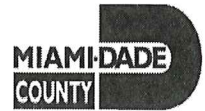


# Memorandum



**Date:** July 8, 2021

**To:** Honorable Chairman Jose "Pepe" Diaz  
and Members, Board of County Commissioners

Agenda Item No. 8(F)(5)

**From:** Daniella Levine Cava  
Mayor

A handwritten signature in blue ink that reads "Daniella Levine Cava".

**Subject:** Request for Additional Expenditure Authority to Contract No. 81141902VITA18-ACS, IT Research & Advisory Services

## Recommendation

It is recommended that the Board of County Commissioners (Board) authorize additional expenditure authority to *Contract No. 81141902VITA18-ACS, IT Research & Advisory Services*, for the Miami-Dade Information Technology Department on behalf of County departments. The Department is requesting \$536,934 in additional expenditure authority to continue purchasing research and advisory services.

A competitively-established contract, Contract No. VA-180315-GARG, was awarded to Gartner, Inc. (Gartner) in March 2018 by the Commonwealth of Virginia for a three-year term, with four one-year option to renew terms. Pursuant to provisions of Section 287.042(16), Florida Statutes, the State of Florida, Department of Management Services established a contract under Contract No. 81141902VITA18-ACS, with Gartner, which is now in the first option to renew term. The County accessed the State of Florida's contract under delegated authority on December 13, 2018 in order to allow the Information Technology Department to purchase research and advisory services to support IT operations, as well as for the Aviation, Communications, and Water and Sewer departments. Services under this contract are purchased as annual subscriptions. The contract was subsequently modified by the Board through Resolution No. R-243-20 to provide Information Technology with additional expenditure authority to purchase subscriptions in the amount of \$640,260 for two remaining years of the initial three-year term.

This contract provides users with IT Research and Advisory Services which can include items such as access to created and published research reports, advisory services regarding IT strategy and planning, major IT trends in various industries, various IT topics, bulletins and summaries of IT industry issues. Gartner provides advisory services for the most senior-level IT executives and Chief Information Officers of complex organizations whose business model is heavily reliant on IT. Additionally, Information Technology uses these resources to conduct research on existing technology partners to evaluate product trends to keep the County's technology portfolio consistent with industry best practices. Information Technology also utilizes consulting services as part of the subscription to help develop initiatives such as the recent implementation of the Agile approach to providing software development for client departments, which allows for development to take place collaboratively with the operational units, end-users, and technology staff to create efficiencies.

Additional expenditure authority is requested to pay for the annual subscriptions associated with these services for the first renewal period. IT research and advisory services are vital to maintaining the County's technology environment. Prior to implementing a technology initiative, Information Technology used the subscription services to review published research reports, obtain advisory services regarding technology strategy and planning, assess major trends in various industries, and conduct outreach to senior level technology executives, including Chief Information Officers of complex organizations. These services have been used for many of the County's major projects, including the Enterprise Resource Planning (ERP) implementation and the replacement of the County's Criminal Justice Information

System (CJIS). The County seeks to continue its access of this contract to ensure continuity of these strategic services.

During this renewal term, Information Technology will monitor the contract to determine if they will continue with the same level of services for the remainder of the renewal terms or adjust the level of service based on the assessed need. A request for additional expenditure authority will be submitted for approval once subscription needs are accurately identified.

**Scope**

The impact of this item is countywide in nature.

**Delegated Authority**

The County Mayor or the County Mayor's designee will have the authority to exercise all provisions of the contract, including any renewals, extensions or cancellation, pursuant to Section 2-8-1 of the County Code and Implementing Order 3-38.

**Fiscal Impact/Funding Source**

The contract term expires on March 13, 2022 and has a current cumulative allocation of \$ 1,570,660. If this request for \$536,934 is approved, the contract will have a modified cumulative allocation of \$2,107,594. The requested increase in expenditure authority is based on estimated annual subscription fees for renewal year 2021.

Department	Existing Cumulative Allocation	Additional Allocation Requested	Modified Cumulative Allocation	Funding Source	Contract Manager
Information Technology	\$1,570,660	\$536,934	\$2,107,594	Internal Service Funds	Julian Manduley
<b>Total:</b>	<b>\$1,570,660</b>	<b>\$536,934</b>	<b>\$2,107,594</b>		

**Track Record/Monitor**

Sade Chaney of the Internal Services Department is the Procurement Contracting Manager.

**Awarded Vendor**

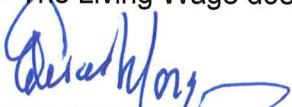
Vendor	Principal Address	Local Address	Principal
Gartner, Inc.	56 Top Galant Road Stamford, CT	None	Eugene A. Hall

**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 and compliance issues through various vendor responsibility lists and a keyword internet search. The lists referenced include convicted vendors, debarred vendors, delinquent contractors, suspended vendors, and federal excluded parties. There were no adverse findings relating to contractor responsibility.

**Applicable Ordinances and Contract Measures**

- The two percent User Access Program provision applies where permitted by the funding source.
- The Small Business Enterprise Bid Preference and Local Preference do not apply.
- The Living Wage does not apply.




Edward Marquez  
 Chief Financial Officer



**MEMORANDUM**  
(Revised)

**TO:** Honorable Chairman Jose "Pepe" Diaz  
and Members, Board of County Commissioners

**DATE:** July 8, 2021

**FROM:**   
Gen Bonzon-Keenan  
County Attorney

**SUBJECT:** Agenda Item No. 8(F)(5)

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 present \_\_\_\_, 2/3 membership \_\_\_\_, 3/5's \_\_\_\_, unanimous \_\_\_\_, CDMP 7 vote requirement per 2-116.1(3)(h) or (4)(c) \_\_\_\_, CDMP 2/3 vote requirement per 2-116.1(3)(h) or (4)(c) \_\_\_\_, or CDMP 9 vote requirement per 2-116.1(4)(c)(2) \_\_\_\_ ) 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)(5)  
7-8-21

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

RESOLUTION AUTHORIZING ADDITIONAL EXPENDITURE AUTHORITY IN AN AMOUNT UP TO \$536,934.00 FOR A MODIFIED CONTRACT AMOUNT OF \$2,107,594.00 FOR CONTRACT NO. 81141902VITA18-ACS FOR THE PURCHASE OF IT RESEARCH AND ADVISORY SERVICES ASSOCIATED WITH ANNUAL SUBSCRIPTIONS FOR THESE SERVICES FOR THE FIRST RENEWAL PERIOD FOR THE INFORMATION TECHNOLOGY DEPARTMENT; AND AUTHORIZING THE COUNTY MAYOR OR COUNTY MAYOR'S DESIGNEE TO EXERCISE ALL PROVISIONS OF THE CONTRACT, INCLUDING ANY RENEWALS, EXTENSIONS OR CANCELLATION, PURSUANT TO COUNTY CODE SECTION 2-8.1 AND IMPLEMENTING ORDER 3-38

**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 expenditure authority in an amount up to \$536,934.00 for a modified contract amount of \$2,107,594.00 for Contract No. 81141902VITA18-ACS for the purchase of IT Research and Advisory Services associated with annual subscriptions for these services for the first renewal period for the Information Technology Department; and authorizes the County Mayor or County Mayor's designee to exercise all provisions of the contract, including any renewals, extensions or cancellation, pursuant to Section 2-8.1 of the County Code and Implementing Order 3-38. A copy of the contract is on file with and available upon request from the Internal Services Department, Strategic Procurement 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:

Jose "Pepe" Diaz, Chairman	
Oliver G. Gilbert, III, Vice-Chairman	
Sen. René García	Keon Hardemon
Sally A. Heyman	Danielle Cohen Higgins
Eileen Higgins	Joe A. Martinez
Kionne L. McGhee	Jean Monestime
Raquel A. Regalado	Rebeca Sosa
Sen. Javier D. Souto	

The Chairperson thereupon declared this resolution duly passed and adopted this 8<sup>th</sup> day of July, 2021. 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.  
Oren Rosenthal

