Attachment A

Renewals

Agreement No.	**Title**
ITN 2017-097-WG	City Employee Healthy Café Lease and Concessions
Contractor	**Revenue Amount:**
Taste Bakery MB City Hall LLC d/b/a Taste Bakery Café	$57,628.76 is estimated for the 120 days extension
Current Term	**Renewal Term**
10/31/2021 -10/31/2022	10/31/2022 - 2/28/2023 pending award of the new Agreement.

Brief Scope:

The purpose of this Agreement is to operate the food and beverage concession located on the ground floor retail space of the City-owned building located at 773 17th Street (adjacent to City Hall).

Justification:

On November 1, 2017, the City of Miami Beach ("City") and Taste Bakery MB City Hall LLC d/b/a Taste Bakery Café ("Tenant") entered into a Lease Agreement pursuant to ITN 2017-097-WG to provide healthy menu options for City employees. Taste Bakery Café currently operates the food and beverage cafe on the ground floor retail space of the City-owned building 773 17th Street (adjacent to City Hall). The Agreement had an initial term of three (3) years and two (2) additional, one-year renewal terms. The Agreement is on its last renewal term and scheduled to expire on October 31, 2022.

On April 6, 2022, the City Commission approved the issuance of an Invitation to Negotiate (ITN) No. 2022-066-WG. However, no responses to the ITN were received. Consequently, the Administration will review option(s) for this site and make a recommendation to the City Commission.

According to the Facilities and Fleet Management Department, Taste Bakery has been an excellent operator over the last several years. They have followed the stipulations of its lease and complied with all City regulations. In addition, the CPI-U for the Miami-Fort Lauderdale-West Palm Beach region increased by 10.6% from July 13, 2021, through July 13, 2022, while rates under the Agreement remained constant. Furthermore, the Facilities and Fleet Management Department has provided a positive performance evaluation and recommended the extension of the Agreement.

Therefore, this item seeks the Mayor and City Commission's approval pursuant to Section 41 of the Solicitation to extend the Agreement for 120 days until February 28, 2023, as the City continues to need these services.

Task Orders

Agreement No.	**Title**
ITB No. 2021-060-DF	Prequalification Pool for Cisco Networking Equipment
Contractor	**Amount**
CDW Government LLC	Total Amount: $179,133.97

Brief Scope:

On December 8, 2021, The Mayor and City Commission adopted Resolution 2021-31938, pursuant to ITB 2021-060-DF, to establish a pool of Cisco gold-certified partners. Per the Resolution, City Commission approval is required for purchases greater than $100,000.

Justification:

On July 28, 2022, the IT Department issued ITQ No. 2022-039-IT, pursuant to ITB No. 2021-060-DF, to the two (2) prequalified vendors in the pool to provide pricing for Meraki Wireless upgrade Access Points. Only one quote (see Attachment B) was received from CDW Government LLC as noted below.

Contractor	Quote Amount
CDW Government LLC	$179,133.97

Based on the justification stated herein and pursuant to Resolution 2021-31938, this item seeks approval from the Mayor and City Commission to issue a purchase order to CDW Government LLC for the Meraki Wireless Access Points in the amount of $179,133.97.

Agreement No.	**Title**
ITB No. 2020-184-DF	Prequalification Pool of Microsoft Resellers
Contractor	**Amount**
CDW Government LLC	Total Amount: $291,800.00

Brief Scope:

On June 24, 2020, the Mayor and City Commission adopted Resolution 2020-31295, pursuant to ITB No. 2020-184-DF, to establish a pool of prequalified resellers for the purchase of Microsoft products. Per the Resolution, City Commission approval is required for projects greater than $100,000.00.

Justification:

On July 7, 2022, the IT Department issued ITQ No. 2022-035-IT, pursuant to ITB No. 2020-184-DF, to all vendors in the prequalification pool for the purchase and delivery of 200 Microsoft Surfaces, docking station, and warranty. CDW Government LLC provided the lowest responsive quote for the services (see Attachment C). See tabulation below.

Contractor	Quote Amount
CDW Government LLC	$291,800.00
HPI International, Inc.	$296,698.63
Insight Public Sector, Inc.	$319,200.00
Mvation Worldwide, Inc.	$320,980.00
Thomas Consultants, Inc.	$325,712.00

Based on the justification included herein and pursuant to Resolution 2020-31295, this item seeks approval from the Mayor and City Commission to issue a purchase order to CDW Government LLC for Microsoft Surface Laptops in the amount of $291,800.00.

Change Order

Agreement No. ITN No. 2018-003-JC	**Title** Insurance Certificate Tracking System and Related Services	
Contractor Exigis LLC	**Current Term** 8/14/2018– 8/13/2023	**Amount** Impact Amount: $2,362.87

Brief Scope:

On March 7, 2018, the Mayor and City Commission adopted Resolution No. 2018-30244, which authorized the Administration to enter into negotiations with Exigis LLC ("Contractor") pursuant to Invitation to Negotiate (ITN) No. 2018-003-JC for Insurance Certificate Tracking System and Related Services (the "Agreement"). On August 14, 2018, the City and Contractor executed an Agreement with an initial term of three (3) years, with two (2) one-year renewal options. The services are critical in ensuring that contractors do not perform work without the levels of insurance necessary to protect the City. The Agreement is on its last renewal term and scheduled to expire on August 18, 2023. On July 1, 2022, the Contractor requested an 8.6% price increase of the monthly fee established in ITN No. 2018-003-JC.

Justification:

Pursuant to Exhibit A of the Agreement, the City may consider a CPI-U index or 3%, whichever is less, not to increase the applicable Bureau of Labor Statistics (www.bls.gov). As part of its last renewal term, the Contractor requested an 8.6% price increase in the monthly fee. Consequently, the Procurement Department reviewed the Consumer Price Index for the Miami/Fort Lauderdale Urban area (CPI-U) report released on July 13, 2022, by the Bureau of Labor Statistics, which revealed a 10.6% increase. The resulting monthly impact for the base fee is $214.81. The Human Resources Department, Risk Management Division has determined that although the 8.6% rate increase request is more than the 3% allowed in the Agreement, the percentage increase is fair and reasonable given the actual inflation increase since inception of the agreement. The Human Resources Department, Risk Management Division has the budget to absorb the rate increase effective October 1, 2022.

Based on the justification stated herein, this item seeks approval from the Mayor and City Commission to increase the base service fee in the amount of $2,362.87 through the end date of the Agreement. Staff finds the increase necessary and recommends the approval. A competitive solicitation will be issued in the first quarter of 2023 to establish a replacement contract prior to expiration of this agreement.

Contract Amendment

Agreement No. RFP 2021-091-KB	**Title** Commercial Records Management Contract Amendment
Contractor Access Information Management Corporation, LLC	**Amount:** The items are as needed. However, the total cost of the term of the agreement is not expected to exceed $10,000; however, expenditures are subject to funds availability approved through the budgeting process.
Current Term 04/04/2022 - 04/03/2025	

Brief Scope:

On September 17, 2021, the Mayor and City Commission approved the award of Request for Proposal ("RFP") No. 2021-091-KB for Commercial Records Management pursuant to Resolution No. 2021-31836. On April 4, 2021, the City and Contractor executed the Agreement with respect to Commercial Records Management. This Agreement is used for offsite storage of City documents.

Justification:

Supplies necessary for the services, as noted in Attachment D, were inadvertently omitted from the Agreement. This Amendment will add the omitted line items to the the contract.

This item seeks the Mayor and City Commission's approval to execute Amendment No. 1 to the Agreement with Access to incorporate the additional items.