

Memorandum



Date: January 21, 2021

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

From: Daniella Levine Cava
Mayor

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

Amended
Agenda Item No. 8(F)(6)

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

Resolution No. R-45-21

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 \$12,291,500 for multiple County departments. In February 2018, this pool was established by the Board through Resolution No. R-95-18 for a one-year term with a requirement that annual requests for continuation of the pool be presented to the Board based on the approved budget for each Department. For Fiscal Years 2018-19 and 2019-20, agenda items were prepared and presented to the Board for the annual continuation of the pool, which were adopted by the Board through Resolution Nos. R-134-19 and R-37-20, respectively. ***This item is being presented to the Board for approval of a one-year continuation of the pool, with allocations based on each department's approved capital and operating budgets that were adopted by the Board for Fiscal Year 2020-21.***

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

1) The Aviation Department will procure furniture and equipment for on-going refurbishment projects throughout Miami International Airport. This includes the new centralized Airport Operations Center, upgrading of TSA Checkpoint E, adding divider walls at Customs and Border Protection sterile areas, and enhancement to the Lost and Found area to better serve the public. Aviation will also continue to procure replacement pads for the terminal seats, replacement of gate counters, retrofitting services of curbside check in counters, and additional exterior benches for the bus drop off areas. Additionally, Aviation will utilize this contract to purchase lockers for Aviation employee and Customs and Border Protection areas at Miami International Airport and other County Airports.

2) The Miami-Dade Fire Rescue Department is in the process of remodeling the interior of its headquarters building in phases. This building has not been updated since it was acquired and updated in the late 1990's. The needs for this year include the completion of the headquarters remodeling project and furnishing of the following new fire stations: Station 29, Station 68, and Temporary Station 71. Furthermore, replacement of old or broken furnishings is performed on a case by case basis, and the possible replacement of existing furniture at Crandon Ocean Rescue Headquarters as well as the Main Headquarters Second Floor which houses the Budget & Planning, Facilities & Construction, and Emergency Medical Services divisions, is projected.

- 3) The Police Department requires the replacement of various furniture items throughout the department, including old and broken workstations, chairs, and tables that are a hazard or safety concern. Additionally, capital improvement projects will require the replacement of old and broken systems furniture department-wide, replacement of classroom furniture, motorized shelving for the Property and Evidence Bureau, and interview room furniture.
- 4) PortMiami has upcoming projects requiring furniture and related items to provide COVID-19 protection and modification for social distancing throughout the Cruise Terminals and Administration Buildings, furniture for Cruise Terminal V to fulfill contractual obligations with Virgin Voyages, and Customs and Border and Protection modifications for Cruise Terminals B, D and J.
- 5) The Department of Solid Waste Management utilizes the pool to purchase furniture and equipment for the administration and operation staff. Several administrative divisions that were located in the Stephen P. Clark Center building were moved to the Dr. Martin Luther King, Jr. building. This relocation necessitated the reconfiguration of offices, which is on-going, as it has taken longer than expected due to COVID-19. The relocation required the purchase of desks, panels, and other spare parts and accessories. Additionally, due to the present "new normal," reconfiguration of other offices and receiving areas are required. Areas affected include the Mosquito Control Division as well as Collection and Disposal Offices which continue to receive County citizens and businesses in their respective areas. In addition, equipment for the new Home Chemical Center Building that will be completed in 2021 will need to be purchased, as well as replacement furniture due to wear and tear at Garbage, Trash, Landfill, and Transfer Stations offices and break rooms. The department's Resource Recovery Office requires additional storage cabinets. The department's Mosquito Control Division requires additional lockers and chairs for new staff to continue the fight against Zika and Dengue, as well as other efforts. Finally, the Public Information Office requires steel shelves for the storage of items such as its boxed publications and promotional items.

In an effort to expand local vendor participation, the County provided the Greater Miami Chamber of Commerce and Beacon Council with the prequalification pool information; however, no responses have been received. In addition, local vendors listed under the office furniture commodity codes were sent a communication encouraging their participation in the prequalification pool; however, no responses were received. 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 participation in the pool through vendor outreach initiatives.

Scope

The impact of this item is countywide in nature.

Fiscal Impact/Funding Source

The current term expires on February 28, 2021 and has an allocation of \$21,854,645. If this request is approved, the pool will expire on February 28, 2022 and the additional expenditure authority of \$12,291,500 will be allocated based on each department's approved budgets for Fiscal Year 2020-21.

Department	Capital Budget Allocation Requested	Operating Budget Allocation Requested	Total Allocation Requested	Funding Source	Contract Manager
Aviation	\$2,269,500	\$0	\$2,269,500	Proprietary Funds	Neivy Garcia

Department	Capital Budget Allocation Requested	Operating Budget Allocation Requested	Total Allocation Requested	Funding Source	Contract Manager
Fire Rescue	\$398,000	\$602,000	\$1,000,000	Fire District Funds	Marianela Betancourt
Police	\$6,889,000	\$300,000	\$7,189,000	General Fund/ Impact Fees	Laura Romano
PortMiami	\$1,780,000	\$0	\$1,780,000	Proprietary Funds	Gyselle Pino
Solid Waste Management	\$0	\$53,000	\$53,000	Proprietary Funds	Karina Careaga
Totals:	\$11,336,500	\$955,000	\$12,291,500		

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 56 prequalified vendors under the pool, of which 14 have local addresses and six 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 participation of non-local vendors is required to ensure successful integration of existing and new furniture. Further, non-local vendors offer numerous product lines that meet the County's diverse furniture needs. Refer to Attachment No. 1 for a listing of the prequalified vendors.

The County provided the Greater Miami Chamber of Commerce and Beacon Council with the prequalification pool information in an attempt to expand vendor participation; however, no vendor responses have been received from this outreach. Staff also sent a blast communication to local vendors listed under the office furniture commodity codes encouraging their participation in the prequalification pool; however, no responses have been received from this outreach. This pool will remain open for additional vendors to be added upon submittal of the required prequalification documents. Internal Services Department staff will continue to encourage additional participation through vendor outreach initiatives.

Due Diligence

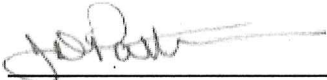
Pursuant to Resolution No. R-187-12, due diligence was conducted in accordance with the Internal Services Department's Procurement Guidelines to determine contractor responsibility, including verifying corporate status and review of performance and compliance issues. The lists referenced include convicted vendors, debarred vendors, delinquent contractors, suspended vendors, and federal excluded parties. There were no adverse findings relating to contractor responsibility.

Honorable Chairman Jose "Pepe" Diaz
and Members, Board of County Commissioners
Page No. 4

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 where 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.

Attachment



JD Patterson
Chief Public Safety Officer

Attachment 1

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

Vendor	Principal Address	Local Address	Principal
ABP Aventura, Inc. dba Relax The Back	8751 NW 99 Street Miami, FL	Same	Ernest Jordan
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.	773 Tree Side Lane Ponte Vedra, FL	None	Ronald Rossiter
Allsteel, Inc.	600 East 2 Street Muscatine, IA	None	Kris L. Yates
Apricot Office Interiors, Inc. (SBE)	20401 NW 2 Avenue Suite 220 Miami, FL	Same	Basil M. Bernard
Arconas Corporation	5700 Keaton Crescent Mississauga, ON	None	Dan Nussbaum
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.	2112 NW 99 Avenue Doral, FL	Same	Michael S. Macmullin
Creative Office Concepts, Inc. dba Creative Library Concepts	4374 Turkey Creek Road Plant City, FL	None	Brad Kingsburg
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

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Vendor	Principal Address	Local Address	Principal
DSI Industries, Inc. dba OFGO	115 Cidermill Avenue Concord, ON	None	Nicole Shamir
Egan Visual West Inc.	222 W Merchandise Mart Place Chicago, IL	None	Jamie Noguchi
Empire Office, Inc.	105 Madison Avenue 15 Floor New York, NY	None	Lawrence Gaslow
Forms & Surfaces, Inc.	30 Pine Street Pittsburgh, PA	None	Jeffrey M. Stork
Galloway Office Supply, Inc. dba Galloway Office Supplies & Furniture (LDB)	10201 NW 21 Street Miami, FL	Same	Jaime Toural
Global Commercial Furnishings, Inc.	623 Windward Circle South Boynton Beach, FL	None	Jennifer L. Kirek
Global Industries, Inc. dba Evolve Furniture Group; dba Offices To Go	17 West Stow Road Marlton, NJ	None	Jon Soll
Hancock & Moore, LLC dba Cabot Wrenn	401 11 Street NW Hickory, NC	None	Brandon M. Hucks
Hon Company, LLC	200 Oak Street Muscatine, IA	None	Brandon Bullock
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	Jodi Havera

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Vendor	Principal Address	Local Address	Principal
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	Jeffrey D. Lorenger
Mity-Lite, Inc.	1301 W 400 North Orem, UT	None	Christopher Galbraith
Nancy Reynolds Associates, Inc.	1201 River Reach Drive Apartment Suite 102 Fort Lauderdale, FL	None	Nancy A. Reynolds
National Office Furniture, Inc.	1600 Royal Street Jasper, IN	None	Kourtney Smith
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)(LDB)	8005 W 20 Avenue Hialeah, FL	Same	Libia Fuentes
OFS Brands, Inc.	1204 E 6 Street Huntingburg, IN	None	Robert H. Menke, Jr.
Offstation, 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	Dennis W. Hammack, Jr.
Pradere Manufacturing Corp. dba Pradere Office Products	7655 W 20 Avenue Hialeah, FL	Same	Maria V. 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	Aaron J. Kemble

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Vendor	Principal Address	Local Address	Principal
Residential Kitchen Design, Inc.	5921 NW 176 Street Number 2 Miami, FL	Same	Ivonne Torres
Segis USA, Inc.	3431 W Andrew Johnson Highway Morristown, TN	None	Howard Shore
SSE & Associates Inc dba Southeastern Surfaces & Equipment	569 Canal Street New Smyrna Beach, FL	None	Tracie Ward
Spectrim Building Products, LLC	3020 Glenn Avenue Bensalem, PA	None	Mike Andersen
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
WRK Lab, Inc.	3605 NW 115 Avenue Doral, FL	Same	Daniel I. Garcia
Your Office, Inc.	609 NW 28 Street Wilton Manors, FL	None	Leroy Watkins



MEMORANDUM

(Revised)

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

DATE: January 21, 2021

FROM: 
Gen Bonzon-Keenan
Successor County Attorney

SUBJECT: Amended
Agenda Item No. 8(F)(6)

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	Amended Agenda Item No. 8(F)(6)
Veto	_____		1-21-21
Override	_____		

RESOLUTION NO. **R-45-21**

RESOLUTION AUTHORIZING ADDITIONAL TIME OF ONE YEAR AND EXPENDITURE AUTHORITY UP TO \$12,291,500.00 FOR A TOTAL AMOUNT UP TO \$34,146,145.00 FOR PREQUALIFICATION POOL NO. 00439 FOR PURCHASE OF FURNITURE OFFICE AND NON-OFFICE FOR THE FIVE COUNTY DEPARTMENTS IDENTIFIED IN THE ACCOMPANYING MEMORANDUM; 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,

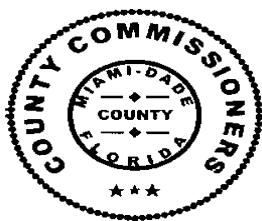
NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF MIAMI-DADE COUNTY, FLORIDA, that this Board authorizes additional time of one year and expenditure authority up to \$12,291,500.00 for a total amount up to \$34,146,145.00 for Prequalification Pool No. RTQ-00439 for the purchase of furniture office and non-office for the five County departments identified in the accompanying memorandum, 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 **Eileen Higgins**, who moved its adoption. The motion was seconded by Commissioner **Rebeca Sosa** 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	Keon Hardemon	aye
Sally A. Heyman	aye	Danielle Cohen Higgins	aye
Eileen Higgins	aye	Joe A. Martinez	absent
Kionne L. McGhee	aye	Jean Monestime	aye
Raquel A. Regalado	aye	Rebeca Sosa	aye
Sen. Javier D. Souto	aye		

The Chairperson thereupon declared the resolution duly passed and adopted this 21st day of January, 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.

A handwritten signature in black ink, appearing to read "E. W. Gonzalez", written over a horizontal line.

Eduardo W. Gonzalez