

Memorandum



Date: March 7, 2023

Agenda Item No. 8(P)(19)

To: Honorable Chairman Oliver G. Gilbert, III
and Members, Board of County Commissioners

From: Daniella Levine Cava
Mayor *Daniella Levine Cava*

Subject: Recommendation for Approval to Establish a Prequalification Pool for Janitorial Supplies and Related Items

Summary

This item is for the establishment of a prequalification pool for the purchase of janitorial supplies and related items for multiple County Departments. The pool provides for the purchase of janitorial supplies, including cleaners, disinfectants, hand sanitizers, dispensers, brooms, brushes, mops, sponges, buckets, waste receptacles, and waste can liners. Janitorial supplies are critical for the maintenance of County facilities to ensure the safety and well-being of staff and patrons. Departments will use this pool to maintain the hygienic conditions of County buildings and facilities, including garages, libraries, park sites and correctional facilities maintained by the Department of Corrections and Rehabilitation, the largest user of the pool.

Recommendation

It is recommended that the Board of County Commissioners (Board) approve the establishment of *Prequalification Pool No. EVN0000040, Janitorial Supplies and Related Items* for multiple County departments with an allocation of \$19,348,000 for a five-year term. The Small Business Enterprise (SBE) measures will be determined prior to advertising each spot market competition. 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. Fifteen of the recommended vendors have a local address, of which eleven are certified SBE firms. The pool will remain open to allow additional vendors that meet the prequalification criteria to be added throughout the pool's duration.

Background

This pool will replace the existing contract, *FB-00634, Janitorial Supplies and Related Items*, which was approved by the Board through Resolution No. R-887-18 for a five-year term. The contract was subsequently modified under delegated authority and by the Board via Resolution No. R-949-20 due to the increased usage of janitorial supplies during the COVID-19 pandemic.

Scope

The scope of this item is countywide in nature.

Fiscal Impact/Funding Source

The fiscal impact for the five-year term is \$19,348,000. The current contract, *FB-00634*, is valued at \$14,448,000 for a five-year term. The allocation under the pool is higher than the previous pool due to the market's uncertainty and increase in supply cost.

Department	Allocation	Funding Source	Contract Manager
Animal Services	\$1,250,000	General Fund	Annette Jose
Aviation	\$300,000	Proprietary Funds	Sylvia Novela
Community Action and Human Services	\$130,000	General Fund/ Federal Funds	Brad Skinner
Cultural Affairs	\$90,000	Proprietary Funds	Olga Gonzalez / Regla Lee
Internal Services	\$432,000	General Fund	Juanita Times

MDC001

Department	Allocation	Funding Source	Contract Manager
Library System	\$90,000	Library District	Kimberly Craig
Corrections and Rehabilitation	\$7,000,000	General Fund	Daphne Killing Moore
Fire Rescue	\$500,000	Fire District	Marianela Betancourt
Parks, Recreation and Open Spaces	\$4,000,000	General Fund	Fernando L. Robreno
Police*	\$200,000	General Fund	Laura Romano
PortMiami	\$1,250,000	Proprietary Funds	Frank Ramirez
Public Housing and Community Development	\$850,000	Federal Funds	Indira Rajkumar-Fitch
Solid Waste	\$271,000	Proprietary Funds / General Fund	Karina Careaga
Transportation and Public Works	\$1,400,000	DTPW Operating	Ana Rioseco
Water and Sewer	\$1,585,000	Proprietary Funds	Susan Pascual
Total:	\$19,348,000		

*It should be noted that contracts contain termination for convenience provisions, which can be exercised if the commodities and services in this item are affected by the establishment of the constitutional offices.

This item is placed for Board review pursuant to Miami-Dade County Code Section 29-124(f)(ii). Since this is a transit-related procurement, with a value of more than \$1 million, even though no Charter County Transportation Surtax Funds will be used to pay the costs, the Board may only consider this item if the Citizens' Independent Transportation Trust (CITT) has forwarded a recommendation to the Board. If CITT has not forwarded a recommendation and 45 days have not elapsed since the issuance of this recommendation, a withdrawal of this item will be requested. Further, it should be noted that of the \$19,348,000 being requested, \$1,400,000 is for the Department of Transportation and Public Works.

Track Record/Monitor

Alonzo Joseph of the Strategic Procurement 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

Twenty-five vendors responded to the solicitation, and 19 are being recommended for inclusion in the pool as set forth in the table below. Fifteen of the recommended vendors have a local address, of which eleven are certified SBE firms.

Vendor	Principal Address	Local Address*	Principal
Able Business Services, Inc. (SBE)	1234 NW 79 Street Miami, FL	Same	William L. Berry
Agni Enterprises, LLC dba Head to Heels Safety Supplies (SBE)	7950 NW 155 Street Suite 103 Miami Lakes, FL	Same	Subbarayan R. Pochi
All Florida Paper LLC	9150 NW 105 Way	Same	Armando Caceres

Vendor	Principal Address	Local Address*	Principal
	Miami, FL		
Allied Paper Co dba Allied Paper & Chemical Company (SBE)	13741 SW 147 Avenue Miami, FL	Same	Lorraine J. Price
American Plumbing Supply Co Inc. dba American Plumbing & Electrical Supply	1735 Alton Road Miami Beach, FL	Same	Maxwell Gross
Central Poly-Bag Corp	2400 Bedle Place Linden, NJ	None	Andrew Serhofer
Cheney Bros. Inc.	One Cheney Way Riviera Beach, FL	None	Shane Simmons
Dade Paper & Bag LLC dba Imperial Dade	9601 NW 112 Avenue Miami, FL	Same	Jason Tillis
Global Equipment Company Inc.	11 Harbor Park Drive Port Washington, NY	None	Barry Litwin
Inversiones Papelmania 2000 Inc. dba Papelmania USA (SBE)	3120 W 84 Street Unit 5 Hialeah, FL	Same	Aileen Y. Crespo
Maintenance Services 360 LLC (SBE)	10664 SW 186 Street Cutler Bay, FL	Same	John Bowen
NOW Interactives, LLC (SBE)	3635 NE 1 Avenue Suite 1409 Miami, FL	Same	Nicholas Williams
Passive Prosperity Group LLC	750 NW 113 Street Miami, FL	Same	Mark Salazar
Power Dynamics Corp (SBE)	6262 Bird Road, Suite 3C Miami, FL	Same	Arturo A. Ferreira
QBO Corporation (SBE)	8333 NW 53 Street Suite 450 Doral, FL	Same	Claudia Salazar
Rock Int'l Distributors Inc. (SBE)	8279 NW 66 Street Miami, FL	Same	Maria Ortiz
Steede Medical LLC (SBE)	11433 SW 34 Street Doral, FL	Same	Louis Steede
Total Connection Inc. (SBE)	20451 NW 2 Avenue Miami, FL	Same	Joseph Orukotan
Unipak Corp.	88 Cooper Avenue West Long Branch, NJ	None	Marcus Brian

Vendors Not Prequalified for Pool

The vendors in the below table are not being recommended for prequalification. However, the Strategic Procurement Department is providing guidance to the vendors that did not meet the prequalification requirements so they can provide the required information and documentation. Upon submission of the required documents and/or verification of information, the vendor may be added to the pool.

Vendor	Local Address	Reason for Not Recommending
Comoroz Inc	Yes	Vendor did not submit the required documents to satisfy the prequalification criteria.
Continental & Global Services (SBE)	Yes	
Interboro Packaging	No	
Pancar Industrial Supply Corp (SBE)	Yes	
Paramount Electric & Lighting Inc (SBE)	Yes	
Veratics, Inc dba GoVets	No	

Due Diligence

Pursuant to Resolution No. R-187-12, due diligence was conducted in accordance with the Strategic Procurement Department’s Procurement Guidelines to determine vendor responsibility, including verifying corporate status and that there are no performance and compliance issues through various vendor responsibility lists and a keyword internet search. 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 includes updates to all specifications under the current contract, FB-00634.

Applicable Ordinances and Contract Measures

- The two percent User Access Program provision applies where permitted by the funding source.
- The Small Business Enterprise (SBE) set-aside applies for spot market competition up to \$250,000 of at least two available SBE certified firms or over \$250,000 of at least three available SBE certified firms, where permitted by the funding source. Bid preference will apply when there are less than three certified SBE firms capable of providing the requested goods. Each spot market quote under this pool must be submitted to the Small Business Division of the Internal Services Department for review.
- The Local Preference will be applied where permitted by the funding source.
- The Living Wage Ordinance does not apply as this is for the purchase of goods.
- The Responsible Wages and Benefits Ordinance does not apply as this is for the purchase of goods.



JD Patterson
 Chief of Corrections and Forensics



MEMORANDUM
(Revised)

TO: Honorable Chairman Oliver G. Gilbert, III
and Members, Board of County Commissioners

DATE: March 7, 2023

FROM: 
Gen Bonzon-Keenan
County Attorney

SUBJECT: Agenda Item No. 8(P)(19)

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(P)(19)
3-7-23

RESOLUTION NO. _____

RESOLUTION AUTHORIZING ESTABLISHMENT OF PREQUALIFICATION POOL EVN0000040 FOR MULTIPLE COUNTY DEPARTMENTS FOR A FIVE-YEAR TERM IN A TOTAL AMOUNT UP TO \$19,348,000.00 FOR THE PURCHASE OF JANITORIAL SUPPLIES AND RELATED ITEMS; 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 EVN0000040 for multiple County departments for a five-year term in a total amount up to \$19,348,000.00 for the purchase of janitorial supplies and related items; 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.

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:

Oliver G. Gilbert, III, Chairman	
Anthony Rodríguez, Vice Chairman	
Marleine Bastien	Juan Carlos Bermudez
Kevin Marino Cabrera	Sen. René García
Roberto J. Gonzalez	Keon Hardemon
Danielle Cohen Higgins	Eileen Higgins
Kionne L. McGhee	Raquel A. Regalado
Micky Steinberg	

The Chairperson thereupon declared this resolution duly passed and adopted this 7th day of March, 2023. 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

LUIS G. MONTALDO, CLERK AD INTERIM

By: _____
Deputy Clerk

Approved by County Attorney as
to form and legal sufficiency.

Eduardo W. Gonzalez

