

Memorandum



Date: January 22, 2020

To: Honorable Chairwoman Audrey M. Edmonson
and Members, Board of County Commissioners

From: Carlos A. Gimenez
Mayor

A handwritten signature in black ink, appearing to read "Carlos A. Gimenez".

Agenda Item No. 8(F)(5)

Subject: Request for Additional Time and Expenditure Authority to Pool No. RTQ-00439,
Office and Non-Office Furniture

Resolution No. R-37-20

Recommendation

It is recommended that the Board of County Commissioners (Board) approve this request to extend *Prequalification Pool No. RTQ-00439, Furniture Office and Non-Office*, for a one-year term and increase expenditure authority by \$21,854,645 for multiple County departments. In February 2018, the pool was established by the Board through Resolution No. R-95-18 for a one-year term and required presentation of yearly requests to the Board based on budgeted amounts for each Department. For Fiscal Year 2018-19, an agenda item was presented to the Board for the annual continuation of the pool, and was adopted by the Board through Resolution No. R-134-19. Similarly, this agenda item is presented to the Board for a one-year continuation based on the allocations that are equal to each department's approved capital and operating budgets that were adopted by the Board for Fiscal Year 2019-20.

County departments use this pool for the purchase and installation of systems furniture, including replacement parts, upholstery, and associated products and services. Additional vendors and manufacturer product lines may be added throughout the pool term. The furniture purchased under this pool includes items required to furnish new or expanded County facilities and to replace furniture that has reached the end of its useful life. Upcoming purchases for this fiscal year are targeted to improve spaces utilized by residents, tourists, and staff in various County facilities. Examples include:

- 1) The Library System has several capital projects to renovate branches at Model City, International Mall, Coral Gables, Doral, Hialeah Gardens, Tamiami, North Central, South Dade Regional and Lemon City libraries. Additionally, the new Hialeah Gardens Branch Library is currently under construction and will require furniture for patrons.
- 2) The Internal Services Department needs to access this contract for a number of capital projects to renovate the Stephen P. Clark Center floors 9, 10, 20, 24 and 26. Other capital projects include Lightspeed Building, the new Empowerment Center, reconfiguration to maximize space at Elections Headquarters, and the Culmer Community Center.
- 3) The Aviation Department plans to purchase systems furniture, case goods, seating, shelving, files, exterior benches, ticket counters, gate counters, terminal seating, conference room furniture, movable walls, and hospitality lounge furniture.

There are currently 52 prequalified vendors under the pool, of which 13 are local and eight are certified Small Business Enterprise firms. This pool remains open for additional vendors to be added upon submittal of the required prequalification documents. Internal Services Department staff will continue to encourage local participation through vendor outreach initiatives.

Scope

The impact of this item is countywide in nature.

Fiscal Impact/Funding Source

The current term expires on February 29, 2020 and has an allocation of \$16,517,860. If this request is approved, the Pool will expire on February 28, 2021 and the additional requested expenditure authority of \$21,854,645 will be allocated based on Fiscal Year 2019-20 Board approved budgets for each department. Refer to Attachment No. 1 for a listing of departments and allocations based on capital and operating budgets that were adopted by the Board.

Track Record/Monitor

Jessica Tyrrell of the Internal Services Department is the Procurement Contracting Manager.

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 under Resolution No. R-95-18.

Prequalified Vendors

There are currently 52 prequalified vendors under the pool, of which 13 are local and eight are certified Small Business Enterprise firms. Purchases requiring integration of newly purchased furniture with a facility's existing furniture, like cubicles and other systems furniture, are not locally available and require participation of non-local vendors to ensure the successful integration of existing furniture and the variability of numerous product lines that meet the County's diverse furniture needs. Refer to Attachment No. 2 for a listing of the prequalified vendors.

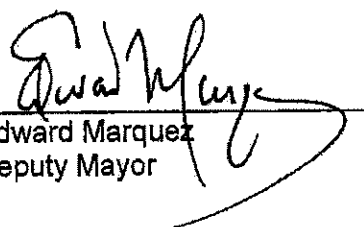
Due Diligence

Pursuant to Resolution No. R-187-12, due diligence was conducted in accordance with the Internal Services Department's Procurement Guidelines to determine contractor responsibility, including verifying corporate status and review of performance and compliance issues. 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.

Applicable Ordinances and Contract Measures

- The two percent User Access Program provision applies where permitted by the funding source.
- The Small Business Enterprise (SBE) Bid Preference will be applied at the time of spot market competition where permitted by the funding source. An SBE set-aside applies for spot market competition up to \$100,000 where permitted by the funding source when there are three or more SBE-certified firms available.
- The Local Preference will be applied at the time of spot market competition where permitted by the funding source.
- The Living Wage does not apply.

Attachments


Edward Marquez
Deputy Mayor

2

Attachment No. 1

Departments and Allocations - Prequalification Pool No. RTQ-00439, Furniture Office and Non Office

Department	Capital Allocation Requested	Operating Budget Allocation Requested	Total Allocation Requested	Funding Source	Contract Manager
Administrative Office of the Courts	\$0	\$8,000	\$8,000	General Fund	Valerie Regits
Aviation	\$4,220,000	\$1,041,445	\$5,261,445	Proprietary Funds	Neivy Garcia
Clerk of Courts	\$38,200	\$17,100	\$55,300	Clerk Revenue	Jason Smith
Community Action and Human Services	\$0	\$25,000	\$25,000	General Fund, Federal Funds	Richard Signori
Corrections and Rehabilitation	\$0	\$174,700	\$174,700	General Fund	Zuleika Davidson
Cultural Affairs	\$225,000	\$15,000	\$240,000	Proprietary Funds	Regla Lee
Finance	\$100,000	\$0	\$100,000	Proprietary Funds	Christina Torres
Fire Rescue	\$79,000	\$253,000	\$332,000	Fire District Funds	Mariela Betancourt
Human Resources	\$0	\$10,000	\$10,000	General Fund/ Proprietary Funds	Ricardo Bran
Information Technology	\$0	\$90,000	\$90,000	Internal Service Funds	Manuel Fernandez
Internal Services	\$7,336,000	\$0	\$7,336,000	Internal Service Funds	Jennyfer Calderon
Juvenile Services	\$0	\$14,000	\$14,000	General Fund	Cindy Akerman
Library System	\$5,575,000	\$0	\$5,575,000	Library District	Kimberly Craig
Medical Examiner	\$75,000	\$7,000	\$82,000	General Fund	Darren J. Caprara
Parks, Recreation, and Open Spaces	\$0	\$100,000	\$100,000	General Fund	Tametrica Harris
Police	\$439,000	\$509,000	\$948,000	General Fund/Impact Fees	Laura Romano
Public Housing and Community Development	\$0	\$42,000	\$42,000	Federal Funds	Indira Rajkumar-Futch
Regulatory and Economic Resources	\$0	\$127,000	\$127,000	Proprietary Funds	Manuel Blanco
Solid Waste Management	\$320,000	\$211,900	\$531,900	Proprietary Funds	Karina Careaga
Transportation and Public Works	\$25,000	\$77,300	\$102,300	DTPW Operating	Ana Rioseco
Water and Sewer	\$577,000	\$123,000	\$700,000	Proprietary Funds	Susan Pascual
Totals:	\$19,009,200	\$2,845,445	\$21,854,645		

Attachment 2

Prequalified Vendors - Prequalification Pool No. RTQ-00439, Furniture Office and Non Office

Vendor	Principal Address	Local Address	Principal
Advanced Filing Systems, Inc. dba Florida Office Systems (SBE)	1561 SW 68 Avenue Plantation, FL	9332 NW 101 Street Medley, FL	David L. Stoutamire
Affordable Interior Systems, Inc.	25 Tucker Drive Leominster, MA	None	Franco Bianchi
All Rack & Shelving, Inc.	10930 SW 129 Street Miami, FL	Same	Ronald Rossiter
Allsteel, Inc.	600 East 2 Street Muscatine, IA	None	Brandon T. Sieben
Apricot Office Interiors, Inc. (SBE)	20401 NW 2 Avenue 220 Miami, FL	Same	Basil M. Bernard
Arconas Corporation	5700 Keaton Crescent Mississauga, ON	None	Ray Vella
Bay View Industries, Inc. dba Surface Works	7821 S 10 Street Oak Creek, WI	None	Eugene T. Plitt
Berwin, Inc. dba JC White Architectural Interior Products	3501 Commerce Parkway Miramar, FL	None	Mark Feltingoff
Camilo Holdings, LLC	2333 Brickell Avenue Suite A-1 Miami, FL	Same	Camilo Lopez III
Classroom Outfitters, LLC (SBE)	19301 SW 106 Avenue Suite 11 Miami, FL	Same	Richard A. Brewer
Compass Office Solutions, LLC	3320 Enterprise Way Miramar, FL	None	William J. White
Corporate Design Choice, Inc.	11001 NW 33 Street Doral, FL	Same	Michael S. Macmullin
Dar Ran Furniture Industries, Inc.	2402 Shore Street High Point, NC	None	Jennifer H. Cashion
Dirtt Environmental Solutions, Inc.	7303 30 Street SE Calgary, AB	482 NE 93 Street Miami Shores, FL	Kevin O'Meara
DSI Industries, Inc. dba OFGO	115 Cidermill Avenue Concord, ON	None	Nicole Shamir
Empire Office, Inc.	5112 W Linebaugh Avenue Tampa FL	None	Peter Gaslow
Forms & Surfaces, Inc.	30 Pine Street Pittsburgh, PA	None	Jeffrey M. Stork
Galloway Office Supply, Inc. dba Galloway Office Supplies & Furniture (SBE)	10201 NW 21 Street Miami, FL	Same	Jaime Toural
Global Commercial Furnishings, Inc.	3132 Fortune Way Suite D1 Wellington, FL	None	Jennifer L. Kirek

Attachment 2

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Vendor	Principal Address	Local Address	Principal
Global Industries, Inc.	17 West Stow Road Marlton, NJ	None	Jon Abraham
Hancock & Moore, LLC dba Cabot Wrenn	401 11 Street NW Hickory, NC	None	Brandon M. Hucks
Hon Company, LLC	600 East 2 Street Muscatine, IA	None	Jim Foster
Hugh Robinson, Inc.	3051 NW 28 Street Lauderdale Lakes, FL	None	Thomas H. Robinson III
Humanscale Corporation	220 Circle Drive N Piscataway, NJ	None	Robert King
Kimball Office, Inc.	1600 Royal Street Jasper, IN	None	Kristie Juster
Knoll, Inc.	1235 Water Street East Greenville, PA	None	Andrew B. Cogan
Krueger International, Inc. dba KI	1330 Bellevue Street Green Bay, WI	None	Richard J. Resch
Lakeshore Equipment Company dba Lakeshore Learning Materials	2695 E Dominguez Street Carson, CA	None	David B. Kaplan
Landscape Forms, Inc.	7800 E Michigan Avenue Kalamazoo, MI	None	Richard Heriford
Library Interiors of Florida, Inc.	10006 Cross Creek Boulevard Number 432 Tampa, FL	None	Jeffrey L. Hunt
Maxon Furniture, Inc.	600 East 2 Street Muscatine, IA	None	Abran Soria
Mity-Lite, Inc.	1301 W 400 North Orem, UT	None	Christopher Galbraith
Nancy Reynolds Associates, Inc.	1201 River Reach Drive Apartment 102 Fort Lauderdale, FL	None	Nancy A. Reynolds
National Office Furniture, Inc.	1600 Royal Street Jasper, IN	None	Kristie Juster
Newton Seating Company, Inc.	2344 Harper Street Jacksonville, FL	None	Michael C. Bates
Office Dimensions, Inc. (SBE)	3621 NE 1 Court Miami, FL	Same	Danielle Syrop
Office Express Supplies, Inc. (SBE)	8005 W 20 Avenue Hialeah, FL	Same	Libia Fuentes
OFS Brands, Inc.	1204 E 6 Street Huntingburg, IN	None	Robert H. Menke, Jr.
Offistation, Inc.	1405 SW 20 Street Fort Lauderdale, FL	None	George A. Lee, Jr
Patterson Pope, Inc.	1150 Emma Oaks Trail Suite 120 Lake Mary, FL	None	William P. Patterson

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Vendor	Principal Address	Local Address	Principal
Pradere Manufacturing Corp. dba Pradere Office Products	7655 W 20 Avenue Hialeah, FL	Same	Jose Pradere
Prison Rehabilitative Industries and Diversified Enterprises, Inc. dba Pride Enterprises	223 Morrison Road Brandon, FL	None	James J. Reeves
R. George & Associates, Inc.	1435 S Leavitt Unit 103 Orange City, FL	None	Richard C. George
Residential Kitchen Design, Inc. (SBE)	5921 NW 176 Street Number 2 Miami, FL	Same	Ivonne Torres
Segis USA, Inc.	3431 W Andrew Johnson HWY Morristown, TN	None	Howard Shore
Spectrim Building Products, LLC	3020 Glenn Avenue Bensalem, PA	None	Mike Andersen
SSE and Associates, Inc	569 Canal Street New Smyrna Beach, FL	None	Sonya Eggerton
Sun Northwest, Inc.	350 26 Avenue Apartment 4 San Francisco CA	None	Steven Paul Eliopoulos
Teknion, LLC	350 Fellowship Road Suite 100 Mt. Laurel, NJ	None	Maxine Mann
TJJA Architects PA (SBE)	14 Westward Drive Miami Springs, FL	Same	Todd Jay Jonas
Troutman Chair Company, LLC	134 Rocker Lane Statesville, NC	None	Edward C. Land
Your Office, Inc.	609 NW 28 Street Wilton Manors, FL	None	Leroy Watkins



MEMORANDUM

(Revised)

TO: Honorable Chairwoman Audrey M. Edmonson
and Members, Board of County Commissioners

DATE: January 22, 2020

FROM: Abigail Price-Williams
County Attorney

SUBJECT: Agenda Item No. 8(F)(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
- ☐ 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(F)(5)
1-22-20

RESOLUTION NO. R-37-20

RESOLUTION AUTHORIZING ADDITIONAL TIME OF ONE YEAR AND EXPENDITURE AUTHORITY UP TO \$21,854,645.00 FOR A TOTAL AMOUNT UP TO \$38,372,505.00 FOR PREQUALIFICATION POOL NO. 00439 FOR PURCHASE OF OFFICE AND NON-OFFICE FURNITURE FOR VARIOUS 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 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

WHEREAS, this Board desires to accomplish the purpose 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 one year and expenditure authority up to \$21,854,645.00 for a total amount up to \$38,372,505.00 for Prequalification Pool No. RTQ-00439 for the purchase of office and non-office furniture for various County departments, and 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. A copy of the solicitation document and resulting contracts are on file and available upon request from the Internal Services Department, Strategic Procurement Division.

The foregoing resolution was offered by Commissioner **Barbara J. Jordan**,
 who moved its adoption. The motion was seconded by Commissioner **Eileen Higgins**
 and upon being put to a vote, the vote was as follows:

	Audrey M. Edmonson, Chairwoman	aye	
	Rebeca Sosa, Vice Chairwoman	nay	
Esteban L. Bovo, Jr.	nay	Daniella Levine Cava	aye
Jose "Pepe" Diaz	aye	Sally A. Heyman	absent
Eileen Higgins	aye	Barbara J. Jordan	aye
Joe A. Martinez	nay	Jean Monestime	nay
Dennis C. Moss	aye	Sen. Javier D. Souto	absent
Xavier L. Suarez	nay		

The Chairperson thereupon declared this resolution duly passed and adopted this 22nd day of January, 2020. 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

HARVEY RUVIN, CLERK

Linda L. Cave

By: _____
 Deputy Clerk

Approved by County Attorney as
 to form and legal sufficiency.

HB

Hugo Benitez