

Date: March 7, 2023

To: Honorable Chairman Oliver G. Gilbert, III
and Members, Board of County Commissioners

Agenda Item No. 8(P)(11)

From: Daniella Levine Cava
Mayor

Resolution No. R-194-23

Subject: Recommendation for Approval to Establish a Prequalification Pool for Grocery and Shelf Stable Products

Summary

This item is for the purchase of various grocery and shelf stable products for multiple County departments. The pool is used primarily by the Department of Corrections and Rehabilitation (MDCR) for the preparation of inmate meals. However, other County departments rely on these products to provide groceries for vulnerable populations living in County residential facilities, to fulfill inventory requirements for County golf courses, cafes, and programs at community parks, sale at various concessions, and to meet the requirements under the Agency for Health Care Administration for County assisted living facilities. Vendors providing products for this pool are encouraged to source eco-friendly products from local manufacturers and detailed requirements will be included in the spot market quotations. A Request for Proposals was advertised to outsource the inmate meal operations for MDCR, and proposals are expected to be received in February 2023.

Recommendation

It is recommended that the Board of County Commissioners (Board) approve the establishment of a prequalification pool, *EVN000084, Grocery and Shelf Stable Products* for multiple County departments with an allocation of \$21,020,000 for a five-year term. Small Business Enterprise (SBE) measures and local preference will be applied at the time of spot market competition. To track pool expenditures by vendor, bidding under this and other prequalification pools will gradually be conducted and monitored in a single platform, INFORMS, which will allow staff to provide data reports to the Board, as requested. Three local firms, of which two are SBEs, are being recommended for inclusion in the pool. The pool will remain open to allow additional vendors that meet the prequalification criteria to be added throughout the pool's duration.

This pool will replace the current pool, *RTQ-00112, Groceries*, which was established by the Board on March 3, 2015, through Resolution No. R-241-15 for an eight-year term. The pool was subsequently modified under delegated authority. At time of pool establishment, there were six vendors included in the pool, and three had local addresses. The current pool has 12 vendors, five are local, of which two are certified SBE firms.

Background

On November 3, 2022, Solicitation *EVN0000084* was issued under full and open competition. Nine submittals were received in response to the solicitation. Upon advertisement of the solicitation, a total of 143 vendors were notified and invited in INFORMS, of which 12 accepted the invitation. Additional outreach efforts included contacting vendors identified through market research as well as notifying incumbent vendors.

Scope

The scope of this item is countywide in nature.

Fiscal Impact/Funding Source

The fiscal impact for the five-year term is \$21,020,000. The current pool, *RTQ-00112*, is valued at \$19,526,000 for an eight-year term and expires on April 30, 2023. The allocation under the replacement pool is higher than the current pool to account for the increased food pricing due to prevailing market

conditions, the anticipated opening of additional facilities requiring these products, and the increased inmate population for MDCR.

Department	Allocation	Funding Source	Contract Manager
Community Action and Human Services	\$500,000	General Fund/ Federal Funds	Brad Skinner
MDCR*	\$19,000,000	General Fund	Max Praschnik
Parks, Recreation, and Open Spaces	\$125,000	General Fund	Fernando L. Robreño
PortMiami	\$20,000	Proprietary Funds	Frank Ramirez
Public Housing and Community Development	\$1,375,000	Federal Funds	Collen Johnson
Total	\$21,020,000		

* MDCR will not use this pool after the contract for outsourcing of inmate meal operations is awarded.

Track Record/Monitor

Shari Francis of the Strategic Procurement 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. Nine vendors responded to the solicitation and three local firms, of which two are SBEs, are being recommended for inclusion in the pool as set forth in the table below.

Vendor	Principal Address	Local Address	Principal
All-Brand Supplies Distributor, Inc.	10025 NW 116 Way Suite 14 Medley, FL	Same	Jorge W. Ceballos
Party Place Group, Inc. dba Party House International (SBE)	10824 NW 58 Street Doral, FL	Same	Franklin G. Iuliano
Prawn Seafoods, Inc. dba Sunset Foods (SBE)	6894 NW 32 Avenue Miami, FL	Same	Jeffrey Wine

Vendors Not Prequalified for Pool

The vendors in the below table are not being recommended for prequalification at this time for failure to submit the required documentation. However, the Strategic Procurement Department 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 Recommending
Cozy Farm LLC	Yes	Vendors did not submit the required documents to satisfy the prequalification criteria.
JNS Foods, LLC	No	
Paleo Bakehouse Inc	Yes	
Sheyene Technology Inc (formerly Scriptten Inc.)	Yes	
Zaytouna Foods, LLC	Yes	
Zuma and Sons Distribution Corp.	Yes	

Due Diligence

Pursuant to Resolution No. R-187-12, due diligence was conducted in accordance with the Strategic Procurement 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.

Applicable Ordinances and Contract Measures

- The two percent User Access Program provision applies where permitted by the funding source.
- The SBE measures 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 \$250,000 of at least two available SBE certified firms or over \$250,000 of at least three available SBE certified firms, where permitted by the funding source. Each spot market competition must be submitted to the Small Business Division of the Internal Services Department for review.
- The Living Wage Ordinance does not apply as this is for the purchase of products.
- The Responsible Wages and Benefits Ordinance does not apply as this is for the purchase of products.



JD Patterson
Chief of Corrections and Forensics



MEMORANDUM

(Revised)

TO: Honorable Chairman Oliver G. Gilbert, III
and Members, Board of County Commissioners

DATE: March 7, 2023

FROM: 
Gen Bonzon-Keenan
County Attorney

SUBJECT: Agenda Item No. 8(P)(11)

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(P)(11)
3-7-23

RESOLUTION NO. R-194-23

RESOLUTION AUTHORIZING ESTABLISHMENT OF PREQUALIFICATION POOL EVN000084 FOR MULTIPLE COUNTY DEPARTMENTS FOR A FIVE-YEAR TERM IN A TOTAL AMOUNT UP TO \$21,020,000.00 FOR THE PURCHASE OF GROCERY AND SHELF STABLE PRODUCTS; 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

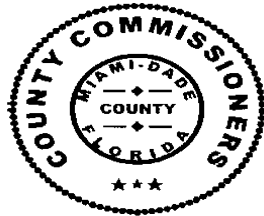
WHEREAS, this Board desires to accomplish the purposes outlined in the accompanying memorandum, a copy of which is incorporated herein by reference,

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 EVN000084 for multiple County departments for a five-year term in a total amount up to \$21,020,000.00 for the purchase of grocery and shelf stable products; 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.

The foregoing resolution was offered by Commissioner **Anthony Rodriguez**, who moved its adoption. The motion was seconded by Commissioner **Marleine Bastien** and upon being put to a vote, the vote was as follows:

Oliver G. Gilbert, III, Chairman	aye		
Anthony Rodríguez, Vice Chairman	aye		
Marleine Bastien	aye	Juan Carlos Bermudez	aye
Kevin Marino Cabrera	aye	Sen. René García	absent
Roberto J. Gonzalez	aye	Keon Hardemon	aye
Danielle Cohen Higgins	aye	Eileen Higgins	aye
Kionne L. McGhee	aye	Raquel A. Regalado	aye
Micky Steinberg	aye		

The Chairperson thereupon declared this resolution duly passed and adopted this 7th day of March, 2023. 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

LUIS G. MONTALDO, CLERK AD INTERIM

By: **Basia Pruna**
Deputy Clerk

Approved by County Attorney as
to form and legal sufficiency.

OR

Oren Rosenthal