



Memorandum



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To: Honorable Daniella Levine Cava, Mayor, Miami-Dade County
Honorable Chairman Jose “Pepe” Diaz, Chair
and Members, Board of County Commissioners, Miami-Dade County

From: Felix Jimenez, Inspector General

Date: April 29, 2021

Subject: OIG Observations and Comments on the Recommendation to Award the Court Case Management System Contract No. RFP-01622, Ref. IG19-0008-O

By way of this memorandum, the Office of the Inspector General (OIG) shares with you, our observations and comments regarding the procurement process and award recommendation for the Court Case Management System (CCMS) pursuant to RFP-01622. The new CCMS is intended to replace the obsolete 30-year-old Criminal Justice Information System (CJIS). This item is scheduled for consideration at the Board of County Commissioners meeting on May 4, 2021 as Agenda Item 8F10.

While the subject procurement process (RFP-01622) has taken almost a year to complete, we note that given the complexity and technological requirements of this purchase, this was in all practicality an expedited procurement. The amount of human resources (personnel from the Clerk of Courts, Eleventh Judicial Circuit and the Administrative Office of the Courts, State Attorney’s Office, Public Defender’s Office, and from Miami-Dade County’s Information Technology Department and Internal Services Department) expended on this effort is unlike any other procurement monitored by the OIG. For example, we highlight that in addition to the five voting members of the Competitive Selection Committee (CSC), three of whom are non-County employees, there were 32 Technical Advisors from five different agencies. Oral presentations were three-day long product demonstrations. As there were three firms that advanced to the Tier 2 evaluation, CSC members and staff committed to 15 days of presentations.

Again, given the complexity and technological requirements of this purchase, the Negotiating Team held 25 negotiation meetings—in addition to the Team holding 25 internal strategy meetings. This process began with an internal strategy meeting on December 4, 2020 and ended with the final negotiation meeting on March 31, 2021. During this period, there were multiple internal strategy and direct negotiation meetings each week. User agencies were consulted during internal strategy meetings to verify that their needs would be met with the new system. Their concurrence and agreement were also sought regarding the number of the tasks and resources that are required to be committed by each to ensure a smooth transition and implementation of the new CCMS. Implementation of the system will be done in a single phased approach with an anticipated four-year timeline.

The OIG acknowledges the diligence and due care exercised by the Internal Services Department and the County Attorney's Office to ensure that this already complex and difficult process was not further complicated or delayed due to the expiration of the Governor's Executive Order 20-69, which required the resumption of in-person meetings during the midst of oral presentation to the CSC. In hindsight, the ability to hold virtual meetings for most of the process was likely the key to completing this procurement in a timely manner.

Moreover, we note that RFP-01622 was a restricted procurement, i.e., competition was restricted to only six firms that had earlier responded to a predecessor RFP for a Court Case Management System. That earlier procurement process started with the receipt of an unsolicited proposal in April 2018 and the development and issuance of RFP-01208 in March 2019, but ultimately ended in April 2020 when the final two firms left for evaluation were determined to be non-responsive, thus leaving no remaining viable responsive proposals. The restriction found in RFP-01622, we believe, was entirely reasonable under the circumstances, and we do not find that it diminished the competitiveness of this procurement. Ultimately four of the six firms responded to the successor RFP, and three firms advanced to the Tier 2 evaluation. The top ranked firm, Pioneer Technology, who is recommended for award, bested the second ranked firm by six percent of the total points available, and the third ranked firm by 16 percent of the total points available.

The OIG observes that the process was conducted in a fair and transparent manner. The CSC members were engaged, deliberations were thoughtful, and negotiations were thorough. There were no exceptions observed.

The Office of the Inspector General expresses its appreciation and thanks the Internal Services Department, Information Technology Department, Administrative Office of the Courts for the Eleventh Judicial Circuit, Clerk of the Courts, Office of the State Attorney, and Office of the Public Defender for the courtesies and cooperation extended during this procurement process.

cc: Hon. Bertila Soto, Chief Judge, Eleventh Judicial Circuit
Hon. Nushin Sayfie, Chief Judge-Elect, Eleventh Judicial Circuit
Hon. Harvey Ruvlin, Clerk of the Courts
Hon. Katherine Fernandez Rundle, State Attorney, Eleventh Judicial Circuit
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