

Memorandum



Date: May 2, 2023

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

From: Daniella Levine Cava
Mayor

Agenda Item No. 8(P)(2)

Subject: Request for Additional Expenditure Authority to Contract and Prequalification Pool for
Protection Covering and Hurricane Shutters
Resolution No. R-419-23

Summary

This item is requesting additional expenditure authority for the Public Housing and Community Development Department (PHCD) and the Department of Solid Waste Management (DSWM) for the purchase, rental, installation, repair, and/or removal of shutter and security protection coverings for windows and doors. The largest allocation will be used by PHCD, which is responsible for the operation, oversight, and management of over 8,000 County-owned public housing units located throughout Miami-Dade County that must be maintained and secured while performing routine and non-routine maintenance activities, or whenever a unit is temporarily unoccupied or vacant. The additional allocation will allow PHCD to mitigate against unlawful trespassing, vandalism, or occupancy that would otherwise lead to potential public safety issues and compliance issues with the United States Department of Housing and Urban Development funding requirements.

Recommendation

It is recommended that the Board of County Commissioners (Board) authorize additional expenditure authority in the amount of \$750,000 under Group B awarded to Doors and Windows Guard Systems, Inc., \$16,000 under Group A awarded to Doors and Windows Guard Systems, Inc., and \$4,000 under Group D (prequalification pool) for *Contract/Pool No. FB-01358, Protection Covering and Hurricane Shutters* for PHCD and DSWM. The Board awarded a competitive contract under Group A (Rental of Protection Covering or Doors and Windows, Non-Federal Funds) and Group B (Rental of Protection Covering or Doors and Windows, Federal Funds) and established a prequalification pool under Group C (Purchases of Hurricane Shutters) and Group D (Purchase and Installation, Removal, and/or Repair of Hurricane Shutters), for a five-year term through Resolution No. R-847-20. The pool was subsequently modified under delegated authority. There are four vendors prequalified under the pool, of which three are local, including one certified Small Business Enterprise (SBE) firm. 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.

Background

The goods and services provided through the contract and pool are critical for maintaining and securing the County's facilities and residential units located throughout the County. The requested additional expenditure authority of \$770,000 will address department needs as follows:

- PHCD is requesting \$750,000 under Group B to continue securing and maintaining public housing units. This allocation will also assist the County in its public-private partnerships in the re-development of Liberty City Rising, Lincoln Gardens and Rental Assistance Demonstration (RAD) Program Sites.
- DSWM is requesting \$16,000 under Group A and \$4,000 under Group D to access the contract and pool in order to assist the department with the shuttering of their facilities during inclement

weather, which is typically done in-house, and outsourced if required. The allocation will also be used for the purchase of additional and new shutters if needed.

Scope

The impact of this item is countywide in nature.

Delegated Authority

The County Mayor or the County Mayor's designee will have the authority to exercise all provisions of the contract under Groups A and B, including any cancellation or extension provisions, pursuant to Section 2-8.1 of the County Code and Implementing Order 3-38.

Additionally, there is no additional delegation of authority sought for this item for Groups C and D 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-847-20.

Fiscal Impact/Funding Source

The contract and pool term expires on November 30, 2025. The contract has a current cumulative allocation of \$1,749,750, and the pool has a cumulative allocation of \$987,250, for a combined existing cumulative allocation of \$2,737,000. If this request is approved, the contract will have a modified cumulative allocation of \$2,515,750, and the pool will have a modified cumulative allocation of \$991,250, for a combined modified cumulative allocation of \$3,507,000. The requested increase in expenditure authority is based on PHCD's current expenditures and anticipated services during the remaining term, and DSWM accessing the pool based upon anticipated operational needs.

Department	Existing Cumulative Allocation	Additional Allocation Requested	Modified Cumulative Allocation	Funding Source	Contract Manager
PHCD	\$1,782,000	\$750,000	\$2,532,000	Federal Funds	Indira Rajkumar-Futch
DSWM	\$0	\$20,000	\$20,000	Proprietary Funds	Michael Murphy
Multiple	\$955,000	\$0	\$955,000	Multiple	Multiple
Total:	\$2,737,000	\$770,000	\$3,507,000		

Track Record/Monitor

Alonzo Joseph of the Strategic Procurement Department is the Procurement Contracting Manager.

Awarded/Pregualified Vendors

Awarded/Pregualified Vendor	Principal Address	Local Address	Principal	Groups Awarded/Pregualified
Conwell & Associates Consulting Company	11771 SW 137 Place Miami, FL	Same	Kenneth F. Conwell	C and D
Done Wright AC and Electric Service, Inc (SBE/DBE)	10711 SW 216 Street, Suite 109 Miami, FL	Same	David L. Wright	C and D

Awarded/Prequalified Vendor	Principal Address	Local Address	Principal	Groups Awarded/ Prequalified
Doors and Windows Guard Systems, Inc.	8770 W Bryn Mawr Avenue, Suite 1300 Chicago, IL	None	Brandon Buhai	A and B
Sun Eagle General Contractors Corp.	12300 SW 130 Street, Suite 5 Miami, FL	Same	Yamil Castillo	C and D

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 contractor responsibility, including verifying corporate status and review of performance and compliance issues through various vendor responsibility lists and a keyword internet search. 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 funding source.
- The SBE Bid Preference and Local Preference were applied for Group A. No Measures applied to Group B due to the federal funding source. The SBE contract measures and Local Preference will be applied at the time of spot market competition for Groups C and D, where permitted by the funding source. All spot market quotations must be submitted to Small Business Development for review.
- The Living Wage Ordinance does not apply as the services are not covered by the Ordinance.
- The Responsible Benefits and Wages Ordinance may apply to Group D and will be determined by SBD prior to advertising each spot market competition.



Morris Copeland
Chief Community Services Officer



MEMORANDUM

(Revised)

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

DATE: May 2, 2023

FROM: 
Gen Bonzon-Keenan
County Attorney

SUBJECT: Agenda Item No. 8(P)(2)

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)(2)
5-2-23

RESOLUTION NO. _____ R-419-23

RESOLUTION APPROVING ADDITIONAL EXPENDITURE AUTHORITY UP TO \$750,000.00 UNDER CONTRACT FB-01358, GROUP B (RENTAL OF PROTECTION COVERING OR DOORS AND WINDOWS, FEDERAL FUNDS) AWARDED TO DOORS AND WINDOWS GUARD SYSTEMS, INC., \$16,000.00 UNDER CONTRACT FB-01358, GROUP A (RENTAL OF PROTECTION COVERING OR DOORS AND WINDOWS, NON-FEDERAL FUNDS) AWARDED TO DOORS AND WINDOWS GUARD SYSTEMS, INC., AND \$4,000.00 UNDER PREQUALIFICATION POOL FB-01358, GROUP D (PURCHASE AND INSTALLATION, REMOVAL, AND/OR REPAIR OF HURRICANE SHUTTERS) FOR A TOTAL MODIFIED CONTRACT/PREQUALIFICATION POOL AMOUNT OF \$3,507,000.00 FOR CONTRACT/POOL FB-01358 FOR THE RENTAL AND PURCHASE OF PROTECTION COVERING AND HURRICANE SHUTTERS FOR THE PUBLIC HOUSING AND COMMUNITY DEVELOPMENT DEPARTMENT AND THE DEPARTMENT OF SOLID WASTE MANAGEMENT; AND AUTHORIZING THE COUNTY MAYOR OR COUNTY MAYOR'S DESIGNEE TO EXERCISE ALL PROVISIONS OF THE CONTRACT UNDER GROUPS A AND B, INCLUDING ANY CANCELLATION OR EXTENSION PROVISIONS, PURSUANT TO SECTION 2-8.1 OF THE COUNTY CODE 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 up to \$750,000.00 under Contract FB-01358, Group B (Rental of Protection Covering or Doors and Windows, Federal Funds) awarded to Doors and Windows Guard Systems, Inc., \$16,000.00 under Contract FB-01358, Group A (Rental of Protection Covering or Doors and Windows, Non-Federal Funds)

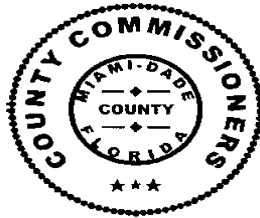
awarded to Doors and Windows Guard Systems, Inc., and \$4,000.00 under Prequalification Pool FB-01358, Group D (Purchase and Installation, Removal, and/or Repair of Hurricane Shutters) for a total modified contract/prequalification pool amount of \$3,507,000.00 for Contract/Pool FB-01358 for the rental and purchase of protection covering and hurricane shutters for the Public Housing and Community Development Department and the Department of Solid Waste Management.

Section 2. This Board authorizes the County Mayor or County Mayor's designee to exercise all provisions of the contracts under Groups A and B, including any cancellation or extension provisions, pursuant to section 2-8.1 of the County Code. Copies of the contract and pool documents are on file with and available upon request from the Strategic Procurement Department.

The foregoing resolution was offered by Commissioner **Eileen Higgins** , 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	aye
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 2nd day of May, 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

Basia Pruna

By: _____
Deputy Clerk

Approved by County Attorney as
to form and legal sufficiency.

Eduardo W. Gonzalez