05/01/2004 – 12/31/2008
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Sourcewell Evaluation of Vendor’s Proposal¹

Sourcewell advertised RFP #09292 on August 11, 2020, and received 19 proposal submittals. Proposals were evaluated based on the following criteria: (1) Conformance to Terms/Conditions to Include Documentation; (2) Pricing; (3) Financial, Industry, and Marketplace Successes; (4) Bidder’s Ability to Sell/Service Contract Nationally; (5) Bidder’s Marketing Plan; (6) Value Added Attributes; (7) Warranty Coverages and Information; and (8) Selection and Variety of Products and Services Offered.

Accordingly, Contract #092920-EJW was awarded to E.J. Ward, Inc. for a four-year contract, which expires on 12/07/2024. E.J. Ward, Inc. received 856 points out of a maximum of 1,000 possible points, and is among nine (9) entities awarded contracts under RFP #09292. The Proposal Evaluation Committee findings concluded that “E.J. Ward, Inc., has a strong sales and service network comprised of a regionally based internal sales team, geographically dispersed service operations centers, and independent distributors/contractors across the U.S. and Canada. They provide fuel management solutions, including terminal hardware, sensors, software and SAAS equipment and products, and installation services. E.J. Ward is offering a significant discount from MSRP pricing on equipment, products, and services.”

Due Diligence

OCA conducted diligence through Westlaw regarding the subject vendor, E.J. Ward, Inc. Bulleted below is a summary of the civil court filings that led up to an October 30, 2015, settlement agreement in the amount of \$1,250,000 made payable to the Ohio Department of Transportation (ODOT).

- *Ohio Department of Transportation vs E.J. Ward, Inc.*² – On February 10, 2014, ODOT filed a complaint against E.J. Ward, Inc. (Case No. 14CV-02-1354) in the Court of Common Pleas, Franklin County, Ohio, seeking to recover progress payments pursuant to a contract and damages and costs incurred by ODOT due to E.J. Ward, Inc.’s failure to fulfill their contractual obligations to install a Fuel Management System. E.J. Ward filed a counterclaim (Petition for Removal) on April 15, 2014, seeking monetary damages from ODOT.

Cost Savings and Future Upgrades

On March 17, 2022, OCA inquired with ISD relating to is the cost savings provided through the Sourcewell contract and any anticipated upgrades to the system during the contract term. ISD indicated that the contract provides a 20% discount from the list price, which is provided through the cooperative purchasing benefit from Sourcewell’s purchasing power. Additionally, although the system was first purchased in 1982, ISD stated that the system was upgraded in 2018. Therefore, no additional upgrades are anticipated. However, if required, any upgrades to the software will be provided by the vendor through the maintenance and support subscription.

¹Sourcewell, Contract #092920-EJW | <https://www.sourcewell-mn.gov/cooperative-purchasing/092920-ejw>

²Ohio Department of Transp v. E.J. Ward, Inc. | Trial Court Orders | Ohio | [Westlaw](#)

**BCC Meeting:
April 5, 2022
Research Notes**

**Item No. 8F9
File No. 220374**

Research: VW / Reviewer: SC

RESOLUTION AUTHORIZING ESTABLISHMENT OF PREQUALIFICATION POOL NO. RTQ-02018 FOR THE PURCHASE OF TECHNICAL APPLICATION AND PROFESSIONAL TRAINING SERVICES FOR THE HUMAN RESOURCES DEPARTMENT FOR A FIVE-YEAR TERM IN A TOTAL AMOUNT UP TO \$5,250,000.00; 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 (ISD)

Committee Action: 3/10/22 - 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 Financial Analysis and Additional Information sections for historical and other background information on the item.

FINANCIAL ANALYSIS

OCA examined allocation utilization under current contracts, *Prequalification Pool No. 8680-10/19, Professional Training-Prequalification Pool*, and *Prequalification Pool No. 8661-10/19, Technical Application Training Pre-Qualification*. Table 1 below provides a synopsis of the contract allocation and usage (released amount) for the noted pools as of March 30, 2022.

Table 1

Current Contract Allocation History (e-Procurement/INFORMS)					
Contract No.	Contract Title	Contract Term	Allocation Amount	Released Amount	Remaining Balance
8680-10/19, with 7 Options to Renew	Professional Training-Prequalification Pool	08/20/2008 - 05/31/2022	\$6,216,076	\$4,829,657	\$1,386,419
8661-10/19, with 7 Options to Renew	Technical Application Training Pre-Qualification	08/20/2008 - 05/31/2022	\$5,092,000	\$2,629,722	\$2,462,278

OCA examined vendor financial history. Table 2 below provides a synopsis of the cumulative payments made to the subject vendors for the past eight years (2014-2022) as of March 2022. Note: The payments reflected may not be inclusive of all payments made to date.

**BCC Meeting:
April 5, 2022
Research Notes**

**Item No. 8F9
File No. 220374**

Research: VW / Reviewer: SC

Table 2

Vendor Payment History with County (VPI Applications/INFORMS)		
Vendor	Time Frame	Cumulative Total
Homnick Systems, Inc.	November 2014 – May 2020	\$176,722
The Academy of South Florida, Inc.	September 2017 – December 2018	\$26,352
TransAmerica Training Management, Inc.	November 2014 – January 2022	\$500,036
Troxell Communications, Inc.	November 2014 – March 2022	\$91,200
Western Kentucky University, Inc.	November 2014 – June 2019	\$153,740

ADDITIONAL INFORMATION

Outlined in Table 3 is a list of the County's professional and technical training services (program/course names and descriptions) currently supplied through contractors.

Table 3

Professional Training Services		
Department	Program/Course Name/ Vendor	Description
Miami-Dade Fire Rescue (MDFR)	Online Learning Platform/TargetSolutions	To provide an on-line Learning Management System (LMS) with emergency responder curricula. The primary purpose of this on-line educational site is to allow MDRF to view, administer, create, conduct, track and obtain EMS (EMT and Paramedic), fire, and other emergency response training and recertification.
Miami-Dade Corrections and Rehabilitation (MDCR)	Web-site Learning Platform/TargetSolutions	The primary purpose of this on-line training site is to allow MDCR to view, administer, create, conduct, track trainings, and obtain certifications.

**BCC Meeting:
April 5, 2022
Research Notes**

**Item No. 8F9
File No. 220374**

Research: VW / Reviewer: SC

Regulatory and Economic Resources (RER)	Educational Efforts/Miami Dade College	To provide the Board of Rules and Appeals (BORA) certified Building Officials, Building Plans Examiners, Structural Plans Examiners, and Inspectors with seminars designed to comply with the requirements of Chapter 8 of the Code of Miami-Dade County.
Technical Training Services		
Department	Program/Course Name/ Vendor	Description
Information Technology	Oracle Technology Training/TransAmerica	To provide access to constantly updated content that aligns with each product release, allow attendees to attend live sessions with product experts, measure progress, get Oracle certified.

Source: Miami-Dade Human Resources Department

A search on e-Procurement yielded the following contracts which provide training services to County departments.

Table 4

Other Training Services Contracts				
Bid Number	Title	Effective Date	Expiration Date	Current Value
EPPRFP-00470-1(2)	OSHA Health and Safety Training Program	3/1/2022	2/28/2023	\$100,000
FB-00630-1(2)	Emergency Medical Services Training	6/1/2020	5/31/2022	\$304,000
RTQ-01609	Microsoft Desktop Application Training	1/1/2021	12/31/2025	\$250,000

**BCC Meeting:
April 5, 2022
Research Notes**

**Item No. 8J1
File No. 220274**

Research: MF / Reviewer: SC

RESOLUTION APPROVING PROFESSIONAL SERVICES AGREEMENT BETWEEN MIAMI-DADE COUNTY AND T.Y. LIN INTERNATIONAL FOR ENVIRONMENTAL SERVICES IN AN AMOUNT NOT TO EXCEED \$3,500,000.00, INCLUSIVE OF A CONTINGENCY ALLOWANCE OF \$318,181.82; AUTHORIZING THE COUNTY MAYOR OR COUNTY MAYOR'S DESIGNEE TO EXECUTE SAME, TO EXERCISE ANY CANCELLATION AND OTHER PROVISIONS CONTAINED THEREIN, AND TO APPROVE THE CONTINGENCY TIME EXTENSION AND CONTINGENCY EXPENDITURE LIMITED TO 10 PERCENT OF THE BASE CONTRACT AMOUNT

Prime Sponsor: None

Requester: PortMiami (Seaport)

Committee Action: 3/8/22 – PortMiami and Environmental Resilience Committee (PRC)

RESEARCH FINDINGS

OCA's review of the item yielded the findings enumerated below. Refer to the Financial Analysis and Additional Information sections for historical and other background information on the item.

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 Countywide positions, as of June 2021, the Seaport had an engineering staff consisting of 13 engineers, 18 construction staff, and eight architects. It is unclear how many departmental staff have the expertise to carry out the scope of services under this Professional Services Agreement (PSA).

FINANCIAL ANALYSIS

OCA examined the financial history of T.Y. Lin International, the awarded vendor under this item. Table 1 below provides a synopsis of the cumulative payments made to the vendor for the four-year period available via the aforementioned system. Note: The payments reflected may not be inclusive of all payments made to date.

Table 1

Vendor Payment History with County		
Vendor	Time Period	Cumulative Total
T.Y. Lin International	June 2016 – November 2020	\$2,686,663

ADDITIONAL INFORMATION

In compliance with [R-1204-05](#), whether any portion of this PSA may be performed through in-house capabilities is unclear. Per the contract, the scope of work is inclusive of the following services: energy efficiency design and monitoring, air emissions inventory and monitoring, community involvement programs, grant solicitation, and implementation, and permit planning requirements. Accordingly, on March 18, 2022, OCA inquired with the Seaport Department to ascertain whether any portion of this PSA (i.e., grant solicitation, environmental training and awareness programs, and community involvement programs) may be conducted through in-house capabilities, pursuant to R-1204-05. Seaport pointed to several variables that are considered, which are listed below:

**BCC Meeting:
April 5, 2022
Research Notes**

**Item No. 8J1
File No. 220274**

Research: MF / Reviewer: SC

- Firstly, Seaport stated that the PSA requires the issuance of individual task-oriented work orders. Therefore, if a service can be performed in-house, then a task for that service will not be requested as the scope under this PSA is a summary of services.
- Seaport also stated that funding for PortMiami will be enhanced during the next five years due to the Infrastructure Investment and Jobs Act (IIJA), which allocates \$1.2 trillion through a grant package with \$17.5 billion dedicated to ports. Based on this, PortMiami is embarking on a Net Zero infrastructure program and pursuing more than \$400 million in grant opportunities during the term of this PSA.
- Seaport pointed out that through the Net Zero program, Seaport may request assistance through this PSA to support grant solicitation, environmental training and awareness programs, and community involvement programs – since expanding staff for the period of this PSA is not feasible in the long term.

SBE Compliance

Per the mayoral memorandum, the recommended firm received a notice of violation in April 2020 due to the vendor's inability to meet the required 18% SBE-A&E goal. As a result, T.Y. Lin International was penalized with a fine of \$24,432. Though the firm settled and provided payment for said penalty, it is unclear whether any related issues may arise with award of this PSA.

**BCC Meeting:
April 5, 2022
Research Notes**

**Item No. 8L3
File No. 220116**

Research: CB / Reviewer: SC

RESOLUTION APPOINTING BARNEY RUTZKE, JR. TO THE AGRICULTURAL PRACTICES ADVISORY BOARD

Prime Sponsor: County Infrastructure, Operations, and Innovations Committee

Requester: Regulatory and Economic Resources

Committee Action Date: 3/10/22 – County Infrastructure, Operations, and Innovations Committee (CIOIC)

RESEARCH FINDINGS

OCA completed the required background research regarding the appointment of Barney Rutzke, Jr. to the Agricultural Practices Advisory Board. The research yielded no adverse informational findings for this appointee. This report is being provided as a Supplement to BCC Agenda File Item Number 220116.

FINANCIAL ANALYSIS

N/A

ADDITIONAL INFORMATION

1. Bulleted below is the relevant legislation relating to the background research process:
 - [Resolution No. R-636-14](#), adopted on July 1, 2014, requires OCA to conduct background research on applicants being considered to serve on County Boards and Trusts that require nominations or appointments by the BCC.
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:
April 5, 2022
Research Notes**

**Item No. 11A3
File No. 220455**

Research: CB / Reviewer: SC

RESOLUTION, BY A TWO-THIRDS VOTE OF THE BOARD'S MEMBERSHIP, WAIVING RESIDENCY REQUIREMENT OF SECTION 2-11.38 OF THE CODE OF MIAMI-DADE COUNTY, FLORIDA FOR APPOINTMENT OF DONATA WILLIAMS BEASLEY TO THE BOARD OF RULES AND APPEALS FOR A THREE-YEAR TERM

Prime Sponsor: Commissioner Oliver G. Gilbert, III, District 2

Requester: None

Committee Action Date: 3/10/22 – County Infrastructure, Operations, and Innovations Committee (CIOIC)

RESEARCH FINDINGS

OCA completed the required background research regarding the appointment of Donata Williams Beasley to the Board of Rules and Appeals. The research yielded no adverse informational findings for this appointee. This report is being provided as a Supplement to BCC Agenda File Item Number 220455.

FINANCIAL ANALYSIS

N/A

ADDITIONAL INFORMATION

1. Bulleted below is the relevant legislation relating to the background research process:
 - [Resolution No. R-636-14](#), adopted on July 1, 2014, requires OCA to conduct background research on applicants being considered to serve on County Boards and Trusts that require nominations or appointments by the BCC.
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 - 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:
April 5, 2022
Research Notes**

**Item No. 11A5
File No. 220453**

Research: CB / Reviewer: SC

RESOLUTION APPOINTING, IN ACCORDANCE WITH ORDINANCE NO. 02-216 AND SECTION 163.356, FLORIDA STATUTES, ERICK CACERES TO SERVE AS A MEMBER OF THE BOARD OF COMMISSIONERS OF THE NARANJA LAKES COMMUNITY REDEVELOPMENT AGENCY; AND DIRECTING THE COUNTY MAYOR OR COUNTY MAYOR'S DESIGNEE TO FILE A CERTIFICATE OF APPOINTMENT WITH THE CLERK OF THE BOARD

Prime Sponsor: Commissioner Danielle Cohen Higgins, District 8

Requester: None

Committee Action Date: 3/08/22 – Airports and Economic Development Committee (AEDC)

RESEARCH FINDINGS

OCA completed the required background research regarding the appointment of Erick Caceres to serve as a member of the Board of Commissioners of the Naranja Lakes Community Redevelopment Agency and found the following:

- *Erick Caceres: Notice of Judgement for \$1,608.38 to Midland Funding, LLC, signed on October 5, 2009; no Certificate of Release found.*

Other than the information noted above, OCA's background research did not yield any other adverse informational findings regarding the appointee. This report is being provided as a Supplement to BCC Agenda File Item Number 220453.

FINANCIAL ANALYSIS

N/A

ADDITIONAL INFORMATION

1. Bulleted below is the relevant legislation relating to the background research process:
 - [Resolution No. R-636-14](#), adopted on July 1, 2014, requires OCA to conduct background research on applicants being considered to serve on County Boards and Trusts that require nominations or appointments by the BCC.
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.

FOOTNOTES

^aMiami-Dade County, Vendor Payment Inquiry Application (VPI Application), https://w85exp.miamidade.gov/VInvoice/1_0a_vendor_login.jsp

^bMiami-Dade County, Integrated Financial Resources Management System (INFORMS), the new Enterprise Resource Planning system launched in April 2021 (Rollout 1) to modernize and streamline budget, procurement, human resources, and financial operations, <https://informs.miamidade.gov/>

^cMiami-Dade County, e-Procurement (also known as the Bid Tracking System), <https://s0145200.miamidade.gov/eProcurement/Login.aspx>

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).