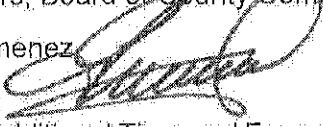


# Memorandum



**Date:** January 20, 2016

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

**From:** Carlos A. Gimenez  
Mayor 

**Subject:** Request for Additional Time and Expenditure Authority to Prequalification Pool No. 6939-0/15, Repair, Replace, Purchase and Install New Awnings and Canopies

Agenda Item No. 8(F)(3)

## Recommendation

It is recommended that the Board of County Commissioners (Board) extend *Prequalification Pool No. 6939-0/15, Repair, Replace, Purchase and Install New Awnings and Canopies*, for five (5) additional years and increase expenditure authority by \$1,922,000. This pool was established in December 2010 for a five-year term for use by multiple County departments to purchase repair, replacement and installation services for awnings and canopies. This established pool includes all responsive, responsible vendors that met the pre-qualification requirements as specified in the solicitation. The pool includes two groups: non-federally funded projects (Group A) and federally funded projects (Group B).

Awning and canopy structures are installed countywide at various locations such as walkways, parking lots, building entrances, maintenance yards, aircraft operating areas, passenger loading bridges, cruise ship terminals, and outside exhibition areas to provide shade and shelter. During the extension period, County departments will use the pool, as needed, to purchase services. Repair and replacement work includes, but is not limited to, patching, sewing and reinforcing torn areas, shaping fabric, replacing covers, and priming and painting framework. Planned projects during the extension period include, but are not limited to, the following:

- The Internal Services Department manages the new Children's Courthouse and West Lot Building, which may require ongoing maintenance and repair, and the Richard E. Gerstein Justice Building, which requires replacement of awnings and/or canopies;
- PortMiami intends to construct two (2) new ferry terminals, which will require awnings and canopies; and
- The Parks, Recreation and Open Spaces Department will use this pool for continued maintenance of awnings and canopies at the Crandon Tennis Center and Zoo Miami. The department also anticipates covering the courtyard and walkway areas at the AD Barnes Leisure Access Center Building.

The requirements and terms and conditions of the pool would not change if a replacement solicitation were to be issued. It is anticipated that the same vendors would prequalify for the replacement solicitation. Additional qualified vendors may be added to the pool at any time during the term of the pool, subject to bi-annual ratification by the Board. This prequalification pool will remain advertised on the County's Procurement Management Services website to encourage additional participation. Outreach to registered firms was conducted to increase the number of prequalified firms. It is in the County's best interest to modify the existing pool for an additional five-year period so departments are able to continue purchasing awning and canopy services.

## Scope

The impact of this item is countywide in nature.

**Fiscal Impact/Funding Source**

This pool was established with a \$2,462,500 allocation which was modified by \$1,050,500, resulting in an existing allocation of \$3,513,000. The pool expires on December 31, 2015. The requested additional allocation of \$1,922,000 is based on anticipated usage during the five-year extension period. The yearly allocation for the extension period is lower than that of the current pool term due to a reduction in anticipated usage, based on the purchase orders issued during the current term.

Department	Existing Allocation	Additional Allocation Requested	Modified Allocation	Funding Source	Contract Manager
Aviation	\$300,000	\$0	\$300,000	Proprietary Funds	Neivy Garcia
Fire Rescue	166,000	0	166,000	Fire District Fund	Sylvia Novela
Internal Services	450,000	258,000	708,000	Internal Service Funds	Juan Silva
Parks, Recreation and Open Spaces	318,000	184,000	502,000	General Fund	William Solomon
Police	91,000	91,000	182,000	General Fund	Laura Romano
PortMiami	1,692,000	1,085,000	2,777,000	Proprietary Funds	Gyselle Pino
Public Housing and Community Development	200,000	200,000	400,000	Federal Funds	Indira Rajkumar
Public Works and Waste Management	50,000	10,000	60,000	Proprietary Funds and General Fund	Olga Espinosa-Anderson
Transit	140,000	0	140,000	Transit Operating Funds	Daryl Hurston
Water and Sewer	100,000	100,000	200,000	Proprietary Funds	Greg Hicks
Unallocated	6,000	(6,000)	0		
<b>Total:</b>	<b>\$3,513,000</b>	<b>\$1,922,000</b>	<b>\$5,435,000</b>		

**Track Record/Monitor**

Sasha Mera 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. The County Mayor or the County Mayor's designee may add qualified vendors to the pool at any time during the term of the pool, subject to bi-annual ratification by the Board. The County Mayor or the County Mayor's designee will also have the authority to solicit pricing and award contracts up to an aggregate contract amount of the allocation authorized by the Board.

**Awarded Vendors**

Vendor	Principal Address	Local Address	Principal
Awnings By Design, Corp. (MICRO/SBE)	3945 NW 32 Avenue Number C Miami, FL	Same	Raul Salgado
Awnings of Hollywood, Inc.	5828 Washington Street Hollywood, FL	Same	Gerald R. Thompson
Biscayne Awning & Shade Co, Inc.	2333 NW 8 Avenue Miami, FL	Same	Conrado Perez
Kraftwerk International Interiors, Inc.	4501 NW 8 Avenue, Suite C Oakland Park, FL	2430 NE 9 Terrace Pompano Beach, FL	Ken Perez

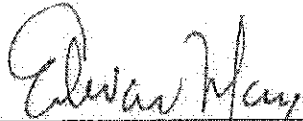
Vendor	Principal Address	Local Address	Principal
Miami Beach Awning Co. d/b/a Miami Awning Co. (MICRO/SBE)	3905 NW 31 Avenue Miami, FL	Same	Michael Reilly
Paradise Awnings Corporation (SBE, DBE)	4310 NW 36 Avenue Miami, FL	Same	Manuel Alcibar

**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 will apply where permitted by the funding source.
- Group A - The Small Business Enterprise (SBE) Bid Preference and Local Preference Ordinances will be applied at the time of spot market competition. A SBE set-aside also applies for spot market competition up to \$100,000 when there are three (3) or more SBE-certified firms available.  
Group B - There are no measures for the federally funded projects.
- 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:** January 20, 2016

**FROM:** Abigail Price-Williams  
County Attorney

**SUBJECT:** Agenda Item No. 8(F)(3)

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
- Statement of social equity 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. 8(F)(3)  
1-20-16

RESOLUTION NO. \_\_\_\_\_

RESOLUTION AUTHORIZING ADDITIONAL TIME OF FIVE YEARS AND EXPENDITURE AUTHORITY IN A TOTAL AMOUNT UP TO \$1,922,000.00 FOR PREQUALIFICATION POOL NO. 6939-0/15 FOR PURCHASE OF REPAIR AND/OR REPLACEMENT AND INSTALLATION SERVICES FOR AWNINGS AND CANOPIES FOR 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

**WHEREAS**, this Board desires to accomplish the purpose 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 this Board authorizes additional time of five years and expenditure authority in an amount up to \$1,922,000.00 for prequalification pool 6939-0/15 for the purchase of repair, replacement and installation of awnings and canopies services for County departments and authorizes the County Mayor or County Mayor's designee to (a) solicit pricing and award contracts up to the aggregate amount of the allocation authorized by the Board, (b) 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 (c) add vendors to the pool at any time, during the term of the pool, subject to ratification by the Board on a bi-annual basis. A copy of the solicitation document and the contracts once awarded are on file with and available upon request from the Internal Services Department, Procurement Management Services Division.

The foregoing resolution was offered by Commissioner  
who moved its adoption. The motion was seconded by Commissioner  
and upon being put to a vote, the vote was as follows:

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

The Chairperson thereupon declared the resolution duly passed and adopted this 20<sup>th</sup> day of January, 2016. 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: \_\_\_\_\_  
Deputy Clerk

Approved by County Attorney as  
to form and legal sufficiency.



Hugo Benitez