



AGENDA REQUEST FORM

THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA

MEETING DATE	2020-04-21 10:00 - Regular School Board Meeting
AGENDA ITEM	ITEMS
CATEGORY	E. OFFICE OF STRATEGY & OPERATIONS
DEPARTMENT	Procurement & Warehousing Services

Special Order Request	
<input type="radio"/> Yes	<input checked="" type="radio"/> No
Time	
Open Agenda	
<input type="radio"/> Yes	<input checked="" type="radio"/> No

ITEM No.:
E-2.

TITLE:
Recommendation to Approve a Piggyback Agreement - FY20-220 - Miami Dade County User Access Program

REQUESTED ACTION:
Approve the recommendation to award the above Piggyback Agreement. Contract Term: Indefinite; User Department: Procurement & Warehousing Services (PWS); Award Amount: \$None; Awarded Vendor(s): None; Small/Minority/Women Business Enterprise Vendor(s): None.

SUMMARY EXPLANATION AND BACKGROUND:
This request is to approve the use of Miami Dade County's User Access Program (UAP). The UAP is designed to allow governmental, quasi-governmental and not-for-profit agencies to access nearly eight hundred (800) competitively established County contracts and prequalification pools for a wide range of goods and services. PWS recommends becoming a member of UAP as it will allow the District to piggyback the county's contracts and benefit from program rebates. This Agreement has been reviewed and approved as to form and legal content by the Office of the General Counsel.

SCHOOL BOARD GOALS:
 Goal 1: High Quality Instruction
 Goal 2: Safe & Supportive Environment
 Goal 3: Effective Communication

FINANCIAL IMPACT:
There is a positive financial impact to the District.

EXHIBITS: (List)
(1) Executive Summary (2) Agreement

BOARD ACTION:
APPROVED
(For Official School Board Records Office Only)

SOURCE OF ADDITIONAL INFORMATION:	
Name: Mary C. Coker	Phone: 754-321-0501
Name:	Phone:

THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA
Senior Leader & Title

Maurice L. Woods - Chief Strategy & Operations Officer

Signature
Maurice Woods
4/13/2020, 5:22:53 PM

Approved In Open Board Meeting On:

APR 21 2020

By:
School Board Chair

EXECUTIVE SUMMARY

Recommendation to Approve a Piggyback Agreement FY20-220 – Miami Dade County User Access Program

Introduction

Responsible: Procurement & Warehousing Services (PWS)

This request is to approve the use of Miami Dade County's User Access Program (UAP). The UAP is designed to allow governmental, quasi-governmental, and not-for-profit agencies to access competitively established County contracts and pre-qualification pools for a wide range of goods and services.

There is a positive financial impact to the District.

Goods/Services Description

Responsible: PWS

By joining UAP, the District gains access the nearly eight hundred (800) competitively established County contracts and pre-qualification pools for a wide range of goods and services. Accessing UAP contracts enables the District to benefit from Miami Dade County's purchasing power, competitive pricing, and favorable terms and conditions.

Procurement & Warehousing Services recommends becoming a member of UAP as it will allow the District to piggyback the county's contracts.

Procurement Method

Responsible: PWS

Not Applicable.

Financial Impact

Responsible: PWS

The UAP is a revenue-sharing opportunity for governmental, quasi-governmental, and not-for-profit agencies. This program allows for a two (2) percent discount on prices, shared between both agencies, collected through a deduction on vendor invoices. PWS will work with Finance to choose the best option to benefit from the prospect rebates.



Internal Services Department

Stephen P. Clark Center
111 N.W. 1st Street, Suite 1300
Miami, Florida 33128

MIAMI-DADE COUNTY JOINT PURCHASE AND ENTITY REVENUE SHARING AGREEMENT USER ACCESS PROGRAM (UAP)

By submission of this agreement, the entity named below indicates an interest in participating in the Miami-Dade County joint purchase and revenue sharing User Access Program, hereafter referred to as the UAP. Completion of this agreement by the participating entity is a prerequisite to participation in the UAP and the use of Miami-Dade County contracts, terms, conditions and pricing. This agreement is NOT a binding obligation to purchase goods and services from County established contracts, ONLY an obligation to adhere to the following terms and conditions when choosing to utilize a County established contract.

It is understood that Miami-Dade County, Internal Services Department (ISD), Procurement Management Services will review all recurring and new requests for purchases on an annual basis for eligibility and utilization by other governmental, quasi-governmental and not-for-profit entities, using the following criteria, which should include, but not be limited to the following: any contract previously designated for access by other entities, any contract that another municipality or quasi-governmental or non-profit entity has expressed an interest in accessing, and/or any contract that is generic and can be utilized by other municipalities or quasi-governmental or non-profit entities. Such contracts and or solicitations shall be designated for the UAP and appropriate standard language shall be placed in the solicitation document to allow access to other entities in addition to Miami-Dade County departments. Miami-Dade County will notify all participating entities of the availability of contractual documents and applicable Award Sheets by posting such information online at the ISD, Procurement Management Services Website. Participation by awarded vendor(s) in the Joint Purchase portion of the UAP is at the sole discretion of the vendor. Vendors are free to elect NOT to extend County contract prices to an entity.

It is understood that each governmental, quasi-governmental and not-for-profit entity which uses a Miami-Dade County established contract will establish its own contract, release its own orders, issue its own purchase orders, be invoiced therefrom, make its own payments, determine any additional applicable shipping terms, and issue its own exemption certificates as may be required by the bidder. Note: All entities outside of the geographic boundaries as specified in the solicitation may be subject to additional shipping charges.

It is further understood and agreed that Miami-Dade County is NOT a legally binding party to any contractual agreement made between any governmental unit and any bidder/proposer as a result of this Agreement.

All purchases resulting from the use of Miami-Dade County contracts or any contract resulting from Miami-Dade County solicitations and/or the utilization of the County contract prices and terms and conditions identified in bid documents shall make reference to the specific contract bid number being accessed.

A discount (rebate) up to 2% from the total dollar amount, less any additional shipping charges, may be deducted from all invoices resulting therefrom, prior to issuing payment to the vendor. Disbursement of the discounted amount shall be 1.5% rebated to Miami-Dade County and 0.5% retained by the entity. The entity may elect to deduct all, none or part of the rebate from the vendor's invoice. Arrangements can also be made for Miami-Dade County to invoice the vendor the 2% discount if the entity is unable to make the UAP deduction or arrange for the vendor to remit the UAP discount directly to the County. In these cases Miami-Dade County will retain 1.8% of the discount and remit 0.2% of the discount to the entity to help defray administrative costs. Agencies will be required to submit Internal Revenue Services (IRS) W9 statements in order to receive their portion from Miami-Dade County. However, the entity shall be liable to the County for the 1.5% reimbursement regardless of whether the entity invokes any or all of the 2% invoice reduction.

If entities make arrangements with the vendor to remit the UAP discount directly to Miami-Dade County, the entity forfeits their portion of the discount, unless quarterly UAP Payment Reports are submitted to Miami-Dade County. Payment shall be made to Miami-Dade County on a quarterly basis, along with the attached report form. Quarterly reports and all applicable payments must be submitted to the Internal Services Department, Procurement Management Services Division, no later than 15 working days after the end of each quarter, regardless of the value of purchases during the preceding quarter. By submission of these summary reports and corresponding payment, the entity is attesting to their correctness. All such reports and payments shall be subject to audit by Miami-Dade County.

Willful falsification and/or failure to submit quarterly payment reports and make applicable payments in a timely manner may result in termination or cancellation of the privilege of accessing County contracts and any and all remedies relating to the collection of such fees shall be enforceable.



Internal Services Department

Stephen P. Clark Center
111 N.W. 1st Street, Suite 1300
Miami, Florida 33128

MIAMI-DADE COUNTY JOINT PURCHASE AND ENTITY REVENUE SHARING AGREEMENT APPLICATION FORM

*The entity indicated below requests participation in Miami-Dade County
Joint Purchase and Entity Revenue Sharing Agreement*

Entity Name: The School Board of Broward County, Florida

Contact Person: Mauricio Stradiotti

Title: Strategic Sourcing Manager

Address: 600 S.E. Third Avenue

City: Fort Lauderdale State: Florida Zip Code: 33301

Telephone No. 754-321-0505 Fax. No. N/A

E-mail address: PurchasingHelpdesk@browardschools.com Website: www.browardschools.com

See Attached

Authorized Signature:

See Attached

Title/ Position Held:

Please return application by mail to:

*Miami-Dade County
Internal Services Department, Procurement Management Services Division
111 N.W. 1st Street, Suite 1300
Miami, Florida 33128
Attention: Kyndal Campbell
or by e-mail: KYNDAL@miamidade.gov*

JOINT PURCHASE AND ENTITY REVENUE SHARING AGREEMENT APPLICATION APPROVAL

UAP Participants Validation No.: _____

Chief
Procurement
Officer's
Approval:

Namita Uppal, Chief Procurement Officer
Internal Services Department

Date: _____


Visit our website - 24 hours a day
Miami- Dade County- <http://www.miamidade.gov/Procurement/home.asp>
"Delivering Excellence Every Day"


FOR SBBC

(Corporate Seal)

THE SCHOOL BOARD OF BROWARD
COUNTY, FLORIDA

ATTEST:

By 
Donna P. Korn, Chair


Robert W. Runcie, Superintendent of Schools

Approved as to Form and Legal Content:


Digitally signed by Eric Abend
Reason: MDC UAP 2020
Date: 2020.03.05 09:20:08
-05'00'

Office of the General Counsel