

**Aviation**  
 Maintenance Department  
 4200 NW 22 Street, Bldg 3030  
 Miami, FL 33159



**MIAMI-DADE COUNTY, FLORIDA**  
 REQUEST FOR PRICE QUOTATION (RPQ)  
 Contract No: MCC 7360 Plan - CICC 7360-0/08  
 RPQ No: 10027602-R

This RPQ is issued under the terms and conditions of the MCC 7360 Plan .

Date Issued: 10/5/2015 Bid Date Due: 11/20/2015 Time Due: 02:00 PM

Bid shall be Submitted Via: Sealed Envelope to:

Name: Vivian Forhat-Diaz EMail: VForhat-Diaz@miami-airport.com

Address: MIA Bldg. 3030 - 2nd Floor 4331 NW 22 St. miami, FL. 33159 Fax:

RPQ Added: 10/5/2015 User Bidder Request: 10/6/2015 Bond Adm./OMB Approval: 10/6/2015 Bidders Added: N/A

Project Number: 10027602-R Estimated Value: \$810,000.00  
 (excluding contingencies and dedicated allowances)

Project Name: MDAD Glazing Service Contract 2015-2018 Emergency: N

Project Location: All MDAD Operated Facilities ESP: N UAP: Y

<u>SITE #</u>	<u>LOCATION 1</u>	<u>DIST</u>	<u>ESTIMATE</u>	<u>T-S-R</u>
#76703	Miami-Dade Aviation Department - Non-Capital Project	30	\$810,000.00	0-0-0

Department Contact: Vivian Forhat-Diaz Phone No: 305-876-8311 Fax No: 305-869-4782

Project Manager: Vivian Forhat-Diaz Phone No: 305-876-8311 Fax No: 305-869-4782

Document Pickup: Contact: Ultimo De Oliveira Phone: 305-876-8312 Date: 10/16/2015

Document Pickup: Location: At the Pre-Bid Meeting

	<u>Mandatory:</u>	<u>Date:</u>	<u>Time:</u>	<u>Location:</u>
PreBid Meeting: <u>Y</u>	<u>Y</u>	<u>10/23/2015</u>	<u>09:00 AM</u>	<u>TBD</u>
Site Meeting: <u>Y</u>	<u>Y</u>	<u>10/23/2015</u>	<u>10:00 AM</u>	<u>TBD</u>

Type of Contract: Multiple Trade Method of Award: Lowest Responsible Bidder

Performance/Payment Bond Required: Y Bid Bond Required: Y Insurance Required: Y

Addition Insurance Required: Y Addition Insurance Amount: \$5,000,000.00

Comm Dist: Various Davis Bacon: N AIPP: N \$0.00

Prevailing Wage Rate Requirements: Building Construction SBD Subcontract Forms Required: N

Date Advertised: Review Committee Date: 5/1/2015

SBE-Con. Requirements: N 0.00% Trade Set-a-side: N

DBE Requirements: N 0.00% DBE Subcontract Forms Required: N

CWP Requirements: Y 10.00%

SBD Dates: Received: SOI Date: Compliance: N Memo Date:

Type:	License:	Count:	Work%:	Add Bidders
Primary	<u>General Building Contractor</u>	<u>999</u>		
Primary	<u>Glass / Glazing</u>	<u>999</u>	<u>0%</u>	<u>Y</u>
Sub	<u>Glass / Glazing</u>	<u>1</u>	<u>0%</u>	<u>Y</u>

Anticipated Start Date: 1/14/2016 Calendar Days for Project Completion: 1095

Liquidated Damages / \$\$ Per day: Y \$56.00 Method of Payment: Scheduled Monthly Payments

**CAPITAL BUDGET PROJECT # - DESCRIPTION**

999999999- Non Capital Project

**MCC ESTIMATE**

\$810,000.00

**FUNDING SOURCE:**

**SOURCE**

Reserve Maintenance

**PROJECT NUM**

N/A

**SITE #**

N/A

**MCC ESTIMATE**

\$810,000.00

**Awarded To:**

**SBE-Con. Exp Date:**

**Paid Amt: \$0.00**

**Collusion Affidavit Received:** N

**Date Collusion Affidavit Received:**

**Base Amt:** \$0.00

**Cont Amt:** \$0.00

**Ded Amt:** \$0.00

**Award Amt:** \$0.00

**Insurance:**

**ISD Reviewed:**

**Date Approved:**

**GL Ins Exp Dt:**

**P & P Bond:**

**Risk Approved:**

**Date Approved:**

**WC Ins Exp Dt:**

**AL Ins Exp Dt:**

**Scope of Work:** (Contractor must obtain and submit all permits prior to performing any work.)

The scope of work entails but is not limited to installation, repair and/or full replacement of glass panes, windows, entry doors, mirrors, Plexiglas structures, curtain walls, exterior and interior panels, glass blocks and any other glazing structures at the facilities operated by the Miami-Dade Aviation Department (MDAD). The scope of work also includes application of film (tinted or clear), resealing, caulking and/or water proofing of various glazing structures.

The awarded contractor is responsible for coordination of the work and obtaining approval from all applicable MDAD entities (i.e. MDAD Landside Operations, MDAD Terminal Operations and or MDAD Airside Operations). Preparation of the Maintenance of Traffic (MOT) plans in accordance with MDAD guidelines and/or requirements, Job Hazard Analysis and/or Safety Plans for each work location as well as all labor, parts, materials, equipment (i.e., including ladders, scaffolding and/or lifts) necessary to access and perform the work is the sole responsibility of the contractor. It is also the contractor's responsibility to fully clean areas following completion of the work as well as proper disposal of removed and/or discarded parts and materials. All damaged glass must be replaced with same quality and thickness and in accordance with MDAD Design Guidelines. The contractor shall provide temporary interim emergency repairs (i.e., within 24 hours of notification) while glass panes are on order, including caulking, temporary protection of building envelope openings, sealing, water proofing, board-up and water testing in order to prevent water infiltration while new glass is being ordered. All work shall be authorized via Work Orders and shall comply with the following requirements:

1. Observe MDAD product requirements for re-glazing, re-sealing, caulking and water proofing as needed.
2. Work in high traffic areas (i.e., MIA Terminal and Concourses) or any other areas where there is a high volume of people will be done at night between the hours of 10:00 p.m. and 6:00 a.m. Please adjust your unit costs accordingly.
3. The contractor shall notify the MDAD project manager at least 24 hours in advance prior to initiating any work order assignment.
4. All scaffold erecting and fall protection shall be in compliance with OSHA standards 1926.450 through 1926.503.
5. The awarded contractor shall provide all necessary equipment to supply a safe working area environment.
6. When support metal is damaged, order necessary replacement materials before re-glazing.
7. Clean base frame completely following caulk manufactures recommended procedures for proper application.
8. Replace old screws at damaged section being replaced with same quality, corrosion proof kind and secure properly.
9. The contractor is responsible for clean-up and proper disposal of all debris before leaving assigned work areas for the day or night. Contractor must remove and dispose of all broken glass following OSHA as well as any other applicable Codes or standards. Glass debris disposal must also comply with applicable environmental regulations.
10. Remove extra material and equipment from the assigned work area before leaving for the day or night.
11. Remove old caulking and re-seal entire glass being replaced and any deteriorated or damaged supports to prevent water infiltration.
12. When caulking is applied from the interior, 1/4" x 1/4" glazing tape must be installed on the frame leaving a 3/4" area from the DLO to apply the caulking.
13. When caulking is applied from exterior side, use the proper preset gasket to set caulk bite.
14. Inspect new glass for damage and ensure it meets the required standards per specifications before installation.
15. Clean glass per caulk manufacturer's recommendation.
16. Exterior skylights shall be caulk/re-sealed with Dow Corning 995 silicone structural adhesive sealant or equivalent to be approved by MDAD project manager before application.
17. When glass being replaced is part of an entire section, contractor shall verify that all adjacent units are properly sealed to avoid water penetration. All broken glasses must be replaced in kind.
18. Install new glass following safety regulations and manufacturer procedures.
19. Temporarily secure glass to ensure proper trim fit to allow sealants to cure following manufacturer's procedures.
20. Clean all surrounding areas and paint trims and frames to provide a fresh finish.
21. Repair any damages caused by the re-glazing process.

- 22. The contractor is responsible for performance of a water test after work has been completed in the presence of the MDAD project manager to verify that no water penetration is caused due to improper installation.
- 23. Provide a 1 year – no dollar limit- warranty for any defects in materials and installation. Upon warranty activation, the contractor shall immediately perform inspections, repair or replace defective areas.
- 24. Provide a manufacturer warranty for all glazing materials following installation. The Manufacturer warranty must be in effect for a period of at least one year.
- 25. Approved brands for film applications include 3M, Courtaulos, Llumar, Madico, Solar Gard and Sungard.
- 26. All work shall be in compliance with the FBC Chapter 24 Glass & Glazing, ANSI 97.1-1975 and Federal Safety Standard 16 CFR 1201 Category I and II.

MDAD Design Guideline excerpts and available specifications will be distributed at the mandatory pre-bid meeting.

**Design Drawings Included:** N                      **Shop Drawings Included:** N                      **Specifications Included:** Y  
**Project Qualifier:** Ana Finol, P.E.                      **Phone No:** 305-876-8310                      **EEmail:** AFinol@miami-airport.com

**Comments:**

*In accordance with Miami-Dade County Implementing Order 3-9, Accounts Receivable Adjustments, if money is owed by the Contractor to the County, whether under this Contract or for any other purpose, the County reserves the right to retain such amount from payment due by County to the Contractor under this Contract. Such retained amount shall be applied to the amount owed by the Contractor to the County. The Contractor shall have no further claim to such retained amounts which shall be deemed full accord and satisfaction of the amount due by the County to the Contractor for the applicable payment due herein.*

*"Pursuant to Miami-Dade County Budget Ordinance No. 13-103 this Contract is subject to a user access fee under the County's User Access Program (UAP) in the amount of two percent (2%). All construction services provided under this contract are subject to the 2% UAP. This fee applies to all Contract usage whether by County Departments or by any other governmental, quasi-governmental or not-for-profit entity. From every payment made to the Contractor under this contract (including the payment of retainage), the County will deduct the two percent (2%) UAP fee provided in the ordinance and the Contractor will accept such reduced amount as full compensation for any and all deliverables under the contract. The County shall retain the 2% UAP for use by the County to help defray the cost of its procurement program. Contractor participation in this pay request reduction portion of the UAP is mandatory."*

*"Pursuant to Ordinance 13-103, if the base bid is above \$500,000, the UAP will be applicable."*

**COMMUNITY WORKFORCE PROGRAM**

*Prior to entering into a contract and according to the Miami-Dade County Code §2-1701 and amended by Ordinance 13-66, the successful bidder on a construction contract subject to a Community Workforce Program (CWP) goal, must submit to Small Business Development (SBD) through the contracting officer a workforce plan outlining how the CWP goal will be met. Additional information is available at the County's website at <http://www.miamidade.gov/business/contract-requirements.asp#0>.*

*Contractor must submit a Workforce Plan to the Miami-Dade County Internal Services Department, Small Business Development Division within fifteen (15) days of notification of award of the contract. The County will not enter into the contract until it receives the contractor's Workforce Plan and deems the Plan acceptable. The Workforce Plan forms may be obtained on the County's website at <http://www.miamidade.gov/business/contract-requirements.asp#0>.*

This contract shall be for a maximum term of three (3) years. The total contract allocation is not to exceed \$900,000.00 including a \$90,000.00 allowance account to address miscellaneous unforeseen conditions and/or repairs. Work shall be authorized on an as needed basis via Work Orders by the MDAD project manager (PM). MDAD offers no guarantee that the full \$900,000.00 contract allocation will be used in full.

Pricing for Work Orders shall be based on unit prices established on the Supplemental Bid Form distributed along with the RPQ documents. The Supplemental Bid Form will also be distributed at the mandatory pre-bid meeting and must be submitted along with the bid documents. Prospective bidders are cautioned that failure to complete and submit the Supplemental Bid Form with the bid documents shall result in their bid being rescinded. The Supplemental Bid Form's unit costs shall be used to determine the low "responsive and responsible" bidder. Prospective bidders are notified hereby that their unit costs and total price for the listed items on the Supplemental Bid Form shall be all inclusive for each line item (i.e., unit cost shall include labor, parts, materials, equipment such as ladders, scaffolding and/or lifts, and any other incidentals) associated with performing the work. Furthermore, some or all of the work may have to be completed at night to minimize disruptions to the MDAD's business operations. Please adjust unit costs accordingly.

Prospective bidders are responsible for taking into consideration all applicable Ordinances and/or Regulations in force at

the time of the bid, such as Prevailing/Responsible Wages, that may affect their unit prices. Omission by the Prospective bidders shall not constitute grounds for change order(s). Furthermore, the awarded contractor shall obtain and submit all permits (i.e., as applicable) before performing any work.

Prospective bidders shall submit both a Bid and a Payment & Performance (P&P) bonds. The Bid Bond shall be submitted with the bid documents. The P&P bond shall be submitted within fourteen (14) calendar days of receipt of the Recommendation for Award (RFA) or time extension approved by the MDAD PM. The P&P bond shall include the entire contract allocation amount of \$900,000.00

All requests for information (RFI) shall comply with the Cone of Silence, Administrative Order 3-27 and shall be directed in writing to the MDAD PM with a copy to the Clerk of the Board. The deadline to submit RFIs is no later than seven (7) working days before the bid opening date and time specified on the RPQ and Invitation to Bid. The MDAD will issue all changes and/or clarifications to the RPQ in writing via an Addendum. Verbal statements made by the County or the Owner's Representative that are not contained in the RPQ or Addendum are not binding on the County and do not form any basis for a bidder's response to a RPQ.

Failure to attend the mandatory pre-bid and site meetings shall result in the corresponding bid being rescinded. Reservations to attend the pre-bid meeting are required at least seven (7) calendar days in advance to make arrangements as needed. Please notify the MDAD PM via e-mail at least 7 days in advance if you plan to attend the mandatory pre-bid and site meetings.

Compliance with the Aviation Department (MDAD)'s Environmental Policy, ISO 14000 certification and Commissioning requirements will be strictly enforced by the MDAD PM. These requirements will be discussed during the mandatory pre bid meeting. The awarded bidder shall comply with all requirements listed on the project plans, specifications and/or distributed separately during the mandatory pre-bid meeting.

The awarded contractor is responsible for the safety and security of the job site. Any vandalism, theft, etc. which occurs during the construction time is the responsibility of the contractor. No monetary compensation shall be granted if any of the above occurs. Contractor is required to have proper insurance to cover ongoing work on the job site. If Contractor opts to hire an independent Security Company, such company is to be properly bonded and insured.

If the awarded contractor shall neglect, fail, or refuse to complete the work within the time specified for Substantial Completion in the Notice to Proceed (NTP) and/or subsequent Work Orders, then the contractor hereby agrees, as part of the consideration for the awarding of this Contract, to pay to the Owner, as liquidated damages and not as a penalty, the sum of \$56.00 per day for each calendar day beyond the dates set forth in the NTP and/or Work Order(s). The said amount is fixed and agreed on by and between the Contractor and the Owner because of the impracticability and extreme difficulty of ascertaining the true value of the damages which the Owner will sustain by failure of the Contractor to complete the Work on time, such as loss of revenue, service charges, interest charges, delays caused to other construction activities of Owner by failure to perform this Contract, and other damages, some of which are indefinite and not susceptible of easy proof. Said amount is agreed to be a reasonable estimate of the amount of damages which the Owner will sustain and said amount shall be deducted from any monies due or that may become due to the contractor, and if said monies are insufficient to cover said damages, then the Contractor shall pay the amount of the difference. Substantial completion does not relieve the contractor of completing the project in its entirety, nor does it obligate the owner to pay the entire contract price. Final acceptance is achieved when a Certificate of Completion (i.e., if required), acceptable warranties, final payrolls, final releases or acceptable Consent of Surety and documentation required in the contract documents has been submitted for approval to the MDAD PM.

Glazing work/repairs will be required throughout all airport facilities operated by the MDAD including MIA, Miami-Opa-locka Executive Airport, Miami Executive Airport, Homestead GA Airport and the Dade-Collier Training and Transition GA Airport. Therefore, valid MDAD identification (ID) badges with a Customs Seal will be required as well as vehicle permits to enter airside (with accompanying insurance). The awarded contractor, its employees, its subcontractors and suppliers shall comply with all MDAD security requirements including background checks, security badges, identification badging bonding requirements, specialized aviation-related insurance requirements, etc. The awarded contractor shall be responsible for all costs associated for renewal of the ID badges, insurance and vehicle permits as needed. The unit cost for line item #48 on the Supplemental Bid Form shall be adjusted accordingly.

Bids must be submitted in a sealed envelope. The bidder's name, address, the project name and the RPQ number must be indicated on the outside of the envelope. The sealed envelope shall include, at a minimum, the following documents:

1. Bid price using form 5-A, (provided in the bid package).
2. Completed Supplemental Bid Form.
3. Bid guarantee in the form of a bid bond, certified check, or cashier's check. Failure to include a bid guarantee shall render the bid non-responsive.
4. Internal Service Department (ISD), Division of Small Business Development's (SBD) Form 400 "Schedule of Intent" (SOI) listing each subcontractor that will work on the project, if applicable.
5. Fully executed Fair Wage Affidavit and Collusion Affidavit.

The awarded bidder shall maintain valid insurance in accordance with the requirements established below, AOA access decals for vehicles, bond(s), MDAD identification badges and shall comply with responsible wages throughout the entire term of the contract.

**INDEMNIFICATION AND INSURANCE:**

Contractor shall indemnify and hold harmless the County and its officers, employees, agents and instrumentalities from any and all liability, losses or damages, including attorneys' fees and costs of defense, which the County or its officers, employees, agents or instrumentalities may incur as a result of claims, demands, suits, causes of actions or proceedings of any kind or nature arising out of, relating to or resulting from the performance of this Agreement by the Contractor or its employees, agents, servants, partners principals or subcontractors. Contractor shall pay all claims and losses in connection therewith and shall investigate and defend all claims, suits or actions of any kind or nature in the name of the County, where applicable, including appellate proceedings, and shall pay all costs, judgments, and attorney's fees which may issue thereon. Contractor expressly understands and agrees that any insurance protection required by this Agreement or otherwise provided by Contractor shall in no way limit the responsibility to indemnify, keep and save harmless and defend the County or its officers, employees, agents and instrumentalities as herein provided.

The Contractor shall furnish to the Miami-Dade Aviation Department (MDAD) located at Miami International Airport (MIA) Bldg. 3030. 4331 N.W. 22nd Street, Miami, Florida - 33159, Certificate(s) of Insurance which indicate that insurance coverage has been obtained which meets the requirements as outlined below:

- A. Worker's Compensation Insurance for all employees of the Contractor as required by Florida Statute 440.
- B. Commercial General Liability Insurance on a comprehensive basis, in an amount not less than \$1,000,000 combined single limit per occurrence for bodily injury and property damage. Miami-Dade County must be shown as an additional insured with respect to this coverage.
- C. Automobile Liability Insurance covering all owned, non-owned and hired vehicles used in connection with the work, in an amount not less than \$1,000,000 combined single limit per occurrence for bodily injury and property damage.

All insurance policies required above shall be issued by companies authorized to do business under the laws of the State of Florida, with the following qualifications:

The company must be rated no less than "A-" as to management, and no less than "Class VII" as to financial strength by Best's Insurance Guide, published by A.M. Best Company, Oldwick, New Jersey, or its equivalent, subject to the approval of the County Risk Management Division.

or

The company must hold a valid Florida Certificate of Authority as shown in the latest "List of All Insurance Companies Authorized or Approved to Do Business in Florida" issued by the State of Florida Department of Financial Services and are members of the Florida Guaranty Fund.

NOTE: CERTIFICATE HOLDER MUST READ:

MIAMI-DADE COUNTY  
111 NW 1ST STREET  
SUITE 2340  
MIAMI, FL 33128

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