

ISSUING DEPARTMENT INPUT DOCUMENT
CONTRACT/PROJECT MEASURE ANALYSIS AND RECOMMENDATION

☐ New ☐ OTR ☐ Sole Source ☒ Bid Waiver ☐ Emergency Previous Contract/Project No. BW-10067
Contract
☐ Re-Bid ☐ Other – _____ LIVING WAGE APPLIES: ☐ YES ☒ NO

Requisition No./Project No.: BW-10591 TERM OF CONTRACT 5 YEAR(S) WITH 2 YEAR(S) OTR

Requisition /Project Title: Acquisition of Lost & Found Items at Miami International Airport

Description:

The purpose of this solicitation is to establish a contract for the management, resources, and operation in the acquisition of lost and found items at Miami International Airport (MIA) in accordance with the County's needs.

Issuing Department: SPD Contact Person: Justin Espagnol Phone: 305-375-1718
Estimate Cost/Value: \$780,000.0 GENERAL FEDERAL OTHER
Funding Source: Proprietary

ANALYSIS

Commodity Codes:	99830	92045	99999	94655	
Contract/Project History of previous purchases three (3) years Check here <input type="checkbox"/> if this is a new contract/purchase with no previous history.					
	<u>EXISTING</u>	<u>2ND YEAR</u>	<u>3RD YEAR</u>		
Contractor:	Goodwill Services of South				
Small Business Enterprise:					
Contract Value:	\$780,000.00				
Comments:					
Continued on another page (s): <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO					

RECOMMENDATIONS

	Set-Aside	Subcontractor Goal	Bid Preference	Selection Factor
SBE				
Basis of Recommendation: 				
Signed: 		Date sent to SBD: 05/12/2025		
		Date returned to SPD: 		

APPENDIX A – SCOPE OF SERVICES

1. On a monthly basis, the Awarded Bidder will pick up, and transport qualifying unclaimed items from MIA's Lost & Found facility, which have met the established timeframes, and have been examined and organized by MDAD into one (1) Lost and Found lot. The lot shall be purchased by the Awarded Bidder in its totality in "as is" condition, at the price defined in Section 2.5.A with the following exclusions:
 - A. Cash, securities, and other monetary instruments
 - B. Firearms, explosives, and other dangerous substances
 - C. Illegal and prescription drugs
 - D. Contraband (e.g. goods that evade duty or are prohibited by law from being taken into or out of a country)
 - E. All jewelry items will be retained for an additional 30 days (for a total of 60 days), and if not claimed by its owner will be provided to the Awarded Bidder.
 - F. From time to time, a small number of empty luggage bags will be provided to law enforcement agencies for testing and training purposes.
2. Operational Requirements: Awarded Bidder acknowledges that the operational requirements of the Airport as an airport facility, including without limitation, security requirements, are of paramount importance. Awarded Bidder acknowledges and agrees that it must conduct its business in a manner that does not conflict with the operational requirements of the Airport as an airport facility and that fully accommodates those requirements. Awarded Bidder must:
 - A. Comply with all Airport rules and regulations; and
 - B. Cause all pick-ups and dispatches of merchandise, supplies, fixtures, equipment and furniture to be made and conveyed to or from the Airport by means and during hours established at MDAD's sole discretion.
 - C. Not at any time park its carts or other delivery vehicles in common areas; and
 - D. Not Park within the parking areas of the Airport except in those areas, if any, designated by the Department pursuant to permits obtained from the Airport's Airside or Landside Division(s). Nothing herein shall imply that the Awarded Bidder shall be able to secure any on-Airport parking privileges.
 - E. Coordinate and schedule the pickup/collection of lost and found items through MDAD staff.
 - F. Possess and maintain reliable vehicle(s) to transport lost and found Items from Airport property, throughout the term of the Agreement. MDAD reserves the right to verify compliance with this requirement.
3. **Prohibited Activities:** Without limiting any other provision herein, Awarded Bidder shall not, without the prior written consent of MDAD which may be withheld in its sole and absolute discretion: (a) cause or permit anything to be done, or bring or keep anything which might (i) increase in any way the rate of fire insurance on the MIA Terminal Building or any of its contents, (ii) create a nuisance or annoyance or safety hazard, or (iii) obstruct or interfere with the rights of others in the MIA Terminal Building; (b) commit or suffer to be committed any waste upon the Airport; (c) use, or allow the Airport to be used, for any improper or unlawful purpose; or (d) do or permit to be done anything in any way tending to injure the reputation of the Department, the County, the Board of County Commissioners, or the appearance of the Airport.

STRATEGIC PROCUREMENT DEPARTMENT
ALLOCATION REQUEST FORM

Date:

(Date prepared by ISD-SPD)

To: Procurement Liaisons of client departments initiating a new project or with allocations in current contract or pool

From:

(Procurement Officer Name; Phone Number; Email Address)

Contract/Pool or

Req. No.:

(Contract/Pool or Req. Number)

Title:

(Title of Contract/Pool/New Project)

Instructions: Complete Parts A, B, and C and return this document, with the appropriate attachments, by:

(Due Date)

Part A:

- Department: _____
- Project Manager's Name: _____ Telephone: _____

Part B: Select one of the following:

My department is initiating a new project/procurement. *(Please include scope, market research and complete 3a-3e below)*

My department does not need a replacement for the subject contract or pool.

My department needs a replacement for the subject contract or pool. As such, my department has completed all of the following:

1. Reviewed the attached copy of the solicitation for the expiring contract or pool, made the required changes to the qualification requirements, and specifications and/or scope of services, as related to the goods and/or services we require;
2. Revised any and all estimated quantities considering past usage and needs for the anticipated contract or pool term;
3. Provided all of the following information:
 - a. My department will use the resulting contract or pool to (use attachment if necessary to provide detailed justification):

 - b. The Funding Source for the new, replacement contract or pool is: _____.
 - c. Will Federal funds be used to support the requested allocation?: ____ (Yes /No)
 - d. Will PTP funds be used to support the requested allocation?: ____ (Yes /No)
 - e. The allocation request is, \$ _____ for the* _____ year term.
(Provide a number for the year term)

*Allocations may be proportionally adjusted should there be a change to the new project/contract/pool term

Part C: Approval by the Department Director (or Deputy/Assistant Director):

Department Director:

Print Name: _____ Signature:  Date: _____

*This form must be returned to the Procurement Officer listed above.

MARKET RESEARCH

Contract No.: BW-10591	Recommendation: <input type="checkbox"/> Exercise Option to Renew (OTR) <input checked="" type="checkbox"/> Non-Competitive Acquisition <input type="checkbox"/> Solicit Competition <input type="checkbox"/> Access Contract <input type="checkbox"/> Other
Title: Acquisition of Lost and Found Items at Miami International Airport (MIA)	
Procurement Contracting Officer: Justin Espagnol	

BACKGROUND:

Approval is requested for a replacement contract for Acquisition of Lost and Found Items at Miami International Airport (MIA) with Goodwill Industries of South Florida, Inc. (Goodwill) at an estimated revenue-generating value of \$780,000 for a 5-year term. Competitive solicitation EVN0015953 - Acquisition of Lost & Found Items at MIA was advertised via INFORMS from March 7, 2025, through March 28, 2025 for this replacement contract. No responses were received. MDAD is unable to provide these services in-house due to limited available personnel and resources.

The current revenue-generating contract, BW-10067, with Goodwill was awarded by the Board of County Commissioners (BCC) on May 5, 2020, for a five (5) year term and expires on May 31, 2025. Under this contract, Goodwill pays MDAD a flat Monthly Transaction Fee (MTF) of \$13,000 for the pick-up and transport of unclaimed lost and found items located at MIA. Prior contract, RFP-MDAD-06-12, was awarded by the BCC on November 8, 2012, for a two (2) year term with five (5) one-year options to renew. Under that contract, Goodwill paid MDAD a flat monthly transaction fee of \$10,101 for these same services.

This replacement contract will continue to provide for the purchase, pick-up, and transportation of lost and found items from MDAD's lost and found facility at MIA, as well as a source of revenue to MDAD. The contract requires that the Contractor be a 501(c)(3) company, a Florida non-profit corporation, and executes an Intent of Proceeds Affidavit acknowledging that the Contractor agrees that all monetary proceeds resulting from the sale of Lost & Found salvaged items will be used in accordance with the Contractor's 501(c)(3) charitable purposes to benefit persons within the boundaries of Miami-Dade County.

ORIGINAL RESEARCH CONDUCTED FOR SOLICITATION EVN0015953:

County's Tax Collector's website:

The Tax Collector data resulted in twenty non-profit businesses in the Miami-Dade area, none were determined to be in the specific business of acquiring, transporting, managing and reselling items. However, of the twenty non-profit businesses contacted, seven responded confirming interest in submitting a bid to provide the requested services. The businesses that responded with interest were:

VENDOR	ADDRESS
The Caring Place	9801 NW 7 th Ave. Miami, FL 33150
The Salvation Army	9790 Bird Rd. Miami, FL 33165
Pickup for Vets	12640 NW 6 th Ave. Miami, FL 33161
Goodwill Industries of South Florida Inc.	2121 NW 21 st St. Miami, FL 33142
Abundant Care Services	1581 West 49 th St. #161 Miami, FL 33012
Connections Divine	1415 NW 206 th Ter. Miami Gardens, FL 33169
Epilepsy Alliance	7300 N. Kendall Dr. Suite 760 Miami, FL 33156

Agency Outreach:

The following airports were contacted to understand how other airports operate acquisition of lost and found items.

- Fort Lauderdale-Hollywood International Airport donates clothing and shoes to local charities as well as high value items like jewelry, and electronics are auctioned directly through Broward County.
- Tampa International Airport, and Sarasota Bradenton International Airport – Currently use online auction site GovDeals
- Southwest Florida International Airport's procurement department was contacted but did not respond.
- Hartsfield-Jackson Atlanta Airport currently has an onsite storefront to sell unclaimed baggage.

Comparable Contracts:

Procurement portals for the following counties were assessed, but no applicable or similar contracts were found to have similar requirements like MDAD's: Broward County; Palm Beach County; Alachua County; Altamonte Springs; City of Orlando; and Jacksonville.

RESULT OF SOLICITATION EVN0015953 AND NO BID ANALYSIS:

After successfully identifying the above seven firms in the market, the Invitation to Bid (ITB) process was deemed ideal as the solicitation would contain detailed specifications, where the highest MTF offered would be the principal determining factor. ITB EVN0015953 was advertised via INFORMS from March 7, 2025 through March 28, 2025. Reminder notification emails were sent out on March 24 and March 27, 2025; however, no bids were received, including from the incumbent vendor, Goodwill.

A market analysis was conducted to survey why the seven aforementioned vendors identified did not submit a bid to the advertised solicitation. Below is a table of the responses/outcome:

VENDOR	RESPONSES/OUTCOME
The Caring Place	Spoke with Mrs. Navarro who directed Staff to their operations manager who did not return voicemails and emails.
The Salvation Army	The representative assigned in INFORMS is no longer with the company. The new representative did not return voicemails and emails.
Pickup for Vets	Spoke with Mrs. Hamlin who confirmed their organization is unable to commit to the MTF.
Goodwill Industries of South Florida Inc.	Spoke with Mr. Piasentini, the new representative who has replaced the former point of contact. He has submitted the request to VOSS to access INFORMS account in order to update new contact information. He has confirmed interest in continuing to provide services.
Abundant Care Services	Did not return voicemails and emails.
Connections Divine	Did not return voicemails and emails.
Epilepsy Alliance	Spoke with Mrs. Egozi who requested more information which was provided to her. She subsequently requested additional information as well as a site visit. MDAD advised that there was no further information to provide and that there would be no additional site visit as it was afforded during the solicitation.

Recommendation:

It is in the best interest of the County to waive the competitive bidding process for this procurement as it is highly improbable that the competitive bidding process would yield results that would meet the needs and requirements of MDAD for MIA other than what is presented in this document. Updated market research, no responses to the advertised solicitation, and lack of interest from vendors, deems Goodwill Industries of South Florida, Inc. as the only reasonable source for acquisition of lost and found items services at MIA. An agreement with Goodwill Industries of South Florida, Inc. will provide the County with the best overall value in terms of continuity, reliability, and economic benefit and is recommended to provide such by processing this Bid Waiver request in accordance with established procedures.

Procurement Contract Officer: Justin Espagnol

Date: 05/08/2025