

DEPARTMENTAL INPUT
CONTRACT/PROJECT MEASURE ANALYSIS AND RECOMMENDATION

New **OTR** **Sole Source** **Bid Waiver** **Emergency** Previous Contract/Project No.
 Contract N/A

Re-Bid **Other** LIVING WAGE APPLIES: X NO

Requisition No./Project No.: **ROID1400013** TERM OF CONTRACT **5 YEAR(S) WITH 0 YEAR(S) OTR**

Requisition /Project Title: **Security Gates Services**

Description: **Service for Electrical and Mechanical Security Gates for Miami Dade Public Housing & Community Development**

Issuing Department: **Internal Services, Procurement Mgmt.** Contact Person: **Maria Hevia** Phone: **(305) 375-5073**
 Estimate Cost: **\$750,000** FUNDING SOURCE: **FEDERAL**

ANALYSIS

Commodity Codes: 680-02			
Contract/Project History of previous purchases three (3) years Check here <input type="checkbox"/> if this is a new contract/purchase with no previous history.			
	<u>EXISTING</u>	<u>2ND YEAR</u>	<u>3RD YEAR</u>
Contractor:			
Small Business Enterprise:			
Contract Value:	\$	\$	\$
Comments: There is an existing contract for this service; however, Public Housing and Community Development underestimated their usage. Current allocation for five year \$129,000. The actual usage is estimated at \$750,000. Due to such a big difference a decision was made to issue a separate contract.			
Continued on another page (s): <input type="checkbox"/> YES <input type="checkbox"/> NO			
<u>RECOMMENDATIONS</u>			
	Set-aside	Sub-contractor goal	Bid preference
SBE			
Basis of recommendation: No measure – due to the use of federal funds.			
Signed: <i>Maria Hevia</i>		Date sent to SBD: 10/22/13	
		Date returned to DPM:	

Revised April 2015

RECEIVED
 DEPT. BUSINESS DEV.
 3 OCT 22 PM 4:09

RECEIVED
 DEPT. BUSINESS DEV.
 2013 OCT 22 PM 4:09



BID NO.:

OPENING: 2:00 P.M.

, 2013

MIAMI-DADE COUNTY, FLORIDA

**I N V I T A T I O N
T O B I D**

**TITLE:
SECURITY GATES SERVICES**

**FOR INFORMATION CONTACT:
Maria Hevia, 305-375-5073, Mhevia@miamidade.gov**

IMPORTANT NOTICE TO BIDDERS:

- **READ THIS ENTIRE DOCUMENT, THE GENERAL TERMS AND CONDITIONS, AND HANDLE ALL QUESTIONS IN ACCORDANCE WITH THE TERMS OUTLINED IN PARAGRAPH 1.2(D) OF THE GENERAL TERMS AND CONDITIONS.**
- **FAILURE TO SIGN BID SUBMITTAL FORM IN SECTION 4 WILL RENDER YOUR BID NON-RESPONSIVE**

**MIAMI-DADE COUNTY
INTERNAL SERVICES DEPARTMENT
PROCUREMENT MANAGEMENT DIVISION**



MIAMI-DADE COUNTY, FLORIDA

INVITATION TO BID

Bid Number:

Bid Title: SECURITY GATES SERVICES

Procurement Officer: Maria Hevia, CPPB

Bids will be accepted until 2:00 p.m. on _____, 2013

Bids will be publicly opened. The County provides equal access and does not discriminate on the basis of disability in its programs or services. It is our policy to make all communication available to the public, including those who may be visually or hearing impaired. If you require information in a non-traditional format please call 305-375-5278.

Instructions: The Clerk of the Board business hours are 8:00am to 4:30pm, Monday through Friday. Additionally, the Clerk of the Board is closed on holidays observed by the County. Each Bid submitted to the Clerk of the Board shall have the following information clearly marked on the face of the envelope: the Bidders name, return address, Bid number, opening date of the Bid and the title of the Bid. Included in the envelope shall be an original and two copies of the Bid Submittal, plus attachments if applicable.

All Bids received time and date stamped by the Clerk of the Board prior to the bid submittal deadline shall be accepted as timely submitted. The circumstances surrounding all bids received and time stamped by the Clerk of the Board after the bid submittal deadline will be evaluated by the procuring department, in consultation with the County Attorney's Office, to determine whether the bid will be accepted as timely.

NOTICE TO ALL BIDDERS:

- **FAILURE TO SIGN THE BID SUBMITTAL FORM WILL RENDER YOUR BID NON-RESPONSIVE.**

- **THE BID SUBMITTAL FORM CONTAINS IMPORTANT CERTIFICATIONS THAT REQUIRE REVIEW AND COMPLETION BY ANY BIDDER RESPONDING TO THIS SOLICITATION.**

**MIAMI-DADE COUNTY
INTERNAL SERVICES DEPARTMENT
PROCUREMENT MANAGEMENT DIVISION**

SECTION 1
GENERAL TERMS AND CONDITIONS

SECURITY GATES SERVICES

All general terms and conditions of Miami-Dade County Procurement Contracts for Invitations to Bid are posted online. Persons and Companies that receive an award from Miami-Dade County through Miami-Dade County's competitive procurement process must anticipate the inclusion of these requirements in the resultant Contract. These standard general terms and conditions are considered non-negotiable subject to the County's final approval.

All applicable general terms and conditions pertaining to this solicitation and resultant contract may be viewed online at the Miami-Dade County Procurement Management website by clicking on the below link:

<http://www.miamidade.gov/procurement/library/boilerplate/general-terms-and-conditions-r13-5.pdf>

SECTION 2
SPECIAL CONDITIONS

SECURITY GATES SERVICES

2.1 PURPOSE: TO ESTABLISH A CONTRACT FOR THE COUNTY:

The purpose of this solicitation is to establish a contract to purchase general service, regular maintenance, repairs and emergency and non-emergency services for electrical and mechanical security gates in conjunction with the County's needs on an as needed basis.

2.2 TERM OF CONTRACT: SIXTY (60) MONTHS

This contract shall commence on the first calendar day of the month succeeding approval of the contract by the Board of County Commissioners, or designee, unless otherwise stipulated in the Notice of Award Letter which is distributed by the County's Department of Procurement Management, Purchasing Division; and contingent upon the completion and submittal of all required bid documents. The contract shall expire on the last day of the last month of the contract term.

2.3 METHOD OF AWARD:

The award will be made to the two (2) lowest priced responsive, responsible vendors when all items are added in the aggregate. To be considered for award the vendors must meet the minimum qualifications set forth in this solicitation and shall offer prices for all items. If a vendor fails to submit an offer for all items, its offer may be rejected.

While the award will be made to multiple vendors to assure availability, all awarded vendors have the responsibility to perform in accordance with the contract's terms. The lowest price vendor shall be the primary vendor and shall have the initial responsibility to perform under this contract. In the event the primary vendor defaults, the secondary vendor shall be responsible for performing the contractual obligations of this contract. Award to multiple vendors is made for the convenience of the County and does not exempt any awarded vendor from fulfilling its contractual obligations. Failure to perform as noted may result in the vendor(s) being deemed in breach of contract.

The minimum qualifications are as follows:

- a. Must hold one of the following Certificate of Competency: General Contractor, Building Contractor, Residential Contractor or Fence Contractor issued by the State or County Examining Board qualifying said person, firm, corporation or joint venture to perform the work proposed. A copy of the license shall be submitted with the bid submittal forms.
- b. Must hold an electrical contractor license or provide the name and copy of the license of the electrical contractor proposing to subcontract to perform the electrical repairs. A copy of the license required for electrical repairs must be submitted with the bid submittal forms.

All bidders are required to submit with their bid submission all pertinent documents as proof of compliance with the minimum qualification requirements

SECTION 2
SPECIAL CONDITIONS

SECURITY GATES SERVICES

2.4 PRICES SHALL BE FIXED WITH ADJUSTMENTS ALLOWED

The initial contract prices resultant from this solicitation shall prevail for a one (1) year period from the contract's initial effective date. The County may consider an adjustment after the first year, to be effective each anniversary date of the contract. The pricing adjustment shall not be in excess of the increase reflected on the latest Consumer Price Index for Miami/Fort Lauderdale Area, Wage Earners & Clerical Workers, All Items. It is the awarded vendor's responsibility to request any pricing adjustment under this provision. For any adjustment to be effective it must be submitted ninety (90) days prior to the expiration of the then current anniversary date/year. Any adjustment received after ninety (90) days from the expiration of the then current date/year may not be considered. The County reserves the right to reject any price adjustments submitted by the vendor. If no adjustment request is received from the awarded vendor, the County will assume that the awarded vendor has agreed that the next year term will be without any price adjustment.

Should the relevant pricing index report a decline in the inflation rate, the County shall have the right to adjust prices downward to reflect the index change. The downward adjustment shall not be in excess of the relevant pricing index change.

2.5 CONTACT PERSONS:

For any additional information regarding the terms and conditions of this solicitation and resultant contract, Contact: Maria Hevia, at (305) 375-5073 email – Mhevia@miamidadegov.

2.6 MIAMI-DADE PUBLIC HOUSING & COMMUNITY DEVELOPMENT (PDCD) EXEMPTION TO CERTAIN CLAUSES

The contract to be awarded under this solicitation will be used by the Miami Dade Department of Public Housing and Community Development (PHCD) and as a **Federally-funded agency** the following clauses of the general terms and conditions of Miami-Dade County Procurement Contracts do not apply:

- Section 1, paragraph 1.43 (Small Business Enterprises (SBE) Measures)
- Section 1, Paragraph 1.10 (Local Preferences)
- Section 1, Paragraph 1.27 (Office of the Inspector General)
- Section 1, Paragraph 1.35 (County User Access Program - UAP)
- Section 1, Paragraph 1.44. (Local Certified Service-Disabled Veteran's Business Enterprise Preference)

2.7 QUESTION DEADLINE

Questions pertaining to this solicitation must be received no later than _____. Questions should specifically reference the section of the solicitation to which the question pertains.

SECTION 2
SPECIAL CONDITIONS

SECURITY GATES SERVICES

2.8 SERVICES AND FACILITIES MAY BE ADDED OR DELETED

It is hereby agreed and understood that similar or additional services may be added to this contract at the County's option. It is also agreed and understood that the County may add or delete facilities to this contract at the County's option. Bidder(s) under this contract shall be invited to submit price quotes for these additional services and/or facilities. If these quotes are determined to be fair and reasonable, then the additional work will be awarded to the current contract bidder(s) that offers the lowest acceptable pricing

The County may determine to obtain price quotes for the additional services from other bidders in the event that fair and reasonable pricing is not obtained from the current contract bidders, or for other reasons at the County's discretion.

2.9 LABOR, MATERIALS, AND EQUIPMENT SHALL BE SUPPLIED BY THE VENDOR

Unless otherwise provided in Section 3 (entitled "Technical Specifications"), of this solicitation the vendor shall furnish all labor, material and equipment necessary for satisfactory contract performance. When not specifically identified in the technical specifications, such materials and equipment shall be of a suitable type and grade for the purpose. All material, workmanship, and equipment shall be subject to the inspection and approval of the County's Project Manager.

2.10 LICENSES, PERMITS AND FEES

The vendor shall obtain and pay for all licenses, permits and inspection fees required for this project; and shall comply with all laws, ordinances, regulations and building code requirements applicable to the work contemplated herein. Damages, penalties and or fines imposed on the County or the vendor for failure to obtain required licenses, permits or fines shall be borne by the vendor.

2.11 COMPLIANCE WITH FEDERAL REGULATIONS DUE TO USE OF FEDERAL FUNDING (GROUP II)

Since the goods, services, and/or equipment that will be acquired under this solicitation will be purchased, in part or in whole, with federal funding, it is hereby agreed and understood that Section 60-250.4, Section 60-250.5 and Section 60-741.4 of Title 41 of the United States Code, which addresses Affirmative Action requirements for disabled workers, is incorporated into this solicitation and resultant contract by reference.

2.12 WORK ACCEPTANCE

Repairs will be inspected by an authorized representative of the County. This inspection shall be performed to determine acceptance of work and warranty conditions.

SECTION 2
SPECIAL CONDITIONS

SECURITY GATES SERVICES

2.13 SUB-CONTRACTORS OF WORK SHALL BE IDENTIFIED

As part of its Bid Proposal, the Bidder is required to identify any and all Subcontractors that will be used in the performance of the proposed contract, their capabilities and experience, and the portion of the work to be done by the subcontractor. The competency of the Subcontractor(s) with respect to experience, skill, responsibility and business standing shall be considered by the County when making the award in the best interest of the County. If the bidder fails to identify any and all sub-contractors in the Bid Proposal, the bidder may be allowed to submit this documentation to the County during the bid evaluation period if such action, is in the best interest of the County.

2.14 In addition to the information to be provided with the invoices as listed under paragraph 1.34 of the general terms and conditions of Miami-Dade Procurement Contracts; add the following to paragraph 1.34, IV. Goods or Services Provided:

- Invoices for projects that include parts shall also include a copy of the actual cost to the vendor, example of acceptable proof of cost: manufacturer's invoice, purchased receipt.

SECTION 3
TECHNICAL SPECIFICATIONS

SECURITY GATES SERVICES

3.1 SCOPE

To provide general services, regular maintenance and repair as well as emergency and non-emergency services to multiple electrical and mechanical security gates at various Miami Dade County locations.

3.2 PREVENTIVE MAINTENANCE (PM) SERVICE TO INCLUDE THE FOLLOWING:

- a. Lubrication of moving parts to include all rollers.
- b. The inspection and adjustment of drive chains and/or belts.
- c. Inspection and lubrication of gear boxes and/or drive motors.
- d. Inspection and testing of operator loops.
- e. Inspection and cleaning of all electrical contacts.
- f. Test and inspect the security gates for proper and safe operation.
- g. Inspection and adjust track rails.
- h. Cleaning and/or removal of debris which may obstruct the operation of the gate.

All manufacturer parts shall comply with the standard operational and testing required by Ansi/UI 325, Standard for Door, Drapery, Gate, Louver, and Window Operators and Systems.

Upon completion of the above-mentioned maintenance service, the successful vendor(s) must complete the attached checklist. When submitting an invoice, the successful vendor(s) must submit a copy of the checklist indicating the maintenance service has been completed.

3.3 VENDOR PERFORMANCE REQUIREMENTS:

- a. A representative of the awarded vendor shall be available for service calls twenty-four (24) hours a day, seven (7) days per week.
- b. The awarded vendor must have the ability to obtain spare parts and other materials for all gates.
- c. The awarded vendor must provide cost estimates at no charge.

Note: It will be unacceptable for any security gate to be non-functioning for over twenty-four (24) hour period.

Any incidents, damages resulting from non-compliance to the aforementioned note will be at the vendor's expense.

- 3.4** Unless otherwise requested, all service, maintenance and repair, will be provided during regular working hours whenever possible. Regular working hours will be defined as 8:00AM to 5:00PM, Monday through Friday. Vendors shall provide a contact name and telephone number for service needed after hours.

SECTION 3
TECHNICAL SPECIFICATIONS

SECURITY GATES SERVICES

3.5 REPAIR WORK/EQUIPMENT:

- a. Welding - All welding work must be provided by a certified welder.
- b. V-Track Repairs – Vendor shall repair and/or replace the v-track during repairs, if deemed necessary and approved by a County representative. The name of the County employee that approved the repair must be included on the invoice.
- c. All rollers must be commercial grade roller with lube points.

3.6 SERVICE REQUIRED:

A representative of PHCD will contact the awarded vendor when maintenance or repair service is needed. Please note service required will include communication systems (two-way intercom systems). Therefore, prospective bidders submitting a proposal must be able to provide repair services for the communication systems as well as for the security and mechanical gates.

EMERGENCY AND NON-EMERGENCY REPAIR SERVICE

- a) **Emergency** - the vendor shall provide 24 hours, 7 days a week emergency repair service. During regular working hours, Monday through Friday, 8:00 AM to 5:00 PM, response time for emergency repair services (defined as the time from acknowledged notification to arrival on-site) shall be no later than one and one-half (1.5) hours after notification by the County. During other than regular working hours, the emergency response time, as defined above, shall be no later than two (2) hours after notification by the County. For repair jobs, a written proposal is required. Unforeseen costs above original proposal will require prior approval.
- b) **Non-Emergency** – the vendor shall respond to calls for service not more than three (3) hours from receipt of service call.

SECTION 3
TECHNICAL SPECIFICATIONS

SECURITY GATES SERVICES

3.7 LIST OF LOCATIONS:

Item no.	Location Address
	REGION 1
1	Site # 110A (electronic gate) Newberg, 7201 N.E. Miami Court
2	Lemon City (electronic gate) 150 NE 69 Street
3	Site #120- Ward Towers Ward Towers, 2200 N.W. 54 th Street
4	Site #121 - Ward Towers ALF 5301 N.W. 23 rd Avenue
5	Site # 130, Little River Plaza 8255 N.W. Miami Court
6	Kline-Nunn 8300 N. Miami Avenue
7	Peter Plaza 191 N.E. 75 th Avenue
8	Emmer Turnkey 7820 N. Miami Avenue
9	Site 140, Annie Coleman 5125 N.W. 22 nd Avenue
10	Site 150, Palm Towers (electronic gate) 950 N.W. 95 th Street
11	Twin Lakes (electronic gate) 1205 N.W. 95 th Street
12	Site # 160, Palmetto Gardens (electronic gate) 16850 N.W. 55 th Avenue
13	Site # 180, Edison Plaza 200 N.W. 55 th Street
14	Site # 110B (motorized gate) Newberg 7215 N.E. Miami Court
15	Gwen Cherry 20 (electronic gate) 76 N.W. 77 th Street
16	Gwen Cherry 7 (electronic gate) 76 N.W. 77 th Street
17	Gwen Cherry 7 (electronic gate) 6601 N.E. 1 Place
18	Site # 140 (electronic gate) Merline Mathews CC 2200 N.W. 52 nd Street
19	Site # 140 (manual gate) Annie Coleman 014 5300 N.W. 21 st Avenue
20	Site 160 (manual gate) OpaLocka Elderly 13601 N.W. 24 th Avenue
21	Site 170 (7 manual gates) 1415 N.W. 63 rd Street
22	New Haven Gardens (manual gate) 7200 N.E. 2 nd Avenue

SECTION 3
TECHNICAL SPECIFICATIONS

SECURITY GATES SERVICES

	REGION 2
23	Site # 210 (mechanical gate) Wynwood Elderly 3000 N.W. 3 rd Avenue
24	Parkside I (mechanical gate) 333 N.W. 3 rd Street
25	Parkside II (mechanical gate) 357 N.W. 4 th Street
26	Site 230 (mechanical gate) Claude Pepper Tower 750 N.W. 18 th Terrace
27	Phyllis Wheatly (mechanical gate) 1701 N.W. 2 nd Court
28	Helen Sawyer Plaza (mechanical gate) 1150 N.W. 11 th Street Road
29	Site # 240 (mechanical gate) –Martin Fine Villas 1301 N.W. 7 th Street
30	Haley Sofge Towers (mechanical gate) 750 N.W. 13 th Avenue
31	Site # 241 (mechanical gate) – Robert King High 1407 N.W. 7 th Street
32	Abe Arronovits (mechanical gate) 2701 N.W. 18 th Avenue
33	Scattered Site # 11 (mechanical gate) 1919 N.W. 29 th Street
34	Three Round Towers (mechanical gate) 2920 N.W. 18 th Avenue
35	Site # 270 (mechanical gate) Smathers Plaza 2970 S.W. 9 th Street
36	Little Havana Homes (mechanical gate) 1255 S.W. 1 st Street
37	Falk Tunkey (mechanical gate) 445 S.W. 16 th Street
38	Jose Marti Plaza (mechanical gate) 154 S.W. 17 th Avenue
39	Site # 280 (mechanical gate) Joe Moretti 450 S.W. 5 th Street
	REGION 3
40	Site 320 (mechanical gate) Biscayne Plaza 15201 S.W. 288 th Street
41	Site 330 (mechanical gate) Florida City Gardens 900 N.W. 6 th Street - Homestead
42	Site 340 (mechanical gate) Perrine Villas 10000 West Jessamine Street
43	Site 340 (mechanical gate) Perrine Gardens Elderly 10000 West Evergreen Street
44	Site 351 (manual gate) Naranja 26201 S.W. 139 th Court
45	Site 361 (mechanical gate) Goulds Plaza 11400 S.W. 213 th Street

SECTION 4
BID SUBMITTAL FORM

Submit Bid To:
CLERK OF THE BOARD
Stephen P. Clark Center
111 NW 1st Street
17th Floor, Suite 202
Miami, Florida 33128-1983

OPENING: 2:00 P.M.
, 2013



**PLEASE QUOTE PRICES F.O.B. DESTINATION, FREIGHT ALLOWED, LESS TAXES,
DELIVERED IN MIAMI-DADE COUNTY, FLORIDA.**

NOTE: Miami-Dade County is exempt from all taxes (Federal, State, Local). Bid price should be less all taxes. Tax Exemption Certificate furnished upon request.

Issued by: _____ Date Issued: _____
ISD/PM _____ This Bid Submittal Consists of
Pages 9 through 17

Sealed bids subject to the Terms and Conditions of this Invitation to Bid and the accompanying Bid Submittal. Such other contract provisions, specifications, drawings or other data as are attached or incorporated by reference in the Bid Submittal, will be received at the office of the Clerk of the Board at the address shown above until the above stated time and date, and at that time, publicly opened for furnishing the supplies or services described in the accompanying Bid Submittal Requirement.

Title:
SECURITY GATES SERVICES

A Bid Deposit in the amount of **N/A** the total amount of the bid shall accompany all bids.

A Performance Bond in the amount of **N/A** the total amount of the bid will be required upon execution of the contract by the successful bidder and Miami-Dade County.

DO NOT WRITE IN THIS SPACE	
ACCEPTED _____	HIGHER THAN LOW _____
NON-RESPONSIVE _____	NON-RESPONSIBLE _____
DATE B.C.C. _____	NO BID _____
ITEM NOS. ACCEPTED _____	
COMMODITY CODE: 680-02	
Procurement Contracting Officer: Maria Hevia	

FIRM NAME _____

RETURN ONE ORIGINAL AND TWO COPIES OF BID SUBMITTAL PAGES AND AFFIDAVITS.

FAILURE TO SIGN THE BID SUBMITTAL FORM IN SECTION 4 WILL RENDER YOUR BID NON-RESPONSIVE.

SECTION 4
BID SUBMITTAL

SECURITY GATES SERVICES

<u>Reference:</u>	<u>Summarized Requirement:</u>	<u>Initial as Completed:</u>
Section 2, paragraph 2.4, a	Submit a copy of one of the following Certificate of Competency: General Contractor, Building Contractor, Residential Contractor or Fence Contractor issued by the State or County Examining Board qualifying said person, firm, corporation or joint venture to perform the work proposed.	_____
Section 2, paragraph 2.4, b	Submit a copy of the company's electrical contractor license	_____
	If your company does not hold an electrical contractor license, provide the name of the electrical contractor that will be used to complete the electrical repairs. A copy of the electrical contractor's license shall be submitted with the bid proposal. _____	_____

SECTION 4
BID SUBMITTAL

SECURITY GATES SERVICES

We propose to furnish all labor, materials, tools, equipment, transportation, services, permits, licenses and incidentals necessary to **provide maintenance service** in accordance with Section 3, paragraph 3.2 of this solicitation to security gates for compensation as follows:

Item #	Estimated # of Maintenance Services	Location Address	Charge per Maintenance Service
		<u>REGION 1</u>	
1	300	Site # 110A (electronic gate) Newberg, 7201 N.E. Miami Court	\$
2	300	Lemon City (electronic gate) 150 NE 69 Street	\$
3	300	Site #120- Ward Towers Ward Towers, 2200 N.W. 54 th Street	\$
4	300	Site #121 - Ward Towers ALF 5301 N.W. 23 rd Avenue	\$
5	300	Site # 130, Little River Plaza 8255 N.W. Miami Court	\$
6	300	Kline-Nunn 8300 N. Miami Avenue	\$
7	300	Peter Plaza 191 N.E. 75 th Avenue	\$
8	300	Emmer Turnkey 7820 N. Miami Avenue	\$
9	300	Site 140, Annie Coleman 5125 N.W. 22 nd Avenue	\$
10	300	Site 150, Palm Towers 950 N.W. 95 th Street	\$
11	300	Twin Lakes 1205 N.W. 95 th Street	\$
12	300	Site # 160, Palmetto Gardens 16850 N.W. 55 th Avenue	\$
13	300	Site # 180, Edison Plaza 200 N.W. 55 th Street	\$
14	300	Site # 110B (motorized gate) Newberg 7215 N.E. Miami Court	\$
15	300	Gwen Cherry 20 (electronic gate) 76 N.W. 77 th Street	\$
16	300	Gwen Cherry 7 (electronic gate) 91 N.E. 1 Place	\$
17	300	Gwen Cherry 7 (electronic gate) 6601 N.E. 1 Place	\$
18	300	Site # 140 (motorized gate) Merline Mathews CC 2200 N.W. 52 nd Street	\$

SECTION 4
BID SUBMITTAL

SECURITY GATES SERVICES

Item #	Estimated # of Maintenance Services	Location Address	Charge per Maintenance Service
19	300	Site # 140 (manual gate) Annie Coleman 014 5300 N.W. 21 st Avenue	\$
20	300	Site 160 (manual gate) OpaLocka Elderly 13601 N.W. 24 th Avenue	\$
21	300	Site 170 (7 manual gates) 1415 N.W. 63 rd Street	\$
22	300	New Haven Gardens (manual gate) 7200 N.E. 2 nd Avenue	\$
	300	REGION 2	
23	300	Site # 210 (mechanical gate) Wynwood Elderly 3000 N.W. 3 rd Avenue	\$
24	300	Parkside I (mechanical gate) 333 N.W. 3 rd Street	\$
25	300	Parkside II (mechanical gate) 357 N.W. 4 th Street	\$
26	300	Site 230 (mechanical gate) Claude Pepper Tower 750 N.W. 18 th Terrace	\$
27	300	Phyllis Wheatly (mechanical gate) 1701 N.W. 2 nd Court	\$
28	300	Helen Sawyer Plaza (mechanical gate) 1150 N.W. 11 th Street Road	\$
29	300	Site # 240 (mechanical gate) –Martin Fine Villas 1301 N.W. 7 th Street	\$
30	300	Haley Sofge Towers (mechanical gate) 750 N.W. 13 th Avenue	\$
31	300	Site # 241 (mechanical gate) – Robert King High 1407 N.W. 7 th Street	\$
32	300	Abe Arronovits (mechanical gate) 2701 N.W. 18 th Avenue	\$
33	300	Scattered Site # 11 (mechanical gate) 1919 N.W. 29 th Street	\$
34	300	Three Round Towers (mechanical gate) 2920 N.W. 18 th Avenue	\$
35	300	Site # 270 (mechanical gate) Smathers Plaza 2970 S.W. 9 th Street	\$
36	300	Little Havana Homes (mechanical gate) 1255 S.W. 1 st Street	\$
37	300	Falk Tunkey (mechanical gate) 445 S.W. 16 th Street	\$
38	300	Jose Marti Plaza (mechanical gate) 154 S.W. 17 th Avenue	\$
39	300	Site # 280 (mechanical gate) Joe Moretti 450 S.W. 5 th Street	\$

SECTION 4
BID SUBMITTAL

SECURITY GATES SERVICES

Item #	Estimated # of Maintenance Services	Location Address	Charge per Maintenance Service
		REGION 3	
40	300	Site 320 (mechanical gate) Biscayne Plaza 15201 S.W. 288 th Street	\$
41	300	Site 330 (mechanical gate) Florida City Gardens 900 N.W. 6 th Street - Homestead	\$
42	300	Site 340 (mechanical gate) Perrine Villas 10000 West Jessamine Street	\$
43	300	Site 340 (mechanical gate) Perrine Gardens Elderly 10000 West Evergreen Street	\$
44	300	Site 351 (manual gate) Naranja 26201 S.W. 139 th Court	\$
45	300	Site 361 (mechanical gate) Goulds Plaza 11400 S.W. 213 th Street	\$

**SECTION 4
 BID SUBMITTAL FOR:
 SECURITY GATES SERVICES**

FIRM NAME: _____

We propose to furnish all labor, materials, tools, equipment, transportation, services, permits, licenses and incidentals necessary to **provide repair and emergency services** to security gates for compensation as follows:

REPAIR AND EMERGENCY SERVICES AND PURCHASE OF PARTS:

	Estimated # of hours for the term of the contract		Hourly Rate
		Labor rate (8:00 a.m. - 5 p.m.)	
46	3,000	Technician	\$ _____
47	3,000	Helper	\$ _____
		Labor rate (after 5:00p.m. and before 8:00a.m.) Monday thru Friday, weekends and County observed holidays	
48	3,000	Technician	\$ _____
49	3,000	Helper	\$ _____
		PARTS	
	Estimated Dollar Value	The total cost for this Section will be figured by multiplying the proposed percentage % mark-up times the estimated cost and adding the result to the estimated cost	Proposed % Mark-up
		Parts and Materials will be at the contractors cost plus a percentage mark-up	
50	15,000	Proposed Percentage Mark-up (not to exceed 10%)	_____
		In accordance with Section 2, paragraph 2.14 of this solicitation, evidence of actual cost will be required.	

SECTION 4
BID SUBMITTAL FOR:
SECURITY GATES SERVICES

ACKNOWLEDGEMENT OF ADDENDA

INSTRUCTIONS: COMPLETE PART I OR PART II, WHICHEVER APPLIES

PART I:

LIST BELOW THE DATES OF ISSUE FOR EACH ADDENDUM RECEIVED IN CONNECTION WITH THIS BID

Addendum #1, Dated _____

Addendum #2, Dated _____

Addendum #3, Dated _____

Addendum #4, Dated _____

Addendum #5, Dated _____

Addendum #6, Dated _____

Addendum #7, Dated _____

Addendum #8, Dated _____

PART II:

NO ADDENDUM WAS RECEIVED IN CONNECTION WITH THIS BID

FIRM NAME: _____

AUTHORIZED SIGNATURE: _____

DATE: _____

TITLE OF OFFICER: _____



BID SUBMITTAL FORM
SECURITY GATES SERVICES

Bid Title: SECURITY GATES SERVICES

By signing this Bid Submittal Form the Bidder certifies that it satisfies all legal requirements (as an entity) to do business with the County, including all Conflict of Interest and Code of Ethics provisions in Section 2-11 of the Miami-Dade County Code.

In accordance with Sec. 2-11.1(s) of the County Code as amended, prior to conducting any lobbying regarding this solicitation, the Bidder must file the appropriate form with the Clerk of the Board stating that a particular lobbyist is authorized to represent the Bidder.

The Bidder confirms that this Bid is made without prior understanding, agreement, or connection with any corporation, firm, or person submitting a Bid for the same goods and/or services and in all respects is without collusion, and that the Bidder will accept any resultant award.

Pursuant to Miami-Dade County Ordinance 94-34, any individual, corporation, partnership, joint venture or other legal entity having an officer, director, or executive who has been convicted of a felony during the past ten (10) years shall disclose this information at the time of bid or proposal submission.

Place a check mark here only if bidder has such conviction to disclose.

By executing this proposal through a duly authorized representative, the proposer certifies that the proposer is not on the Scrutinized Companies with Activities in Sudan List or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, as those terms are used and defined in sections 287.135 and 215.473 of the Florida Statutes.

LOCAL PREFERENCE CERTIFICATION: For the purpose of this certification, a "local business" is a business located within the limits of Miami-Dade County (or Broward County in accordance with the Interlocal Agreement between the two counties) that conforms with the provisions of Section 1.10 of the General Terms and Conditions of this solicitation and contributes to the economic development of the community in a verifiable and measurable way.

Place a check mark here only if affirming bidder meets requirements for Local Preference. Failure to complete this certification at this time (by checking the box above) may render the vendor ineligible for Local Preference.

LOCALLY-HEADQUARTERED BUSINESS CERTIFICATION: For the purpose of this certification, a "locally-headquartered business" is a Local Business whose "principal place of business" is in Miami-Dade County, as defined in Section 1.10 of the General Terms and Conditions of this solicitation.

Place a check mark here only if affirming bidder meets requirements for the Locally-Headquartered Preference (LHP). Failure to complete this certification at this time (by checking the box above) may render the vendor ineligible for the LHP. The address of the locally-headquartered office is



BID SUBMITTAL FORM
SECURITY GATES SERVICES

LOCAL CERTIFIED SERVICE-DISABLED VETERAN BUSINESS ENTERPRISE CERTIFICATION: A Local Certified Service-Disabled Veteran Business Enterprise is a firm that is (a) a local business pursuant to Section 2-8.5 of the Code of Miami-Dade County and (b) prior to bid submission is certified by the State of Florida Department of Management Services as a service-disabled veteran business enterprise pursuant to Section 295.187 of the Florida Statutes.

Place a check mark here only if affirming bidder is a Local Certified Service-Disabled Veteran Business Enterprise. A copy of the certification must be submitted with this proposal.

COUNTY USER ACCESS PROGRAM (UAP): Joint purchase and entity revenue sharing program

For the County's information, the bidder is requested to indicate, at 'A' and 'B' below, its general interest in participating in the Joint Purchase Program of the County User Access Program (UAP) described in Section 1.35 of this contract solicitation, if that section is present in this solicitation document. Bidder participation in the Joint Purchase portion of the UAP is voluntary, and the bidder's expression of general interest at 'A' and 'B' below is for the County's information only and shall not be binding on the bidder.

A. If awarded this County contract, would you be interest in participating in the Joint Purchase portion of the UAP with respect to other governmental, quasi-governmental or not-for-profit entities located within the geographical boundaries of Miami-Dade County?

Yes _____ No _____

B. If awarded this County contract, would you be interested in participating in the Joint Purchase portion of the UAP with respect to other governmental, quasi-governmental or not-for-profit entities located outside the geographical boundaries of Miami-Dade County?

Yes _____ No _____

Firm Name: _____

Street Address: _____

Mailing Address (if different): _____

Telephone No.: _____ Fax No.: _____

Email Address: _____ FEIN No. ___-___/___/___/___/___

Prompt Payment Terms: ___% ___ days net ___ days (Please see paragraph 1.2 H of General Terms and Conditions)

Signature: _____ (Signature of authorized agent)
By signing this document the bidder agrees to all Terms and Conditions of this Solicitation and the resulting Contract.

Print Name: _____ Title: _____

THE EXECUTION OF THIS FORM CONSTITUTES THE UNEQUIVOCAL OFFER OF PROPOSER TO BE BOUND BY THE TERMS OF ITS PROPOSAL. FAILURE TO SIGN THIS SOLICITATION WHERE INDICATED ABOVE BY AN AUTHORIZED REPRESENTATIVE SHALL RENDER THE PROPOSAL NON-RESPONSIVE. THE COUNTY MAY, HOWEVER, IN ITS SOLE DISCRETION, ACCEPT ANY PROPOSAL THAT INCLUDES AN EXECUTED DOCUMENT WHICH UNEQUIVOCALLY BINDS THE PROPOSER TO THE TERMS OF ITS OFFER.



APPENDIX

AFFIDAVITS FORMAL BIDS



Miami-Dade County
Internal Services Department
Procurement Management Division
Affirmation of Vendor Affidavits

In accordance with Ordinance 07-143 amending Section 2-8.1 of the Code of Miami-Dade County, effective June 1, 2008, vendors are required to complete a new Vendor Registration Package, including a Uniform Affidavit Packet (Vendor Affidavits Form), before being awarded a new contract. The undersigned affirms that the Vendor Affidavits Form submitted with the Vendor Registration Package is current, complete and accurate for each affidavit listed below.

Contract No. : _____ **Federal Employer Identification Number (FEIN):** _____

Contract Title: _____

Affidavits and Legislation/ Governing Body

1.	Miami-Dade County Ownership Disclosure <i>Sec. 2-8.1 of the County Code</i>	6.	Miami-Dade County Vendor Obligation to County <i>Section 2-8.1 of the County Code</i>
2.	Miami-Dade County Employment Disclosure <i>County Ordinance No. 90-133, amending Section 2-8-1(d)(2) of the County Code</i>	7.	Miami-Dade County Code of Business Ethics <i>Article 1, Section 2-8.1(l) and 2-11(b)(1) of the County Code through (6) and (9) of the County Code and County Ordinance No 00-1 amending Section 2-11.1(c) of the County Code</i>
3.	Miami-Dade County Employment Drug-free Workplace Certification <i>Section 2-8.1.2(b) f the County Code</i>	8.	Miami-Dade County Family Leave <i>Article V of Chapter 11 of the County Code</i>
4.	Miami-Dade County Disability Non-Discrimination <i>Article 1, Section 2-8.1.5 Resolution R182-00 amending R-385-95</i>	9.	Miami-Dade County Living Wage <i>Section 2-8.9 of the County Code</i>
5.	Miami-Dade County Debarment Disclosure <i>Section 10.38 of the County Code</i>	10.	Miami-Dade County Domestic Leave and Reporting <i>Article 8, Section 11A-60 11A-67 of the County Code</i>

Printed Name of Affiant	Printed Title of Affiant	Signature of Affiant
Name of Firm	Date	
Address of Firm	State	Zip Code

Notary Public Information

Notary Public – State of _____ County of _____

Subscribed and sworn to (or affirmed) before me this _____ day of, _____ 20 _____

by _____ He or she is personally known to me or has produced Identification

Type of identification produced _____

Signature of Notary Public	Serial Number
Print or Stamp of Notary Public	Notary Public Seal

