

Memorandum



Date: March 2, 2021

To: Honorable Chairman Jose "Pepe" Diaz
and Members, Board of County Commissioners

Agenda Item No. 8(F)(15)

From: Daniella Levine Cava
Mayor

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

Resolution No. R-147-21

Subject: Request for Additional Expenditure Authority to Prequalification Pool No. RTQ-00184, Window Treatments, Window Filming and Related Items

Recommendation

It is recommended that the Board of County Commissioners (Board) authorize additional expenditure authority to *Prequalification Pool No. RTQ-00184, Window Treatments, Window Filming and Related Items* for multiple County Departments. The Departments are requesting \$182,000 in additional expenditure authority in order to continue purchasing window treatments, including drapes, curtains, shades, and blinds, throughout the term of the pool. The County established this pool under delegated authority on October 1, 2015 for a six-year term. County departments use this pool to purchase window treatments, tinting, and related items.

The additional expenditure authority requested will address departmental needs as follows:

1. The Internal Services Department is requesting additional allocation of \$100,000 to continue purchasing window treatments and related items for capital improvement projects and for service requests from client departments. These capital improvement projects were not anticipated at the time this pool was established in 2015. Specifically, window films will be applied to doors and windows throughout the Stephen P. Clark Center and other ISD-managed buildings, removing old and broken vertical blinds in order to improve cleanliness and energy efficiency, where applicable, as well as significantly reduce maintenance requirements.
2. The Library Department is requesting access to this pool for the remainder of the pool term with an allocation of \$35,000. The requested amount is needed for current major projects to renovate aging branches and provide energy efficiency, where applicable, including the Main Library and three regional locations.
3. The Water and Sewer Department is requesting additional allocation of \$47,000 to continue purchasing window treatments. The allocation was depleted due to renovations needed at the LeJeune Road Building, which encompassed the entire three-story building, and included installation of new windows that needed window treatments i.e. blinds and/or tinting to minimize the heat from direct sunlight and create an improved energy efficient environment, where applicable. The renovations are still ongoing and more window treatments will be needed. The Alexander Orr, Douglas Road, Virginia Key, Hialeah-Preston and Distribution locations required replacement of window treatments due to damage from excessive wear and tear.

Scope

The impact of this item is countywide in nature.

Fiscal Impact/Funding Source

The current pool term expires on September 30, 2021. The pool has a cumulative allocation of \$915,000. If this request is approved, the pool will have a modified cumulative allocation of \$1,097,000. The

requested increase in expenditure authority is based on anticipated usage throughout the remainder of the pool term.

Department	Existing Cumulative Allocation	Additional Allocation Requested	Modified Cumulative Allocation	Funding Source	Contract Manager
Administrative Office of the Courts	\$42,000	\$0	\$42,000	General Fund	Valerie Regits
Aviation	\$40,000	\$0	\$40,000	Proprietary Funds	Neivy Garcia
Clerk of the Courts	\$9,000	\$0	\$9,000	Clerk Funds	Charis Lubeck
Community Action and Human Services	\$15,000	\$0	\$15,000	General Fund/ Federal Funds	Yolanda Singleton
Fire Rescue	\$50,000	\$0	\$50,000	Fire District	Marianela Betancourt
Internal Services	\$150,000	\$100,000	\$250,000	Internal Service Funds	Jennyfer Calderon
Library System	\$0	\$35,000	\$35,000	Library District Funds	Kimberly Craig
PortMiami	\$20,000	\$0	\$20,000	Proprietary Funds	Gyselle Pino
Public Housing and Community Development	\$504,000	\$0	\$504,000	Federal Funds	Indira Rajkumar-Futch
Water and Sewer	\$85,000	\$47,000	132,000	Proprietary Funds	Susan Pascual
Total:	\$915,000	\$182,000	\$1,097,000		

Track Record/Monitor

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

Delegated Authority

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 (a) 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 (b) add vendors to the pool at any time, subject to ratification by the Board on a bi annual basis.

Prequalified Vendors

The pool includes two groups: Group A Window Treatments and Group B Window Filming. The pool has 12 prequalified vendors, of which six vendors have local addresses and two vendors are certified Small Business Enterprise firms.

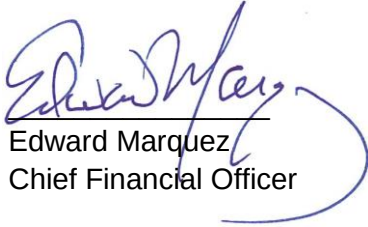
Vendor	Principal Address	Local Address	Principal	Prequalified Group(s)
Commercial Interior Contractors Corp. (SBE)	1799 NW 22 Street Miami, FL	Same	Eloise Gonzalez	A
Cube Care Co. (SBE)	6043 NW 167 Street Suite A-23 Miami Lakes, FL	Same	Susana Robledo	A
Electric Shade Company	3766 SW 30 Avenue Hollywood, FL	None	Robert Mila	A and B
Home Flooring Contractors, Inc.	5000 SW 116 Avenue Miami, FL	Same	Angel R. Aguiar	A
Mid-Atlantic Service & Supply Corp. dba Commercial Window Shield	97 Old Greer Town Road Taylors, SC	None	Wendy Staley	B
National Glazing Solutions, LLC dba NGS Films and Graphics	981 Joseph E. Lowery Boulevard NW Suite 106 Atlanta, GA	None	James Beale	B
Plastic-View ATC, Inc.	4585 Runway Street Suite B Simi Valley, CA	None	Ryan Voges	A and B
Signal Technology Enterprises, Inc. dba Public Safety USA	750 W 18 Street Hialeah, FL	Same	Michael Enriquez	B
Solar Tint, Inc.	5887 SW 70 Street South Miami, FL	Same	Robert B. Flores	B
South Kendall Interiors, Inc.	13605 SW 149 Avenue Suite 12 South Miami, FL	Same	Verania Castillo	A
Total Window, Inc.	1249 Stirling Road Suite 15 Dania, FL	None	Stephen Stollow	A
United Vertical Blinds LLC	1261 NW 175 Street Miami, FL	Same	Desmond V. Patten	A and B

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 and Local 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 Living Wage does not apply.



Edward Marquez
Chief Financial Officer



MEMORANDUM

(Revised)

TO: Honorable Chairman Jose “Pepe” Diaz
and Members, Board of County Commissioners

DATE: March 2, 2021

FROM: 
Gen Bonzon-Keenan
County Attorney

SUBJECT: Agenda Item No. 8(F)(15)

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)(15)
3-2-21

RESOLUTION NO. R-147-21

RESOLUTION APPROVING ADDITIONAL EXPENDITURE AUTHORITY IN A TOTAL AMOUNT UP TO \$182,000.00 FOR PREQUALIFICATION POOL NO. RTQ-00184 FOR GROUP A WINDOW TREATMENTS AND GROUP B WINDOW FILMING FOR PURCHASE OF WINDOW TREATMENTS, WINDOW FILMING AND RELATED ITEMS FOR MULTIPLE DEPARTMENTS; AND AUTHORIZING THE COUNTY MAYOR OR COUNTY MAYOR'S DESIGNEE TO SOLICIT PRICING FOR GROUP A AND GROUP B, 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, 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 purposes outlined in the accompanying memorandum, a copy of which is incorporated herein by reference,

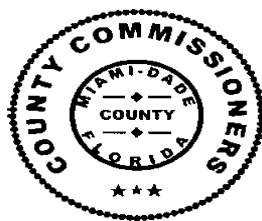
NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF MIAMI-DADE COUNTY, FLORIDA, that this Board authorizes additional expenditure authority in a total amount up to \$182,000.00 for Prequalification Pool No. RTQ-00184 for Group A window treatments and Group B window filming for purchase of window treatments, window filming and related items for multiple departments; and authorizes the County Mayor or County Mayor's designee to (a) solicit pricing for Group A and Group B 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 **Joe A. Martinez**, who moved its adoption. The motion was seconded by Commissioner **Danielle Cohen Higgins** and upon being put to a vote, the vote was as follows:

Jose "Pepe" Diaz, Chairman	aye
Oliver G. Gilbert, III, Vice-Chairman	aye
Sen. René García	aye
Sally A. Heyman	aye
Eileen Higgins	aye
Kionne L. McGhee	aye
Raquel A. Regalado	aye
Sen. Javier D. Souto	aye
Keon Hardemon	aye
Danielle Cohen Higgins	aye
Joe A. Martinez	aye
Jean Monestime	aye
Rebeca Sosa	aye

The Chairperson thereupon declared this resolution duly passed and adopted this 2nd day of March, 2021. 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

Melissa Adames

By: _____
Deputy Clerk

Approved by County Attorney as
to form and legal sufficiency.

Eduardo W. Gonzalez