

# Memorandum



**Date:** December 12, 2023

Agenda Item No. 8(P)(17)

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

**From:** Daniella Levine Cava  
Mayor 

**Subject:** Recommendation to Establish a Prequalification Pool for Helicopter Parts and Related Services

## Summary

This item is for the purchase of helicopter parts and related services for Miami-Dade Fire Rescue Department (MDFR) and Miami-Dade Police Department (MDPD). The pool will provide for parts, routine inspections, maintenance, and repair services for both departments' fleet of helicopters. MDPD and MDFR utilize the current fleet of helicopters for patrols, medical transports, and search and rescue missions that are essential to their operations. Approval of this item will give MDPD and MDFR access to necessary parts and repair services to ensure their aircrafts remain operational for conducting mission critical tasks and operations.

## Recommendation

It is recommended that the Board of County Commissioners (Board) approve the establishment of a prequalification pool, *EVN0001188, Helicopter Parts and Related Services* for MDFR and MDPD with an allocation of \$20,600,000 for a ten-year term. Establishment of this prequalification pool will ensure that MDPD and MDFR have access to a broad range of essential helicopter parts and services from multiple qualified vendors, as the need arises. A pool will allow for competition based on scope and size for the purchase of helicopter parts and related services. The pool will streamline processes and reduce time to procure these goods and services.

This pool will consolidate and replace two existing contracts which provide similar parts and services:

- 1) Contract No. *FB-01376, Helicopter Parts and Related Services*, approved by the Board via Resolution No. R-476-20, which included two awarded groups and a prequalification pool group. The contract groups were awarded to Bell Textron, Inc., DFC, Inc., and Rotortech Services, Inc., and the pool has five prequalified vendors, one of which is local; and
- 2) Contract No. *FB-01123, Parts and Services for Flight Instruments and Avionic System*, approved by the Board via Resolution No. R-906-19. The contract was awarded to Peninsula Avionics, Inc. (local vendor).

There are eight vendors being recommended for inclusion in the pool, of which three are local. The pool will remain open to allow additional vendors to be added during the term of the pool. To track pool expenditures by vendor, bidding under this and other prequalification pools are being conducted and monitored in a single platform, INFORMS, which allows staff to provide reports to the Board, as requested.

## Background

A Request to Qualify (RTQ) was issued on June 27, 2023. On the closing date of July 19, 2023, the County received eight submittals, including three from local firms. There were 117 vendors notified of the solicitation. The pool will provide for helicopter engine, airframe, avionics, and equipment purchase and repair services under the following four groups:

- Group 1: Helicopter parts and repair services, and related component or tool rental
- Group 2: Helicopter accessories, components, consumables, equipment, OEM and non-OEM parts, and related component or tool rental

MDC001

- Group 3: Engine parts and repair services and related component or tool rental
- Group 4: Avionics, flight instruments, parts and repair services, and related component or tool rental

A separate agenda item requesting ratification of an emergency contract for a 12-year airframe inspection for one MDPD helicopter is being presented for Board approval. This emergency purchase was necessary to ensure continuity of services for MDPD's Aviation Unit operations, helicopter reliability, safety compliance with Federal Aviation Administration (FAA) regulations, and protection of the County's capital investment

**Scope**

The scope of this item is countywide in nature.

**Fiscal Impact/Funding Source**

The fiscal impact for the five-year term is \$10,300,000. Should the County choose to exercise, at its sole discretion, the one, five-year option to renew term, the estimated cumulative allocation will be \$20,600,000. The current contracts have current cumulative allocations of \$8,957,666 and \$1,075,000, respectively, and will expire on January 31, 2024 and September 30, 2024, respectively. The annualized average allocation of the current contracts is approximately \$2,774,333. The annualized allocation under this replacement pool is lower than the annualized allocation of the current contracts due to the makeup of the existing fleet of helicopter and anticipated future changes in the County's fleet of helicopters.

<b>Department</b>	<b>Allocation</b>	<b>Funding Source</b>	<b>Contract Manager</b>
MDFR	\$4,600,000	Fire District/General Fund	Marianela Betancourt
MDPD*	\$16,000,000	General Fund	Nicholas Santos
<b>Total</b>	<b>\$20,600,000</b>		

\*Note: This contract contains termination for convenience provisions, which can be exercised if the commodities and/or services in this item are affected by the establishment of the constitutional offices.

**Track Record/Monitor**

Vanessa Stroman of the Strategic Procurement Department (SPD) 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. Any contract award under the prequalification pool exceeding \$5,000,000 is subject to ratification by the Board.

**Vendors Prequalified for Pool**

Eight vendors are being recommended for inclusion in the pool as set forth in the table below.

Pursuant to Resolution No. R-477-18, fewer than 75 percent of vendors recommended are local due to a limited number of Federal Aviation Administration (FAA) certified vendors that provide helicopter parts and services within Miami-Dade County.

Vendor	Principal Address	Local Address	Principal	Group(s) Recommended
Arrow Aviation Company, LLC	1318 Smede Road Broussard, LA	None	Cyril Guidry	Groups 1 - 4
Axeum, Inc.	351 Southwest Electronics Boulevard Huntsville, AL	None	Stephen Cutter	Groups 1 - 4
Bell Textron, Inc.	3255 Bell Flight Boulevard Ft. Worth, TX	None	Mitchell Snyder	Groups 1 & 2
Freedom Air Industries, Inc.	1807 NW 79 Avenue Doral, FL	Same	Gustavo Reina	Group 2
Propel Aviation Sales & Services, LLC	12800 SW 139th Avenue Miami, FL	Same	Wilfredo Valle	Groups 1,2, & 4
Rotortech Services, Inc.	4095 Southern Boulevard West Palm Beach, FL	None	Walter McPhail	Groups 1, 2, & 3
Sherwood Avionics and Accessories, Inc. dba Sherwood Aviation	4690 NW 128 Street Opa-Locka, FL	Same	Barbara Farrell	Groups 2 & 4
Sterling Corporation dba Sterling Helicopter	1226 River Road Croydon, PA	None	Phillip Bidden	Groups 1 - 4

**Vendors Not Prequalified for Pool**

The vendors in the below table are not being recommended for prequalification; however, SPD staff is providing guidance to vendors that did not meet the prequalification requirements. Upon submission of the required documents and/or verification of information, the vendor(s) may be added to the pool. Outreach efforts will continue to encourage additional participation and include more incumbent vendors.

Vendor	Local Address	Group(s) Not Recommended	Reason for Not Recommending
Freedom Air Industries, Inc.	Yes	Groups 1, 3, & 4	FAA Air Agency Certificate does not qualify for subject group(s).
Rotortech Services, Inc.	No	Group 4	
Propel Aviation Sales & Services LLC	Yes	Group 3	Vendor unable to provide reference for subject group.

**Due Diligence**


Pursuant to Resolution No. R-187-12, due diligence was conducted in accordance with SPD'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 and holding meetings and drafting sessions with the user departments. The scope of services was updated to include four different prequalification groups and consolidate two existing contracts.

**Applicability of Ordinances and Contract Measures**

- The two percent User Access Program applies.
- Small Business Enterprise measures will be determined by the Office of Small Business Development prior to advertising each spot market competition. Local Preference will be applied at the time of spot market competition.
- The Living Wage Ordinance applies to Groups 1, 3, and 4.



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JD Patterson  
Interim Chief of Public Safety



**MEMORANDUM**  
(Revised)

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

**DATE:** December 12, 2023

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

**SUBJECT:** Agenda Item No. 8(P)(17)

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)(17)  
12-12-23

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

RESOLUTION AUTHORIZING ESTABLISHMENT OF PREQUALIFICATION POOL NO. EVN0001188 FOR THE MIAMI-DADE FIRE RESCUE AND MIAMI-DADE POLICE DEPARTMENTS FOR AN INITIAL FIVE-YEAR TERM AND ONE, FIVE-YEAR OPTION TO RENEW IN A TOTAL AMOUNT UP TO \$20,600,000.00 FOR THE PURCHASE OF HELICOPTER PARTS AND RELATED SERVICES; 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; PROVIDED THAT ANY CONTRACT AWARD UNDER THE POOL EXCEEDING \$5,000,000.00 IS RATIFIED BY THE BOARD

**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 No. EVN0001188 for the Miami-Dade Fire Rescue and the Miami-Dade Police Departments for an initial five-year term and one, five-year option to renew in a total amount up to \$20,600,000.00 for the purchase of helicopter parts and related services; 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; provided that any contract award under the pool exceeding \$5,000,000.00 is ratified by the Board.

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 12<sup>th</sup> day of December, 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

JUAN FERNANDEZ-BARQUIN, CLERK

By: \_\_\_\_\_  
Deputy Clerk

Approved by County Attorney as  
to form and legal sufficiency.



Eduardo W. Gonzalez