

# Memorandum



**Date:** May 7, 2024

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

**From:** Daniella Levine Cava  
Mayor

A handwritten signature in blue ink that reads "Daniella Levine Cava".

Agenda Item No. 8(P)(3)

**Subject:** Request for Additional Time and Expenditure Authority to Prequalification Pool for Closed-Circuit Television Camera Equipment, Maintenance and Repair Service

## **Summary**

This prequalification pool is for the purchase of various types of closed-circuit television (CCTV) camera equipment, parts, inspection, installation, maintenance, repair, training, and software support services for the Department of Transportation and Public Works (DTPW) and Water and Sewer Department (WASD). CCTV camera equipment is used to inspect pipes for possible leaks and to assess their overall integrity. WASD uses customized vehicles equipped with remote cameras and recording devices to regularly inspect wastewater transmission systems and to perform repairs to seal pipes, joints, access points, and service connections, as required. DTPW uses this pool on an as need basis for CCTV camera equipment, maintenance, and repair services used to inspect its extensive drainage system comprised of miles of varying diameter pipes, which service the public rights-of-way. This item is requesting additional time and expenditure authority.

This is an open pool and there are no changes to the pool requirements. It is anticipated that if the pool was resolicited the same vendors would prequalify, hence a five-year extension is being requested. This extension will allow existing prequalified vendors to remain in the pool provided they continue to meet the requirements, while new vendors will be able to access the pool for additional participation, resulting in greater efficiency for both existing vendors and the County due to reduction in administrative work. Continuing with the current pool will allow existing vendors to focus on accessing bid opportunities, as opposed to repeating prequalification documentation. Thus, the pool will continue to streamline processes and reduce time to procure these goods and services, saving the County time and money and reducing administrative barriers for our vendors.

## **Recommendation**

It is recommended that the Board of County Commissioners (Board) approve extending *Prequalification Pool No. RTQ-01327, CCTV Camera Equipment, Maintenance and Repair Services* for five years and \$5,729,100 in additional expenditure authority for DTPW and WASD. Approval of this item will allow these departments to continue purchasing CCTV camera equipment, maintenance, and repair services based on their specific needs.

This pool was established by the Board through Resolution No. R-1297-19 on December 3, 2019, for a five-year term with an allocation of \$2,860,000 for WASD. Since inception, the pool has been modified under delegated authority for \$74,250 in additional expenditure authority which allowed DTPW to access the pool. There are currently five prequalified vendors, none of which have local addresses.

To track pool expenditures by vendor, bidding under this and other prequalification pools is being conducted and monitored in a single platform, INFORMS, which allows staff to provide reports to the Board, as requested.

## **Background**

The prequalification pool was established with two groups: Group 1: Purchase of Equipment, Software, Parts and Accessories; and Group 2: Technical Support, Training, Maintenance and Repair Services. Extending this pool will allow departments to continue to purchase various types of equipment, parts,

inspection, installation, maintenance, repair, training, and software support services for CCTV camera equipment. The extension will also allow for replacement of the current inventory of camera equipment that has surpassed its life expectancy, to include camera systems, camera lamps, camera transport systems, and cutter assemblies.

Prior to the decision to seek extension of the pool, outreach was conducted to identify potential local vendors via INFORMS and DemandStar postings, and an email blast was issued based on a list of Miami-Dade County registered vendors using the associated commodity code for specialized cameras. Twenty-three vendors downloaded the package, but only one non-local vendor responded to the announcement of the extension, expressing interest in participating in the pool. As soon as this additional vendor submits the required documentation, the vendor may be added to the pool. The pool will remain open to allow additional vendors that meet the prequalification criteria to be added.

**Scope**

The impact of this item is countywide in nature.

**Delegated Authority**

There is no additional delegation of authority sought in this item as the authority to solicit pricing and award contracts up to an aggregate amount of the allocation authorized by the Board, 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 add vendors to the pool at any time, subject to ratification by the Board on a bi-annual basis, was granted when the pool was established. Any contract award under the prequalification pool exceeding \$5,000,000 is subject to ratification by the Board.

**Fiscal Impact/Funding Source**

The pool term expires on January 31, 2025, and has a cumulative allocation of \$2,934,250. If this request is approved, the pool will have a modified cumulative allocation of \$8,663,350 and will expire on January 31, 2030. The requested increase in expenditure authority is based on historical use of the pool, and the departments' anticipated needs throughout the extended term.

Department	Existing Cumulative Allocation	Additional Allocation Requested	Modified Cumulative Allocation	Funding Source	Contract Manager
DTPW	\$74,250	\$89,100	\$163,350	Operating Funds	Alonzo Joseph
WASD	\$2,860,000	\$5,640,000	\$8,500,000	Proprietary Funds	Fredrick Taylor
<b>Total</b>	<b>\$2,934,250</b>	<b>\$5,729,100</b>	<b>\$8,663,350</b>		

**Track Record/Monitor**

Manuel Jimenez, of the Strategic Procurement Department (SPD) is the Procurement Contracting Manager.

**Prequalified Vendors**

Vendor	Principal Address	Local Address	Principal	Prequalified Groups
Aries Industries, Inc.	550 Elizabeth Street Waukesha, WI	None	A. William Huelsman	Groups 1 and 2
Cues, Inc.	3600 Rio Vista Avenue Orlando, FL	None	Jonathan Russell	Groups 1 and 2
Deep Trekker, Inc.	830 Trillium Drive Kitchener, Ontario Canada	None	Sam Macdonald	Groups 1 and 2


<b>Vendor</b>	<b>Principal Address</b>	<b>Local Address</b>	<b>Principal</b>	<b>Prequalified Groups</b>
Laval Underground Surveys, LLC	2476 N Bundy Drive Fresno, CA	None	Garrett Jones	Groups 1 and 2
Logiball, Inc.	440 Rue Papin Quebec, Canada	None	Nadia Julien	Groups 1 and 2

**Due Diligence**

Pursuant to Resolution No. R-187-12, due diligence was conducted in accordance with SPD's Procurement Guidelines to determine contractor responsibility, including verifying corporate status and review of performance and compliance issues through various vendor responsibility lists and a keyword internet search. The lists referenced include convicted vendors, debarred vendors, delinquent contractors, suspended vendors, and federal excluded parties. There were no adverse findings relating to contractor responsibility.

**Applicability of Ordinances and Pool Measures**

- The two percent User Access Program applies.
- Small Business Enterprise measures will be determined prior to advertising each spot market competition. Local Preference will be applied at the time of spot market competition.
- The Living Wage Ordinance does not apply.



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Jimmy Morales  
Chief Operations Officer



**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)(3)

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)(3)  
5-7-24

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

RESOLUTION APPROVING ADDITIONAL TIME OF FIVE YEARS AND EXPENDITURE AUTHORITY UP TO \$5,729,100.00 FOR A TOTAL MODIFIED PREQUALIFICATION POOL AMOUNT OF \$8,663,350.00 FOR PREQUALIFICATION POOL NO. RTQ-01327 FOR THE PURCHASE OF CCTV CAMERA EQUIPMENT, MAINTENANCE, AND REPAIR SERVICES FOR THE DEPARTMENT OF TRANSPORTATION AND PUBLIC WORKS AND THE WATER AND SEWER DEPARTMENT; 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 additional time of five years and expenditure authority up to \$5,729,100.00 for a total modified prequalification pool amount of \$8,663,350.00 for Prequalification Pool No. RTQ-01327 for the purchase of CCTV Camera Equipment, Maintenance, and Repair Services for the Department of Transportation and Public Works and the Water and Sewer Department. Any contract award under the pool exceeding \$5,000,000.00 shall be subject to ratification by the Board. A copy of the pool documents is on file with and 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 7<sup>th</sup> 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

