

# Memorandum



**Date:** January 21, 2026

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

Agenda Item No. 8(P)(3)

**From:** Daniella Levine Cava *Daniella Levine Cava*  
Mayor

**Subject:** Request to Waive Competitive Bidding Procedures for Additional Time and  
Expenditure Authority to Contract for CAD Consulting Services

## **Summary**

This item recommends additional time and expenditure authority for Computer Aided Dispatch (CAD) consulting services for Miami-Dade Fire Rescue Department (MDFR). The contract provides project management support, quality assurance, and subject matter expertise throughout implementation of the CAD Solution and CAD-to-CAD Solution projects, including system configuration, data conversion, testing, training, and go-live support. In parallel, said contract provides services for coordinating efforts with external public safety partners to on-board their agencies and facilitate secure, real-time data sharing via the CAD-to-CAD Data Exchange Hub. This work is critical to improving interoperability and incident coordination across jurisdictions.

Approval of an extension in lieu of a competitive process is requested because Winbourne Consulting, Inc. (Winbourne), offers a unique combination of expertise and direct experience. Continuing with Winbourne is necessary as Winbourne's past work with MDFR provides them with institutional knowledge and operational insight that would be difficult and time-consuming for another vendor to replicate. The firm's familiarity with MDFR's current systems, workflows, and inter-agency dynamics uniquely positions it to support both the CAD Solution and the CAD-to-CAD Solution, ensuring a successful integration and alignment with County priorities.

## **Recommendation**

It is recommended that the Board of County Commissioners (Board) waive competitive bidding procedures pursuant to Section 5.03(D) of the Home Rule Charter and Section 2-8.1(b)(1) of the Miami-Dade County Code, by a two-thirds vote of the Board members present, and authorize additional time of thirty-four (34) months and expenditure authority of \$250,000 for *Contract No. BW-10219, CAD Consulting Services*, for MDFR.

## **Background**

This bid waiver contract was awarded under delegated authority in March 2022 and currently expires on February 28, 2026. The consultant, Winbourne, provided essential support during the selection phase of the CAD Solution and CAD-to-CAD Solution projects, to include expertise during the solicitation, evaluation, demonstration, contract negotiations, and award of the contracts which were approved by the Board via Resolution No. R-88-23 on February 7, 2023.

Winbourne is deeply involved in the County's CAD-to-CAD Solution and is actively coordinating with external public safety partners to on-board their systems and facilitate real-time data interoperability. Winbourne's existing relationships and detailed understanding of MDFR's operational requirements, technical environment, and regional partners will ensure continuity and reduce the risk of delays or rework. Thus, engaging a different vendor at this stage would create unnecessary duplication of effort, potential disruption to the services, and potentially higher costs to bring a new vendor up to speed. Accordingly, it is in the County's best interest to extend this bid waiver contract pursuant to Section 2-8.1(b)(1) of the Miami-Dade County Code and Section 5.03(D) of the Home Rule Charter to continue providing the consulting services.

**Scope**

The impact of this item is countywide in nature.

**Delegated Authority**

If this item is approved, the County Mayor or the County Mayor's designee will have the authority to execute Supplemental Agreement No. 3 and exercise all provisions of the contract, including any cancellation or extensions, pursuant to Section 2-8.1 of the County Code and Implementing Order 3-38.

**Fiscal Impact/Funding Source**

The contract term expires on February 28, 2026, and has a current cumulative allocation of \$250,000. If this request is approved, the contract will expire on December 31, 2028 and will have a modified cumulative allocation of \$500,000. The requested increase in expenditure authority is based on MDR's anticipated expenditure during the extension period.

Dept	Existing Cumulative Allocation	Additional Allocation Requested	Modified Cumulative Allocation	Funding Source	Budgeted	Contract Manager
MDFR	\$250,000	\$250,000	\$500,000	General Fund	FY 2024-2025 Adopted Budget, Volume II, Fire Rescue page 87, Other Operating FY 2025-2026 Proposed Budget, Volume II, Fire Rescue page 74, Other Operating	Marianela Betancourt
<b>Total</b>	<b>\$250,000</b>	<b>\$250,000</b>	<b>\$500,000</b>			

**Track Record/Monitor**

Pearl Bethel of the Strategic Procurement Department (SPD) is the Procurement Contracting Manager.

**Awarded Vendor**

Vendor	Principal Address	Local Address	Principal
Winbourne Consulting, Inc.	1101 Wilson Boulevard Arlington, VA	None	Andrew G. Reece

**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 Contract Measures**

- The two percent User Access Program provision applies.
- The Small Business Enterprise measures and Local Preference do not apply.
- The Living Wage Ordinance does not apply.



James Reyes  
Chief of Public Safety



# MEMORANDUM

(Revised)

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

**DATE:** January 21, 2026

**FROM:**   
Glen 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 ☐, majority plus one ☐, 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) ☐, 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)  
1-21-26

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

RESOLUTION AUTHORIZING WAIVER OF COMPETITIVE BIDDING PROCEDURES PURSUANT TO SECTION 5.03(D) OF THE HOME RULE CHARTER AND SECTION 2-8.1(B)(1) OF THE COUNTY CODE BY A TWO-THIRDS VOTE OF THE BOARD MEMBERS PRESENT; AUTHORIZING ADDITIONAL TIME OF 34 MONTHS AND EXPENDITURE AUTHORITY OF \$250,000.00 FOR A TOTAL MODIFIED CONTRACT AMOUNT OF \$500,000.00 FOR CONTRACT NO. BW-10219, CAD CONSULTING SERVICES, FOR MIAMI-DADE FIRE RESCUE DEPARTMENT; AND AUTHORIZING THE COUNTY MAYOR OR COUNTY MAYOR'S DESIGNEE TO EXECUTE SUPPLEMENTAL AGREEMENT NO. 3 AND EXERCISE ALL PROVISIONS OF THE CONTRACT, INCLUDING ANY CANCELLATION OR EXTENSIONS, PURSUANT TO SECTION 2-8.1 OF THE COUNTY CODE AND IMPLEMENTING ORDER 3-38

**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 formal bid procedures pursuant to section 5.03(D) of the Home Rule Charter and section 2-8.1(b)(1) of the Code of Miami-Dade County, by two-thirds vote of the Board members present; and authorize additional time of 34 months and expenditure authority of \$250,000.00 for a total modified contract amount of \$500,000.00 for Contract No. BW-10219, CAD Consulting Services, for Miami-Dade Fire Rescue Department.

**Section 2.** This Board authorizes the County Mayor or County Mayor's designee to execute Supplemental Agreement No. 3, in substantially the form attached hereto, and exercise all provisions of the contract, including any cancellation or extensions, pursuant to section 2-8.1 of the Code of Miami-Dade County, Florida and Implementing Order 3-38. A copy of the contract document 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:

Anthony Rodriguez, Chairman	
Kionne L. McGhee, Vice Chairman	
Marleine Bastien	Juan Carlos Bermudez
Sen. René García	Oliver G. Gilbert, III
Roberto J. Gonzalez	Keon Hardemon
Danielle Cohen Higgins	Vicki L. Lopez
Natalie Milian Orbis	Raquel A. Regalado
Micky Steinberg	

The Chairperson thereupon declared this resolution duly passed and adopted this 21<sup>st</sup> day of January, 2026. 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.

A handwritten signature in black ink, appearing to be 'CJF', written over a horizontal line.

Christian J. Fernandez-Andes

## **SUPPLEMENTAL AGREEMENT NO. 3**

Contract Number: **BW-10219**

Contract Title: **CAD Consulting Services**

Contractor: **Winbourne Consulting, Inc.  
1101 Wilson Boulevard, Sixth Floor  
Arlington, VA 22209  
Attention: Andrew G. Reece**

In accordance with the above referenced Contract, this Supplemental Agreement, when properly executed, shall become part of the Contract effective January 1, 2026, and shall:

1. Amend Article 5, Contract Term by removing the strikethrough language and adding the underlined language, as shown below:

### **ARTICLE 5. CONTRACT TERM**

The Contract shall become effective on the date indicated on the first page of this Agreement and shall be extended through ~~the last day of the seventeenth (17th) month following commencement of services~~ December 31, 2028. The County may extend this Contract for up to an additional one hundred-eighty (180) calendar days beyond the current Contract period and will notify the Contractor in writing of the extension. This Contract may be extended beyond the initial one hundred-eighty (180) calendar day extension period by mutual agreement between the County and the Contractor, upon approval by the Board of County Commissioners (the "Board") or its designee.

2. Replace Appendix B, Price Schedule with the attached Appendix B-1, Price Schedule (Revised) to add additional funding in the amount of \$250,000 to cover the additional time from January 1, 2026, through December 31, 2028; and update the not-to-exceed amount, Notes, 5 of the total contract value from \$250,000 to \$500,000.

**All other terms, covenants and conditions of the original Contract shall remain in full force and effect.**



IN WITNESS WHEREOF, the parties have executed this Supplemental Agreement No. 3 to County Contract No. BW-10219 CAD Consulting Services.

Contractor

By: Andrew G. Reece

Name: Andrew G. Reece

Title: President/C.E.O.

Date: 09/10/2025

Attest: Christina Neuhaus  
Corporate Officer

Miami-Dade County

By: \_\_\_\_\_

Name: Daniella Levine Cava

Title: Mayor

Date: \_\_\_\_\_

Attest: \_\_\_\_\_

Juan Fernandez-Barquin  
Clerk of the Court and Comptroller

Approved as to form  
and legal sufficiency

\_\_\_\_\_  
Assistant County Attorney



**Appendix B-1, Price Schedule (Revised)**

The not-to-exceed hourly rates shown below are for the various staff levels to complete the required tasks and deliverables as stated in Appendix A. Compensation for work shall be paid as needed, on an hourly basis.

<b>Maximum Hourly Rates For Work</b>		
<b>Staff Position</b>	<b>Hourly Remote Rate</b>	<b>Hourly Loaded Rate</b>
Project Manager	\$165	\$200
Fire Dispatch Business Analyst	\$165	\$200
CAD-to-CAD SME/Business Analyst	\$165	\$200

**Notes:**

- 1) The hourly rates above shall remain firm and fixed for the term of the Contract, including any extensions thereof.
- 2) The hourly rates above include all costs, including all out-of-pocket expenses, such as travel, per diem, and miscellaneous costs and fees, which shall be incorporated in this price schedule, as they will not be reimbursed separately by the County.
- 3) Notwithstanding the rates above, compensation to the Contractor shall be based on the projects assigned. The Contractor shall not exceed the maximum hourly rates when calculating the not-to-exceed cost statement required for each assignment.
- 4) The positions identified in the table above shall be the same as the key positions identified to the County. The County expects that the key personnel, in those positions, will be performing the services, as needed.
- 5) The total amount to be paid by the County shall not exceed ~~\$250,000~~ \$500,000. It is acknowledged and agreed to by the Contractor that the dollar limitation set forth in this section is a limitation upon and describes the maximum extent of County's obligation to pay the Contractor but does not include a limitation upon the Contractor's duty to perform all services set forth in Appendix A for the total compensation in the amount stated above.