

# Memorandum



**Date:** June 4, 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)(5)

**Subject:** Recommendation for Approval to Award Contracts for Lake and Fountain Maintenance Services

## **Summary**

This item is for the purchase of lake and fountain maintenance services for Parks, Recreation & Open Spaces Department (PROS) and Miami-Dade Public Library System (Library). The contracts will allow PROS to maintain the health and aesthetics of lakes, fountains, and ponds year-round, minimize outages, and maximize the service life of all fountains for the enjoyment of County residents and visitors. The contracts will also allow Library to maintain the health and aesthetics of its ponds. These lakes, fountains, and ponds are collectively located in parks, special taxing districts, and multiple Library locations throughout Miami-Dade County.

## **Recommendation**

It is recommended that the Board of County Commissioners (Board) approve the award of competitive contracts by zones under two groups for Contract No. EVN0000021, Lake and Fountain Maintenance Services, for PROS and Library to Dragonfly Pond Works, LLC in the amount of \$1,184,002, Environmental Management Acquisition, LLC in the amount of \$221,278, and Fountain Design Group, Inc. in the amount of \$126,400 with a combined allocation of \$1,531,680 for a five-year term. These contracts will replace the current contract, *Contract No. FB-01475*, which was awarded under the Mayor's delegated authority.

## **Background**

An Invitation to Bid (ITB) was issued under full and open competition on December 29, 2023, for lake and fountain maintenance services. Upon advertisement of the solicitation in INFORMS, 604 vendors were notified, of which five accepted the invitation and downloaded the solicitation. On the closing date of January 29, 2024, the County received three bids, none of which were from local firms. Outreach efforts prior to advertisement included contacting vendors identified through market research, as well as notifying the incumbent vendor. Market research revealed several local vendors that may have been able to provide the required services; however, none of these vendors responded to the solicitation.

The solicitation consisted of ten zones under two groups as follows: Group A, Lake Maintenance Services, seven zones (Zones A through G); and Group B, Fountain Maintenance Services, three zones (Zones H through J). The lake maintenance services consist of aquatic weed control to ensure a clean and healthy lake, chemical treatment of weeds and grasses, and then removal and legal disposal of all floating debris. While the fountain maintenance services consist of debris removal, cleaning of algae, checking of fuses, filters, timers, pump pressures, lighting, and other inspections to maintain fountains.

Upon review of the bids received, staff identified that there were no bids received for the Library fountains under Zone J (Group B). Therefore, a survey was conducted to inquire whether barriers existed in the solicitation which led to the decision not to submit a bid for the requested services. All three bidders stated that they did not have qualified or trained technicians to maintain fixed base fountains, and that they were not interested in doing non-floating fountains at this time. The County will seek to resolicit Zone J separately for the Library to obtain these services. It should be noted that the Library is not part of the current contract and has been purchasing pond and fountain maintenance services through small purchase orders under their Director's delegated authority.

**Scope**

The scope of this item is countywide in nature.

**Fiscal Impact/Funding Source**

The fiscal impact for the five-year term is \$1,531,680. The current contract is valued at \$999,950 for a three-year and six-month term and expires on July 31, 2024. The annualized allocation under the proposed contract is slightly higher than the current contract due to the higher pricing received from bidders to perform the required services and inclusion of the Library's ponds.

Department	Allocation	Funding Source	Contract Manager
Library	\$9,489	Library District	Kimberly Craig
PROS	\$1,522,191	General Fund / Special Taxing District	Fernando L. Robreño
<b>Total</b>	<b>\$1,531,680</b>		

**Track Record/Monitor**

Manuel Jimenez of the Strategic Procurement Department (SPD) is the Procurement Contracting Manager.

**Delegated Authority**

If this item is approved, the County Mayor or County Mayor's designee will have the authority to give notice of this award to the recommended vendors, issue the appropriate purchase orders to give effect to same and exercise all provisions of the contract, including any cancellation or extensions, pursuant to Section 2-8.1 of the County Code and Implementing Order 3-38.

**Vendors Recommended for Award**

Pursuant to Resolution No. R-477-18, the lowest bidder under each zone is recommended in accordance with the method of award per the solicitation and the recommended vendors are non-local. Outreach efforts were made to ensure that local businesses had an opportunity to compete through an email blast, phone calls, and INFORMS notifications based on the associated commodity codes.

Vendor	Principal Address	Local Address	Number of Employee Residents	Principal	Awarded Zone(s)
			1) Miami-Dade 2) Percentage*		
Dragonfly Pond Works, LLC	512 Nowell Road Raleigh, NC	None	0	Grant Todd	A, B, D, E, F, & G
			0%		
Environmental Management Acquisition, LLC dba Estate Management Services	71 Arch Street Floor 3 Greenwich, CT	None	4	Timothy Woodland	C
			10%		
Fountain Design Group, Inc. dba Cascade Fountains	7628 NW 6 Avenue Boca Raton, FL	None	0	Steven R. Johnson	H & I
			0%		

\*Provided pursuant to Resolution No. R-1011-15. Percentage of employee residents is the percentage of vendor's employees who reside in Miami-Dade County as compared to the vendor's total workforce.

**Due Diligence**

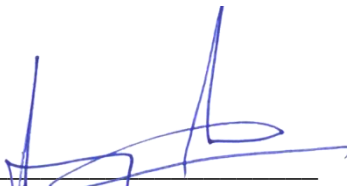
Pursuant to Resolution No. R-187-12, due diligence was conducted in accordance with SPD's Procurement Guidelines to determine vendor responsibility, including verifying corporate status and that

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.

Pursuant to Resolution No. R-140-15, prior to re-procurement, a full review of the scope of services was conducted to ensure the replacement contract reflects the County's current needs. The review included conducting market research, posting a draft solicitation for industry comments, and holding meetings and drafting sessions with the user departments. The scope of services was updated to include that repair and installation services to be provided under Group B consist of minor repairs and/or services which do not require a permit to keep the fountains operational. Any work requiring more extensive repairs to the existing fountains or replacement of fountains to the extent of requiring permits will be performed as part of the Miscellaneous Construction Contracts (MCC) Program or by licensed County personnel. Library locations were also added to a group for ponds.

**Applicability of Ordinances and Contract Measures**

- The two percent User Access Program applies.
- The Small Business Enterprise Bid Preference and Local Preference applied.
- The Living Wage Ordinance is applicable.



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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:** June 4, 2024

**FROM:**   
Gen 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 \_\_\_\_, 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)(5)  
6-4-24

RESOLUTION NO. \_\_\_\_\_

RESOLUTION APPROVING AWARD OF CONTRACT NO. EVN0000021 BY ZONES UNDER TWO GROUPS, TO DRAGONFLY POND WORKS, LLC IN AN AMOUNT NOT TO EXCEED \$1,184,002.00, ENVIRONMENTAL MANAGEMENT ACQUISITION, LLC IN AN AMOUNT NOT TO EXCEED \$221,278.00, AND FOUNTAIN DESIGN GROUP, INC. IN AN AMOUNT NOT TO EXCEED \$126,400.00 FOR LAKE AND FOUNTAIN MAINTENANCE SERVICES FOR MIAMI-DADE PUBLIC LIBRARY SYSTEM AND PARKS, RECREATION AND OPEN SPACES DEPARTMENT WITH A CUMULATIVE ALLOCATION NOT TO EXCEED \$1,531,680.00 FOR A FIVE-YEAR TERM; AND AUTHORIZING THE COUNTY MAYOR OR COUNTY MAYOR'S DESIGNEE TO GIVE NOTICE OF THIS AWARD TO THE RECOMMENDED VENDORS, ISSUE THE APPROPRIATE PURCHASE ORDERS TO GIVE EFFECT TO SAME AND EXERCISE ALL PROVISIONS OF THE CONTRACT, INCLUDING ANY CANCELLATION OR EXTENSIONS, PURSUANT TO SECTION 2-8.1 OF THE CODE OF MIAMI-DADE COUNTY, FLORIDA 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 this Board approves award of Contract No. EVN0000021 by zones under two groups, to Dragonfly Pond Works, LLC in an amount not to exceed \$1,184,002.00, Environmental Management Acquisition, LLC in an amount not to exceed \$221,278.00, and Fountain Design Group, Inc. in an amount not to exceed \$126,400.00 for lake and fountain maintenance services for Miami-Dade Public Library System and Parks, Recreation & Open Spaces Department with a cumulative allocation not to exceed \$1,531,680.00 for a five-year term; and authorizes the County Mayor or County Mayor's designee

to give notice of this award to the recommended vendors, issue the appropriate purchase orders to give effect to same and exercise all provisions of the contract, including 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 documents are on file with and available upon request from the Strategic Procurement Department.

The foregoing resolution was offered by Commissioner \_\_\_\_\_,  
who moved its adoption. The motion was seconded by Commissioner \_\_\_\_\_  
and upon being put to a vote, the vote was as follows:

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

The Chairperson thereupon declared this resolution duly passed and adopted this 4<sup>th</sup> day of June, 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: \_\_\_\_\_  
Deputy Clerk

Approved by County Attorney  
as to form and legal sufficiency.

mjs

Melanie J. Spencer