

# Memorandum



**Date:** May 21, 2024

**To:** Honorable Chairman Oliver G. Gilbert, III  
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(P)(1)

Resolution No. R-449-24

**Subject:** Recommendation to Waive Competitive Bidding Procedures and Authorize Additional Time and Expenditure Authority to Contract for Trapeze Software Implementation, Technical Support, and Maintenance Services

## Summary

This contract is for the purchase of licensing, maintenance services, technical support, and module implementations of the proprietary scheduling software used by the Department of Transportation and Public Works (DTPW) since 1998. A bid waiver for additional time and expenditure authority will allow sufficient time to procure and implement new bus, rail, and paratransit scheduling software systems (Systems) that will replace the existing Trapeze scheduling software for DTPW. The Systems will be used for scheduling and route planning for fixed-route service operations. For paratransit service operations, the Systems will be used for trip reservations including both in-advance and same-day reservations, trip scheduling, routing, dispatching, customer service support, eligibility and certification, fare collection, rider facing app, driver and vehicles reporting, and intelligent trip brokering.

The modernization of the Systems will serve to optimize service operations, improve service performance, facilitate access to services, improve connectivity, and enhance user experience, particularly for the County's most vulnerable population. Due to the critical nature of these operations, a comprehensive review of current processes, operational and technical needs, and available technology in the marketplace was conducted by DTPW to prepare technical specifications for the Systems. As a result, two separate Request for Proposals (RFPs) have been prepared. *RFP No. EVN0000390, Fixed Route Scheduling Software*, was advertised on January 9, 2024. The anticipated award date is the first quarter of 2025. *RFP No. EVN0001136, Mobility Platform for Paratransit and Microtransit Services*, is planned for advertisement in the second quarter of 2024 with an anticipated award in the second quarter of 2025 as staff is currently finalizing the scope of work. The additional time will allow for the Systems to be implemented, integrated with other existing systems, testing to be completed, and training to be conducted to ensure successful operation of the new Systems.

## Recommendation

It is recommended that the Board of County Commissioners (Board) approve this request to waive competitive bidding procedures pursuant to Section 5.03(D) of the Home Rule Charter and Section 2-8.1(b)(1) of the Miami-Dade County Code, by a two-thirds vote of the Board members present and authorize additional time and expenditure authority and approve Supplemental Agreement No. 9 to *Contract No. BW7961-3/11-8, Trapeze Software Implementation, Technical Support, and Maintenance Service*, for DTPW. Approval to authorize \$1,941,513 in additional expenditure authority and extend the contract for two years will allow sufficient time for the solicitation, award, and implementation of new Systems. There are six Small Business Enterprise (SBE) firms certified in the applicable commodities codes that were identified as part of the pre-advertisement efforts for the RFPs; however, none responded as being able to meet the project requirements.

## Background

This contract was established by the Board through Resolution No. R-1306-05 for a five-year term with three, one-year options to renew (OTR). The contract was subsequently modified by the Board via Resolution No. R-85-14 to extend for an additional five-year term, with one, five-year OTR. The contract is currently in the final OTR term. DTPW uses this contract to conduct daily operations that include a

connection between the DTPW back office, operations, and information centers with all vehicles, as well as on-street and on-road vehicles. It is critical to the daily operation of Service Planning and Scheduling for Metrobus, Metrorail, and Paratransit Operations.

Through the specification review process, it was determined that more competition would exist if the scope were to be segmented based upon the functional needs of each division. To best service the Paratransit Operations division, DTPW identified the need to improve both efficiency of current operations and customer experience for the County's most vulnerable population while ensuring all Special Transportation Service customers continue to receive sustained and improved services, more equitable mobility options, easy access to transit information, booking, tracking, payment, and customer assistance. To best service the Service Planning and Scheduling division, DTPW identified the need to enhance analytics capabilities, scheduling functionality, interface improvements, and reporting functions to allow for a data driven approach to service planning. Accordingly, the RFPs seek modern and innovative technology that can improve operations and service for both divisions.

Accordingly, it is in the County's best interest to waive competitive bidding requirements pursuant to Section 2-8.1(b)(1) of the Code and Section 5.03(D) of the Home Rule Charter to continue to utilize the development time required to finalize the scope of work for the Mobility Platform for Paratransit and Microtransit Services and complete procurement processes. Further, the continuation of existing services will be required after the award of the replacement contracts to allow implementation of the replacement Systems, including setup, configuration, and testing.

### **Scope**

The impact of this item is countywide in nature.

### **Delegated Authority**

If this item is approved, the County Mayor or County Mayor's designee will have the authority to execute Supplemental Agreement No. 9 and exercise all provisions contained therein.

### **Fiscal Impact/Funding Source**

The contract term expires on June 21, 2024, and has a current cumulative allocation of \$15,884,691. The services under the contract are covered until August 19, 2024. If this request is approved, the contract will have a modified cumulative allocation of \$17,826,204 and will expire on June 30, 2026. The requested increase in expenditure authority is based on the scope of services required for the extended contract term. The expenditure for this year was approved by the Board as part of the fiscal year 2024 County budget.

| Department   | Existing Cumulative Allocation | Additional Allocation Requested | Modified Cumulative Allocation | Funding Source | Contract Managers                  |
|--------------|--------------------------------|---------------------------------|--------------------------------|----------------|------------------------------------|
| DTPW         | \$15,884,691                   | \$1,941,513                     | \$17,826,204                   | DTPW Operating | Linda Morris and Carlos Cruz-Casas |
| <b>Total</b> | <b>\$15,884,691</b>            | <b>\$1,941,513</b>              | <b>\$17,826,204</b>            |                |                                    |

### **Track Record/Monitor**

Vanessa Stroman of the Strategic Procurement Department (SPD) is the Procurement Contracting Manager.

### **Awarded Vendor**

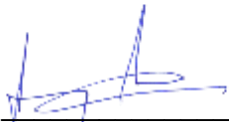
| Vendor                       | Principal Address                          | Local Address | Principal   |
|------------------------------|--------------------------------------------|---------------|-------------|
| Trapeze Software Group, Inc. | 5265 Rockwell Drive NE<br>Cedar Rapids, IA | None          | Jamal Baksh |

**Due Diligence**

Pursuant to Resolution No. R-187-12, due diligence was conducted in accordance with SPD'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.

**Applicability of Ordinances and Contract Measures**

- The two percent User Access Program provision does not apply.
- SBE measures and Local Preference do not apply.
- The Living Wage Ordinance does not apply.



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Jimmy Morales  
Chief Operations Officer



# MEMORANDUM

(Revised)

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

**DATE:** May 21, 2024

**FROM:**   
Gen Bonzon-Keenan  
County Attorney

**SUBJECT:** Agenda Item No. 8(P)(1)

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)(1)  
5-21-24

RESOLUTION NO. R-449-24

RESOLUTION WAIVING COMPETITIVE BIDDING PROCEDURES AND AUTHORIZING A NON-COMPETITIVE PURCHASE PURSUANT TO SECTION 5.03(D) OF THE HOME RULE CHARTER AND SECTION 2-8.1 OF THE CODE OF MIAMI-DADE COUNTY BY A TWO-THIRDS VOTE OF THE BOARD MEMBERS PRESENT; APPROVING SUPPLEMENTAL AGREEMENT NO. 9 TO EXTEND THE CONTRACT TERM BY TWO YEARS WITH ADDITIONAL EXPENDITURE AUTHORITY IN AN AMOUNT UP TO \$1,941,513.00 FOR A TOTAL MODIFIED CONTRACT AMOUNT OF \$17,826,204.00 FOR CONTRACT NO. BW7961-3/11-8, TRAPEZE SOFTWARE IMPLEMENTATION, TECHNICAL SUPPORT, AND MAINTENANCE SERVICE FOR THE DEPARTMENT OF TRANSPORTATION AND PUBLIC WORKS; AUTHORIZING THE COUNTY MAYOR OR COUNTY MAYOR'S DESIGNEE TO EXECUTE THE SUPPLEMENTAL AGREEMENT AND EXERCISE ALL PROVISIONS CONTAINED THEREIN

**WHEREAS**, this Board desires to accomplish the purposes outlined in the accompanying County Mayor's 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 finds that it is in the best interest of Miami-Dade County to waive competitive bidding procedures and authorize a non-competitive purchase pursuant to section 5.03(D) of the Home Rule Charter and section 2-8.1 of the Code of Miami-Dade County by a two-thirds vote of the Board members present and approves Supplemental Agreement No. 9, in substantially the form attached hereto and made a part hereof, to extend the contract term by

two years with additional expenditure authority in an amount up to \$1,941,513.00 for a total modified amount of \$17,826,204.00 for Contract No. BW-10189 BW7961-3/11-8 for the purchase of Trapeze Software Implementation, Technical Support, and Maintenance Service for the Department of Transportation and Public Works.

**Section 2.** The Board authorizes the County Mayor or County Mayor’s designee to execute Supplemental Agreement No. 9, and to exercise all provisions contained therein. A copy of the contract is 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 **Oliver G. Gilbert, III** and upon being put to a vote, the vote was as follows:

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

The Chairperson thereupon declared this resolution duly passed and adopted this 21<sup>st</sup> day of May, 2024. 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

JUAN FERNANDEZ-BARQUIN, CLERK

By: Basia Pruna  
Deputy Clerk

Approved by County Attorney as  
to form and legal sufficiency.

D.P.C

Dale P. Clarke

|                                     |
|-------------------------------------|
| <b>SUPPLEMENTAL AGREEMENT NO. 9</b> |
|-------------------------------------|

Contract Number: **BW7961-3/11-8**

Contract Title: **TRAPEZE SOFTWARE IMPLEMENTATION, TECHNICAL SUPPORT, AND MAINTENANCE SERVICE**

Contractor: **Trapeze Software Group, Inc.  
5265 Rockwell Drive NE  
Cedar Rapids, Iowa 52402**

In accordance with the above referenced Contract, this Supplemental Agreement, when properly executed shall amend the Contract as follows:

1. The parties hereby agree to extend the Contract for a period of two (2) years. The Contract expiration date is extended from June 21, 2024 to June 21, 2026. Notwithstanding the foregoing, the extension shall include two coverage periods in accordance with the table outlined in Attachment 1 hereto, for which services shall survive the expiration of the Contract through the end of each period (the "Coverage Period(s)"). The first Coverage Period shall be from August 20, 2024 through August 19, 2025. The second Coverage Period shall be from August 20, 2025 through August 19, 2026.
2. Attachment B, *Proposed Costs*, of the Contract is hereby amended to include additional pricing for the Coverage Periods in accordance with Attachment 1 hereto. Payments shall be completed annually in advance for each Coverage Period and in accordance with Article 9 of the Contract. The Contractor shall submit the annual invoice for the Coverage Period via email to [invsubp@miamidade.gov](mailto:invsubp@miamidade.gov) at least forty-five (45) days in advance of the start date of each Coverage Period.
3. The total Contract amount is hereby increased by \$1,941,513.00, from \$15,884,690.06 to \$17,826,203.06, in accordance with Attachment 1 hereto.

**All other terms, covenants and conditions of the original Contract and any Supplemental Agreements issued thereto shall remain in full force and effect, except to the extent herein amended.**



IN WITNESS WHEREOF, the parties have executed this Supplemental Agreement No. 9 to County Contract No. BW7961-3/11-8, *Trapeze Software Implementation, Technical Support, and Maintenance Service.*

Trapeze Software Group, Inc.

Miami-Dade County

By:  \_\_\_\_\_

By: \_\_\_\_\_

for

Name: William Delaney

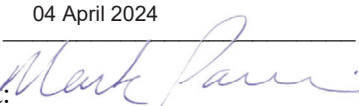
Name: Daniella Levine Cava

Title: President

Title: Mayor

Date: 04 April 2024

Date: \_\_\_\_\_

Attest:   
Corporate Secretary/Notary

Attest: \_\_\_\_\_  
Juan Fernandez-Barquin  
Clerk of the Court and Comptroller

Corporate Seal/Notary

Approved as to form  
and legal sufficiency

\_\_\_\_\_  
Assistant County Attorney

**ATTACHMENT 1**

|                                                                   |               |               |
|-------------------------------------------------------------------|---------------|---------------|
| <b><u>Coverage period : August 20, 2024 - August 19, 2025</u></b> |               |               |
| PASS CERT                                                         | \$16,893.00   |               |
| INFO Suite (Agent, Web, COM)                                      | \$175,779.00  |               |
| PASS COM                                                          | \$38,425.00   |               |
| PASS & CT                                                         | \$205,964.00  |               |
| FX (with Rostering)                                               | \$108,468.00  |               |
| BlockBuster                                                       | \$73,038.00   |               |
| PASS WEB & IVR                                                    | \$63,232.00   |               |
| Mapmaker & Bus Stop Import                                        | \$12,518.00   |               |
| PLAN                                                              | \$49,316.00   |               |
| BSM                                                               | \$33,391.00   |               |
| PASS MON                                                          | \$170,055.00  |               |
| Remaining balance                                                 | \$ 947,079.00 |               |
| State Tax                                                         | \$ -          |               |
| Total payable in USD                                              |               | \$ 947,079.00 |
| <b><u>Coverage period : August 20, 2025 - August 19, 2026</u></b> |               |               |
| PASS CERT                                                         | \$17,738.00   |               |
| INFO Suite (Agent, Web, COM)                                      | \$184,568.00  |               |
| PASS COM                                                          | \$40,346.00   |               |
| PASS & CT                                                         | \$216,262.00  |               |
| FX (with Rostering)                                               | \$113,891.00  |               |
| BlockBuster                                                       | \$76,690.00   |               |
| PASS WEB & IVR                                                    | \$66,394.00   |               |
| Mapmaker & Bus Stop Import                                        | \$13,144.00   |               |
| PLAN                                                              | \$51,782.00   |               |
| BSM                                                               | \$35,061.00   |               |
| PASS MON                                                          | \$178,558.00  |               |
| Remaining balance                                                 | \$ 994,434.00 |               |
| State Tax                                                         | \$ -          |               |
| Total payable in USD                                              |               | \$ 994,434.00 |