Miami-Dade County Public Schools Office of the Inspector General

Exhibit 1



Katina L. Benton President

Alexandria Gibson Vice President

April 17, 2007

TO:

All Employees

FROM:

Ruby Lee Administrators

SUBJECT: PAYROLL ISSUES

Effective immediately, all employees must report to Norland Elementary School (19340 NW 8th Court) after 5:00 p.m. to pick-up your payroll check. Checks will no longer be delivered to your site on pay dates.

Thank you once again for your cooperation.

KB/ag

Office of the Inspector General

Exhibit 2

Ruby Lee Cleaning Service, Inc. Payroll Period: 02/23/07-03/08/07 Pay Date: 03/16/07

EMPLOYEE'S NAME	TOTAL HOURS WORKED	RATE OF PAY	GROSS	DEDUCTIONS	NET	FILING STATUS	YTD
	60	11.76	705.60		705.60	\$10	2622.48
FED W/H				0.00	705.60		37.17
SOCIAL SECURITY				43.75	661.85		162.59
MEDICARE				10.23	651.62		38.03
NET					651.62	•	

Ruby Lee Cleaning Service, Inc. Payroll Period: 02/23/07-03/08/07 Pay Date: 03/16/07

	TOTAL HOURS	RATE				FILING	,
EMPLOYEE'S NAME	WORKED		GROSS	DEDUCTIONS	NET	STATUS	YTD
EIII EOTEE STATIE		11.76		***	940.80		3269.28
CCD MULL	80	11.70	940.00			<u>S3</u>	
FED W/H				52.62	888.18		145.16
SOCIAL SECURITY		•		58.33	829.85		202.70
MEDICARE				13.64	816.21		47.40
NET					816.21		

Ruby Lee Cleaning Service, Inc. Payroll Period: 02/23/07-03/08/07 Pay Date: 03/16/07

	TOTAL HOURS	RATE				FILING	
EMPLOYEE'S NAME	WORKED	OF PAY	GROSS	DEDUCTIONS	NET	STATUS	YTD
	80	11.76	940.80		940.80	S2	3451.56
FED W/H]		72.24	868.56		194.19
SOCIAL SECURITY				58.33	810.23		214.01
MEDICARE				13.64	796.59		50.05
NET					796.59		

Ruby Lee Cleaning Service, Inc. Payroll Period: 02/23/07-03/08/07 Pay Date: 03/16/07

1	TOTAL			-			
	HOURS	RATE				FILING	
EMPLOYEE'S NAME	WORKED	OF PAY	GROSS	DEDUCTIONS	NET	STATUS	YTD
	80	12.00	960.00		960.00	S0	3552.00
FED W/H				114.35	845.65		374.96
SOCIAL SECURITY				59.52	786.13		220.22
MEDICARE				13.92	772.21		51.51
NET					772.21		· · ·

Ruby Lee Cleaning Service, Inc. Payroll Period: 02/23/07-03/08/07 Pay Date: 03/16/07

	TOTAL						
!	HOURS	RATE				FILING	
EMPLOYEE'S NAME	WORKED	OF PAY	GROSS	DEDUCTIONS	NET	STATUS	YTD
	77.5	11.76	911.40		911.40	M1	2887.08
FED W/H				47.29	864.11		119.54
SOCIAL SECURITY				56.51	807.60		179.00
MEDICARE				13.22	794.38	-	41.87
NET					794.38		

Office of the Inspector General

Exhibit 3

Broward County Vendor Registration Forms

o oznaje Grvateka us	Date Rojesterid (1	Email Notification	Comments,
Broward County	9/08	yes	Had to change email address with the county.
Hollywood	01/05/09	yes	Gibson registered.
Hallandale	01/05/09	yes	<u> </u>
Miramar	01/05/09	yes	Registered with Miramar through Onvia DemandStar
Pembroke Pines			Sent Gibson the attachment of the form to fill out and fax. (1-5-09)
Dania	01/05/09	yes	Dania has an open bid, sent email to K Benton & A Gibson
Davie			Unable to register at present time.
Plantation	01/05/09	Yes	w-9 form should be faxed to 954-797-2649.
Fort Lauderdale	01/05/09	Yes	Had to register with Bidsync to be an online vendor.
Sunrise			Bids/RFP's cannot be downloaded, must check online frequently.
Lauderhill	01/05/09	Yes	

Miami-Dade County Public Schools Office of the Inspector General

Exhibit 4

(CD of electronic files not included)

Final Report

Office of the Inspector General

Exhibit 5



CONTRACT AWARD SHEET DEPARTMENT OF PROCUREMENT MANAGEMENT

Bid No. EPP8115-1/08-1

Award Sheet

PURCHASING DIVISION

BID NO.: EPP8115-1/08-1

PREVIOUS BID NO.:

TITLE:

JANITORIAL SERVICES FOR MDHA

CURRENT CONTRACT PERIOD: 01/01/2008 through 12/31/2008

Total # of OTRs: 1

MODIFICATION HISTORY

	Bid No. EPP8115-1/08-1	Award Sheet	
	DPM N	otes	
	•		
	APPLICABLE OF	DINANCES	
LIVING WAGE: Yes	UAP: No	IG: Yes	
OTHER APPLICABLE ORDINA	NCES:		
CONTRACT AWARD INFORMA No Local Preference Small Business Enterprise (SBE) Miscellaneous:	TION: No Micro Enterprise PTP Funds	Full Federal Funding <u>No</u> Partial Federal Funding <u>No</u>	Performance Bond Insurance
REQUI	SITION NO.:		
PROCUREMENT, AGENT: V PHONE: 305 375-4435	VIGGINS DRAKUS FAX: 305 375-4407	EMAIL: DWIGGIN@MIAN	ИIDADE.GOV

Bid No. EPP8115-1/08-1

Award Sheet

FOB_TERMS: DEST PAYMENT TERMS:	NET			TOLL PHONE: -	
					
ENDOR INFORMATION:	CERTIFIED VEN	DOR		ASSIGNED MEASURES	
ocal Vendor:	SBE		Set Aside	Bid Pref.	
	Micro Ent.		Selection Factor	Goal	
	Other:		-	Vendor Record Ver	ified?
	****	*****	***********	****	
					
Vendor Contacts:			· 	··	
Name	Phonei	Phone2	Fax	Email Address	
KATINA L BENTON	305-968-1484	•	@: 305-651-4553; x	agribson@dadeschools.net	
VENDOR NAME:	LECOUNTE BUILDI	NG MAINTE	ENANCE		
	LECOUNTE BUILDIN		ENANCE		3314
FEIN: 591521100	SUFFIX		ENANCE CITY:MIAMI	ST: FL	3314 ZIP:
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Contract No. EPP8115-1/08-1, Janitorial Services for Miami Dade Housing Agency

Award Sheet Attachment

Items Awarded

Note: While the award is made to multiple vendors by group to assure availability of service, the primary vendor is given the first opportunity to perform the services identified in this contract. If the primary vendor is terminated from a group or the contract, the County may seek the identified services from the secondary vendor. If the secondary vendor declines the opportunity to perform or is terminated from a group or the contract, the County may seek the identified services from the tertiary vendor.

Iten	n No.	Primary Vendor	Secondary Vendor
Gro	oup 1:	Ruby Lee Cleaning	LeCounte Building
1.	Newberg Offices	\$1,102.63 per mth	\$463.08 per mth
4.	Little River Satellite Ofc.	\$1,102.63 per mth	\$1,277.99 per mth
5.	Little River Plaza	\$1,511.12 per mth	\$913.90 per mth
Gro	oup 2:	Ruby Lee Cleaning	TCB Systems, Inc.
1.	Lemon City	\$1,511.12 per mth	\$1,394.25 per mth
2.	Peters Plaza	\$1,511.12 per mth	\$1,195.62 per mth
5.	Victory Homes Mgt. Ofc.	\$1,102.63 per mth	\$1,394.25 per mth
ತೆ.	Jollivette Plaza	\$980.00 per mith	
	no i:	Rawy Lab Cleaning	Able Business
î.	Pain Towers	\$1,312.79 per mth	\$1,858.19 per mth
2.	Palm Courts	\$1,312.79 per mth	\$1,858,19 per mth
3.	Twin Lakes	\$904.31 per mth	<u>\$936.90</u> per mth
4.	Liberty Square Mgt Ofc,	\$904.31 per mith	\$362.93 per mitn
5.	Region 1	\$904.31 per mth	\$988.95 per mth
7.	Ward Tower	\$1,312.79 per mth	\$1,858,19 per mth
Gro	ម ភ 4:	TCB Systems, Inc.	Ruby Lee Cleaning
1.	Donn Gardens Mgt. Ofc.	\$1,195.62 per mth	•
3.	Dante Fascell		\$1,276.16 per min
	Three Round Towers	\$1,195,62 per mth	\$1,684.65 per mth
4.	Three Round Towers	\$1,751.88 per mth	\$2,501.63 per mth
Gro	up 5;	LeCounte Building	
7.		\$936.90 per mth	
	Mgmt Office		
Gro	սք 6։	Able Business	Housekeeping
1.	Carol City Mgt Ofc.	\$936,90 per mth	\$1,003.94 per mth
2.	Palmetto Gardens	-	
۷.	Palmetto Gardens	\$936.90 per mth	\$1,003.94 per mth

lter	n No.	Primary Vendor	Secondary Vendor	Tertiary Vendor
Gro	oup 7:	TCB Systems, Inc.	Daryi Professional	Ruby Lee Cleaning
1.	Jack Orr Plaza	\$1,394.25 per mth	\$2,909. <u>60</u> per mth	\$2,212.41 per mth
3.	Phyllis Wheatley	\$1,195.62 per mth	\$1,389.74 per mth	\$1,395.43 per mth
4.	Wynwood Elderly	\$1,579,68 per mth	\$1,389.74 per mth	\$2,212.41 per mth
6.	Claude Pepper	\$1,579,68 per mth	\$2,909.60 per mth	\$2,212.41 per mth
~ ~		Dubyt as Oleration	NOD Contract to	D1 D 5 1
	oup 3:	Ruby Lee Cleaning	TCB Systems, Inc.	Daryl Professional
1.		\$986.94 per mth	\$1,195.62 per mth	\$614.19 per mth
2.	Robert King High	\$2,212,41 per mth	\$1,023.42 per mth	\$2,909.60 per mth
3.	Central Office; New Board Room; Bldgs. A, B, C, D, E, F, G; & Office of Compliance	<u>\$2,212,41</u> per mth	<u>\$6,400.58</u> per mth	<u>\$3,471.74</u> per mth
4.	Haley Sofge Towers	\$2,212.41 per mth	\$1,195.62 per mth	\$3,013.70 per mth
5.	Helen Sawyer Plaza	\$3,029.38 per mth	\$1,950.51 per mth	\$3,903.75 per mth
Ω	0-	TOD Continue Inc	0011-4	
	oup 9:	TCB Systems, Inc.	CSI International	
1.	Smathers Plaza	\$3,586.86 per mth	\$3,359.31 per mth	
7.	Harry Cain	\$1,195.62 per mth	\$3,803.29 per mth	
Gro	oup 10:	TCB Systems, Inc.	Able Business	
1.	Stirrup Plaza	\$1,394.25 per mth	\$3,331.20 per mth	
4.	South Miami Plaza	\$1,579.68 per mth	\$3,331.20 per mth	
Iten	n No.	Price Per Month	Awarded Vendor	
1.	Emmer Turnkey	\$825.00	Able Business	
2.	Kline Nunn	\$800.00	Able Business	
4.	Rainbow Village	<u>\$481.01</u>	LeCounte Building	
5.	Jose Marti Plaza	\$559.99	LeCounte Building	
7.	Little Havana Homes	\$552.67	LeCounte Building	
9.	Gwen Cherry Mgt Ofc. (14)	\$331.74	LeCounte Building	



AWARD SHEET

ADDENDUM NO. 1

TO:

All Client Departments

DATE:

January 4, 2008

FROM: Drakus Wiggins, CPPB

BID NO.: EPP8115-1/08-1

Sr. Procurement Contracting Agent

TITLE:

Janitorial Services for Miami-

Dade Housing Agency

Please note the following change(s):

The following site is awarded to the contract based on price quotes.

11

Item No. Description

Price Per Month

\$1,200.00

Awarded Vendor Ruby Lee Cleaning

Applicant and Leasing Center (ALC) 2925 N.W. 18th Avenue

Shift 2 (8:00AM to 12:00PM - 4 hours)

Monday through Friday

POC: Yolanda Reyes Ph. (305) 638-6026

ALL OTHER INFORMATION REMAINS THE SAME

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YES , N	ю х	. If "yet", complete the information belo	ow (use duplicate form for multiple relationships)
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. YES	но	If "yes", complete the information beli	ow (use duplicate form for multiple relationships)
ami-Dade Courty Employee Nam	Mr	<u> </u>	
mer/Principal Name		Owner/Principa Employee	al relationship to County
omi-Dada County Employee I.D. I	# <u></u>	Miami-Dade Co Employee works	unty Department where
ation Held:		County Employe	ne Hire Deter
		, .	
· · · · · · · · · · · · · · · · · · ·		,	<u> </u>
	••	AFFIRMATIONS AND SIGNAT	TURES .
and explain the operation of County with current, comp.	of the business de: July and accurate	ribed herein or well as the ownership of	and include all of the material necessary to identify it. The undersigned agrees to provide Mismi-Dade if and for all proposed changes in any contractual
Signed this (dote):	1st	day of December	20 08
		Name	of Firm Ruby Lee Cleaning Service,
Sign by:			
Sign by:		- Title:	• •

Office of the Inspector General

Exhibit 7

Revised 08/07

NOV 2 1 2007

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RE-CERTIFICATION APPLICATION

STEPE	L BUSINESS AFFAIRS/Department of Procurement I IEN P. CLARK BUILDING W. 1 ^{8T} STREET	Co	rifical AR Piters (Theck Rigarus, mmunity Business Enterprise mmunity Small Business Enterprise	oprinte Categories) (CBE) (CSBE)	
19" Fic	or	Dis	advantaged Business Enterprise	(DBE)	
	I, FL 33128		tal Developing Business ero Business Enterprise	(LDB)	
	05) 375-3111 05) 375-3170		oro musiness Enterprise	(MICRO) (SBE)	
	: www.miamidade.gov/dbd		cal Small Car Rental	(LSCR)	
"N/A"	RUCTIONS: Please complete each item. Do not the space provided for your answer. Whenever any; use the question number to identify any answer	space is insufficient to an	swer a question completely, attach	additional sheets	
1.	FIRM NAME & ADDRESS	41			
	Name of Business: KUby L Trade Name: Ruby Lee	<u>ee Cleanin</u> Cleaning		<u>c.</u>	
	Federal Identification Number:	1-055 79 1	1		
	Street Address: 7800 NW	5th court	2255 C	. ^ T> 1.	
	City: Miami State: Contact Person: Katina Be		<u>3315D</u> County: <u>Mi</u> resident	ami-Dade	
	Telephone: 305-968-1484		305-651-4553		
	E-Mail: <u>agibsone doc</u> Mailing Address (if different): 20°	<u>deschools.i</u> 161 NIW 17	net M Ave. 102		
	• • • • • • • • • • • • • • • • • • • •	ami Floric	a 33056		
	☐ Check if new address and enclose up	dated office lease or	purchase agreement.		
2.	NUMBER OF EMPLOYEES: Full Ti	me: 4 Pa	rt Time: 5 Total:	9	
3.	a. OWNERSHIP (ALL OWNERS MUST	(ERSHIP PERCENTAGE)			
	Name of Owner(s)	Race/Ethnicity Group	% of Ownership	Other Firms Owned?	
	Vale as Bandan	مأ يع	LODD TO		
	KATIVE DENTOLT	Black -	ALGOL	N N	
			71-7-11	Y N	
				Y N	
				Y N :	
				Y N	
	b. Have any changes occurred since your Certification? Yes	business' most recer	at certification that would affe	ect its continued eligibility for	<u> </u>
		•			
	If yes, so if any change in qualifier on leg described below and provide copies of duc	elstructor of the bu umenor on althese c	sinese has taken place, place hanges:		
	NA				
				and the same of th	
		í			

Section 1: CERTIFICATION INFORMATION

A. Prior/Other Certifications						
Is your firm currently certified for	DBE	Name of	certifying agency:			
any of the following programs? (If]			<u> </u>		
Yes, check appropriate box (es))	<u> </u>	Has your	firm's state UCP co	onducted an on-site visit?		
	}			j		
. 1.17		Ycs,	on//Stat	e: No		
NO Listes, on/_/_State:No						
	8(a) STOP! If you checked either the 8(a) or SDB box, you may not					
	SDB have to complete this application. Ask your state UCP about the					
streamlined application process under the SBA-DOT MOU.						
P. Delawickson Ameliandama and I	Maria					
B. Prior/Other Applications and		nors Ban	rd of Directors affi	cers or management personnel, ever		
withdrawn an application for any of						
debarred or suspended or otherwise						
Federal entity?	mad oxodicing (hrrancec	domed or restricted	by any state of focat agency, or		
☐ Yes, on/_ / No				ļ		
If Yes, identify State and name of	of state, local.	or Feder	al agency and explai	in the nature of the action:		
, and a supplier of the suppli	/1 Dearty, 10 4-1,	V. J. 000	at affortal and output	and the field of the delicit.		
· · · · · · · · · · · · · · · · · · ·						
			· .			
	Section 2: 0	GENER	AL INFORMAT	ION		
A. Contact Information						
(1) Contact person and Title:	\odot	1 1	(2) Legal name of	firm:		
<u>Katina</u> Bento	n rresi	<u>clent</u>	Kuby lee	firm: Cleaning Service Inc. (5) Fax #: N/A		
(3) Phone #: 305 -303-0628	(4) Other	Phone #:	305-468-1484	(5) Fax #: N/A		
(6) E-mail: agibson & dad	<u>eschoulsing</u>	+ (7) V	Vobsite (if have one):			
(8) Street address of firm (No P.O. Bo	٠٠,٠	ity .	County/Parish	<u> </u>		
13899 Biscoun	<u>e 45/0c/</u>	,. <u>N</u> c	orth Miami	, Florida 33181		
(9) Mailing address of firm (if differ	rent): Ci	ity:	County/Parish	: State: Zip:		
20461 NW 17th AL	10 102	\sim	liani Flac	Ma 33066		
200101 1000 17 110		<u> </u>	HOLL THE TOP	184 90000		
B. Business Profile						
(1) Describe the primary activities of	of your firm:		_	(2) Federal Tax ID (if any)		
	-			EL AFE TO II		
Janitorial	Servic	C		51-0557911		
	•		j			
			· · · · · · · · · · · · · · · · · · ·			
(3) This firm was established on 7 /22/05 (4) I/We have owned this firm since: 7 /22/05						
(5) Method of acquisition (check all that apply):						
Started new business Bought existing business Inherited business Secured concession						
Merger or consolidation Uther (explain)						
(6) Is your firm "for profit"? Yes No STOP! If your firm is NOT for-profit, then you do NOT						
qualify for this program and do NOT need to fill out this						
application.						



Miami-Dade County Department of Small Business Development

January 29, 2009

(Alphabetical Listing by Trade Category)

RADE CATEGORIES

FIRM NAME CERT NO.	BUSN,	EXP. DATE	CONTACT	ADDRESS	PHONE / FAX
ONE CHOICE PR 11929	OPERTY MAINTENANCE MICRO/SBE	SERVICES, INC. 04/30/2009	PATRICK JOSEPH	99 NW 183rd St, Suite 200 * Miami Gardens, FL 33169-0000	305-690-4338 / 954-964-9410
PURYEAR, INC. 10731	SBE	05/31/2009	ALBERT DOTSON	P. O. Box 013940 * Miami, FL 33101-3940	305-256-2636 / 305-255-0709
QUALITY STEEM 11438	ÆR CORP. MICRO/SBE	08/31/2009	ALEJANDRO RUIZ	14372 SW 18th St * Miami, FL 33175-0000	305-480-6779 / 305-228-3875
RUBY LEE CLEA	NING SERVICE, INC	03/31/2009	KATINA BENTON	13899 Biscayne Blvd. , Suite 309 * Miami, FL 33181-0000	305-968-1484/305-651-4553
SARAI PROFESS 12340	ONAL CLEANING CORP. MICRO/SBE	04/30/2009	LEONARDO GIL	2878 W 71st P1 * Hialeah, FL 33018-6000	305-305-7275 / 305-231-8231
SEALY TRINBAC 11287	GO, INC. MICRO/SBE	04/30/2009	ALBERTY SEALY	9900 SW 168th St, Suite 7 * Miami, FL 33157-0000	305-259-9989 / 305-259-9989
SEWELL'S PROFI	ESSIONAL PAINTING & C MICRO/SBE	LEANING SERVICE., INC 09/30/2009	HEROLD SEWELL	18800 NW 2nd Ave, 220dd * Miami, FL 33169-0000	305-651-9515 / 305-651-9580
STAR CLEANING 12839	U.S.A., INC. MICRO/SBE	12/31/2009	ENRIQUE GONZALEZ	14010 NW 20th Ave * Opa-Olocka, FL 33054-0000	305-591-4406 / 305-591-8266
SUNSHINE RAPII	O CLEANING SERVICES I MICRO/SBE	NCORPORATED 02/28/2009	MERTY ECHAVARRIA	P.O. Box 570605 * Miami, FL 33257-0000	305-300-7553 / N/A
T C B SYSTEMS, 11382	INC. SBE	07/31/2009	ROBERTO ORUE	11861 SW 144 Ct, #3 * Miami, FL 33186-0000	305-385-2229 / 305-385-2440
TOTAL CONNEC 10625	TION INC. MICRO/SBE	02/28/2009	Joseph Orukotan, Sr.	P.O. Box 2303 * Opa-Locka, FL 33055	305-651-3771 / 305-651-3071
TRI-COUNTY LU 11042	MPING SERVICE, INC. MICRO/SBE	07/31/2009	DARRELL MCCOY	18421 NW 30 Ave * Miami, FL 33056-0000	305-625-6166 / 305-621-4110

Firms that have timely submitted re-certification applications which are "Under Review" are listed in red. Firms listed in red with "Under Review" designation in the Expiration Date column have not received final pproval. You may contact the firm or SBD for approval status.

Firsts with "Under Review" designations may request an expedited certification review by submitting documentation relative to their participation on an upcoming project. Contact SBD (305-375-3111) for more formation.

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