

Memorandum



Date: March 26, 2025

To: Honorable Chairman Anthony Rodriguez
and Members, Board of County Commissioners

Agenda Item No. 2(B)(6)
May 20, 2025

From: Daniella Levine Cava
Mayor

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

Subject: Report identifying any contracts that have been awarded by the Board but have not been executed by the County Mayor and for which a work or purchase order have not been issued and any two-step procurements where the proposers have been shortlisted but not evaluated during the second step – Calendar Year 2023 – Directive No. 220656

Executive Summary

This report is being presented in response to Resolution No. R-224-22, sponsored by Commissioner Danielle Cohen Higgins, adopted as amended by the Board of County Commissioners (Board) on March 1, 2022, directing the County Mayor or County Mayor's designee to prepare and provide written reports to the Board identifying contracts awarded by the Board but have not yet been executed by the County Mayor or County Mayor's designee; or contracts awarded by the Board for which a contract has been executed, but a work order (WO) or purchase order (PO) have not been issued. The resolution further requires that this report also identify, for procurements that utilize a two-step process to shortlist proposers, all instances where proposers have been shortlisted but not evaluated in the second step. At the September 6, 2023, Board meeting, the Board approved a resolution sponsored by Commissioner Cohen Higgins to amend the frequency of the reports provided pursuant to Resolution No. R-224-22 from every 60 days to annually. At the request of Commissioner Cohen Higgins, this report also identifies those where a WO or PO was not issued within 60 days of the contract effective date.

The Strategic Procurement Department (SPD) reviewed data for all procurements awarded by the Board and became effective in the calendar year 2023. Of the 394 contracts reviewed, 11 contracts (2.8 percent) were found to have no WO/PO issued, and 24 (6.1 percent) were found to have issued a WO/PO more than 60 days after the contract effective date.

Report

SPD has reviewed data for procurements awarded by the Board and became effective during the calendar year 2023. The data is based primarily on the parameters established by the Board; therefore, the data captures all contracts awarded by the Board and became effective in calendar year 2023 and for which the contracts have not yet been executed by the County Mayor or County Mayor's designees; or contracts awarded by the Board which a contract has been executed, however, a WO/PO have not been issued. For the purpose of this analysis, pools established by the Board are included in the data.

To gather and analyze data for this Resolution, staff worked with the INFORMS system team to extract data using a query to show active contracts from the system that were approved by the Board and where no PO have been issued. Manual checks were performed to confirm accuracy of the data extracted and whether the contracts were approved by the Board. As the County uses a different system for the agenda process, if a contract that is approved by the Board but was not entered into INFORMS, there is no centralized way to automatically validate that the contracts are executed and active for use by departments. Departments were asked to validate the data manually to confirm the contracts are executed, are active in the system, and a WO/PO order was issued.

Staff did not find any contract that was approved by the Board but not executed by the Mayor or designee.

Staff reviewed 394 contracts for the stated timeframe. Of the contracts reviewed, the analysis showed that there are 11 contracts that have no WO/PO issued by any County department as shown in Table 1 below, and there were 24 contracts found to have a WO/PO issued more than 60 days after the contract effective date as shown in Table 2 below.

Contract Number <i>(Effective and Expiration dates)</i>	Contract Title <i>(Vendors)</i>	Award Value <i>(Resolution No.)</i>	Department	Reason why no WO/PO was issued
A20-ISD-08-A <i>(August 1, 2023, to October 31, 2028)</i>	CIIP PSA - Office Bldgs <i>(Awarded: HNTB Corporation)</i>	\$3,300,000 <i>(R-560-23)</i>	People and Internal Operations	This is a WO based contract, with the PO issued upon WO assignment; no WO has needed to be assigned.
A20-ISD-08-B <i>(August 1, 2023, to October 31, 2028)</i>	CIIP PSA - Office Bldgs <i>(Awarded: Bermello, Ajamil & Partners, Inc.)</i>	\$3,300,000 <i>(R-560-23)</i>	People and Internal Operations	This is a WO based contract, with the PO issued upon WO assignment; no WO has needed to be assigned.
A20-ISD-08-C <i>(August 1, 2023, to October 31, 2028)</i>	CIIP PSA - Office Bldgs <i>(Awarded: CBRE HEERY)</i>	\$3,300,000 <i>(R-560-23)</i>	People and Internal Operations	This is a WO based contract, with the PO issued upon WO assignment; no WO has needed to be assigned.
A20-ISD-04-A <i>(August 1, 2023, to August 31, 2028)</i>	CIIP PSA - Courthouses <i>(Awarded: Perez & Perez Architects Planners, Inc.)</i>	\$1,650,000 <i>(R-593-23)</i>	People and Internal Operations	This is a WO based contract, with the PO issued upon WO assignment; no WO has needed to be assigned.
E20-ISD-03-A <i>(August 1, 2023, to October 31, 2028)</i>	CIIP PSA - Lots <i>(Awarded: Miller Legg & Associates, Inc.)</i>	\$1,650,000 <i>(R-594-23)</i>	People and Internal Operations	This is a WO based contract, with the PO issued upon WO assignment; no WO has needed to be assigned.
E20-ISD-03-B <i>(August 1, 2023, to October 31, 2028)</i>	CIIP PSA - Lots <i>(Awarded: A.D.A. Engineering, Inc.)</i>	\$1,650,000 <i>(R-594-23)</i>	People and Internal Operations	This is a WO based contract, with the PO issued upon WO assignment; no WO has needed to be assigned.
A20-ISD-04-B <i>(August 30, 2023 to August 31, 2028)</i>	CIIP PSA - Courthouses <i>(Awarded: EXP US Services, Inc.)</i>	\$1,650,000 <i>(R-593-23)</i>	People and Internal Operations	This is a WO based contract, with the PO issued upon WO assignment; no WO has needed to be assigned.
A20-ISD-06-B <i>(November 9, 2023 to October 31, 2028)</i>	CIIP PSA - Garages <i>(Awarded: HNTB Corporation)</i>	\$3,300,000 <i>(R-749-23)</i>	People and Internal Operations	This is a WO based contract, with the PO issued upon WO assignment; no WO has needed to be assigned.

Contract Number <i>(Effective and Expiration dates)</i>	Contract Title <i>(Vendors)</i>	Award Value <i>(Resolution No.)</i>	Department	Reason why no WO/PO was issued
A20-ISD-06-A <i>(November 19, 2023 to October 31, 2028)</i>	CIIP PSA - Garages <i>(Awarded: Wolfberg, Alvarez & Partners, Inc.)</i>	\$3,300,000 <i>(R-749-23)</i>	People and Internal Operations	This is a WO based contract, with the PO issued upon WO assignment; no WO has needed to be assigned.
EVN0000045 <i>(May 1, 2023 to April 30, 2028)</i>	Reproduction and Binding Services <i>(Prequalified: Superior Office Services, LLC., Quadco Printing & Signs, Inc., and Lithografikos, LLC.)</i>	\$1,440,000 <i>(R-191-23)</i>	Communications, Fire Rescue, People and Internal Operations, Library, Economic Advocacy Trust, Housing & Community Development, Regulatory and Economic Resources, and Seaport	This is a pool to be used on an as-needed basis; no needs have been identified.
EVN0000109 <i>(October 1, 2023 to September 30, 2028)</i>	Manufactured (Modular) Buildings <i>(Prequalified: W W Grainger, Inc. and McGrath Rent Corp)</i>	\$1,432,000 <i>(R-633-23)</i>	Library, People and Internal Operations, Parks, Recreation and Open Spaces, and Transportation and Public Works	This is a pool to be used on an as-needed basis; no needs have been identified.

Table 2 – Work or purchase order issued greater than 60 days after contract effective date				
Contract Number <i>(Effective and Expiration dates)</i>	Contract Title <i>(Vendors)</i>	Award Value <i>(Resolution No.)</i>	Department	Reason why WO/PO issued greater than 60 days from the contract effective date
RFP-01258 <i>(January 1, 2023 to December 31, 2029)</i>	Baggage Handling System O&M <i>(Awarded: John Bean Technologies Corp.)</i>	\$94,239,235 <i>(R-1112-22)</i>	Aviation	There was a delay in the INFORMS approval of the contract which resulted in a PO being issued after 60 days.
FB-01914 <i>(March 1, 2023 to February 29, 2028)</i>	Animal Foods <i>(Prequalified: Lab Animal Supplies, Inc., Lavar, LLC., & Rodentpro.com, LLC.)</i>	\$2,181,416 <i>(R-75-23)</i>	Animal Services	Department had sufficient inventory of the goods in stock.
EVN0000037 <i>(August 1, 2023 to July 31, 2028)</i>	Maintenance and Repair Services <i>(Awarded: Schindler Elevator Corp.)</i>	\$602,424,184 <i>(R-699-23)</i>	Aviation	Services under this contract were not needed in the first 60 days.
SS-10293 <i>(November 30, 2023 to November 29, 2028)</i>	FCX 400HZ SSF Converter Repair <i>(Awarded: Papco Group LLC d/b/a Volaris Aerospace)</i>	\$597,080 <i>(R-995-23)</i>	Aviation	Issuance of the PO took more than 60 days as delays stemmed from onboarding the vendor with the required airport credentials.
EVN0000325 <i>(December 1, 2023 to November 30, 2028)</i>	Hard and Soft Surface Flooring <i>(Prequalified: Abacus Sports Installation, LTD., Ramos Décor & Lumber, LLC., American Plumbing Supply Co. Inc., Commercial Interior Contractors, Corp., A Affordable Carpet & Maintenance, Inc.)</i>	\$17,727,460 <i>(R-872-23)</i>	Animal Services, Aviation, Fire Rescue, People and Internal Operations, Library, Sheriff's Office, Housing & Community Development, Parks, Recreation and Open Spaces, Seaport, Transportation and Public Works, and Water and Sewer	This is a pool to be used on an as-needed basis; no needs were identified in the first 60 days.

Table 2 – Work or purchase order issued greater than 60 days after contract effective date				
FB-01911 (March 10, 2023 to March 9, 2023)	Disposable Fiber Trays (Awarded: Gassant Enterprises, LLC. D/B/A Gassant Enterprises)	\$2,761,500 (R-73-23)	Corrections	Department had sufficient inventory of the goods in stock.
FB-01978 (May 1, 2023 to April 30, 2028)	Inmate Uniforms (Awarded: Bordova Innovations, Inc., Bob Barker Company, Inc., Gassant Enterprises, LLC. d/b/a Gassant Enterprises, Global Trading, Inc., Palmetto Uniforms, Inc., & Victory Supply, LLC.)	\$2,348,581 (R-305-23)	Corrections and Juvenile Services	Department had sufficient inventory of the goods in stock.
R-681-21_FR-GMM (August 1, 2023 to July 31, 2043)	Energy Savings Performance (Awarded: Honeywell International Inc.)	\$739,338 (R-390-23)	Fire Rescue	This contract was contingent upon the completion of another contract, which had to be finalized before this service agreement could commence.
R-681-21_FR-MV (August 1, 2023 to July 31, 2043)	Energy Savings Performance (Awarded: Honeywell International Inc.)	\$675,145 (R-390-23)	Fire Rescue	This contract was contingent upon the completion of another contract, which had to be finalized before this service agreements could commence.
SS-10241 (July 1, 2023 to June 30, 2026)	EZ-IO System and Supplies (Awarded: Teleflex, LLC)	\$1,670,000 (R-423-23)	Fire Rescue	Department had sufficient inventory of the goods in stock.
BW-10079 (March 1, 2023 to February 28, 2042)	Helicopter Fleet Management PR (Awarded: Pratt & Whitney Canada Corp.)	\$19,434,554 (R-78-23)	Fire Rescue	Services under this contract were not needed in the first 60 days.
A20-ISD-03-A (August 1, 2023 to October 31, 2028)	CIIP PSA - SPCC (Awarded: Bermello Ajamil & Partners, LLC.)	\$5,500,000 (R-561-23)	People and Internal Operations	This is a WO based contract, with the PO issued upon WO assignment; no WO has needed to be assigned.
EVN0000644 (November 1, 2023 to October 31, 2028)	Flat Sheet and Quality Printing (Prequalified: Commercial Printers, Inc, Postal Center International Digital Printing, Inc., Prison Rehabilitative Industries & Diversified Enterprises, Inc. d/b/a PRIDE Enterprises & Doral Digital Reprographics Corp)	\$5,400,000 (R-882-23)	People and Internal Operations	This is a pool to be used on an as-needed basis; no needs were identified in the first 60 days.
EVN0000183 (May 15, 2023 to May 31, 2028)	Toner Cartridges (NEW/OEM) for Printers, Copiers, and Facsimiles (Prequalified: Staples Contract & Commercial Inc., Inversiones Papelmania 2000, Inc., GCS Imaging, Inc., Barlop Inc., Galloway Office Supplies Inc., & Office Express Supply Inc.)	\$7,000,000 (R-421-23)	People and Internal Operations	This is a pool to be used on an as-needed basis; no needs were identified in the first 60 days.

Table 2 – Work or purchase order issued greater than 60 days after contract effective date				
RTQ-01988 (January 1, 2023 to December 31, 2027)	Drainage Materials (Prequalified: Corcel Corp., Core & Main LP. & Ferguson US Holdings)	\$1,778,000 (R-794-22)	Aviation, Fire Rescue, People and Internal Operations, Seaport, Transportation and Public Works, and Water and Sewer	This is a pool to be used on an as-needed basis; no needs were identified in the first 60 days.
EVN0000186 (November 15, 2023 to November 30, 2028)	Liquid Ferric Sulfate & Storage (Awarded: Kemira Water Solutions Inc.)	\$45,983,050 (R-879-23)	Water and Sewer	Department had sufficient inventory of the goods in stock.
EVN0000187 (December 1, 2023 to November 30, 2028)	Dewatering and Tank Cleaning (Prequalified: Envirowaste Services Group, Inc., Expert Dewatering, Inc., Merrell Bros., Inc., & US Submergent Technologies, LLC.)	\$4,317,000 (R-871-23)	Water and Sewer	This is a pool to be used on an as-needed basis; no needs were identified in the first 60 days.
L499-1/29 (May 1, 2023 to April 30, 2026)	3M Selfchecks Maintenance & Support Services (Awarded: Bibliotheca LLC.)	\$684,320 (R-311-23)	Library	The goods portion of the contract is utilized on an as-needed basis and no needs were identified in the first 60 days. The annual software and support services renewal dates are not coterminous with the contract dates and did not require a PO in the first 60 days.
EVN0000417 P (August 1, 2023 to July 31, 2031)	Golf Cart & Utility Vehicle (Prequalified: Principal Advantage Golf Cars SEFL, LLC., Golf Car Depot Holdings, LLC. & Jeffrey-Allen, Inc.)	\$7,000,000 (R-625-23)	Parks, Recreation and Open Spaces and People and Internal Operations	This is a pool to be used on an as-needed basis; no needs were identified in the first 60 days.
E18-SEA-02 (August 29, 2023 to December 12, 2028)	Environmental Services (Awarded: T.Y. Lin International)	\$3,500,000 (R-320-22)	Seaport	This is a WO based contract, with the PO issued upon WO assignment; no WO has needed to be assigned.
E21-SEA-01(B) (August 29, 2023 to December 31, 2028)	Port Rep. Srvc Engineering. ENGINEERING (Awarded: Tetra Tech, Inc.)	\$4,400,000 (R-164-23)	Seaport	This is a WO based contract, with the PO issued upon WO assignment; no WO has needed to be assigned.
18393-DSWM22-BE (July 20, 2023 to July 31, 2028)	PSA - Arcadis U. S. Inc. (Awarded: Arcadis U.S. Inc.)	\$5,655,600 (R-604-23)	Solid Waste Management	This is a WO based contract, with the PO issued upon WO assignment; no WO has needed to be assigned.
RFP-01966 (January 25, 2023 to January 24, 2028)	Battery-Electric Buses (Awarded: New Flyer of America, Inc.)	\$175,594,365 (R-30-23)	Transportation and Public Works	The contract required receipt and testing of pilot buses before fleet production. The pilot buses were received and tested in March 2024, and upon successful testing, the PO was issued in May 2024, in accordance with the contract schedule.

Table 2 – Work or purchase order issued greater than 60 days after contract effective date				
L8938-2/37 (December 5, 2023 to December 31, 2028)	Case Management Software (Awarded: Gottlieb & Wertz, Inc.)	\$535,704 (R-1000-23)	Juvenile Services	After Board approval, the awarded vendor advised it did not agree to the insurance requirements of the agreement. Staff has since resolved the disagreement and a purchase order has since been issued.

A contract allocation is an estimate for what may be spent on related contractual expenditures during the contract period. The adopted budget includes the projected contractually related annual expenditures that may be spent during the fiscal year. Due to the timing of contract periods, fiscal years and other factors, these values may not be the same. If the value of the contract allocation is not budgeted and spent by the end of the fiscal year, the balance of the contract allocation still exists until the end of the contract period and the next year's budget will include a revised projection for that fiscal year. However, specific funding is not set aside to pay for expenditures for natural disasters, as the County establishes special projects for each disaster as needed and seeks federal reimbursement for these expenditures as to not affect the budget.

Of all contracts reviewed, there are seven where a two-step procurement process was utilized. All seven of these contracts were for A&E Professional Services and Design-Build Contracts. All short-listed firms were evaluated, except for Project No. A21-PROS-02 (one firm withdrew); Project DB20-ISD-01 (two firms withdrew); Project No. DB21-DTPW-03 (two firms withdrew); Project No. DB21-MDAD-01 (one firm withdrew); and Project No. E22-DSWM-02 (one firm was eliminated from the process as they were awarded another project which precluded them from being considered for award of a related project). Staff proceeded with the procurement process for all firms and contracts were awarded.

Department	Contract Number	Description	Awarded Firm	Award Date (Resolution No.)
Parks, Recreation and Open Spaces	A21-PROS-02	Professional Design Services for the Zoo Miami Animal Hospital Replacement and Expansion Project	Stantec Consulting Services, Inc.	March 7, 2023 (R-158-23)
People and Internal Operations	DB20-ISD-01	Design-Build Services for the New Integrated Command and Communications Center (IC3) at the LightSpeed Facility	Suffolk Construction Company, Inc.	July 6, 2023 (R-959-23)
Transportation and Public Works	DB21-DTPW-03	Design-Build Services for the Dadeland South Intermodal Station	NV2A Group, LLC	July 18, 2023 (R-698-23)
Transportation and Public Works	DB21-DTPW-06	Design-Build Services for Replacement of Existing Span-Wire Signalized Intersections for Mast-Arm Configuration	AGC Electric, Inc.	March 7, 2023 (R-180-23)
Aviation	DB21-MDAD-01	Design-Build Services for MIA-Park 6 Employee Garage	Lemartec Corporation	October 17, 2023 (R-922-23)

Department	Contract Number	Description	Awarded Firm	Award Date (Resolution No.)
Aviation	E20-MDAD-02A	General Mechanical, Electrical, Plumbing (MEP) Engineering & Design Services	SDM Consulting Engineers, Inc.	April 4, 2023 (R-275-23)
Solid Waste Management	E22-DSWM-02	Design Criteria Professional and Owner's Representative Services for the New Waste to Energy Plant	Atkins North America Inc.	December 12, 2023 (R-1096-23)

Pursuant to Ordinance No. 14-65, this report will be placed on the next available Board agenda. Should you require additional information, please contact Namita Uppal, Director and Chief Procurement Officer, at 305-375-1574.

c: Geri Bonzon-Keenan, County Attorney
Gerald K. Sanchez, First Assistant County Attorney
Jess M. McCarty, Executive Assistant County Attorney
Office of the Mayor Senior Staff
Department Directors
Office of Policy and Budgetary Affairs
Yinka Majekodunmi, Commission Auditor
Basia Pruna, Director, Clerk of the Board
Eugene Love, Agenda Coordinator