

**ADDITIONAL MATERIAL  
10:00 A.M. REGULAR MEETING**

**JUNE 12, 2018**

**SUBMITTED AT THE REQUEST OF  
  
FINANCE and ADMINISTRATIVE  
SERVICES DEPARTMENT**



Finance and Administrative Services Department

**PURCHASING DIVISION**

115 S. Andrews Avenue, Room 212 • Fort Lauderdale, Florida 33301 • 954-357-6066 • FAX 954-357-8535

## MEMORANDUM

June 11, 2018

TO: Board of County Commissioners

THRU: Kevin B. Kelleher, Deputy CFO/Deputy Director  
Finance and Administrative Services Department

A handwritten signature in blue ink, appearing to read "Kelleher".

Digitally signed by KEVIN  
KELLEHER  
Date: 2018.06.11  
14:23:44 -04'00'

FROM: Brenda J. Billingsley, Director  
Purchasing Division

BRENDA  
BILLINGSLEY

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ou=Organization, ou=BCC, ou=PU,  
ou=Users, cn=BRENDA BILLINGSLEY  
Date: 2018.06.11 13:38:04 -04'00'

SUBJECT: June 12, 2018 - Commission Meeting - Agenda Item No. 84 – Motion A  
A. Motion to Authorize County Administrator to take any and all necessary actions as needed, including approval of Request for Proposals/Request for Qualifications/Request for Letters of Interest for advertisement, and final ranking approvals.

Motion A Currently reads:

A. MOTION TO AUTHORIZE County Administrator to take any and all necessary actions as needed, including approval of Request for Proposals/Request for Qualifications/Request for Letters of Interest for advertisement, and final ranking approvals.

Accordingly, the revised Motion should read:

A. MOTION TO AUTHORIZE County Administrator to take the procurement-related actions listed in Exhibit 1 and any other time-critical procurement-related actions in connection with the projects listed in Exhibit 1 that the County Administrator deems prudent, provided that, with regard to any actions that would amount to a waiver of any aspect of the County Procurement Code, the intended action has been determined by the Office of the County Attorney to be legally permissible.

Attached is the Revised Exhibit 1 - Administrative Approval During Summer Break which now includes minor revisions and the following five (5) new projects:

- Approval of Request for Proposals (RFP) No. 2018-06-12-0-AV-04 for a Parking Management Services at the Fort Lauderdale-Hollywood International Airport and Employee Parking Facilities. (No. 4, page 1 of 5)
- Authorize the Negotiation and Execution of an Agreement with the National Senior Games Association to host the 2021 Senior Games in Broward County. (No. 12, page 3 of 5)
- Authorize the Negotiation and Execution of an Agreement with an International Sports Conference for an event to be held at the Broward County Convention Center in March 2019. (No. 13, page 3 of 5)
- Authorize the Negotiation and Execution of a Work Authorization with West Safety Solutions Corp., to implement text-to-911 services. (No. 16, page 4 of 5)
- Approve advertisement of an RFP for the procurement of ten (10) 40-foot electric buses. (No. 21, page 5 of 5)

BJB/hmm

c: Bertha Henry, County Administrator  
George Tablack, CPA, Chief Financial Officer  
Robert Melton, County Auditor  
Andrew Meyers, County Attorney

# **REQUIRED BOARD ACTION** **Administrative Approval Action During Summer Break**

Exhibit 1  
Page 1 of 5

Critical Items	Department Action	Purchasing Action	Administrative Approval Action During Summer Break	Notes
<b>Aviation (BCAD)</b>				
1. Bid No. BLD2115627B1 - Award of Window Cleaning Services.		Yes	Required	AQ No. 26985 - Motion to Award open-end contract to low bidder, RK Cleaning Services, Inc., a certified Small Business Enterprise, for Window Cleaning Services-Aviation, Bid No. BLD2115627B1, for the Aviation Department, in the annual estimated amount of \$224,780.  Current Interim Agreement expires on August 6, 2018. An additional extension or the award of a new Agreement are necessary to ensure uninterrupted window cleaning services at FLL.  Waiting on vendor's extension of bid validity.
2. Award Bid No. OPN2116828C1 - Residential Sound Insulation Program Group No. 3800N2.		Yes	Required	AQ No. 26828 - Motion to Authorize County Administrator to award resulting fixed contract. Pending bid opening 6/1/2018.  This is a key priority for BCAD in order to complete the Residential Sound Insulation Program before the North Runway closure. Estimated Value \$4,212,000.
3. Award Bid No. PNC2116244C1 - Wayfinding & Signage Project.		Yes	Required	AQ No. 26989 - Motion to Authorize County Administrator to award resulting fixed contract. Bid opening end of June (advertising week of 5/21/18).  Estimated Value \$16,700,000.
4. Approve Request for Proposals for a Parking Management Services at Broward County's Fort Lauderdale-Hollywood International Airport and Employee Parking Facilities, RFP No. 2018-06-12-0-AV-04.		Yes	Required	Authorizes the County Administrator to approve the advertisement of the Request for Proposals for a Parking Management Services at Broward County's Fort Lauderdale-Hollywood International Airport and Employee Parking Facilities, RFP No. 2018-06-12-0-AV-04. Item listed on the June 12th meeting, Item No.71, this item (Motion B.) is being pulled for further staff review. Motion A. is seeking Board's approval of the Waiver of Chapter 26 Operational Police and including the requirements of Chapter 21, Operational Policy, Procurement Code.

# REQUIRED BOARD ACTION

## Administrative Approval Action During Summer Break

Exhibit 1  
Page 2 of 5

Critical Items	Department Action	Purchasing Action	Administrative Approval Action During Summer Break	Notes
<b>Parks &amp; Recreation</b>				
5. FPL Solar Energy Agreement.	Yes		Required	AQ No. 26812 - Motion to Approve Agreement between Broward County and Florida Power & Light Company (FPL) for construction, installation, and operation of solar energy projects and companion educational exhibits. Substantial revisions to draft Agreement are under review by FPL legal. The FPL Solar Energy Agreement estimated payment amount to the County is \$11,000 over the 20 year term. The solar equipment has a capacity of 22kW; payment to County is \$25 per kW per; total is \$550 annually.
6. Approve RFP No. GEN2115874P1 - Aquatic Risk Management Service.		Yes	Required	AQ No. 26906 - Motion to Approve Request for Proposals (RFP) advertisement. Approval allows for the County to proceed with the advertisement of the project. Approval of Final Ranking will be presented to the Board. Estimated Value \$200,000.
<b>Finance &amp; Administrative Services (FASD)</b>				
<b>Human Resources</b>				
7. Authorize County Administrator to execute University or College Intern Agreements or Site Affiliation Agreements that have been reviewed and approved to form by the Office of the County Attorney.	Yes		Required	Authorizes the County Administrator to enter into agreements with universities to utilize unpaid student interns that will increase the County's capacity to administer and provide direct services to residents of Broward County. Furthermore, intern students provide assistance without financial compensation and with commitment to established University-driven educational goals. Finally, by establishing these relationships early, the County positions itself positively in the current tight labor market as an employer of choice.
<b>Purchasing</b>				
8. Approve RLI advertisement for Bicycle Operations in Topeekeegee Yugnee (TY) Park, C.B. Smith Park & Tradewinds Park and Markham Park; Watercraft Rentals in TY Park; remote control track at Markham Park.		Yes	Required	AQ No. 26991 - Motion to Approve RLI; move to the list for approval over the summer to advertise (revenue generating, greater than \$100k). Three Group solicitation.
9. Award Bid No. BLD2116785P1, Trailer Mounted Portable Industrial Diesel Generator.		Yes	Required	AQ No. 27042- This item is necessary for the upcoming hurricane season, procurement scheduled to advertise the week of June 11, 2018, Bid No. BLD2116785B1, Trailer Mounted Portable Industrial Diesel Generator, for the Facilities Management Division. Estimated Value \$350,000.

# **REQUIRED BOARD ACTION** **Administrative Approval Action During Summer Break**

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<b>Greater Fort Lauderdale Convention &amp; Visitors Bureau (GFLCVB)</b>				
10. Approve advertisement of RFP for Promotional Items.		Yes	Required	Approval of the RFP by the County Administrator will allow the RFP to advertise during the summer recess. The final ranking and contract approval will be presented to the Board for approval after the summer recess. Estimated value \$600,00 annually.
11. Approve advertisement for RFP for a full-service advertising agency with extensive experience in travel marketing to evolve the Greater Fort Lauderdale brand, and maximize the efficiency and effectiveness of marketing efforts through strategic media planning and buying.		Yes	Required	Approval of the RFP by the County Administrator will allow the RFP to advertise during summer recess. The final ranking and contract approval will be presented to the Board for approval after the summer recess. The initial projected cost is \$8 - 10 million annually. GFLCVB currently expends about \$8 million annually for these services, while the Airport and Port each spend about \$1 million annually.
12. Authorize the County Administrator to negotiate and execute an agreement with the National Senior Games Association to host the 2021 senior games at multiple locations in Broward County. Broward County will commit to provide funds not to exceed \$750,000 for the event, which is expected to generate \$35,000,000 in economic impact.		Yes	Required	Authorizes the County Administrator to negotiate and execute an agreement with the National Senior Games Association to host the 2021 senior games at multiple locations in Broward County. Broward County will commit to provide funds not to exceed \$750,000 for the event, which is expected to generate \$35,000,000 in economic impact.
13. Authorize the County Administrator to negotiate and execute an agreement with an international sports conference for an event to be held at the Broward County Convention Center in March 2019. Broward County will commit to provide funds not to exceed \$750,000 for the event, which is expected to generate at least \$15 million in economic impact.		Yes	Required	Authorizes the County Administrator to negotiate and execute an agreement with an international sports conference for an event to be held at the Broward County Convention Center in March 2019. Broward County will commit to provide funds not to exceed \$750,000 for the event, which is expected to generate at least \$15 million in economic impact.

# **REQUIRED BOARD ACTION** **Administrative Approval Action During Summer Break**

Exhibit 1  
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<b>Human Services</b>				
14. Approve Bid No. GEN2115653B1, Temporary Services Health Professionals.		Yes	Required	AQ No. 27074 - The recommendation for award is currently posted until June 5, 2018, contingent upon no protest being received, request that the County Administrator approve over the summer break. Estimated Value \$2,972,670 for a three-year period.
<b>Office of Regional Communications &amp; Technology (ORCAT)</b>				
15. Negotiate and execute a First Amendment and any necessary Change Order(s) for the Broward County P25 System.	Yes		Required	AQ No. 27036 - Motion to Authorize Director of Purchasing to negotiate and execute a First Amendment and any necessary Change Order(s) for the Broward County P25 System and Services Agreement with Motorola Solutions. The Approval will allow for the Installation and Configuration of additional equipment and services for the P25 Radio System. The estimated amount is \$4.1 million, increasing the optional service total amount from \$2.5 million to an estimated optional service total amount of \$6.6 million.
16. Authorize County Administrator to negotiate and execute a Work Authorization with West Safety Solutions Corp. to implement text-to-911 services in an amount not-to-exceed \$225,000 for all implementation costs and \$65,000/annually for up to five years of support and maintenance.	Yes		Required	Authorizes the County Administrator to negotiate and execute a Work Authorization with West Safety Solutions Corp. to implement text-to-911 services in an amount not-to-exceed \$225,000 for all implementation costs and \$65,000/annually for up to five years of support and maintenance.

# **REQUIRED BOARD ACTION** **Administrative Approval Action During Summer Break**

Exhibit 1  
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<b>Public Works</b>				
17. Termination of Layne Christensen Company for the Construction of the NRWWTIP Injection Wells 7 & 8.	Yes		Required	AQ No. 26940 - Motion to Terminate For Cause construction contract between Broward County and Layne Christensen Company, for the North Regional Wastewater Treatment Plant - Injection Wells Nos. 7 and 8, Bid No: Y1115302C1. Approval of termination of this contract will allow the County to place the demands on the Surety to investigate the cause and remediate the defective work.
<b>Port Everglades</b>				
18. 1st Amendment to Pipeline License Agreement between Broward County and Motiva Enterprises LLC to add pipeline crossing area between two petroleum terminals.	Yes		Required	Still under final review, but if completed prior to summer recess allows construction to occur over summer to connect two Motiva-owned terminals. Estimated Value \$500 per year. This shall be a Motion to Authorize the County Administrator to execute the 1st Amendment to the Pipeline License Agreement with Motiva. The original Agreement was approved by the Board on May 4, 2010 (Item No. 6) for a 10-year term. Such agreements allow the oil companies to have underground pipelines on County lands between their terminal and the tanker berths.
<b>Transportation</b>				
19. Award Bid No. TRN2114439B1 - Original Equipment Manufacturer (OEM) Parts and Maintenance & Repair Services.		Yes	Required	AQ No. 26987 - Motion to Award open-end, multiple-award contracts to all responsive, responsible bidders per Exhibit 4 for OEM Parts and Maintenance and Repair Services, Solicitation No. TRN2114439B1. Estimated Value \$4,800,000.
20. Award Bid No. TRN2115994B1 – Installation of Transit Bus Shelters-award to Continental Construction		Yes	Required	Award to the Low Responsive, Responsible Bidder, Continental Construction; the user concurrence received. Approval of this contract will allow the County to proceed with the installation of the bus shelters. Estimated Value \$3,515,000.
21. Approve advertisement of an RFP for the procurement of ten (10) 40-foot electric buses.		Yes	Required	Authorizes the County Administrator to approve the RFP to be advertised during the summer recess. The final ranking and contract approval will be presented to the Board for approval after the summer recess. Estimated Value \$9.3 million.