

Memorandum



Date: April 5, 2022

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".

Agenda Item No. 8(F)(7)

Resolution No. R-311-22

Subject: Recommendation for Approval to Establish a Prequalification Pool for Plant Material and Tree Services

Recommendation

It is recommended that the Board of County Commissioners (Board) approve the establishment of a prequalification pool, *RTQ-02029, Plant Material and Tree Services* for multiple County departments, with an allocation of \$27,828,000. Small Business Enterprise (SBE) measures will be determined prior to advertising each spot market competition; and local preference will be applied at the time of spot market competition where permitted by the funding source.

There are nine vendors being recommended for inclusion in the pool, of which all have local addresses and five are certified SBE firms. The County received 17 responses to the solicitation including one "No-Bid." Upon advertisement 7,911 vendors were notified, from which 57 vendors viewed the notification. Additionally, all incumbent vendors were emailed to advise them that the replacement solicitation was advertised in BidSync, with instructions on how to locate the solicitation in order to respond by the due date. As of July 2021, there were 44 SBE firms certified in the applicable commodity codes. The pool will remain open to allow additional vendors to join upon meeting the qualification criteria. Staff will continue to reach out to those firms to encourage their participation in the pool.

This pool will replace Prequalification Pool No. 1298-1/21-1, Plant Materials and Trees, Purchase, Delivery, Installation and Services, which was approved by the Board through Resolution No. R-131-12 for a five-year term with one, five-year option to renew. The solicitation included four groups, of which Groups 1, 2 and 3 established a prequalified pool of vendors for purchase of plant materials and tree services and Group 4 was an award for the purchase of tree location services for various plant species. The pool was subsequently modified under delegated authority and by the Board through resolution numbers R-740-13, R-327-14, R-199-16, R-1150-18, and R-471-20. Upon inception, the pool had 11 vendors, of which 10 were local, and five were certified SBE firms. Currently, Prequalification Pool No. 1298-1/21-1, has 38 vendors of which 35 are local and 16 are certified SBEs.

Background

This replacement pool consists of six groups: 1) Furnish Plant Material; 2) Furnish and Install Plant Material; 3) Tree Services (with Arborist); 4) Tree Services (without Arborist); 5) Disposal Services of Solid Waste, and 6) Disposal Services of Plant Debris. The pool will provide for the purchase of plant materials such as flowers, shrubs, trees, palms, ground covers, vines, sod, seeds, and cuttings, as well as installation of such plant material. Where practicable, departments will prioritize the purchase and planting of native trees and plants. The pool also provides for tree services such as trimming, thinning, shaping, transplanting, relocating, resetting, and mulching, as well as disposal services for disposal of solid waste and plant debris associated with planting projects.

The pool will be used for a wide variety of projects including various beautification projects throughout the County; plantings around new construction; to provide trees for Neat Streets Miami volunteer events and tree give-away events; to provide sound barriers between exhibits at ZooMiami; to trim trees prior to hurricane season to mitigate potential damage caused by storms; and to replace plant material that gets destroyed by various storms.

Scope

The scope of this item is countywide in nature.

Fiscal Impact/Funding Source

The fiscal impact for the five-year term is \$27,828,000. The current pool, 1298-1/21-1, is valued at \$42,726,000 for a ten-year and three-month term and expires on May 31, 2022. The allocation under the proposed pool is higher than the current pool on an annualized basis due to anticipated usage and inflation costs for these types of goods and services.

Department	Allocation	Funding Source	Contract Manager
Aviation	\$1,100,000	Proprietary Funds	Neivy Garcia
Community Action and Human Services	\$100,000	General Fund / Federal Funds	Brad Skinner
Corrections and Rehabilitation	\$55,000	General Fund	Zuleika Davidson
Cultural Affairs	\$100,000	Proprietary Funds	Olga Gonzalez
Fire Rescue	\$60,000	Fire District	Marianela Betancourt
Internal Services	\$775,000	Internal Services Funds	Jennyfer Calderon
Library System	\$289,000	Library District	Kimberly Craig
Parks, Recreation, and Open Spaces	\$16,000,000	General Fund	Fernando Robreno
Police	\$25,000	General Fund	Laura Romano
PortMiami	\$125,000	Proprietary Funds	Gyselle Pino
Public Housing and Community Development	\$3,792,000	Federal Funds	Indira Rajkumar-Futch
Regulatory and Economic Resources	\$635,000	Proprietary Funds	Manuel Blanco
Solid Waste Management	\$994,000	General Fund/ Proprietary Funds	Karina Careaga
Transportation and Public Works	\$2,500,000	Stormwater Utility Fund	Rodney McMillian
Water and Sewer	\$1,278,000	Proprietary Funds	Susan Pascual
Total:	\$27,828,000		

It should be noted that contracts contain termination for convenience provision which can be exercised if the commodities and services in this item are affected by the establishment of the constitutional offices.

Track Record/Monitor

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

Delegated Authority

Upon approval of this item, a pool of prequalified vendors will be established to participate in spot market competitions. 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.

Vendors Prequalified for Pool

A Request to Qualify was issued under full and open competition, and 17 vendors responded to the solicitation, including one "No Bid." Nine vendors are being recommended for inclusion in the pool as set forth in the table below.

Vendor	Principal Address	Local Address	Principal	Group(s) Prequalified
A Native Tree Service, Inc. (SBE)	15733 SW 117 Avenue Miami, FL	Same	Dayne Tomasetti	3 and 4
Able Business Services, Inc. (SBE)	1234 NW 79 Street Miami, FL	Same	William L. Berry	1, 2, 3, 4, 5, and 6
Arazoza Brothers Corp.	7027 SW 87 Court Miami, FL	Same	Alberto. Arazoza	1, 2, 3, and 4
Crodon, Inc. (SBE)	11767 S Dixie Highway Miami, FL	Same	Mark Donnelly	3 and 4
Green Wise Group, LLC	18430 SW 224 Street Miami, FL	Same	Eugene J. Sherwood	3 and 4
Ground Effects, Inc. (SBE)	8341NW 170 Terrace Miami, FL	Same	Luis Valdes	1, 2, 3, and 4
SFM Services, Inc.	9700 NW 79 Avenue Miami, FL	Same	Christian Infante	1, 2, 3, 4, 5, and 6
Sunset Sod, Inc. (SBE)	13100 SW 124 Avenue Miami, FL	Same	Kathleen Hernandez	1 and 2
VisualScape, Inc.	17801 NW 137 Avenue Miami, FL	Same	Ivan C. Vila	2

Vendors Not Prequalified for Pool or Did Not Bid

The vendors in the below table are not being recommended for prequalification or did not bid. However, the Strategic Procurement Division is providing guidance to the vendors that did not meet the prequalification requirements so they can provide the required information and documentation. Upon submission of the required documents and/or verification of information, the vendor may be added to the pool.

Vendor	Local Address	Reason for Not Prequalifying or Did Not Bid
Bannerman Group, Inc.	Yes	Vendor did not submit the required documents to satisfy the prequalification criteria. Upon submission of the required documents, the vendor may be added to the pool.
Bannerman Landscaping, Inc.	Yes	Vendor submitted the required documents, however is missing one or more of the following requirements for inclusion in the pool: Vendor's references did not respond to the County's request for reference verification. Vendor needs to submit additional references for verification.
Daysi Ynigo Landscaping	Yes	
Mixd Greens, Inc.	Yes	
Superior Landscaping & Lawn Service, Inc.	Yes	
Sherlock Tree Company	No	Vendor needs to submit copies of permits as required to satisfy prequalification criteria. Vendor needs to complete or update registration to become a County vendor.
Thomas Maintenance Service, Inc.	Yes	
American Safety Utility Corporation	No	No Bid*

*A "No Bid" means the vendor responded indicating that it will not be providing an offer.

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 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.

Pursuant to Resolution No. R-140-15, prior to re-procurement, a full review of the scope of services was conducted to ensure the replacement pool reflects the County's current needs. The review included conducting market research, posting a draft solicitation for industry comment, and holding meetings and drafting sessions with the user department. The scope of services was updated to include updated license requirements to perform tree services, as well as updated permits required to dispose of debris.

Applicable Ordinances and Contract Measures

- The two percent User Access Program provision applies where permitted by the funding source.
- Small Business Enterprise measures will be determined prior to advertising each spot market competition.
- An SBE set-aside applies for sport market competition, where permitted by the funding source under \$250,000 two or more firms are only needed but if \$251,000 and higher three firms or more are required.
- Local Preference will be applied at the time of spot market competition where permitted by the funding source.
- The Living Wage applies when the estimated spot market value is over \$100,000 per year for Groups 2 - 6 as the services to be procured are covered services under the Ordinance where permitted by the funding source.



Jimmy Morales
Chief Operations Officer



MEMORANDUM

(Revised)

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

DATE: April 5, 2022

FROM: 
Gen Bonzon-Keenan
County Attorney

SUBJECT: Agenda Item No. 8(F)(7)

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)(7)
4-5-22

RESOLUTION NO. R-311-22

RESOLUTION AUTHORIZING ESTABLISHMENT OF PREQUALIFICATION POOL RTQ-02029 FOR GROUP 1 FURNISH PLANT MATERIAL; GROUP 2 FURNISH AND INSTALL PLANT MATERIAL; GROUP 3 TREE SERVICES (WITH ARBORIST); GROUP 4 TREE SERVICES (WITHOUT ARBORIST); GROUP 5 DISPOSAL SERVICES OF SOLID WASTE; AND GROUP 6 DISPOSAL SERVICES OF PLANT DEBRIS FOR THE PURCHASE OF PLANT MATERIAL AND TREE SERVICES FOR MULTIPLE COUNTY DEPARTMENTS FOR A FIVE-YEAR TERM IN A TOTAL AMOUNT UP TO \$27,828,000.00; 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, 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,

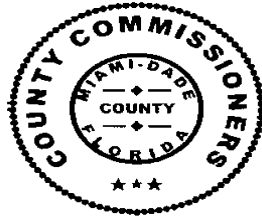
NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF MIAMI-DADE COUNTY, FLORIDA, that this Board authorizes the establishment of Prequalification Pool RTQ-02029 for Group 1 furnish plant material; Group 2 furnish and install plant material; Group 3 tree services (with arborist); Group 4 tree services (without arborist); Group 5 disposal services of solid waste; and Group 6 disposal services of plant debris for the purchase of Plant Material and Tree Services for multiple County departments for a five-year term in a total amount up to \$27,828,000.00; 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 is on file 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 **Oliver G. Gilbert, III** 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	aye
Kionne L. McGhee	aye	Jean Monestime	aye
Raquel A. Regalado	aye	Rebeca Sosa	aye
Sen. Javier D. Souto	aye		

The Chairperson thereupon declared this resolution duly passed and adopted this 5th day of April, 2022. 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

Basia Pruna

By: _____
Deputy Clerk

Approved by County Attorney
as to form and legal sufficiency.

A handwritten signature in black ink, appearing to be "OR", is written over a horizontal line.

Oren Rosenthal