

Date: October 9, 2025

To: Honorable Chairman Anthony Rodriguez
and Members, Board of County Commissioners

From: Daniella Levine Cava *Daniella Levine Cava*
Mayor

Agenda Item No. 8(P)(5)

Subject: Request for Additional Expenditure Authority to Contract for Protection Covering and
Hurricane Shutters (Group B)

Resolution No. R-963-25

Summary

This item is requesting additional expenditure authority for the purchase, rental, installation, repair, and/or removal of shutter and security protection coverings for windows and doors for the Department of Housing and Community Development (HCD). Federal funds will be used for this additional authority. HCD 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 and whenever a unit is temporarily unoccupied or vacant. The additional allocation will allow HCD 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 (U.S. HUD) funding requirements.

Recommendation

It is recommended that the Board of County Commissioners (Board) authorize additional expenditure authority in the amount of \$1,700,000 under Group B of *Contract/Pool No. FB-01358, Protection Covering and Hurricane Shutters*, for HCD.

Background

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) of the solicitation, 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), through Resolution No. R-847-20 for a five-year term. The contract and pool were subsequently modified for additional expenditure authority under delegated authority and by the Board through Resolution Nos. R-419-23 and R-873-24.

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. These units must be maintained and secured during routine and non-routine maintenance activities and whenever a dwelling is temporarily unoccupied or vacant. The requested additional expenditure authority of \$1,700,000 will address department needs under Group B to continue securing and maintaining public housing units, which are higher than originally anticipated when the solicitation was advertised. Currently, there are approximately 800 vacant units protected with these coverings; of these, approximately 560 are in buildings undergoing redevelopment. This allocation will assist HCD in protecting additional units, during future construction phases of its public-private partnerships, and during the redevelopment of the Culmer, Liberty City Rising, Palm Court, Palm Towers, Rainbow Village, and any other Rental Assistance Demonstration (RAD) Program Sites.

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 Group B, including any cancellation or extensions, pursuant to Section 2-8.1 of the County Code and Implementing Order 3-38.

Additionally, there is no additional delegation of authority sought in this item for Groups A, 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.

Fiscal Impact/Funding Source

The contract/pool term expires on May 31, 2026, and has a current cumulative allocation of \$4,893,240. If this request is approved, the modified cumulative allocation will be \$6,593,240. The requested increase in expenditure authority is based on HCD's current expenditures and anticipated services during the remaining contract term. HCD is utilizing 100% federal funding from U.S. HUD for these goods/services.

Department	Existing Cumulative Allocation	Additional Allocation Requested	Modified Cumulative Allocation	Funding Source	Contract/Pool Manager
HCD*	\$3,820,740	\$1,700,000	\$5,520,740	Federal Funds	Indira Rajkumar-Futch
Multiple	\$1,072,500	\$0	\$1,072,500	Multiple	Multiple
Total	\$4,893,240	\$1,700,000	\$6,593,240		

*Budgeted: FY 24-25 Adopted Budget and Multi-Year Capital Plan, Volume 3, page 162, Operating Expenditures from line-item Contractual services; and FY 25-26 Proposed Budget and Multi-Year Capital Plan, Volume 3, page 178, Operating Expenditures from line-item Contractual Services.

Track Record/Monitor

Robert Mendoza of the Strategic Procurement Department (SPD) is the Procurement Contracting Manager.

Prequalified Vendors

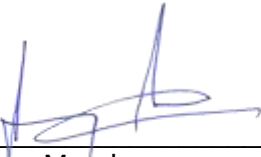
Awarded/Prequalified Vendor	Principal Address	Local Address	Principal	Groups Awarded/Prequalified
Conwell & Associates Consulting Company	11771 SW 137 Place Miami, FL	Same	Kenneth F. Conwell	C and D
Done Wright AC and Electric Service, Inc. (SBE/DBE)	10711 SW 216 Street Suite 109 Miami, FL	Same	David L. Wright	C and D
Door and Window 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 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 were no adverse findings relating to vendor responsibility.

Applicable Ordinances and Contract Measures

- The User Access Program provision applies where permitted by funding source.
- The Small Business Enterprise (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 funding source.
- The Living Wage Ordinance does not apply.



Jimmy Morales
Chief Operating Officer



MEMORANDUM

(Revised)

TO: Honorable Chairman Anthony Rodriguez
and Members, Board of County Commissioners

DATE: October 9, 2025

FROM: 
Glen Bonzon-Keenan
County Attorney

SUBJECT: Agenda Item No. 8(P)(5)

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 ____, majority plus one ____, 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) ____, 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)(5)
10-9-25

RESOLUTION NO. R-963-25

RESOLUTION APPROVING ADDITIONAL EXPENDITURE AUTHORITY UP TO \$1,700,000.00 UNDER GROUP B FOR CONTRACT/POOL NO. FB-01358, PROTECTION COVERING AND HURRICANE SHUTTERS, FOR A TOTAL MODIFIED CONTRACT AMOUNT OF \$6,593,240.00 FOR THE DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT; AND AUTHORIZING THE COUNTY MAYOR OR COUNTY MAYOR'S DESIGNEE TO EXERCISE ALL PROVISIONS OF THE CONTRACT UNDER GROUP B, INCLUDING ANY CANCELLATION OR EXTENSIONS, 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 \$1,700,000.00 under Group B for Contract/Pool No. FB-01358, Protection Covering and Hurricane Shutters, for a total modified contract amount of \$6,593,240.00 for the Department of Housing and Community Development.

Section 2. This Board authorizes the County Mayor or County Mayor's designee to exercise all provisions of the contract under Group B, including any cancellation or extensions, pursuant to section 2-8.1 of the Code of Miami-Dade County, Florida and Implementing Order 3-38. A copy of the contract document is on file with and available upon request from the Strategic Procurement Department.

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

Anthony Rodriguez, Chairman	aye		
Kionne L. McGhee, Vice Chairman	aye		
Marleine Bastien	aye	Juan Carlos Bermudez	aye
Sen. René García	aye	Oliver G. Gilbert, III	aye
Roberto J. Gonzalez	aye	Keon Hardemon	aye
Danielle Cohen Higgins	aye	Eileen Higgins	aye
Natalie Milian Orbis	aye	Raquel A. Regalado	aye
Micky Steinberg	aye		

The Chairperson thereupon declared this resolution duly passed and adopted this 9th day of October, 2025. 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.

Eduardo W. Gonzalez