

Date: July 2, 2024

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

Agenda Item No. 8(P)(3)

From: Daniella Levine Cava  
Mayor



Resolution No. R-597-24

Subject: Request for Additional Time and Expenditure Authority to Prequalification Pool for PC Parts and Peripherals

### Summary

This item is requesting additional time and expenditure authority under this pool to procure personal computer (PC) parts and peripherals, and maintenance and support services for all County departments. The Information Technology Department (ITD) manages this pool on behalf of all County departments and is responsible for issuing spot market quotes to competitively fulfill departmental needs as they arise. The PC parts and peripherals include, but are not limited to, external and internal hard drives, memory (RAM), universal docking stations, network cards, battery racks, rack enclosures, scanners, barcode scanners, plotters, receipt printers, microfilm scanners, large monitors, webcams, wireless keyboards, headsets, cables, and related supplies. The pool also includes maintenance and support services for equipment such as projectors, plotters, laser printers, monitors, and UPS battery backup. These goods and services are critical for the County's daily operations.

This is an open pool and there are no changes to the requirements. It is anticipated that if the pool was resolicited the same vendors would prequalify, hence a five-year extension is being requested. This extension will allow existing prequalified vendors to remain in the pool provided they continue to meet the requirements, while new vendors will be able to access the pool for additional participation, resulting in greater efficiency for both existing vendors and the County due to reduction in administrative work. Continuing with the current pool will allow existing vendors to focus on accessing bid opportunities, as opposed to repeating prequalification documentation. Thus, the pool will continue to streamline processes and reduce time to procure these goods and services, saving the County time and money and reducing administrative barriers for our vendors.

### Recommendation

It is recommended that the Board of County Commissioners (Board) approve extending *Prequalification Pool, RTQ-00983, PC Parts and Peripherals*, for five years with \$7,500,000 in additional expenditure authority for ITD on behalf of all County departments. The use of this pool allows ITD to standardize purchases and provides the flexibility to request quotes for equipment and services based on departments' specific needs.

### Background

This pool was established by the Board on March 5, 2019, through Resolution No. R-251-19, for a five-year term. The pool was subsequently modified under delegated authority for additional expenditure authority. The pool includes two groups: Group 1 is for PC parts and peripherals and Group 2 is for maintenance, repair, and trade-in services. The pool currently has 13 vendors, five of which are local, including four certified Small Business Enterprise (SBE) firms.

Prior to the decision to seek extension of the pool, the Strategic Procurement Department (SPD) conducted outreach through INFORMS that resulted in 905 potential vendors being invited to prequalify for this pool, of which eight vendors reviewed the packet, and two SBE vendors provided responses with completed qualification packets. The submissions are being verified so that the vendors may be prequalified and added to the pool. In addition, the pool was posted on the DemandStar platform which was broadcasted to an additional 296 potential vendors; no additional responses were received. All

current prequalified vendors were notified of the pool extension through email. The pool will remain open to allow additional vendors that meet the prequalification criteria to be added.

### **Scope**

The scope of this item is countywide in nature.

### **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. Any contract award under the prequalification pool exceeding \$5,000,000 is subject to ratification by the Board.

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

The pool term expires on November 30, 2024, and has a cumulative allocation of \$9,899,795 for a five-year and six-month term. If this request is approved, the pool will have a modified cumulative allocation of \$17,399,795 and will expire on November 30, 2029. The annualized allocation of \$1,500,000 is lower than the annualized allocation under the current pool and is based on estimated needs throughout the five-year extension period.

| Department   | Existing Cumulative Allocation | Additional Allocation Requested | Modified Cumulative Allocation | Funding Source         | Contract Manager |
|--------------|--------------------------------|---------------------------------|--------------------------------|------------------------|------------------|
| ITD          | \$9,899,795                    | \$7,500,000                     | \$17,399,795                   | Internal Service Funds | Julian Manduley  |
| <b>Total</b> | <b>\$9,899,795</b>             | <b>\$7,500,000</b>              | <b>\$17,399,795</b>            |                        |                  |

Note: The resultant contracts will contain termination for convenience provisions and assignment clauses which can be exercised if the goods and services in this item are affected by establishment of the constitutional offices.

### **Track Record/Monitor**

Angela Mathews-Tranumn of SPD is the Procurement Contracting Manager.

### **Prequalified Vendors**

| Vendor                           | Principal Address                                 | Local Address | Principal         |
|----------------------------------|---------------------------------------------------|---------------|-------------------|
| Barcodes, LLC                    | 200 W Monroe Street<br>Floor 23<br>Chicago, IL    | None          | Andrew Learned    |
| BLM Technologies of Florida, LLC | 1900 NW 32 Street<br>Suite A<br>Pompano Beach, FL | None          | Greg Blanc        |
| Broward Microfilm, Inc.          | 9411 Sea Turtle Manor<br>Plantation, FL           | None          | Rick L. Kennedy   |
| CDW Government, LLC              | 230 N Milwaukee Avenue<br>Vernon Hills, IL        | None          | Christine Leahy   |
| Computer Design Center, LLC      | 249 West Main Street<br>Brandford, CT             | None          | Jessica Miller    |
| 4 Best Business Corp             | 3600 Red Road<br>Suite 306<br>Miramar, FL         | None          | Miguela Fernandez |
| Insight Public Sector, Inc.      | 2701 E Insight Way<br>Chandler, AZ                | None          | Andrew Lawrence   |

| Vendor                                       | Principal Address                                      | Local Address                               | Principal              |
|----------------------------------------------|--------------------------------------------------------|---------------------------------------------|------------------------|
| IPhone and iPad Warehouse, LLC (SBE)         | 5600 NW 12 Avenue<br>Suite 305<br>Fort Lauderdale, FL  | 18149 NE 19 Avenue<br>North Miami Beach, FL | Brian Farrella         |
| LRE, Inc. (SBE)                              | 6187 NW 167 Street<br>Unit H-10<br>Miami, FL           | Same                                        | Magena Becerra-Pacheco |
| M.E. Global Supplies, Inc. (SBE)             | 5532 NW 72 Avenue<br>Miami, FL                         | Same                                        | Edgar Alzolay          |
| MTS Software Solutions, Inc.                 | 520 Fellowship Road<br>Suite D-403<br>Mount Laurel, NJ | None                                        | Joseh Schwartz         |
| Network & Communication Services, Inc. (SBE) | 9509 NW 47 Terrace<br>Miami, FL                        | Same                                        | Dhana Gahagan          |
| PC Solutions & Integration, Inc.             | 4937 SW 75 Avenue<br>Miami, FL                         | Same                                        | Jorge Espinosa         |

#### **Due Diligence**

Pursuant to Resolution No. R-187-12, due diligence was conducted in accordance with SPD'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 are three vendors that have issues with their vendor registration; they will not be able to participate until they are fully registered.

#### **Applicable Ordinances and Contract Measures**

- The two percent User Access Program applies where permitted by funding source.
- SBE measures will be determined prior to advertising each spot market competition. Local Preference will be applied at the time of spot market competition where permitted by funding source.
- The Living Wage Ordinance does not apply.



Carladenise Edwards  
Chief Administrative Officer



# MEMORANDUM

(Revised)

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

**DATE:** July 2, 2024

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

**SUBJECT:** Agenda Item No. 8(P)(3)

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)(3)  
7-2-24

RESOLUTION NO.                      R-597-24

RESOLUTION APPROVING ADDITIONAL TIME OF FIVE YEARS AND EXPENDITURE AUTHORITY UP TO \$7,500,000.00 FOR A TOTAL MODIFIED POOL AMOUNT OF \$17,399,795.00 FOR PREQUALIFICATION POOL NO. RTQ-00983 FOR PC PARTS AND PERIPHERALS FOR THE INFORMATION TECHNOLOGY DEPARTMENT ON BEHALF OF ALL COUNTY DEPARTMENTS, PROVIDED THAT ANY CONTRACT AWARD UNDER THE POOL EXCEEDING \$5,000,000.00 IS RATIFIED BY THE BOARD

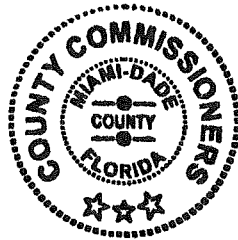
**WHEREAS**, this Board desires to accomplish the purposes outlined in the accompanying memorandum, a copy of which is incorporated herein by reference,

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF MIAMI-DADE COUNTY, FLORIDA**, that this Board authorizes additional time of five years and expenditure authority up to \$7,500,000.00 for a total modified prequalification pool amount of \$17,399,795.00 for Prequalification Pool No. RTQ-00983 for PC Parts and Peripherals for the Information Technology Department on behalf of all County departments; provided that any contract award under the pool exceeding \$5,000,000.00 is ratified by the Board. A copy of the pool documents is on file with and available upon request from the Strategic Procurement Department.

The foregoing resolution was offered by Commissioner **Danielle Cohen Higgins** , who moved its adoption. The motion was seconded by Commissioner **Anthony Rodriguez** 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>aye</b> |                      |               |
| Marleine Bastien                 | <b>aye</b> | Juan Carlos Bermudez | <b>aye</b>    |
| Kevin Marino Cabrera             | <b>aye</b> | Sen. René García     | <b>absent</b> |
| Roberto J. Gonzalez              | <b>aye</b> | Keon Hardemon        | <b>aye</b>    |
| Danielle Cohen Higgins           | <b>aye</b> | Eileen Higgins       | <b>absent</b> |
| Kionne L. McGhee                 | <b>aye</b> | Raquel A. Regalado   | <b>aye</b>    |
| Micky Steinberg                  | <b>aye</b> |                      |               |

The Chairperson thereupon declared this resolution duly passed and adopted this 2<sup>nd</sup> day of July, 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.

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

Eduardo W. Gonzalez