

# Memorandum



**Date:** September 1, 2022

Agenda Item No. 8(F)(5)

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

**From:** Daniella Levine Cava  
Mayor 

**Subject:** Recommendation for Approval to Establish a Prequalification Pool for Drainage Materials

## **Summary**

This item is for the future purchase of drainage materials, including but not limited to closed joint pipes, open joint pipes and catch basins, for multiple County departments. This Pool will be used by multiple departments for the purchase of drainage materials, including various sizes and types of closed joint pipes, open joint pipes, catch basins, frames, grates, top slabs, swale inlets and accessories for replacement and repair projects.

## **Recommendation**

It is recommended that the Board of County Commissioners (Board) approve the establishment of a prequalification pool, *RTQ-01988, Drainage Materials* for multiple County departments, with an allocation of \$1,778,000 for a five-year term. This Pool will replace Prequalification Pool No. 8076-0/17, which was approved by the Board through Resolution No. R-545-12 for five years, and was subsequently extended for an additional five years through Resolution No. R-692-17. The SBE measures and Local Preference will be applied at the time of spot market competition where permitted by the funding source. Each spot market quote issued under this solicitation must be submitted to Small Business Division for review. To track pool expenditures by vendor, bidding under this and other prequalification pools will gradually be conducted and monitored in a single platform, INFORMS, which will allow staff to provide data reports to the Board, as requested.

## **Background**

This Pool will be used by multiple departments for the purchase of drainage materials, including various sizes and types of: i) closed joint pipes under Group A; ii) open joint pipes under Group B; and iii) catch basins, frames, grates, top slabs, swale inlets and accessories under Group C for replacement and repair projects. The pool will allow County departments to source items for each project to meet operational needs while enhancing competition. The Department of Transportation and Public Works is the largest user department and mainly utilizes the pool for drainage projects, upgrading existing drainage systems and maintaining in stock items to be able to respond to unforeseen emergencies in a timely manner (e.g. missing drain covers, broken catch basins, and broken curb inlets). Vendors in the Pool will be invited to participate in future spot market competition, as needed.

## **Scope**

The scope of this item is countywide in nature.

## **Fiscal Impact/Funding Source**

The fiscal impact for the five-year term is \$1,778,000. The current Pool, 8076-0/17, has a cumulative allocation of \$2,821,000 for 10 years and three months, and will expire on December 31, 2022. The allocation under the replacement pool is higher than the current pool on an annualized basis, due to an increase in some departments' operational needs, resulting in higher allocations being requested.

Department	Allocation	Funding Source	Contract Manager
Aviation	\$25,000	Proprietary Funds	Sylvia Novela
Internal Services	\$101,000	Internal Service Funds/	Jennyfer Calderon

Department	Allocation	Funding Source	Contract Manager
		General Fund	
PortMiami	\$13,000	Proprietary Funds	Gyselle Pino
Transportation and Public Works	\$1,560,000	DTPW Operating	Rodney McMillian
Water and Sewer	\$79,000	Proprietary Funds	Fredrick Taylor
<b>Total:</b>	<b>\$1,778,000</b>		

**Track Record/Monitor**

Manuel Jimenez of the Internal Services Department is the Procurement Contracting Manager.

**Delegated Authority**

Upon approval of this item, a pool of prequalified vendors will be established to participate in spot market competitions. The County Mayor or the County Mayor’s designee will have the authority to solicit pricing and award contracts up to an aggregate amount of the allocation authorized by the Board. The County Mayor or the County Mayor’s designee will also have the authority to (a) 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 (b) add vendors to the pool at any time, subject to ratification by the Board on a bi-annual basis.

**Vendors Prequalified for Pool**

A Request to Qualify was issued and three vendors responded to the solicitation. There are three vendors being recommended for inclusion in the pool as set forth in the table below, all of which have local addresses, and one is a certified SBE firm. The County received three responses to the solicitation. To ensure maximum opportunity for local and small businesses, prior to advertisement, the scope of services was posted on the Internal Services Department future solicitations website for two weeks. The solicitation was advertised on BidSync with 2,400 notifications, from which 26 suppliers viewed the notification. This prequalification will remain advertised on the County’s website to encourage additional participation. Outreach to firms will be conducted to encourage additional participation by local qualified vendors.

Vendor	Principal Address	Local Address	Principal	Groups
Corcel Corp. (SBE)(DBE)	2461 NW 23 Street Miami, FL	Same	Ray L. Corona	A, B & C
Core & Main LP	1830 Craig Park Court St. Louis, MO	18701 SW 108 Avenue Miami, FL	Susan Reed	A, B & C
Ferguson US Holdings, Inc.	12500 Jefferson Avenue Newport News, VA	10810 SW 184 Street Miami, FL	Kevin M. Murphy	A, B & C

**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 vendor responsibility, including verifying corporate status and that there are no performance and compliance issues. The lists that were referenced included convicted vendors, debarred vendors, delinquent contractors, suspended vendors, and federal excluded parties. There were no adverse findings relating to vendor responsibility.

Pursuant to Resolution No. R-140-15, prior to re-procurement, a full review of the scope of services was conducted to ensure the replacement pool reflects the County’s current needs. The review included conducting market research, posting a draft solicitation for industry comment, and holding meetings and

drafting sessions with the user departments. The scope of services remained unchanged, as the scope was determined to still meet departmental needs.

**Applicable Ordinances and Contract Measures**

- The two percent User Access Program provision will be applied at the time of spot market purchases where permitted by the funding source.
- Each spot market quote issued under this solicitation must be submitted to SBD for review.
- The Local Preference will be applied at the time of spot market competition where permitted by the funding source.
- The Living Wage does not apply as this solicitation is not for the purchase of services.



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Jimmy Morales  
Chief Operations Officer



**MEMORANDUM**  
(Revised)

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

**DATE:** September 1, 2022

**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)  
9-1-22

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

RESOLUTION AUTHORIZING ESTABLISHMENT OF PREQUALIFICATION POOL RTQ-01988 FOR THE PURCHASE OF DRAINAGE MATERIALS, FOR GROUP A – CLOSED JOINT PIPES; GROUP B OPEN JOINT PIPES; AND GROUP C – CATCH BASINS, FRAMES, GRATES, TOP SLABS, SWALE INLETS AND ACCESSORIES FOR MULTIPLE COUNTY DEPARTMENTS FOR A FIVE-YEAR TERM IN A TOTAL AMOUNT UP TO \$1,778,000.00; 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

**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 this Board authorizes the establishment of Prequalification Pool RTQ-01988 for the purchase of drainage materials, for Group A - closed joint pipes; Group B - open joint pipes; and Group C - catch basins, frames, grates, top slabs, swale inlets and accessories for multiple County departments for a five-year term in a total amount up to \$1,778,000.00; and authorizes the County Mayor or County Mayor’s designee to (a) solicit pricing and award contracts up to an 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 Code of Miami-Dade County, Florida and Implementing

Order 3-38, and (c) add vendors to the pool at any time, subject to ratification by the Board on a bi-annual basis. A copy of the solicitation document is on file 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 1<sup>st</sup> day of September, 2022. 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.

OR

Oren Rosenthal