

Memorandum



Date: October 6, 2020

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

From: Carlos A. Gimenez
Mayor

Agenda Item No. 8(F)(5)

Resolution No. R-949-20

Subject: Request for Additional Expenditure Authority to Contract No. FB-00634, Janitorial Supplies and Related Items

Recommendation

It is recommended that the Board of County Commissioners authorize additional expenditure authority to *Contract No. FB-00634, Janitorial Supplies and Related Items*, for multiple County Departments. The Departments are requesting \$3,038,000 in additional expenditure authority in order to continue purchasing janitorial supplies and related items for various County facilities. The County awarded this competitively-established contract on September 5, 2018 for a five-year term through Resolution No. R-887-18.

This item is placed for Board review pursuant to Miami-Dade County Code Section 29-124(f)(ii). Because this is a transit-related procurement with a value of more than \$1 million, even though no Charter County Transportation Surtax Funds will be used to pay the costs, the Board may only consider this item if the Citizens' Independent Transportation Trust (CITT) has forwarded a recommendation to the Board prior to the date scheduled for Board consideration or 45 days have elapsed since the issuance of this recommendation. If CITT has not forwarded a recommendation and 45 days have not elapsed since the issuance of this recommendation, a withdrawal of this item will be requested.

Background

County departments use this contract to purchase janitorial supplies, including cleaners, disinfectants, hand sanitizers, dispensers, brooms, brushes, mops, sponges, buckets, waste receptacles, and waste can liners. This contract allows County departments the ability to purchase janitorial supplies based on their specific needs and requirements, to maintain County facilities.

Additional expenditure authority is needed for the Fire Rescue, Internal Services, Library System, Parks Recreation and Open Spaces, Police, Solid Waste Management, Transportation and Public Works, and Water and Sewer departments. The COVID-19 pandemic conditions have resulted in an unanticipated and higher usage of janitorial supplies and related items (hand soap, hand sanitizers and dispensers, surface disinfectants and sanitizers), depleting existing allocations which were intended for use under normal operating conditions. As the pandemic continues to transform how the County operates, departments anticipate increased expenditures for janitorial supplies and related items to prevent the spread of the virus as the County transitions to the New Normal.

In addition, the Cultural Affairs Department was not included in the initial allocation request when the contract was established. The department is requesting access to the contract with an allocation of \$50,000 for use by all facilities - African Heritage Cultural Arts Center, Joseph Caleb Auditorium, Miami-Dade County Auditorium, and South Miami Dade Cultural Arts Center.

Scope

The impact of this item is countywide in nature.

Fiscal Impact/Funding Source

The contract term expires on September 30, 2023. The contract has a current cumulative allocation of \$10,803,000. If this request is approved, the contract will have a modified cumulative allocation of \$13,841,000. The requested increase in expenditure authority is based on the anticipated needs and forecasted increased usage due to the COVID-19 pandemic.

Department	Existing Cumulative Allocation	Additional Allocation Requested	Modified Cumulative Allocation	Funding Source	Contract Manager
Animal Services	\$1,100,000	\$0	\$1,100,000	General Fund	Alexis Castro
Aviation	\$300,000	\$0	\$300,000	Proprietary Funds	Neivy Garcia
Community Action and Human Services	\$130,000	\$0	\$130,000	General Fund / Federal Funds	Brad Skinner
Corrections and Rehabilitation	\$1,966,000	\$0	\$1,966,000	General Fund	Zuleika Davidson
Cultural Affairs	\$0	\$50,000	\$50,000	Proprietary Funds	Nicole Campbell
Fire Rescue	\$799,000	\$50,000	\$849,000	Fire District	Marianela Betancourt
Internal Services	\$160,000	\$200,000	\$360,000	Internal Service Funds	Jennyfer Calderon
Library System	\$30,000	\$200,000	\$230,000	Library District	Kimberly Craig
Parks, Recreation, and Open Spaces	\$1,620,000	\$900,000	\$2,520,000	General Fund	Bernie Rodriguez
Police	\$60,000	\$200,000	\$260,000	General Fund	Laura Romano
PortMiami	\$1,000,000	\$0	\$1,000,000	Proprietary Funds	Gyselle Pino
Public Housing and Community Development	\$1,692,000	\$0	\$1,692,000	Federal Funds	Indira Rajkumar-Futch
Solid Waste Management	\$70,000	\$125,000	\$195,000	General Fund / Proprietary Funds	Karina Careaga
Transportation and Public Works	\$1,350,000	\$450,000	\$1,800,000	DTPW Operating	Angela Mathews-Tranumn
Water and Sewer	\$526,000	\$863,000	\$1,389,000	Proprietary Funds	Susan Pascual
Total:	\$10,803,000	\$3,038,000	\$13,841,000		

Track Record/Monitor

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

Delegated Authority

This contract includes three groups, of which two were competitively awarded for purchase of janitorial supplies and related items: Group (1) Non-Federally Funded Purchases and Group (2) Federally Funded Purchases. The third group is a pool of prequalified vendors for the purchase of items not included in Groups 1 and 2. For Groups 1 and 2, the County Mayor or the County Mayor's designee will have the authority to exercise all provisions of the contract, including any extensions or cancellation, pursuant to Section 2-8.1 of the County Code and Implementing Order 3-38.

For Group 3, upon approval of this item, the County Mayor or the County Mayor's designee will have the authority to solicit pricing and award contracts up to an aggregate amount of the allocation authorized by the Board. The County Mayor or the County Mayor's designee will also have the authority to 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.

Awarded and Prequalified Vendors

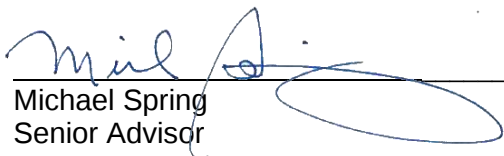
There are currently 15 vendors under the contract, of which 14 received awards under Groups 1 and 2 and all 15 are prequalified under Group 3. Of these 15 vendors, 12 have local addresses and 11 are Certified Small Business Enterprise firms. Refer to Attachment No. 1.

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) Set-Aside and Local Preference were applied to Group 1 where permitted by the funding source.
- The SBE Bid Preference and Local Preference will be applied at the time of spot market competition where permitted by the funding source for Group 3. 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 Living Wage does not apply.



Michael Spring
Senior Advisor

**FB-00634, Janitorial Supplies and Related Items
Attachment No. 1
Awarded and Prequalified Vendors**

Vendor	Principal Address	Local Address	Principal	Awarded/Prequalified Group(s)
Agni Enterprises, LLC dba Head to Heels Safety Supplies (SBE)	7950 NW 155 Street Suite 103 Miami Lakes, FL	Same	Subbarayan R. Pochi	1 and 3
Allied Paper Co. dba Allied Paper & Chemical Company (SBE)	13741 SW 147 Avenue Miami, FL	Same	Lorraine J. Price	3
Cbyrac, Inc. (SBE)	633 NE 167 Street Suite 709 North Miami Beach, FL	Same	Bessier Casimir	1 and 3
Central Poly-Bag Corp.	2400 Bedle Pace Linden, NJ	None	Andrew Hoffer	2 and 3
District Healthcare & Janitorial Supply Incorporated dba District Healthcare (SBE)	10125 NW 116 Way Suite 16 Medley, FL	Same	Pernell J. Williams	1, 2 and 3
East Continental Supplies, LLC	7955 W 20 Avenue Hialeah, FL	Same	Javier C. Carbonell	2 and 3
Florida Clear Energy, LLC (SBE)	5601 Powerline Road Suite 308 Fort Lauderdale, FL	8200 NW 41 Street Number 200 Doral, FL	Fredrick L. Thelmas	2 and 3
Interboro Packaging Corporation	114 Bracken Road Montgomery, NY	None	Edith Jeremias	2 and 3
Iphone and Ipad Warehouse, LLC dba Phone and Pad Warehouse (SBE)	18149 NE 19 Avenue North Miami Beach, FL	Same	Brian A. Farrell	1 and 3
Inversiones Papelmania 2000, Inc. dba Papelmania USA (SBE)	3120 W 84 Street Unit 5 Hialeah, FL	Same	Aileen Y. Crespo	1, 2 and 3
Lavcor, LLC (SBE)	936 NW 104 Avenue Miami, FL	Same	Leonel Valdes	1, 2 and 3
Office Express Supplies, Inc. (SBE)	8005 W 20 Avenue Hialeah, FL	Same	Libia Fuentes	1 and 3

**FB-00634, Janitorial Supplies and Related Items
Attachment No. 1
Awarded and Prequalified Vendors**

Pyramid Paper Company dba Pyramid School Products	6510 N 54 Street Tampa, FL	None	Lawrence A. Miller	2 and 3
Rock Int'l Distributors, Inc. (SBE)	8279 NW 66 Street Miami, FL	Same	Maria C. Ortiz	1, 2 and 3
The Tools Man, Inc. dba Tools Man Industrial Supply (SBE)	5500 SW 48 Street Suite B Davie, FL	1951 NW 141 Street Bay Number 11 Miami, FL	Rafael Gonzalez	1 and 3



MEMORANDUM (Revised)

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

DATE: October 6, 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)
10-6-20

RESOLUTION NO. R-949-20

RESOLUTION AUTHORIZING ADDITIONAL EXPENDITURE AUTHORITY IN AN AMOUNT UP TO \$3,038,000.00 FOR A MODIFIED CONTRACT AMOUNT OF \$13,841,000.00 FOR CONTRACT NO. FB-00634 FOR THE PURCHASE OF JANITORIAL SUPPLIES AND RELATED ITEMS FOR MULTIPLE DEPARTMENTS; AUTHORIZING THE COUNTY MAYOR OR COUNTY MAYOR'S DESIGNEE TO EXERCISE ALL PROVISIONS OF CONTRACT NO. FB-00634 FOR GROUPS 1 AND 2, INCLUDING ANY EXTENSIONS OR CANCELLATION, PURSUANT TO SECTION 2-8.1 OF THE COUNTY CODE AND IMPLEMENTING ORDER 3-38; 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 CODE OF MIAMI-DADE COUNTY, FLORIDA 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 authorizes additional expenditure authority in an amount up to \$3,038,000.00 for a modified contract amount of \$13,841,000.00 for Contract No. FB-00634 for the purchase of janitorial supplies and related items for multiple departments.

Section 2. This Board authorizes the County Mayor or County Mayor's designee to exercise all provisions of Contract No FB-00634 for Groups 1 and 2, including any extensions or cancellation, pursuant to Section 2-8.1 of the County Code and Implementing Order 3-38.

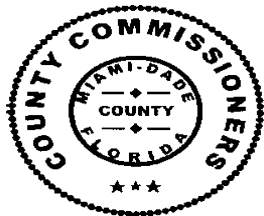
Section 3. This Board authorizes the County Mayor or County Mayor's designee to solicit pricing and award contracts up to an aggregate amount of the allocation authorized by the Board, and exercise all provisions of the solicitation documents and any resulting contracts

pursuant to Section 2-8.1 of the Code of Miami-Dade County, Florida and Implementing Order 3-38. A copy of the contract is on file with and available upon request from the Internal Services Department, Strategic Procurement Division.

The foregoing resolution was offered by Commissioner **Rebeca Sosa** who moved its adoption. The motion was seconded by Commissioner **José "Pepe" Diaz** and upon being put to a vote, the vote was as follows:

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

The Chairperson thereupon declared the resolution duly passed and adopted this 6th day of October, 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

By: Melissa Adames
Deputy Clerk

Approved by County Attorney as
to form and legal sufficiency.

Bruce Libhaber



Memorandum



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

From: Javier A. Betancourt, Executive Director 

Date: September 24, 2020

Re: CITT AGENDA ITEM 7H:
RESOLUTION BY THE CITIZENS' INDEPENDENT TRANSPORTATION TRUST
RECOMMENDING THE BOARD OF COUNTY COMMISSIONERS (BCC) AUTHORIZE
ADDITIONAL EXPENDITURE AUTHORITY IN AN AMOUNT UP TO **\$450,000.00** FOR A
MODIFIED TOTAL ALLOCATION AMOUNT OF **\$1,800,000.00** FOR THE
DEPARTMENT OF TRANSPORTATION AND PUBLIC WORKS FOR CONTRACT NO.
FB-00634 FOR THE PURCHASE OF JANITORIAL SUPPLIES; AUTHORIZE THE
COUNTY MAYOR OR COUNTY MAYOR'S DESIGNEE TO EXERCISE ALL
PROVISIONS OF CONTRACT NO. FB-00634 FOR GROUPS 1 AND 2, INCLUDING
ANY EXTENSIONS OR CANCELLATION, PURSUANT TO SECTION 2-8.1 OF THE
COUNTY CODE AND IMPLEMENTING ORDER 3-38; AND AUTHORIZE 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 CODE
OF MIAMI-DADE COUNTY, FLORIDA AND IMPLEMENTING ORDER 3-38 **(DTPW –
BCC LEGISLATIVE FILE NO. 201669) NO SURTAX FUNDS REQUESTED**

On September 23, 2020, the CITT voted (10-0) to forward a favorable recommendation to the Board of County Commissioners (BCC) for the approval of the above referenced item, CITT Resolution No. 20-033. The vote was as follows:

Joseph Curbelo, Chairperson – Aye
Alfred J. Holzman, 1st Vice Chairperson – Aye
Oscar J. Braynon, 2nd Vice Chairperson – Aye

Glenn J. Downing, CFP® – Aye
Joe Jimenez – Aye
Jonathan Martinez – Aye
Marilyn Smith – Aye
Robert Wolfarth – Aye

Ashley V. Gantt, Esq. – Absent
Hon. Anna E. Lightfoot-Ward, Ph.D. – Absent
Paul Schwiep, Esq. – Aye
L. Elijah Stiers, Esq. – Aye

c: Jennifer Moon, Deputy Mayor
Bruce Libhaber, Assistant County Attorney