

# Memorandum



**Date:** June 2, 2026

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

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

**Subject:** Request for Additional Time and Expenditure Authority to Prequalification Pool for Fuel Service Station Maintenance, Repair, and Services

Agenda Item No. 8(P)(5)

## **Executive Summary**

This item is for additional time with expenditure authority for the purchase of routine maintenance, inspection, and emergency mitigation services, as required by the State of Florida, for fuel service stations and storage tanks for multiple County departments. The fuel service stations and tanks store and dispense fuel that is used in County fleet and equipment, like pumps. The additional time and expenditure authority will allow departments to continue issuing spot market competitions for the use of routine maintenance and emergency mitigation services for fuel service stations and related equipment. The main users are the People and Internal Operations Department (PIOD) and the Water and Sewer Department (WASD), which maintains 32 fuel sites and over 250 fuel tanks, respectively.

Departments have confirmed that the pool meets their needs, and there is healthy participation from the pre-qualified vendors. The pool requirements have not changed, and it is further anticipated that if the pool was resolicited, the same vendors would prequalify. Additionally, due diligence was performed on all prequalified vendors, and no issues were identified. As this is an open pool, market research and outreach were conducted to identify additional vendors via INFORMS and DemandStar notices; however, no additional vendors responded. This extension will allow existing prequalified vendors to remain in the pool provided they continue to meet the requirements, resulting in greater efficiency for both existing vendors and the County due to a reduction in administrative work. Continuing with the current pool will allow existing vendors to focus on accessing bid opportunities, as opposed to repeating pre-qualification documentation. This pool will remain open and additional qualified vendors may be added at any time. To encourage participation, outreach events are held on an ongoing basis to inform vendors about pool opportunities and the benefits of becoming prequalified. Therefore, a five-year extension is being requested to take advantage of on-going efforts and efficiencies built under the existing pool, ensuring continued growth and effectiveness. Extension of 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. FB-01793P, Fuel Service Station Maintenance, Repair, and Services*, for five years with expenditure authority in the amount of \$3,801,964 for multiple County departments.

## **Background**

This pool was established by the Board via Resolution No. R-643-21 for a five-year term and is currently valued at \$6,807,088. Currently, there are five vendors prequalified within the pool, three of which have local addresses, including one certified Small Business Enterprise (SBE) firm. County departments rely on this pool to competitively solicit quotes for larger-scale repair projects, such as tank replacements and underground sump replacements. The pool also supports efforts to replace or upgrade fuel systems that have deteriorated due to age-related corrosion or have failed integrity testing. Additionally, it ensures access to qualified vendors for the timely repair or replacement of unexpected fuel storage tank failures.

This pool further provides for services such as installation, testing, maintenance, and repair of service stations, facilities, structures, fuel dispensing and storage equipment, and similar County assets.

**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 expires on October 31, 2026, and has a cumulative allocation of \$6,807,088. If this request is approved, the pool will have a modified cumulative allocation of \$10,609,052 and will expire on October 31, 2031. The requested increase in expenditure authority is based on each department’s historical usage and a 10 percent contingency to account for unforeseen costs, fluctuations in demand, and potential price increases.

Department	Existing Cumulative Allocation	Additional Allocation Requested	Modified Cumulative Allocation	Funding Source	Budgeted	Contract Manager
Aviation	\$378,000	\$176,000	\$554,000	Proprietary Funds	FY 2025-26 Adopted Budget, Volume 3, Page 203 Contractual Services	Sylvia Novela
Corrections and Rehabilitation	\$31,500	\$0	\$31,500	General Fund / Proprietary Funds	FY 2025-26 Adopted Budget, Volume 2, Page 54, Contractual Services	Alessandra Linares
Fire Rescue	\$252,000	\$252,000	\$504,000	Fire District	FY 2025-26 Adopted Budget, Volume 2, Page 76, Other Operating	Marianela Betancourt
Parks, Recreation and Open Spaces	\$200,000	\$249,768	\$449,768	General Fund	FY 2025-26 Adopted Budget, Volume 3, Page 339, Operating Expenditures, Contractual Services	Bernie Rodriguez
PIOD	\$2,113,650	\$297,730	\$2,411,380	Internal Service Funds	FY 2025-26 Adopted Budget, Volume 3, Page 339, Contractual Services	Fernando Robreño
PortMiami	\$63,000	\$45,000	\$108,000	Proprietary Funds	FY 2025-26 Adopted Budget, Volume 3, Page 247	Frank Ramirez
Transportation and Public Works	\$951,300	\$454,000	\$1,405,300	DTPW Operating	FY 2025-26 Adopted Budget, Volume 2, Page 132, Other Operating	Alonzo Joseph

Department	Existing Cumulative Allocation	Additional Allocation Requested	Modified Cumulative Allocation	Funding Source	Budgeted	Contract Manager
WASD	\$2,817,638	\$2,327,466	\$5,145,104	Proprietary Funds	FY 2025-26 Adopted Budget Book, Volume 3, Page 100, Other Operating	Frederick Taylor
<b>Total</b>	<b>\$6,807,088</b>	<b>\$3,801,964</b>	<b>\$10,609,052</b>			

**Track Record/Monitor**

Robert Mendoza of the Strategic Procurement Department (SPD) is the Procurement Contracting Manager.

**Prequalified Vendors**


Vendor	Principal Address	Local Address	Principal
Cherokee Enterprises, Inc.	12981 NW 113 Court Medley, FL	Same	Amanuel Worku
Florida Metro Construction Company, Inc.	140 Park Ave East Dania Beach, FL	None	Danise A. Steiner
Genesis Global LLC dba Advanced Petroleum Systems (SBE)	16600 NW 54 Avenue Number 14 Miami, FL	Same	Percy J. Newland
Gulfstream Petroleum Services Inc.	3264 NE 15 Street Pompano Beach, FL	936 SW 1 Avenue Miami, FL	Amanda Raghunath Levien
Lutz Petroleum Equipment Installations, Inc.	2351 N Powerline Road Pompano Beach, FL	None	Stuart H. Lutz

**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 where permitted by funding source.
- Small Business Enterprise measures and Local Preference will be applied at the time of spot market competition where permitted by funding source.
- The Living Wage Ordinance does not apply.



Roy Coley  
 Chief Utilities and Regulatory Services Officer



**MEMORANDUM**  
(Revised)

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

**DATE:** June 2, 2026

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

**SUBJECT:** Agenda Item No. 8(P)(5)

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**
- Requires more than a majority vote (i.e., 2/3’s present \_\_\_\_, 2/3 membership \_\_\_\_, 3/5’s \_\_\_\_, unanimous \_\_\_\_, majority plus one \_\_\_\_, CDMP 7 votes (majority of membership) \_\_\_\_, CDMP 2/3 members present but not less than 7 votes (majority of membership) \_\_\_\_, CDMP 9 votes (2/3 membership) \_\_\_\_\_) 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)(5)  
6-2-26

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

RESOLUTION AUTHORIZING ADDITIONAL TIME OF FIVE YEARS WITH EXPENDITURE AUTHORITY IN THE AMOUNT OF \$3,801,964.00 FOR A TOTAL MODIFIED CUMULATIVE POOL AMOUNT OF \$10,609,052.00 FOR PREQUALIFICATION POOL NO. FB-01793P, FUEL SERVICE STATION MAINTENANCE, REPAIR, AND SERVICES, FOR MULTIPLE COUNTY DEPARTMENTS; 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 with expenditure authority in the amount of \$3,801,964.00 for a total modified cumulative pool amount of \$10,609,052.00 for Prequalification Pool No. FB-01793P, Fuel Service Station Maintenance, Repair, and Services, for multiple County departments; provided that any contract award under the pool exceeding \$5,000,000.00 is ratified 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:

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 2<sup>nd</sup> day of June, 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.



Eduardo W. Gonzalez