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CLERK OF THE BOARD
OF COUNTY COMMISSIONERS
MIAMI-DADE COUNTY, FLORIDA

Memorandum

MIAMI-DADE COUNTY

Date: November 17, 2015

Agenda Item No. 14(A)(2)

To: Honorable Chairman Jean Monestime
and Members, Board of County Commissioners

From: Carlos A. Gimenez
Mayor

Resolution No. R-1050-15

Subject: Recommendation for Approval of a Designated Purchase under Contract No. RFP525-1(3), Misdemeanor Probation Services for the Eleventh Judicial Circuit

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Recommendation

It is recommended that the Board of County Commissioners (Board) approve this request for a designated purchase under *Contract No. RFP525-1(3), Misdemeanor Probation Services for the Eleventh Judicial Circuit*, for the Administrative Office of the Courts. Approval of a designated purchase is being requested, pursuant to Section 2-8.1(b)(3) of the Miami-Dade County Code, to authorize the extension of the current contract term by up to six (6) months and in an amount of $558,000 to ensure continuity of services while the long-term replacement contract is negotiated and awarded. This contract was competitively established in May 2007 through Resolution No. R-564-07 and is used by the Criminal Branch of the Administrative Office of the Courts to provide management, rehabilitation, supervision, and probation services for defendants found guilty of misdemeanors who have been placed on probation.

The current contract term was extended administratively by six (6) months under the County Mayor's delegated authority. This item is presented for Board approval as a designated purchase because the Administration has exhausted its authority to extend the contract. The replacement contract has been competed and is currently in the negotiation phase. It is anticipated that the contract will be presented to the Board for award in early 2016. During the re-procurement of this contract, the Administrative Office of the Courts expanded the scope of services to include the oversight of the Domestic Violence Branch Batterers' Intervention Program. The development of the revised scope of services required significant time and resources to ensure the issuance of a complete and comprehensive solicitation. Accordingly, it is in the best interest of the County to authorize this designated purchase to ensure the continued delivery of probation services for the Administrative Office of the Courts.

Scope

The impact of this item is countywide in nature.

Fiscal Impact/Funding Source

The contract is in its final option to renew period, which expires November 30, 2015. The additional time will extend the contract's expiration by a maximum of six (6) months, from December 1, 2015 to May 31, 2016, on a month-to-month basis. No County funds are allocated under this contract as all costs associated are set by the Administrative Office of the Courts and paid to the vendor directly by the offenders that are placed on probation. The estimated contract value for the extension period is $558,000.

Department	Estimated Contract Value (Current Option to Renew Period)	Estimated Contract Value (Extension Period)	Estimated Modified Contract Value	Funding Source	Contract Manager
Administrative Office of the Courts	$4,008,000	$558,000	$4,566,000	Probationer Fees	Linda Kearson
Total:	**$4,008,000**	**$558,000**	**$4,566,000**		

Track Record/Monitor
Melissa Camillo-Castillo, CPPB of the Internal Services Department is the Procurement Contracting Officer.

Delegated Authority
The County Mayor or County Mayor's designee will have the authority to exercise all provisions of the contract pursuant to Section 2-8.1 of the County Code and Implementing Order 3-38.

Awarded Vendor

Vendor	Address	Principal
Advocate Program, Inc.	1150 NW 72 Avenue, Suite 200 Miami, FL	M. David McGriff

Due Diligence
Pursuant to Resolution No. R-187-12, due diligence was conducted in accordance with the Internal Services Department's Procurement Guidelines to determine contractor responsibility, including verifying corporate status and review of performance or compliance issues. The lists referenced include convicted vendors, debarred vendors, delinquent contractors, suspended vendors, and federal excluded parties. There are no adverse findings relating to contractor responsibility.

Applicable Ordinances and Contract Measures
- The two (2) percent User Access Program provision does not apply due to the funding source.
- The Small Business Enterprise Bid Preference does not apply due to the funding source.
- The Local Preference Ordinance was applied to the original award.
- The Living Wage Ordinance does not apply.

Edward Marquez
Deputy Mayor

MEMORANDUM

(Revised)

TO: Honorable Chairman Jean Monestime
and Members, Board of County Commissioners

DATE: November 17, 2015

FROM: Abigail Price-Williams
County Attorney

SUBJECT: Agenda Item No. 14(A)(2)

Please note any items checked.

_____ **"3-Day Rule" for committees applicable if raised**

_____ **6 weeks required between first reading and public hearing**

_____ **4 weeks notification to municipal officials required prior to public hearing**

_____ **Decreases revenues or increases expenditures without balancing budget**

_____ **Budget required**

_____ **Statement of fiscal impact required**

_____ **Ordinance creating a new board requires detailed County Mayor's report for public hearing**

_____ **No committee review**

✓ **Applicable legislation requires more than a majority vote (i.e., 2/3's ✓, 3/5's ____, unanimous _____) to approve**

✓ **Current information regarding funding source, index code and available balance, and available capacity (if debt is contemplated) required**

Approved _____ Mayor

Veto _____

Override _____

Agenda Item No. 14(A)(2)

11-17-15

RESOLUTION NO. R-1050-15

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 AWARD OF ADDITIONAL TIME OF SIX MONTHS AND AN ADDITIONAL ESTIMATED CONTRACT AMOUNT OF UP TO $557,500.00 FOR CONTRACT NO. RFP 525-1(3) FOR PURCHASE OF MISDEMEANOR PROBATION SERVICES FOR THE ADMINISTRATIVE OFFICE OF THE COURTS; AND AUTHORIZING THE COUNTY MAYOR OR COUNTY MAYOR'S DESIGNEE TO EXERCISE ALL PROVISIONS OF THE CONTRACT PURSUANT TO SECTION 2-8.1 OF THE COUNTY CODE AND IMPLEMENTING ORDER 3-38

WHEREAS, this Board desires to accomplish the purposes outlined in the accompanying memorandum, a copy of which is incorporated herein by reference,

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF MIAMI-DADE COUNTY, FLORIDA, that:

Section 1. This Board finds it is in the best interest of Miami-Dade County to award additional time of six months and an additional estimated contract amount up to $557,500.00 for Contract No. RFP 525-1(3) for the purchase of misdemeanor probation services for the Administrative Office of the Courts, pursuant to Section 2-8.1(b)(3) of the County Code, by a two-thirds vote of the Board members present.

Section 2. This Board authorizes the County Mayor or County Mayor's designee to exercise all provisions of the contract pursuant to Section 2-8.1 of the County Code and Implementing Order 3-38. A copy of the contract document is on file with and available upon request from the Internal Services Department, Procurement Management Services Division.

The foregoing resolution was offered by Commissioner **Xavier L. Suarez** , who moved its adoption. The motion was seconded by Commissioner **Bruno A. Barreiro** and upon being put to a vote, the vote was as follows:

Jean Monestime, Chairman	**aye**		
Esteban L. Bovo, Jr., Vice Chairman	**aye**		
Bruno A. Barreiro	**aye**	Daniella Levine Cava	**aye**
Jose "Pepe" Diaz	**aye**	Audrey M. Edmonson	**aye**
Sally A. Heyman	**absent**	Barbara J. Jordan	**aye**
Dennis C. Moss	**aye**	Rebeca Sosa	**aye**
Sen. Javier D. Souto	**absent**	Xavier L. Suarez	**aye**
Juan C. Zapata	**aye**		

The Chairperson thereupon declared the resolution duly passed and adopted this 17th day of November, 2015. This resolution shall become effective upon the earlier of (1) 10 days after the date of its adoption unless vetoed by the County Mayor, and if vetoed, shall become effective only upon an override by this Board, or (2) approval by the County Mayor of this Resolution and the filing of this approval with the Clerk of the Board.

MIAMI-DADE COUNTY, FLORIDA
BY ITS BOARD OF
COUNTY COMMISSIONERS

HARVEY RUVIN, CLERK

By: Christopher Agrippa
Deputy Clerk

Approved by County Attorney as
to form and legal sufficiency.

Hugo Benitez