

**Date:** September 1, 2022

Agenda Item No. 8(F)(12)

**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 Collision Damage Body Work Repair Services

## **Summary**

This item is for the purchase of body work repair services to repair collision damages for various automotive, light, medium and heavy-duty equipment, such as general body frame and dent repairs, for multiple County departments via spot market competition. The pool will allow County departments to obtain business critical body work repair services including general body frame and dent repairs, exterior/interior refurbishment, windshield and window replacements, alignments, and paint services to over 7,000 County vehicles and equipment to repair collision damages. The Fleet Division of Internal Services Department (ISD Fleet) operates 19 repair shops that are engaged in the day-to-day maintenance and repair of vehicles. The scope of services for automotive bodywork and repair is outside the current capacity of ISD Fleet facilities and employees, as they are not equipped with the specialized facilities and/or equipment, tooling, staffing, and permits required for such work. To accomplish these services in-house, a substantial human and capital investment would be required.

## **Recommendation**

It is recommended that the Board of County Commissioners (Board) approve the establishment of a prequalification pool, *RTQ-02121, Collision Damage Body Work Repair Services*, for multiple County departments with an allocation of \$15,891,000 for a five-year term. The spot market competition will also include Small Business Enterprise measures, where applicable.

This pool will replace the current pool, 3881-5/16-1, Body Work Repair (Collision Damage) Prequalification, which was approved by the Board on December 19, 2006, through Resolution No. R-1430-06, for a five-year term and an optional five-year renewal term. Subsequently, the Board approved a modification to extend the pool's term by five years with additional expenditure authority. The pool was also administratively extended for six months with prorated allocation. Upon establishment, the pool had six vendors, all of which were local. Currently, the pool has 10 active vendors, of which 10 are local and two are certified SBE firms.

The pool will include two groups: Group 1: Light Equipment Collision Damage Body Work, Repair, and Paint Services; and Group 2: Medium and Heavy Equipment Collision Damage Body Work, Repair, and Paint Services. 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.

## **Scope**

The scope of this item is countywide in nature.

## **Fiscal Impact/Funding Source**

The fiscal impact for the five-year term is \$15,891,000. The current pool, 3881-5/16-1, has a cumulative value of \$27,106,000 for a term of 15 years and six months, and expires on July 31, 2022. The requested allocation under the replacement pool is higher than the current pool on an annualized basis due to an increased number of vehicle and equipment purchases anticipated during the term.

Department	Allocation	Funding Source	Contract Manager
Aviation	\$400,000	Proprietary Funds	Sylvia Novela
Internal Services	\$12,228,000	Internal Service Funds	Rey Llerena/Pete Moolah
Parks, Recreation and Open Spaces	\$230,000	General Fund	Fernando L. Robreno
Transportation and Public Works	\$933,000	DTPW Operating	Ana Rioseco
Water and Sewer	\$2,100,000	Proprietary Funds	Fred Taylor
<b>Total:</b>	<b>\$15,891,000</b>		

**Track Record/Monitor**

Vanessa Stroman 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**

Nine vendors responded to the solicitation, including one “No Bid,” and eight are being recommended for inclusion in the pool as set forth in the table below. Outreach efforts included contacting the incumbent vendors, posting a future solicitation notice and sending an email blast via BidSync to all vendors registered under classification code 92819 and similar codes. There were 2382 potential vendors notified. Nine vendors downloaded the solicitation, and all nine responded, of which eight are local, and one is a certified SBE firm.

Vendors	Principal Address	Local Address	Principal	Group(s) Prequalified
Advanced Body & Frame, Inc.	3041 East 10 Avenue Hialeah, FL	Same	Albert Font	1
Espana Body Shop, Inc.	2282 NW 22 Avenue Miami, FL	Same	Maria Elena Farinas	1
Horson Corporation	18 East 21 Street Hialeah, FL	Same	Walfrido L. Jaime	1 and 2
Molina Garage, Inc. (SBE)	2091 NW 7 Avenue Miami, FL	Same	Dani Medina	1
Pedro Hernandez dba Santa Cruz Auto Sales	3274 NW 30 Street Miami, FL	Same	Pedro Hernandez	1
South Florida Exotic Collision, Inc.	2185 NW 27 Avenue Miami, FL	Same	Yosdanky Torres	1
Trianon Tech Services, Inc.	4793 E 10 Court Hialeah, FL	Same	Eneida Moran	1 and 2

Vendors	Principal Address	Local Address	Principal	Group(s) Prequalified
World Motor Corporation	3905 NW 37 Court Miami, FL	Same	Salin Gonzalez	1

**Vendors Not Prequalified for Pool or Did Not Submit**

The vendor in the below table is not being recommended for prequalification because they did not return a submittal. However, the Strategic Procurement Division is providing guidance to the vendor so they can provide the required information and documentation, should they wish to, at a later date. Upon submission of the required information and documents, the vendor may be added to the pool.

Vendor	Local Address	Reason for Not Recommending
American Safety Utility Corp	No	No Bid*

\*A “No Bid” means the vendor responded indicating that it will not be providing an offer.

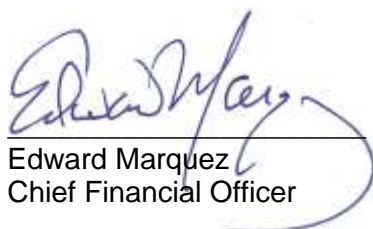
**Due Diligence**

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 was updated to include additional clauses and insurance requirements for future bidding, required permits, and equipment.

**Applicable Ordinances and Contract Measures**

- The two percent User Access Program provision applies where permitted by the funding source.
- All spot market quotes must be submitted to SBD prior to solicitation.
- 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 the services are not covered under the Ordinance.



Edward Marquez  
 Chief Financial 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)(12)

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)(12)  
9-1-22

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

RESOLUTION AUTHORIZING ESTABLISHMENT OF PREQUALIFICATION POOL RTQ-02121 FOR GROUP 1 – LIGHT EQUIPMENT COLLISION DAMAGE BODY WORK, REPAIR, AND PAINT SERVICES; AND GROUP 2 – MEDIUM AND HEAVY EQUIPMENT COLLISION DAMAGE BODY WORK, REPAIR, AND PAINT SERVICES FOR THE PURCHASE OF COLLISION DAMAGE BODY WORK REPAIR SERVICES FOR MULTIPLE COUNTY DEPARTMENTS FOR A FIVE-YEAR TERM IN A TOTAL AMOUNT UP TO \$15,891,000.00; 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-02121 for Group 1 – Light Equipment Collision Damage Body Work, Repair, and Paint Services; and Group 2 – Medium and Heavy Equipment Collision Damage Body Work, Repair, and Paint Services for the purchase of Collision Damage Body Work Repair Services for multiple County departments for a five-year term in a total amount up to \$15,891,000.00; 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.



Oren Rosenthal