

MEMORANDUM

Agenda Item No. 8(P)(1)

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

DATE: May 7, 2024

FROM: Geri Bonzon-Keenan
County Attorney

SUBJECT: Resolution authorizing waiver of competitive bidding procedures of section 5.03(D) of the Home Rule Charter and section 2-8.1(B) of the County Code by a two-thirds vote of the Board members present to establish two Small Business Enterprise (SBE) set-aside Prequalification Pools: (1) Pool No. 22-129(J) for Janitorial Services; and (2) Pool No. 22-129(L) For Landscaping Services, each for a five-year term and an allocation up to \$50,000,000.00, in a total amount up to \$100,000,000.00 for multiple County departments; and authorizing the County Mayor 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

The accompanying resolution was prepared by the Strategic Procurement Department and placed on the agenda at the request of Prime Sponsor Commissioner Kionne L. McGhee.


Geri Bonzon-Keenan
County Attorney

GBK/ks

MDC001

Date: May 7, 2024

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

From: Daniella Levine Cava
Mayor



Subject: Recommendation to Waive Competitive Bidding Procedures to Establish Two Prequalification Pools for the Janitorial and Landscaping Services Purchasing Program

Summary

This item is seeking approval to waive competitive bidding requirements to establish two Small Business Enterprise (SBE) set-aside prequalification pools pursuant to Ordinance No. 22-129, Janitorial and Landscaping Services Purchasing Program (JLS Purchasing Program).

Janitorial services under the janitorial pool include the furnishing of all janitorial consumable supplies, materials, equipment, machinery, tools, supervision, labor, and services necessary to ensure County facilities are adequately sanitized and cleaned. The landscaping services pool will be used by County departments to purchase services related to the treatment of County's land or land that the County is responsible for maintaining, including grounds maintenance and pest control services. Landscaping services are essential for maintaining the appearance of County properties and in preserving the value of the County's investment in plant material.

Each pool will be valued at \$50,000,000, consisting solely of certified SBE firms. Contract awards will be effectuated via spot market competitions. The JLS Purchasing Program will enhance contracting opportunities for certified SBE firms through the award of appropriately sized janitorial and landscaping services contract awards of up to \$5,000,000, for multiple departments for various County properties and facilities. Upon approval by the Board, the Strategic Procurement Department (SPD), as the administrator of the JLS Purchasing Program, will be authorized to allocate the funding across County departments through competitive contract awards, based on their needs for janitorial and landscaping services.

Recommendation

It is recommended that the Board:

- 1) Waive the competitive bidding procedures by a two-thirds vote of the Board members present pursuant to Section 5.03(D) of the Charter of Miami-Dade County, Florida, and Section 2-8.1 of the Code of Miami-Dade County, Florida, to establish two set aside pools consisting solely of certified SBE firms and effectuate contract awards thereunder via spot market competitions. Waiving these requirements is in the best interest of the County, as these two pools will i) streamline processes and reduce time to procure these important services for the departments; ii) provide a social-economic benefit for the County as all awards made through JLS Purchasing Program will be to small and local firms which could aid in their growth and development, and could further serve as a catalyst in stimulating the local economy via the creation of additional job opportunities with an associated living wage.
- 2) Approve the establishment of *Prequalification Pool Nos. 22-129(J), Janitorial Services* and *22-129(L), Landscaping Services* under the JLS Purchasing Program with an allocation of \$50,000,000 for each pool for multiple County departments, set aside for certified SBE firms. The establishment of the pools is recommended due to the wide range of services needed throughout the County and the varying needs of departments. The pools will allow for the competition among

certified SBE firms through the award of appropriately sized janitorial and landscaping services contract as the need arises, making projects accessible to all qualified SBE firms providing the services, pursuant to Ordinance No. 22-129.

The JLS Purchasing Program pools will replace the following prequalification pools:

- a) *9562-5/22, Janitorial Services* – This pool, which expires on December 31, 2024, was established by the Board via Resolution No. R-456-12 for five years, with five, one-year renewals. The Board subsequently approved exercising of the options to renew as a one, five-year option via Resolution No. R-1174-17. The pool was subsequently modified for additional expenditure under delegated authority and by the Board via Resolution Nos. R-1306-18 and R-814-21; for a two-year extension via Resolution No. R-1113-22; and for COVID-19 emergency related expenses via Resolution Nos. R-20-21 and R-645-21. The current janitorial services pool has 43 prequalified vendors, 34 of which are local, including 26 certified SBE firms. There are 13 vendors being recommended for inclusion in the pool, all of which are certified SBE firms.
- b) *9743-0/23, Grounds Maintenance & Pest Control - Pre-Qualification* – This pool, which expires on June 30, 2024, was established by the Board via Resolution No. R-980-13 for five years, with one, five-year renewal. The pool was subsequently modified for additional expenditure authority via Resolution Nos. R-779-17 and R-848-17; and for Zika emergency related expenses via Resolution Nos. R-503-17 and R-1224-19. The current landscaping services pool has 59 prequalified vendors, of which 52 are local, including 29 certified SBE firms. There are 18 vendors being recommended for inclusion in the landscaping pool, all of which are certified SBE firms.

The JLS pools will remain open to allow additional SBE firms to be added at any time. To track pool expenditures by vendor, bidding under these 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. Pursuant to Ordinance No. 22-129, a report will be submitted to the Board on an annual basis to report on the JLS Purchasing Program contracting activities during the previous year.

Background

The JLS Purchasing Program was established by the Board on October 6, 2022, by Ordinance No. 22-129 to increase contracting opportunities for certified SBE-Goods & Services firms, expedite the award of janitorial and landscaping projects for County departments, achieve the maximum participation of SBE firms, and effect the equitable distribution of work among JLS Purchasing Program participants. Multiple vendor outreach efforts have been conducted, including notifications sent via INFORMS and emails, phone calls, and vendor workshops conducted by SPD and SBD to increase participation of SBE firms in the JLS Purchasing Program. Vendors can apply to participate in the JLS Purchasing Program at any time by submitting an online application through the County's SPD website. Upon establishment of the pools, purchases will be made on an as-needed basis via spot market competition as detailed below.

22-129(J), Janitorial Services

Under the Janitorial Services Pool, SPD will solicit spot market competitions, on behalf of departments, for the establishment of contracts for janitorial services for numerous County facilities. Services received through this pool will include cleaning and disinfecting carpet, tiles, windows, water fountains, and bathroom fixtures; pressure washing; use of auto-scrub machines; deep cleaning; removal of graffiti; waste removal; emptying trash cans and recycling containers; sweeping; damp mopping; dusting; and other related services. Details about the specific services shall be provided and described in the scope of work in future spot market competitions with additional terms and conditions. Janitorial services are essential

for maintaining the cleanliness of County properties and in preserving the health of the County’s personnel working in and general public utilizing these various County facilities.

The Janitorial Services Pool will be used by multiple County departments to purchase cleaning services for County-owned and/or operated facilities to meet their operational needs. The pool has three groups: Group 1 for facilities less than 50,000 square feet (sq. ft.); Group 2 for facilities 50,001 to 100,000 sq. ft.; and Group 3 for facilities 100,001 sq. ft. and up. Participating departments may use the pool for the purchase of additional services on as-needed basis such as: exterior and interior window washing, degrease of the parking areas, pressure cleaning, to cover the cost for additional janitorial personnel during and after special events such as Election Day, and other non-routine cleaning services for all the facilities.

22-129(L), Landscaping Services

Under the Landscaping Services Pool, SPD will solicit spot market competitions, on behalf of departments, for landscaping services related to the treatment of County land or land that the County is responsible for maintaining. The landscaping services include grounds maintenance services (to include turf mowing, grass trimming, edging, weed and vine control, leaf removal, landscape material maintenance, tree and palm pruning and trimming); treatment of plant material for pest and disease control for lawn and ornamental, or for right of way; and preventative maintenance/minor repair work for irrigation/lawn sprinkler systems; collection and disposal of yard trash; and watering services. The pest control services include treatment of plant material for pest and disease control; however, the use of herbicides is not allowed in accordance with Resolution No. R-621-19. Details about the specific landscaping services and any additional applicable requirements will be listed in the future spot market competitions with additional terms and conditions.

Parks, Recreation and Open Spaces Department (PROS) will be the primary user of this pool, as PROS is responsible for overseeing grounds maintenance services for 77,500 trees, 3,300 miles of County-owned roadway, 138 parks with 42 athletic fields, three regional parks, six golf courses, a tennis center, cultural art centers, and 118 special assessment districts throughout the County.

Scope

The scope of this item is countywide in nature.

Fiscal Impact/Funding Source

The initial fiscal impact for each five-year pool under the JLS Purchasing Program is \$50,000,000, unless otherwise authorized through a resolution adopted by the Board. However, the future requirements exceed the requested amount for each pool, and approval for any additional allocation will be requested from the Board after the pools have been established at least one year under the JLS Purchasing Program. SPD will manage the allocations for the departments and will transfer allocations as contracts are awarded by SPD. The current janitorial services pool, 9562-5/22, has a cumulative allocation of \$481,274,327 for 12 years and six months and expires on December 31, 2024. The current landscaping services pool, 9743-0/23, has a cumulative allocation of \$237,011,100 for 10 years and six months and expires on June 30, 2024. The annualized allocation under each proposed pool is lower than the current pools, as it is anticipated that additional allocation will be requested at a later date.

Pool	Departments	Allocation	Funding Source
22-129(J) Janitorial Services	Multiple	\$50,000,000	Multiple
22-129(L) Landscaping Services	Multiple	\$50,000,000	Multiple
	Total	\$100,000,000	

Track Record/Monitor

Alonzo Joseph and Manuel Jimenez of SPD are the Procurement Contracting Managers for the janitorial and landscaping services pools, respectively. Per Ordinance No. 22-129, the Office of Small Business Development shall monitor the competitive solicitations and contract lengths and award amounts to ensure that SBE firms do not graduate from the Small Business Enterprise Services Program due to contracts awarded under the JLS Purchasing Program.

Delegated Authority

Upon approval of this item, two pools of prequalified vendors will be established to participate in spot market competitions, pursuant to Ordinance No. 22-129. 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 pools at any time, subject to ratification by the Board on a bi-annual basis.

JLS Purchasing Program Participants

Applications are received by SPD on a continuing basis. At this time, 13 certified SBE firms are being recommended for inclusion in the janitorial services pool as set forth in Attachment 1, and 18 certified SBE firms are being recommended for inclusion in the landscaping services pool as set forth in Attachment 2 (see attached).

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.

Applicability of Ordinances and Contract Measures

- The two percent User Access Program applies.
- The SBE set aside for prequalified SBE firms applies for all spot market competitions under both pools.
- The Living Wage Ordinance applies.

Attachments



Jimmy Morales
Chief Operations Officer

**Attachment 1 – Prequalified Vendors for Janitorial Services Pool
(JLS Purchasing Program)**

Vendor	Principal Address	Local Address	Principal	Group(s)
A Super Cleaning Corp. (DBE, SBE)	17864 SW 141 Court Miami, FL	Same	Williams Mura Sarria	1
Amer Plus Janitorial Maintenance, Inc. (SBE)	20340 NE 15 Court Miami, FL	Same	Lumodeste Cetoute	1
Dream Clean Inc. (DBE, SBE)	1471 NW 54 Street Miami, FL	Same	Rodney A. McGilvery	1, 2, and 3
EFCO USA Inc. (SBE)	7855 NW 29 Street Suite 150 Doral, FL	Same	Nicolas Posselt	1, 2, and 3
Gum Hunters Carpet & Tile Cleaning (SBE)	24867 SW 127 Path Homestead, FL	Same	Arovis Valdes Figueroa	1, 2, and 3
Integrity Janitorial Serv Corp. (ACDBE, DBE, SBE)	10871 SW 188 Street Unit 21 Miami, FL	Same	Maureen N. James	1, 2, and 3
McKenzie's Cleaning Inc. (ACDBE, DBE, SBE)	3600 S State Road 7 Suite 38 Miramar, FL	99 NW 183 Street Suite 239G Miami Gardens, FL	Terriann McKenzie	1, 2, and 3
Montecarlo Services, Inc. (ACDBE, DBE, SBE)	1250 SW 27 Avenue 204 Miami, FL	Same	Leticia Montero Rodriguez	1 and 2
N & K Enterprises Inc. (ACDBE, DBE, SBE)	47 Alhambra Circle Suite 220 Coral Gables, FL	Same	Neville Jennings	1, 2, and 3
National Cleaning Contractors USA Inc (DBE, SBE)	14482 SW 38 Lane Miami, FL	Same	Guillermo Alfonso	1, 2, and 3
Oh La La Spotless, Inc. (SBE)	7855 NW 29 Street Suite 190 Miami, FL	Same	Giselle Knight	1, 2, and 3
Oracle Consulting Group LLC (ACDBE, DBE, SBE)	17220 NW 20 Avenue Miami Gardens, FL	Same	Erhabor Ighodaro	1 and 2
QBO Corporation (SBE)	8333 NW 53 Street Suite 450 Doral, FL	Same	Claudia Salazar	1

Attachment 2 – Prequalified Vendors for Landscaping Services Pool
(JLS Purchasing Program)

Vendor	Principal Address	Local Address	Principal
A Native Tree Service, Inc. (SBE)	15733 SW 117 Avenue Miami, FL	Same	Dayne Tomasetti
Abraham Vanegas Landscaping, Inc. (SBE)	11201 SW 188 Terrace Miami, FL	Same	Rebecca Farfan
C & W Lawn Care Plus II, Inc. (DBE, SBE)	6600 NW 27 Avenue Miami, FL	Same	Camille Olliff
Charles Enterprise Group LLC (SBE)	13418 NW 38 Court Suite 9 Opa-Locka, FL	Same	Jeffrey LeFlore
Coco Tree Service Corp (SBE)	3201 NW 24 Street Miami, FL	Same	Geovanny E. Ramos
Crodon, Inc. (SBE)	11767 S Dixie Highway Suite 429 Miami, FL	Same	Rodger Crouse
Jed Lawn Service LLC (DBE, SBE)	2909 NW 55 Street Miami, FL	Same	Dexter Carter
Edward Thompson Lawn Care LLC (SBE)	10880 SW 188 Street Miami, FL	Same	Edward Thompson
Extensions of Her, LLC (SBE)	12750 SW 128 Street Suite 207 Miami, FL	Same	Carol Sutton-Brown
Ginley Lawn Service & Landscaping Inc. dba GLS Landscaping (SBE)	13422 SW 128 Street Miami, FL	Same	Ginley L. Sardinias
Greco International Corporation (SBE)	12595 SW 137 Avenue Suite 101 Miami, FL	Same	Nancy Vergoulias
Jireh Landscaping Corp. (ACDBE, DBE, SBE)	15393 SW 168 Terrace Miami, FL	Same	Romy Ramirez
Lawn Keepers of South Florida, Inc. (SBE)	21550 SW 184 Place Miami, FL	Same	David Borrego
McIntyre Maintenance, Inc. (ACDBE, DBE, SBE)	26235 SW 130 Place Miami, FL	Same	Cedric McIntyre
Mora United LLC (SBE)	16220 SW 285 Street Homestead, FL	Same	Julio R. Mora
Rubio M. G. Inc. (SBE)	15460 SW 74 Circle Court Miami, FL	Same	Ana M. Areas
Thomas Maintenance Services, Inc. (SBE)	16391 SW 248 Street Miami, FL	Same	Mary K. Thomas
Weed-A-Way, Inc. (SBE)	2527 NW 95 Street Miami, FL	Same	Monday Okotogbo



MEMORANDUM
(Revised)

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

DATE: May 7, 2024

FROM: 
Gen Bonzon-Keenan
County Attorney

SUBJECT: Agenda Item No. 8(P)(1)

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)(1)
5-7-24

RESOLUTION NO. _____

RESOLUTION AUTHORIZING WAIVER OF COMPETITIVE BIDDING PROCEDURES OF SECTION 5.03(D) OF THE HOME RULE CHARTER AND SECTION 2-8.1(B) OF THE COUNTY CODE BY A TWO-THIRDS VOTE OF THE BOARD MEMBERS PRESENT TO ESTABLISH TWO SMALL BUSINESS ENTERPRISE (SBE) SET-ASIDE PREQUALIFICATION POOLS: (1) POOL NO. 22-129(J) FOR JANITORIAL SERVICES; AND (2) POOL NO. 22-129(L) FOR LANDSCAPING SERVICES, EACH FOR A FIVE-YEAR TERM AND AN ALLOCATION UP TO \$50,000,000.00, IN A TOTAL AMOUNT UP TO \$100,000,000.00 FOR MULTIPLE COUNTY DEPARTMENTS; 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:

Section 1. This Board finds that it is in the best interest of Miami-Dade County to waive the competitive bidding procedures of section 5.03(D) of the Home Rule Charter and section 2-8.1(b) of the County Code by a two-thirds vote of the Board members present and authorize establishment of two Small Business Enterprise (SBE) set-aside Prequalification Pools: (1) Pool No. 22-129(J) for Janitorial Services; and (2) Pool No. 22-129(L) for Landscaping Services, each for a five-year term and an allocation up to \$50,000,000.00, in a total amount up to \$100,000,000.00 for multiple County departments.

Section 2. This Board 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. Copies of the pool documents are available upon request from the Strategic Procurement Department.

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 May, 2024. 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