

**DEPARTMENTAL INPUT  
CONTRACT/PROJECT MEASURE ANALYSIS AND RECOMMENDATION**

Rev 1

New contract   
  OTR   
  CO   
  SS   
  BW   
  Emergency   
 Previous Contract/Project No: 8983-0/19

Re-Bid   
  Other   
 LIVING WAGE APPLIES: \_\_\_ YES  NO

Requisition/Project No: ROID1400104      TERM OF CONTRACT: 5 YEARS

Requisition/Project Title: SWIMMING POOL CHEMICALS

Description:

User Department(s): FR/ID/PD/VZ/WS  
 Issuing Department: INTERNAL SERVICES DEPARTMENT  
 Contact Person: Ana "Kiki" Lang Phone: (305) 375-5482  
 Estimated Cost: \$462,000.00

**ANALYSIS**

Commodity/Service No: <u>885-40</u> SIC: _____	
<b>Trade/Commodity/Service Opportunities</b>	
Contract/Project History of Previous Purchases For Previous Three (3) Years Check Here _____ if this is a New Contract/Purchase with no Previous History	
_____ <u>EXISTING</u> _____ <u>2<sup>ND</sup> YEAR</u> _____ <u>3<sup>RD</sup> YEAR</u>	
Contractor:	_____
Small Business Enterprise:	_____
Contract Value:	_____
Comments:	
Continued on another page (s): _____ Yes _____ No	

**RECOMMENDATIONS**

SBE	Set-Aside	Sub-Contractor Goal	Bid Preference	Selection Factor
		%		
		%		
		%		
		%		

Basis of Recommendation:

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Signed: *Ana Lang*

Date to SBD: 5/6/14  
 Date Returned to DPM: \_\_\_\_\_

**SECTION 2 - SPECIAL TERMS AND CONDITIONS****2.1 PURPOSE**

The purpose of this solicitation is to establish a contract for the purchase of swimming pool chemicals used in swimming pools and/or fountains for various Miami-Dade County Departments. Section 4 Bid Submittal Form contains a listing of the items required for this solicitation.

**2.2 SMALL BUSINESS CONTRACT MEASURES (Bid Preference) (PENDING SBD)**

Refer to Section 1, General Terms and Conditions, Subsection 1.43, Small Business Enterprises Measures.

**2.3 TERM OF CONTRACT FIVE (5) YEARS (with Price Adjustment)**

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 Internal Services Department (ISD) Procurement Management Services Division; and contingent upon the completion and submittal of all required bid documents. The contract shall expire on the last day of the sixtieth (60) month of the contract term

The prices proposed by the awarded Bidder shall remain fixed for a period of one (1) year after the commencement of the contract. After this period, the awarded Bidder may submit a price adjustment request annually to the County based on the most recent annual index of the following: **Consumer Price Index (CPI), All Urban Consumers, All Items, Miami/Ft. Lauderdale Area.**

It is the awarded Bidder responsibility to request any price adjustment under this provision. For any adjustment to be considered it must be submitted 90 days prior to expiration of the then one (1) year period. The County reserves the right to reject any price adjustments submitted by the awarded Bidder.

The County reserves the right to negotiate lower pricing for any subsequent one (1) year period based on market research information or other factors that influence price. The County reserves the right to apply any reduction in pricing for the one (1) year period based on the downward movement of the applicable index.

**2.4 METHOD OF AWARD: TO A SINGLE LOWEST PRICED BIDDER IN THE AGGREGATE**

Award of this contract will be made to the responsive, responsible Bidder who submits an offer on all items listed in the solicitation and whose offer represents the lowest price when all items are added in the aggregate. If a vendor fails to submit an offer on all items, its overall offer may be rejected. The County will award the total contract to a single vendor.

**THE MINIMUM QUALIFICATIONS ARE AS FOLLOWS:**

**1. Bidder shall be manufacturer and/or authorized distributor for the chemicals:**

Provide a current letter (within the last 12 months from bid submission) from the product and/or parts manufacturer, stating that the Bidder is a manufacturer or authorized distributor. This letter must be signed and presented on the manufacturers' letterhead with the contact person name and phone number.

or

**Bidder shall be a reseller:**

Provide a current letter (within the last 12 months from bid submission) from the authorized distributor, stating that the Bidder is an authorized reseller. This letter must be signed and presented on authorized distributor's letterhead with the contact person name and phone number.

2. Bidder must be regularly engaged in providing Swimming Pool Chemicals. Bidder shall provide three (3) Commercial Business and/or Government Agencies' references for which Bidder shall have provided Swimming Pool Chemicals for a minimum of 1 year. The following information shall be provided for each reference: Company name, mailing address, contact person and title, telephone number, fax number, e-mail address and a brief description of services provided within a year.

**2.5 PRICES**

The Bidder's price quoted shall be inclusive of all costs, charges, and fees involved in providing the specified product. Additional charges of any kind added to the invoice submitted by the contractor will be disallowed.

**2.6 A. DELIVERY SHALL BE ( 5 ) DAYS AFTER DATE OF ORDER**

The awarded Bidder shall make deliveries within five (5) business days after the date of the order. All deliveries shall be made in accordance with good commercial practice and all required delivery timeframes shall be adhered to by the awarded Bidder(s); except in such cases where the delivery will be delayed due to acts of nature, strikes, or other causes beyond the control of the awarded Bidder. In these cases, the awarded Bidder shall notify the County of the delays in advance of the original delivery date so that a revised delivery schedule can be appropriately considered by the County. All products submitted must be in the original manufacturers packaging.

Certain County employees may be authorized in writing to pick-up materials under this contract. Awarded Bidders shall require presentation of this written authorization. The awarded Bidder shall maintain a copy of the authorization. If the awarded Bidder is in doubt about any aspect of material pick-up, Bidder shall contact the appropriate user department to confirm the authorization.

**B. PACKING SLIP/DELIVERY TICKET TO ACCOMPANY ITEMS DURING DELIVERY**

The awarded Bidder shall enclose a complete packing slip or delivery ticket with any items to be delivered in conjunction with this Solicitation. The packing slip shall be attached to the shipping carton(s) which contain the items and shall be made available to the County's authorized representative during delivery. The packing slip or delivery ticket shall include, at a minimum, the following information: purchase order number; date of order; a complete listing of items being delivered; and backorder quantities and estimated delivery of backorders if applicable.

**2.7 INSURANCE REQUIREMENTS**

Insurance Requirements stipulated in Section 1, General Terms and Conditions, Subsection 1.21 are being omitted and are not required under this contract.

**2.8 COMPLIANCE****A. FEDERAL STANDARDS**

All items to be purchased under this contract shall be in accordance with all governmental standards, to include, but not be limited to, those issued by the Occupational Safety and Health Administration (OSHA), the National Institute of Occupational Safety Hazards (NIOSH), and the National Fire Protection Association (NFPA).

**B. POLLUTION CONTROL**

It is the intent of these specifications to comply with the Miami-Dade County Pollution Control Ordinance as stated in Chapter 24 of the Miami-Dade Code. This ordinance is made a part of these specifications by reference and may be obtained, if necessary, by the Bidder through the Permitting, Environmental and Regulatory Affairs (PERA), 701 NW 1st Court, Suite 400, Miami, Florida 33136, Telephone (305) 372-6789.

**2.9 AVAILABILITY OF CONTRACT TO OTHER COUNTY DEPARTMENTS:**

Although this Solicitation is specific to a County Department, it is hereby agreed and understood that any County department or agency may avail itself of this contract and purchase any and all items specified herein from the awarded Bidder(s) at the contract price(s) established herein. Under these circumstances, a separate purchase order shall be issued by the County, which identifies the requirements of the additional County department(s) or agency (ies).

**2.10 ITEMS MAY BE ADDED OR DELETED:**

It is hereby agreed and understood that similar or additional items may be added to the contract at the County's option. It is also agreed and understood that the County may add or delete items on this contract at the County's option. Awarded Bidder(s) under this contract may be invited to submit price quotes for these additional items. If these

quotes are determined to be fair and reasonable, then the additional items may be awarded to the current contract awarded Bidder(s) that offers the lowest acceptable pricing.

**SECTION 3 – TECHNICAL SPECIFICATIONS****3.1 SCOPE OF WORK**

The awarded Bidders shall provide and deliver the chemicals for use in swimming pools and/or fountains, to several locations as directed by the County's user department on an as-needed basis.

**3.2 CHEMICALS TO BE PROVIDED**

1. CALCIUM CHLORIDE DEHYDRATE
2. CALCIUM HYPOCHLORITE GRANULAR
3. SODIUM BICARBONATE
4. CYANURIC ACID
5. VANTAGE BROMINATING TABLETS
6. SODIUM HYPOCHLORITE, LIQUID BLEACH
7. 3" TRICHLORO TABLET
8. MURIATIC ACID
9. DRY ALGAECIDE
10. SODIUM SULFITE
11. SEA KLEAR ALGAE PREVENTION & REMOVER
12. POOL SALTS
13. PULSAR PLUS BRIQUETTES
14. TRUOX
15. PHOS FREE
16. HYPOCHLORINE SOLUTION U.N. 1791

**3.3 CHEMICALS MINIMUM REQUIREMENTS**

All items, not listed in this section, must be quality products that are common to the Swimming Pool Maintenance Industry. The following are minimum requirements for specific chemicals:

**CALCIUM HYPOCHLORITE:** Product shall have a minimum of **65%** available chlorine in granular.

**SODIUM BICARBONATE:** Product shall be Sodium Acid Carbonate  $\text{NaHCO}_3$ , commercial grade.

**3" TRICHLORO TABLET:** Product shall have a minimum of **89%** available chlorine with stabilizers.

### 3.4 CHEMICALS INTENDED PURPOSES

Awarded Bidder shall provide chemicals suitable for the intended purpose.

Intended purposes are as follows:

- Fire Department requires the uses of these pool chemicals for the training pool maintenance. These pool chemicals are placed within the pool system and it is dispensed as needed or required through the system itself (automated).
- Internal Services Department requires the uses of these pool chemicals to stabilize the water in the fountains.
- Police Department requires the uses of these pool chemicals for the training pool maintenance. These pool chemicals are placed within the pool system and it is dispensed as needed or required through the system itself (automated).
- Parks Department requires the uses of these pool chemicals for the public pool maintenance. These pool chemicals are placed within the pool system and it is dispensed as needed or required through the system itself (manually or automated).
- Vizcaya Department requires the uses of these pool chemicals to stabilize the water in the fountains and historic swimming pool (not for public use). It controls algae due to the elements not having filtration or proper water turn over. The chemicals are used just to minimize the algae growth and control the smell of water that does not get filtered. If chemicals were not used they would become stagnant.
- Water and Sewer Department requires the use of pool chemicals for cleaning purposes in several areas to include air scrubbers, fountains, and HVAC water treatment.