

DEPARTMENTAL INPUT
CONTRACT/PROJECT MEASURE ANALYSIS AND RECOMMENDATION

New
 OTR
 Sole Source
 Bid Waiver
 Emergency
 Previous Contract/Project No. _____
 Contract _____
 Re-Bid
 Other
 LIVING WAGE APPLIES: YES NO
 Requisition No./Project No.: RQID1200055
 TERM OF CONTRACT 6 MONTH(S) WITH _____ YEAR(S) OTR

Requisition /Project Title: INFOR EAM Project Extension

Description: Emergency purchase to establish a short term contract for professional services to allow for the completion of required tasks in support of the INFOR EAM implementation within ISD. Continuity of services is required to complete the outstanding tasks required to transfer the project over to internal IT staff within ISD.

Issuing Department: ISD
 Contact Person: Margaret Brown
 Phone: 305 375-4914

Estimate Cost: \$100,000 for 6 months
 Funding Source: GENERAL FEDERAL OTHER
InternalSvcsCha

ANALYSIS

Commodity Codes: 918-29			
Contract/Project History of previous purchases three (3) years Check here <input checked="" type="checkbox"/> if this is a new contract/purchase with no previous history.			
	EXISTING	2ND YEAR	3RD YEAR
Contractor:			
Small Business Enterprise:			
Contract Value:			
Comments: :			

Continued on another page (s): YES NO

RECOMMENDATIONS

	Set-aside	Sub-contractor goal	Bid preference	Selection factor
SBE				

Basis of Recommendation: _____

Signed: Margaret Brown
 Date sent to DBD: April 26, 2012
 Date returned to DPM: _____

RECEIVED
 DEPT. BUSINESS DEV.
 2012 APR 26 PM 2:52

MIAMI-DADE COUNTY
PURCHASE REQUISITION

REQUISITION ID: RQID1200055 PRINT DATE: 04/23/12 PAGE: 01

REQUISITION STATUS: NOPT BUYER : ADAMES A MELISSA

SHIP TO:
ISD ADMINISTRATION
111 NW 1 ST STE 2410
MIAMI, FL 33128

BILL TO:
ISD ADMINISTRATION
111 NW 1 ST STE 2410
MIAMI , FL 33128

DATE REQUIRED : 05/31/12
CONTACT : GLEN CLEGHORN
(305)375-1520 EXT -

RECOMMENDED VENDOR:
453956238 01 BAU OF FLORIDA INC
3511 SW 154 COURT
MIAMI , FL 33185
PHONE: (917)797-8428 EXT -

LINE	QUANTITY	U/M	COMMODITY-NO	UNIT COST	EXTENDED PRICE
001	1.00	LO	918-29	50,000.0000	50,000.00

EXTENSION TO COMPLETE THE IMPLEMENTATION OF THE INFOR SYSTEM.

ACCOUNTING INFORMATION

SFX INDEX	SUBOBJ	USERCODE	PROJECT	PRJDTL	GRANT	GRDTL	AMOUNT / %
01	ID06327387	26110					50000.00

LINE	QUANTITY	U/M	COMMODITY-NO	UNIT COST	EXTENDED PRICE
002	1.00	LO	918-29	50,000.0000	50,000.00

EXTENSION TO COMPLETE THE IMPLEMENTATION OF THE INFOR SYSTEM.

MIAMI-DADE COUNTY
PURCHASE REQUISITION

REQUISITION ID: RQID1200055 PRINT DATE: 04/23/12 PAGE: 02

REQUISITION STATUS: NOPT BUYER : ADAMES A MELISSA

DATE REQUIRED : 05/31/12
CONTACT : GLEN CLEGHORN
(305)375-1520 EXT -

RECOMMENDED VENDOR:
453956238 01 BAU OF FLORIDA INC
3511 SW 154 COURT
MIAMI , FL 33185
PHONE: (917)797-8428 EXT -

ACCOUNTING INFORMATION

SFX INDEX	SUBOBJ	USERCODE	PROJECT	PRJDTL	GRANT	GRTDTL	AMOUNT / %
02	ID09327346	26110					50000.00

STATE TAX TOTAL:
LOCAL TAX TOTAL:

ESTIMATED TOTAL: 100,000.00

MIAMI-DADE COUNTY
PURCHASE REQUISITION

REQUISITION ID: RQID1200055 PRINT DATE: 04/23/12 PAGE: 03

REQUISITION STATUS: NOPT BUYER : ADAMES A MELISSA

DATE REQUIRED : 05/31/12
CONTACT : GLEN CLEGHORN
(305)375-1520 EXT -

RECOMMENDED VENDOR:
453956238 01 BAU OF FLORIDA INC
3511 SW 154 COURT
MIAMI , FL 33185
PHONE: (917)797-8428 EXT -

SUMMARY ACCOUNTING INFORMATION

SFX INDEX	SUBOBJ	USERCODE	PROJCT	PRJDTL	GRANT	GRTDTL	AMOUNT / %
01	ID06327387		26110				
02	ID09327346		26110				
							100,000.00

***** LAST PAGE *****

BP
11
01



**SECTION #3
EMERGENCY PURCHASES**

NOTE TO DEPARTMENTS: COMPLETE ITEMS MARKED WITH (▶)

▶ REQUISITION #: RQID1200055

P.O. #: _____

BCC DATE: N/A

▶ ACQUISITION DATE (Date Order Is Placed): 05/01/2012

▶ TITLE:	<u>INFOR EAM Project Extension</u>
▶ DESCRIPTION:	<u>Continuity of services is required for the INFOR Enterprise Asset Management (EAM) solution implementation for the Facilities/Utilities and Design/Construction divisions within the Internal Services Department (ISD).</u>
▶ PURPOSE:	<u>Establish a short term contract for professional services to allow for the completion of required tasks in support of the INFOR EAM implementation within ISD. Continuity of services is required to complete the outstanding tasks required to transfer the project over to internal IT staff within ISD.</u>

▶ Department(s):	▶ Funding Source(s):	▶ Allocation(s):
Internal Services	Internal Services Charges	\$ 100,000.00
*		\$

▶ TERM OF CONTRACT:	<input type="checkbox"/> One	<input type="checkbox"/> Two	<input type="checkbox"/> Three	<input type="checkbox"/> Four	<input type="checkbox"/> Five	▶ Year(s)
	<input checked="" type="checkbox"/> 6 Month(s)					
	<input type="checkbox"/> Contract Period From _____ to _____					
	<input type="checkbox"/> Upon Completion ▶ From _____ to _____					
	<input type="checkbox"/> Upon Delivery ▶ _____ Days A.R.O. (after Receipt of Order)					

Special Conditions:	<input checked="" type="checkbox"/> Insurance Type <u>1</u>
	<input type="checkbox"/> Performance/Payment Bond
	<input type="checkbox"/> Certificate of Competency
	<input type="checkbox"/> Living Wage Applies

SBE Measures:	<input checked="" type="checkbox"/> None	<input type="checkbox"/> Set Aside	<input type="checkbox"/> SBE	<input type="checkbox"/> Micro Enterprise	Review Committee Date: <u>N/A</u>
	<input type="checkbox"/> Bid Preference	<input type="checkbox"/> SBE	<input type="checkbox"/> Micro Enterprise	Item #: _____	
	<input type="checkbox"/> Goal	<input type="checkbox"/> SBE	<input type="checkbox"/> Micro Enterprise		

▶ Number of Price Quotation(s): Requested: 1 Received: 1

Awarded To Low Bidder: YES NO, If "NO", provide explanation in the Comments section

Vendor: <u>BAU of Florida, Inc. 453956238 / 01</u>	Vendor: _____
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Contract Value: \$100,000 for the 6 month term

Did Local Preference affect the outcome of the Award?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO, if "YES", provide detailed explanation in the "Comments" section
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SECTION #3
EMERGENCY PURCHASES

REQUISITION #RQID1200055
TITLE: INFOR EAM PROJECT EXTENSION

UAP Included: <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	<ul style="list-style-type: none">• Will CITT Funds be used? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO• Will Federal Funds be used? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO• If UAP is not included, Attach written approval to waive UAP and provide an explanation in the "Comments" section
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► **Justification and Comments:** A short term contract is required to provide continuity of services for the INFOR Enterprise Asset Management (EAM) solution implementation for the Facilities/Utilities and Design/Construction Divisions within the Internal Services Department (ISD). The contract will provide ISD with the ability to purchase required professional services for completion of outstanding computer programming, trouble shooting, and development for the EAM System. The EAM System provides an asset management solution for work order/maintenance management, property management, inventory management, call center and construction project management integrated with construction estimating and financial systems.

Background/Need to Know: The consultant that will be working with the County under this agreement has been working on these ISD projects for over 2 years. The modules have been highly customized to meet the business needs of the divisions within ISD. This extension will enable ISD to complete various on-going project tasks in the mobile and desktop applications. The consultant has the unique skills necessary to complete the modules. Retaining the consultant will allow ISD to maximize the investment already made in customizing the EAM System and to fully implement the modules developed to enhance efficiencies in managing county facilities, utilities and construction projects. (Refer to the attachment for a detailed task list.)

Potential Issues: _____

► **Signature(s):**

<u>Celia Hudson</u> Contact Person	<u>4/23/12</u> Date
<u>(305) 375-2898</u> Telephone	
<u>[Signature]</u> Department Director Approval	<u>4/24/12</u> Date

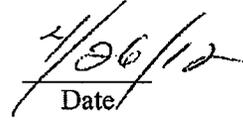
ISD Procurement Management Services Use Only

SECTION #3
EMERGENCY PURCHASES

REQUISITION #RQID1200055
TITLE: INFOR EAM PROJECT EXTENSION

Signatures(s):


Procurement Contracting Officer

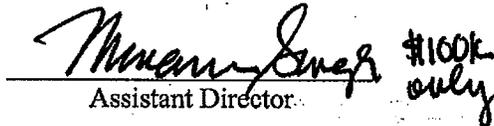

Date

Procurement Manager

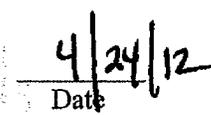
Date

Division Director

Date


Assistant Director

#100K
only


Date

Vendor Assistance Section

Date

Attach: 1. Explanation of the emergency situation. 2. Written price quotation(s) including terms and conditions. 3. Vendor(s) Certificate of Insurance. 4. Copy of invoice(s).

**Internal Services Department
Facilities/Utilities and Design/Construction
Infor Project – Extension for One .NET/Mobile Developer**

The Infor Enterprise Asset Management System (EAMS) for Facilities/Utilities has been implemented in a production environment since 2008. The implementation schedule was as follows.

2008 – Equipment Hierarchy, Service Request, Work Order and Security.
2009 – Preventive Maintenance Schedules, Inspections, Routes, and Reports.
2010 – Utilities integration, Infor upgrade from 8.1 to 8.3, and Director Initiative.
2011 – Utilities equipment hierarchy, Inventory, Call Center, and Elevator Monitoring.
2012 – Mobile implementation for SPCC, Gerstein, Courthouse Center, Medical Examiner, and Utilities.

The Facilities/Utilities project requires additional support in the following items.

- User Training for Mobile Work and Inventory applications.
- Additional support and training where applicable.
- IT staff training.

The Infor EAMS project for Design/Construction is in the process of implementing into a production environment and requires additional support in the following items.

- Estimate to Infor Integration.
- Mobile Weekly Project Status module.
- Vendor and Index Code integration.
- User Training for Desktop and Mobile applications.
- IT Staff Training.
- Enhance DCS Online to include Infor data.
- Additional support and training where applicable.

The proposed term of this support is 6 months, starting in May 2012 with the consultant services not to exceed 40 hours per week.

BAU OF FLORIDA, INC.

APRIL 20, 2012

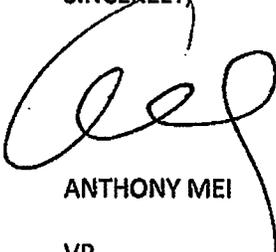
MIAMI-DADE COUNTY
INTERNAL SERVICES DEPARTMENT
111 NW 1 STREET FLOOR 21
MIAMI, FL 33128

RE: PROPOSAL FOR INFOR EAM PROJECT EXTENSION

TO WHOM IT MAY CONCERN:

THIS IS A PROPOSAL IN RESPONSE TO THE REQUEST FOR EXTENSION OF THE INFOR EAM PROJECT FOR INTERNAL SERVICES, FUMD AND DCS DIVISIONS. BAU OF FLORIDA WILL PROVIDE THE SERVICES OF THE SOFTWARE ARCHITECT AND INTEGRATION SPECIALIST, RAMÓN GENE AT THE RATE OF \$150/HOUR TO PROVIDE PROFESSIONAL SERVICES FOR MOBILE AND WINDOWS APPLICATION DEVELOPMENT, AS WELL AS SUPPORT TRAINING AS NEEDED.

SINCERELY,



ANTHONY MEI

VP