

Engine Oil, Lubricant Fluids, and Diesel Fuel Analysis Services

RQMT1300003 - Verification of Availability

Find attached the “**Scopes of Work**” and “**Special Requirements**” for an upcoming **Invitation to Bid (ITB)**. Please review to determine if you would be able to **satisfy the requirements** (as applicable), and **interested in responding**; if so, please check the appropriate areas below and respond to this email confirming the same. Please pay “**CLOSE**” attention to the various sections and the “**SPECIAL/MINIMUM**” requirements for each, and confirm your **ability** and **availability** to satisfy “**ALL**” sections/scopes.

See Sections **3.1** to **3.11** (pages 9-16) – Paying very close attention to the requirements of **Section 3.2, 3.3, 3.5, and 3.11**. (While you are **not** bidding at this time, be mindful your response strongly influences SBD’s determination as it relates to a potential **SBE Measure**). So please be diligent in your review of the information and respond accordingly, based on your ability to meet **ALL** the applicable requirements.

Are you able to satisfy the requirements of the attached documents (ITB)?
YES NO

Do you have prior experience consistent with the requirements of this ITB?
YES NO

Are you able to satisfy the requirements the following Sections?

- **Section 3.2** YES NO (Provide support to MDT)
- **Section 3.3** YES NO (Onsite Training)
- **Section 3.5** YES NO (Required Analysis)

Are you able to conduct (and provide access) to Oil Analysis Report(s) via the internet in a Secure Socket Layer (SSL) encrypted website (Section 3.7)?
YES NO

I am “**NOT**” interested in this solicitation.

Name of Firm: _____ **SBE Exp. Date:** _____

Owner’s Name: _____ **Signature:** _____

Please respond by **2:00pm, Thursday October 18, 2012**.

Any questions, feel free to contact me at the number below.

(Respond to the “**Verification**” whether you are interested or not (choosing “**Yes**” or “**No**”), as this helps SBD in the determination of measures).

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“*Delivering Excellence Every Day*”

SECTION 3
TECHNICAL SPECIFICATIONS

Engine Oil, Lubricant Fluids, and Diesel Fuel Analysis Services

3.1 INTEGRATED ENGINE OIL, LUBRICANT FLUIDS, AND DIESEL FUEL ANALYSIS SERVICE

These bid specifications shall provide Miami-Dade Transit (MDT), Bus Maintenance Division with an integrated Engine Oil, Lubricant Fluids, and Diesel Fuel Analysis Service. The analysis services are required to test oils and fluids for potential maintenance problems and to confirm that the qualities of products in use are in compliance with MDT, Original Equipment Manufacturer (OEM) and industry specifications. The testing of oils and fluids will improve MDT's component performance and reliability by identifying and analyzing fuel, oil, lubricants and other fluids to determine levels of contamination and abnormal wear patterns. This service is necessary for engine, diesel, transmission, differential, hydraulic fan drive, and power steering pump maintenance on all MDT buses.

All services required for the Engine Oil, Lubricant Fluids, and Diesel Fuel Analysis Service shall include cost of training, analysis, testing, reporting, consultation, pick-up of samples via large package delivery company (i.e., UPS or FedEx), all supplies to include but not limited to sample bottles/containers, sampling pumps/guns, probalizers, identification tags/labels, plastic bags, and mailing boxes/tubes plus awarded Bidder's pre-printed and pre-paid mailing address labels.

MDT Bus Maintenance will ship fluid samples to the awarded Bidder for analysis. Testing shall include:

- A. Testing of used lubricants for the purpose of avoiding severe malfunction and/or failure on fleet engines, transmissions, hybrid drives, differentials and hydraulic components.
- B. Testing of new lubricants for the purpose of confirming quality of product meets MDT and industry specifications.
- C. Testing of diesel fuel deliveries for the purpose of assuring quality of product and to ensure that products are in compliance with specifications.

The MDT Chief of Performance Analysis Division and/or designee(s) is the main point of contact and liaison between the awarded Bidder and the Bus Maintenance Division for this service contract.

3.2 REQUIREMENT

The awarded Bidder shall provide support to the MDT Lubricant and Diesel Fuel Analysis service on a full time basis from the bidder's location. The bidder shall be available to provide support Monday through Friday between the hours of 7:30 to 3:30 EST, excluding holidays and weekends.

3.3 ON-SITE TRAINING

The awarded Bidder will be required to provide a minimum of 4 training sessions during the term of the contract. Typical size of 20 participants at a location and time designated by MDT lead training instructor which will be identified after contract award. Each training session shall be at least two (2) hours long.

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Training will include but is not limited to the following:

- Sampling basics/techniques-how to correctly take oil sampling and avoid contamination
- Packaging and shipping of sample bottles
- Data interpretation
- Synthetic vs. non-synthetic
- Recent performance requirements, change and trend
- Oil analysis basics and requirements
- Corrective actions
- Lubricant oils basics-base oil, formulation, additives and technology, etc.
- Power train systems/lubricant basic and maintenance requirements

An exact copy of the training presentation, in Microsoft PowerPoint, shall be provided to the MDT lead training instructor, at no additional cost, prior to the first training session, as a permanent record and for future usage by MDT. If, during the life of the Contract, processes or any technical items change or are modified by either the awarded Bidder or MDT, two (2) additional training sessions shall be delivered by the awarded Bidder in conjunction with an updated copy of the training presentation for future usage by MDT at no cost.

3.4 SAMPLES

Samples for analysis shall consist of:

1. Diesel Fuel
2. Engine Oil
3. Transmission Fluid
4. Hydraulic Fluid
5. Power Steering Fluid
6. Differential Fluid
7. Other Fluids on an as required basis and as determined by MDT.

Awarded Bidder shall retain unused portion of all samples for thirty (30) days from date of receipt so that subsequent tests can be made if required. After thirty (30) days, all samples may be disposed of by the awarded Bidder at no cost to MDT, in accordance with applicable Federal, State and Local waste disposal regulations. Upon a written request from the MDT Chief of Performance Analysis Division and/or designee(s), the awarded Bidder may be required to keep samples for longer than thirty (30) days.

3.5 REQUIRED ANALYSIS

A. DIESEL FUEL

Required testing of new diesel fuel shall include:

1. Sulfur content (ASTM-D-2622 or D5453)
2. Water (ASTM D6304 or ASTM E203)
3. Sediment (ASTM-D2276 OR 5452)

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4. BTU/LM (ASTM-D4868)
5. Cetane Index (ASTM-D4737)
6. Distillation (ASTM-D-86)
7. API Gravity at 60 degrees F (ASTM D287)
8. Specific gravity at 60 degrees F (ASTM D1298)
9. Flash Point (ASTM D93)
10. Lubricity (ASTM D6079)
11. Fuel Stability (ASTM D2274)
12. Ash (ASTM D482)

B. ENGINE OIL-USED

- a. Required spectro-chemical analysis of engine oils using ASTM D6595 or ASTM D5185 ICP shall identify each of the following trace elements parts per million:

Aluminum, Antimony, Barium, Boron, Calcium, Cadmium, Chromium, Copper, Iron, Lead, Manganese, Magnesium, Molybdenum, Nickel, Phosphorus, Silicon, Silver, Sodium, Titanium, Potassium, Lithium, Tin, Vanadium and Zinc.

- b. Elements not present shall be indicated by <1ppm, zero or N/A.
- c. Required physical property test shall identify:
 1. % water by volume (ASTM D6304 or ASTM E203)
 2. Fuel dilution by gas chromatography (ASTM D3524)
 3. Total Base Number (TBN) (ASTM D2896 or D4739)
 4. Kinematics' Viscosity at 100 degrees C. (ASTM-D-445)
 5. Soot, % solids by volume
 6. Glycol (ASTM D2982)
 7. SAE/ISO Grade

C. ENGINE OIL-NEW PRODUCT (BULK DELIVERY) TESTING FOR SPECIFICATION COMPLIANCE

In addition to capturing the required physical properties test listed above (paragraph 3.5.B.c. 1 - 7), the following test will be required:

1. Flash Point, deg C (ASTM D92)
2. Viscosity @ 100 deg C, cST (ASTM D445)
3. Viscosity Index (ASTM 2270)
4. HT/HS Viscosity, cP@150 deg C (ASTM D4683)
5. Sulfated Ash, % (ASTM D874)

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D. TRANSMISSION, HYDRAULIC AND POWER STEERING FLUID (SYNTHETIC – TRANSYND TES 295) – USED

- a. Required spectro-chemical analysis of transmission, hydraulic and power steering fluids using ASTM D6595 or ASTM D5185 ICP shall identify each of the following trace elements parts per million:

Aluminum, Antimony, Barium, Boron, Calcium, Cadmium, Chromium, Copper, Iron, Lead, Manganese, Magnesium, Molybdenum, Nickel, Phosphorus, Silicon, Silver, Sodium, Titanium, Potassium, Lithium, Tin and Zinc.

- b. Elements not present shall be indicated by <1ppm, zero or N/A.
c. Required physical property tests shall identify:

1. % Water by volume (ASTM D6304 or ASTM E203)
2. Total Acid Number (TAN) (ASTM-D 974)
3. Kinematics' Viscosity at 100 degrees C. (ASTM-D445)
4. Glycol (ASTM D2982)
5. Solids percentage (%) by volume

E. DIFFERENTIAL OIL (SYNTHETIC 80W140) – USED

- a. Required spectro-chemical analysis of oils using ASTM D6595 or ASTM D5185 ICP shall identify each of the following trace elements parts per million:

Aluminum, Antimony, Barium, Boron, Calcium, Cadmium, Chromium, Copper, Iron, Lead, Manganese, Magnesium, Molybdenum, Nickel, Phosphorus, Silicon, Silver, Sodium, Titanium, Potassium, Lithium, Tin and Zinc.

- b. Elements not present shall be indicated by "N/A" or zero.
c. Required physical property tests shall identify:

- i. % Water by volume % Water by volume (ASTM D6304 or ASTM E203)
- ii. Total Acid Number (TAN) (ASTM-D 974)
- iii. Kinematics' Viscosity at 100 degrees C. (ASTM-D445)
- iv. Solids percentage (%) by volume

F. TRANSMISSION, HYDRAULIC AND POWER STEERING FLUID (SYNTHETIC – TRANSYND TES 295) AND DIFFERENTIAL OIL (SYNTHETIC 80W140) NEW

Occasionally, new transmission, hydraulic, power steering fluid and differential oil may be submitted for analysis. The fluid/oil manufacturer's specifications will be submitted along with the sample. The analysis will verify the sample meets the manufacturer's submitted specifications.

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3.6 REPORTING

The required reporting system shall consist of Individual Unit Reports, Critical Reports, Summary Batch Reports (upon request), Monthly Reports, and Quarterly Exception Reports. All reports shall be electronically mailed, available on-line (electronic data transfer), capable of downloading.

The awarded Bidder shall:

- a. Prepare and distribute to MDT Chief of Performance Analysis Division and/or designee(s) analysis reports for all samples tested. All reports shall identify the bus number, test results, analysis and recommendations based on critical limits established by MDT for each type of lubricant.
 - b. Review and analyze reports for unusual/abnormal results and/or parameters (extremely high wear metals, drastic change in oil condition, etc.) and notify MDT of results immediately.
 - c. Prepare (as required) and submit ad hoc trend analysis reports.
 - d. Have and maintain a web site with a Report Database that can be viewed by all necessary parties of all buses, and bulk samples tested.
 - e. Contact the lubricant manufacturer's directly and obtain additional analytical information, such as but not limited to product updates and changes that would impact lubricant physical and chemical property requirements, as required from MDT's various lubricants, engine and transmission vendors as needed (information and points of contact to be provided at later date by the County).
- A. Individual Unit Reports shall:
1. Contain analytical results in numerical values, prior history and laboratory analysis maintenance recommendations. Component Manufacturer, Oil Type, Unit ID #, Component S/N, Status, Component Model #.
 2. Be submitted within 48 hours upon receipt of samples. The report shall be e-mailed to the Chief of Performance Analysis Division and/or designee(s):

Sandy Amores
Phone: (786) 469-5326
Fax: (786) 469-5578
e-mail: samores@miamidade.gov
 3. Be derived from cumulative computer files on each unit.
 4. Accompany each batch of Individual Unit Reports.
 5. Contain an analysis of results with possible causes and detailed recommendations for corrective action.

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6. When requested, Summary Batch Reports shall accompany each batch of Individual Unit Reports.
- B. On-line reports should include the following capabilities:
1. Sorting by severity code, status, Unit ID (Bus Number), date of sample, work site, analysis number.
 2. Graphical analysis and charting to identify trends.
 3. Charts for comparing equipment and vehicles.
 4. Search function to identify specific problems such as: coolant or fuel contamination, soot, or other problem.
 5. Calculate and graph wear levels for a specific unit.
 6. Graphic display of specific fleet.
 7. Units overdue for analysis.
- C. Monthly Reports
- The awarded Bidder shall submit a consolidated monthly report to the MDT Chief of Performance Analysis Division and/or designee(s), detailing all sample test dates, special testing and the total breakout of samples by type (engine, transmission, differential, hydraulic, and diesel fuel).
- D. Quarterly Exception Reports
- Provide a quarterly exception report to the MDT Chief of Performance Analysis Division and/or designee(s) containing a list of buses that have not been sampled in compliance with the scheduled MDT sampling intervals.
- E. Critical Reports
- Critical reports shall be clearly identified. In case of alarming conditions, the Chief of Performance Analysis Division and/or designee(s) shall be contacted immediately by telephone (Sandy Amores, Phone: (786) 469-5326).
- Critical Reports can be for Individual Units or groups of units. When critical reports are e-mailed, they shall be distinguished from routine reports so as to alert the Chief of Performance Analysis Division and/or designee(s)

3.7 SOFTWARE AND HARDWARE

The awarded Bidder(s) shall supply access to oil analysis reports via internet in a Secure Socket Layer (SSL) encrypted web-site. Reports shall be in Microsoft Office 2010 compatible Excel format. MDT users shall have unique logins giving them access to export reports that can be loaded on MDT file servers. The awarded Bidder(s) shall ensure 99.99% uptime through server redundancy to ensure business continuity. MDT users requiring assistance with login lockouts or account issues shall have access to support personnel from 9AM to 5PM (EST).

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3.8 PICK UP AND PROCESSING OF SAMPLES

At no additional cost, the awarded Bidder shall arrange for pick-up via large package delivery company (i.e., UPS or FedEx), of samples on a daily basis from:

MDT Materials Management Warehouse
3401 NW 31 Street
Miami FL 33142

3.9 SUPPLIES

The awarded Bidder shall ensure that MDT is furnished with adequate supply of materials to support the Lubricant and Diesel Fuel Analysis Services. At no additional cost, the materials to be supplied by the awarded Bidder during the contract period are:

- a. 2,000 (two thousand) sampling bottles/containers at the beginning of the contract. Sample containers submitted for analysis are to be replaced on a one for one basis, every month.
- b. 2,000 pre-affixed identification tags/labels for sample containers at the beginning of the contract. Pre-affixed identification tags/labels for sample containers are to be replenished one for one basis, every month.
- c. 2,000 Probalizer needles at the beginning of the contract. Probalizer needles are to be replenished one for one basis, every month.
- d. 75 Sampling pumps/guns and any other attachments to obtain oil samples. Sampling pumps/guns and any other attachments are to be replenished when damaged or inoperable through the contract period. The awarded Bidder shall replace damaged or inoperative sampling pumps/guns and other attachments at no cost during the contract period.
- e. Plastic bags
- f. UPS or FedEx shipping boxes, mailing tubes and packaging materials. In addition, the awarded Bidder's pre-printed pre-paid mailing labels to include name, mailing address and account information.

3.10 IDENTIFICATION TAGS/LABELS

A. The identification tag or label shall contain spaces for information as indicated below:

Bus # _____
Division _____
Date of Sample _____
Oil Type _____
Oil time _____
Mileage _____

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If sample labels are not completed properly, the awarded Bidder shall contact the MDT Chief of Performance Analysis Division and/or designee(s) for additional information via e-mail. When cloudy or milky samples are received, awarded Bidder shall call the MDT Chief of Performance Analysis Division and/or designee(s).

Sandy Amores
Phone: (786) 469-5326
Fax: (786) 469-5578
e-mail: samores@miamidade.gov.

3.11 CONSULTATION

Consultation, if required, shall be available as to lubricant quality and diesel fuel selection. Consultation shall comprise of, but not limited to, the provisions of:

- a. Assistance with specifications, selection, formulation and blending as well as evaluation of proper lubricants and fuel.
- b. Direction for program modification and tailoring to meet specific needs as they may arise.
- c. A toll free number or the acceptance of collect calls from the MDT contact person.