

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

New     OTR     Sole Source     Bid Waiver     Emergency    Previous Contract/Project No. FB-00555/FB-00320

Re-Bid     Other    LIVING WAGE APPLIES:  YES     NO

Requisition No./Project No.: FB-00680    TERM OF CONTRACT 5 YEAR(S) WITH 2 YEAR(S) OTR

Requisition /Project Title: ACCESS CONTROL POINT BARRIERS MAINT AND REPAIR

Description: To establish a contract for a full service for preventive maintenace (PM), inspections, and repair of Access Control Point Barrier Systems and traffic gate arm systems for Miami-Dade County Aviation Department.

Issuing Department: AV    Contact Person: Summer Johnson    Phone: 305-876-7319

Estimate Cost: \$2,700,000    Funding Source:  GENERAL     FEDERAL     OTHER Proprietary

**ANALYSIS**

<b>Commodity Codes:</b>	<u>93600</u>	<u>93637</u>		
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.				
	<b>EXISTING</b>	<b>2<sup>ND</sup> YEAR</b>	<b>3<sup>RD</sup> YEAR</b>	
<b>Contractor:</b>				
<b>Small Business Enterprise:</b>				
<b>Contract Value:</b>	\$	\$	\$	
<b>Comments:</b>				

Continued on another page (s):     YES     NO

**RECOMMENDATIONS**

	Set-aside	Sub-contractor goal	Bid preference	Selection factor
<b>SBE</b>				

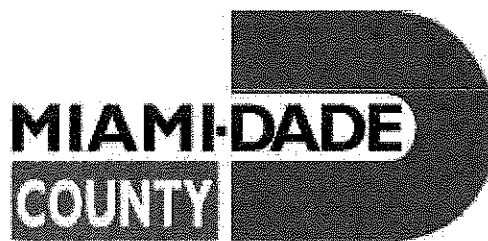
Basis of recommendation:

Signed: NATALYA VASILYEVA    Date sent to SBD: 08/14/2017  
Natalya Vasilyeva    Date returned to DPM:   
08/14/2017

## **Solicitation FB-00680**

# **ACCESS CONTROL POINT BARRIER SYSTEMS**

**Solicitation Designation: Public**



**Miami-Dade County**

## Solicitation FB-00680 ACCESS CONTROL POINT BARRIER SYSTEMS

Solicitation Number FB-00680  
Solicitation Title ACCESS CONTROL POINT BARRIER SYSTEMS

Solicitation Start Date In Held  
Solicitation End Date Aug 29, 2017 6:00:00 PM EDT  
Question & Answer End Date Aug 22, 2017 2:00:00 PM EDT

Solicitation Contact Natalya Vasilyeva  
Procurement Contracting Officer 2  
ISD - Procurement Management Services  
305-375-4725  
Natalya.Vasilyeva@miamidade.gov

Solicitation Contact Celeste Walker  
305-375-2103  
cewalk@miamidade.gov

Solicitation Contact Fredrick Taylor  
Procurement Contracting Officer 2  
ISD - PMS  
305-375-1078  
taylorf@miamidade.gov

Contract Duration **See Bid Documents**  
Contract Renewal See Bid Documents  
Prices Good for **See Bid Documents**

Solicitation Comments **The purpose of this solicitation is to establish a full service contract for preventive maintenance (PM), assessment, inspections, and repair of Access Control Point Barrier Systems (ACPB) and Traffic Gate Arm Systems (TGAS) for Miami-Dade County Aviation Department (MDAD). The award of this contract is contingent upon rejection of the solicitation FB-00555, Access Control Point Barrier Systems.**

### Item Response Form

Item **FB-00680-01-01 - Monthly Routine Preventive Maintenance and Repairs**  
Quantity **60 month**  
Unit Price   
Delivery Location **Miami-Dade County**  
Miami International Airport  
4331 NW 22 Street  
Bldg. 3040

Miami FL 33102  
**Qty 60**

**Description**

Preventive maintenance and inspection of the Access Control Point Barrier Systems ( ACPB) and Traffic Gate Arm Systems (TGAS) shall be conducted on a monthly basis as well as regularly throughout the performance of the contract. All maintenance is to be performed in accordance with the ACPB and TGAS manufacturer's manual. At the conclusion of all maintenance and inspections, all ACPB's and TGAS must be fully operational and the area left in a clean and presentable manner. Work site shall be kept clean and free of debris at all times for safety of aircraft reasons. Bidder will provide maintenance as per Original Equipment Manufacturer (OEM) recommendations or as necessary to maintain operational readiness. Bidder shall be responsible for providing labor, tools, adequate resources and equipment necessary to perform services requested. Bidder shall provide All-inclusive Monthly price that will include Preventative Maintenance Services, Routine Repair Services and Daily Staffing between 06:00am and 10:00 pm, 7 days a week as described in Section 3, Technical Specifications

Item **FB-00680-01-02 - Emergency Services and Additional Repairs**  
 Quantity **600 hour**  
 Unit Price   
 Delivery Location **Miami-Dade County**  
Miami International Airport  
 4331 NW 22 Street  
 Bldg. 3040  
 Miami FL 33102  
**Qty 600**

**Description**

Emergency services shall be defined as "any unforeseen, unanticipated work not listed under the routine Preventive Maintenance and Repair Services". Acceptable response time for emergency service shall not exceed two (2) hours from County notification between hours 10:00pm and 06:00am and twenty (20) minutes from County notification between hours 06:00am and 10:00pm. The hourly rate quoted shall be deemed to provide full compensation to the Bidder for labor, equipment use, travel time, and any other element of cost or price.

BID NO.: FB-00680  
ACCESS CONTROL POINT BARRIER SYSTEMS  
Aug 29, 2017



MIAMI-DADE COUNTY, FLORIDA

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

**TITLE:**  
ACCESS CONTROL POINT BARRIER SYSTEMS

**FOR INFORMATION CONTACT:**  
Natalya Vasilyeva 305-375-4725 Natalya.Vasilyeva@miamidade.gov

**IMPORTANT NOTICE TO BIDDERS/PROPOSERS:**

- READ THE ENTIRE SOLICITATION 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.
- THE SOLICITATION SUBMITTAL FORM CONTAINS IMPORTANT INFORMATION THAT REQUIRES REVIEW AND COMPLETION BY ANY BIDDER/PROPOSER RESPONDING TO THIS SOLICITATION.
- FAILURE TO COMPLETE AND SIGN THE SOLICITATION SUBMITTAL FORM WILL RENDER YOUR PROPOSAL NON-RESPONSIVE.

**GENERAL TERMS AND CONDITIONS:**

All general terms and conditions of Miami-Dade County Procurement Contracts are posted online. Bidders/Proposers 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 general terms and conditions are considered non-negotiable.

All applicable 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-r16-3.pdf>

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**NOTICE TO ALL BIDDERS/PROPOSERS:**

Electronic bids are to be submitted through a secure mailbox at BidSync ([www.bidsync.com](http://www.bidsync.com)) until the date and time as indicated in this Solicitation document. It is the sole responsibility of the Bidder/Proposer to ensure their proposal reaches BidSync before the Solicitation closing date and time. There is no cost to the Bidder/Proposer to submit a proposal in response to a Miami-Dade County solicitation via BidSync. Electronic proposal submissions may require the uploading of electronic attachments. The submission of attachments containing embedded documents or proprietary file extensions is prohibited. All documents should be attached as separate files.

For information concerning technical specifications please utilize the question/answer feature provided by BidSync at [www.bidsync.com](http://www.bidsync.com) within the solicitation. Questions of a material nature must be received prior to the cut-off date specified in the solicitation. Material changes, if any, to the solicitation terms, scope of services, or bidding procedures will only be transmitted by written addendum. (See addendum section of BidSync site).

Please allow sufficient time to complete the online forms and upload of all proposal documents. Bidders/Proposers should not wait until the last minute to submit a proposal. The deadline for submitting information and documents will end at the closing time indicated in the solicitation. All information and documents must be fully entered, uploaded, acknowledged (Confirm) and recorded into BidSync before the closing time or the system will stop the process and the response will be considered late and will not be accepted.

**PLEASE NOTE THE FOLLOWING:**

No part of your proposal can be submitted via **HARDCOPY, EMAIL, OR FAX**. No variation in price or conditions shall be permitted based upon a claim of ignorance. Submission of a proposal will be considered evidence that the Bidder/Proposer has familiarized themselves with the nature and extent of the work, and the equipment, materials, and labor required. The entire proposal response must be submitted in accordance

with all specifications contained in the solicitation electronically.

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SOLICITATION TITLE: ACCESS CONTROL POINT BARRIER SYSTEMS

SOLICITATION NO.: FB-00680

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

The purpose of this solicitation is to establish a full service contract for preventive maintenance (PM), assessment, inspections, and repair of Access Control Point Barrier Systems (ACPB) and Traffic Gate Arm Systems (TGAS) for Miami-Dade County Aviation Department (MDAD).

**2.2 TERM OF CONTRACT**

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 Procurement Management Division, and contingent upon the completion and submittal of all required bid documents. The contract shall expire on the last day of the five (5) year contract term.

**2.3 OPTION TO RENEW**

The initial contract prices resultant from this solicitation shall prevail for a five (5) year(s) period from this contract's initial effective date. Prior to, or upon completion, of that initial term, the County shall have the option to renew this contract for an additional two (2) year period on a year-to-year basis. The vendor shall maintain, for the entirety of the stated additional period(s), the same prices, terms, and conditions included within the originally awarded contract. Continuation of the contract beyond the initial period, and any option subsequently exercised, is a County prerogative, and not a right of the vendor. This prerogative may be exercised only when such continuation is clearly in the best interest of the County. Should the vendor decline the County's right to exercise the option period, the County will consider the vendor in default which decision shall affect that vendor's eligibility for future contracts.

**2.4 METHOD OF AWARD**

Award of this contract will be made to a single lowest 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 Bidder fails to submit an offer on all items, its overall offer may be rejected. If the awarded Bidder defaults, the County shall have the right to negotiate with the next responsive and responsible Bidder.

The award of this contract is contingent upon rejection of the solicitation FB-00555, Access Control Point Barrier Systems.

**2.5 MINIMUM QUALIFICATION REQUIREMENT**

Bidder shall have a valid copy of the following certificates of competency qualifying said person, firm, corporation or joint venture to perform the work proposed:

- i. Mechanical Contractor license and
- ii. Low Voltage Electrical Contractor license

If work for other trades is required in conjunction with this solicitation and will be performed by subcontractor(s), in accordance with the Code of Miami-Dade County, Florida, Section 10-3 (B), any person, firm, corporation or joint venture which submits an offer in response to a County solicitation shall, at the time of such offer, hold a valid Certificate of the following: (Mechanical license and Electrical license), qualifying said person, firm, corporation or joint venture to perform the work proposed. If work for other trades is required in conjunction with this solicitation and will be performed by a



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subcontractor(s), an applicable Certificate of Competency issued to the subcontractor(s) shall be submitted with the prime Bidder's offer; provided, however, that the County may at its option and in its best interest allow the Awarded Bidder to supply the subcontractor(s) certificate to the County during the bid evaluation period.

**2.6 BID SUBMITTALS**

Offers shall be considered from Bidders which are regularly engaged in the installation, preventive maintenance, inspections and repairs of Access Control Point Barrier Systems and Traffic gate arms at various airport locations, restricted areas and facilities. Bidder shall have adequate resources and licensed personnel to provide services requested within this solicitation.

Bidders shall provide, at the time of bid submittal the following:

**A.** Local Business Tax Certificate.

**B.** Mechanical Contractor license.

**C.** Low Voltage Electrical license.

**D.** Three (3) references which can verify that the Bidder is currently providing or has provided installation, preventive maintenance, inspections and repairs of Access Control Point Barrier Systems and Traffic gate arm systems. These references must include the customer's company name and the name, title, address, email and telephone number of the contract person, project start and end dates, who can verify that the Bidder has successfully provided the services that the Bidder is offering under this solicitation. These references shall ascertain to the County's satisfaction that the Bidder has sufficient experience and expertise in installation, maintenance and repairs of Access Control Point Barrier systems and Traffic Gate Arms

**E.** Completed Contractor and Supplier Environmental Management System Affidavit (Exhibit A)

**F.** Completed Requirements Checklist.

**G.** Provide information that the Bidder's business regularly engaged in routinely offering services and selling products/services requested within this solicitation.

**H.** Provide information that the Bidder's business is currently authorized by the ACPB/TGAS manufacturer(s) as a dealer/sellers of products and services requested.

**2.7 PRICES**

The prices resultant from this solicitation shall prevail for the term of the contract, except as hereby noted. The County will consider yearly price adjustments, to be effective on the contract's annual anniversary date, based on changes in the following pricing index: Consumer Price Index for all urban consumer, based on other goods & services for Miami-Ft. Lauderdale Area. It is the Bidders' responsibility to request any pricing adjustment under this provision. Requests for price adjustment should be submitted to the Internal Services Department Procurement Management Division 90 days prior to the contract's annual anniversary date. Requests for price adjustment must clearly substantiate the requested increase. The County reserves the right to negotiate prices, approve or disapprove price adjustments, or cancel its contract with the Bidder, in its best interest.

The Bidder adjustment request should not be in excess of the relevant pricing index change. If no adjustment request is received from the Bidder, the County will assume that the Bidder has agreed that the optional term may be exercised without

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pricing adjustment. Any adjustment request received after the commencement of a new option period may not be considered.

## **2.8 INSPECTION OF FACILITIES AND EQUIPMENT (OPTIONAL)**

It is recommended for prospective bidders to visit the sites of the proposed work and become familiar with any conditions which may in any manner affect the work to be done or affect the equipment, materials and labor required. The bidder(s) are also advised to examine carefully specifications and to become thoroughly aware regarding any and all conditions and requirements that may in any manner affect the work to be performed under the contract. For an appointment arrangement to inspect sites and equipment contact [Natalya.Vasiljeva@miamidade.gov](mailto:Natalya.Vasiljeva@miamidade.gov). No additional allowances will be made because of lack of knowledge of these conditions.

## **2.9 EQUAL PRODUCT**

The manufacturer's names, or brand names, in this solicitation are being used for the sole purpose of establishing the minimum requirement of level of quality, standard of performance, and design and this is in no way intended to prohibit the offer of other manufacturer's items of equal material and performance. An "equal" product shall be equal in quality and standards of performance to the product specified in the solicitation. The County shall be sole judge of equality, based on its best interest, and its decision in this regard shall be final.

## **2.10 LIQUIDATED DAMAGES**

Failure to comply with the contract in accordance with the specifications and to the satisfaction of the County within the time stated on *Section 3, Paragraph 3.12* shall cause the Bidder to be subject to charges for liquidated damages in the amount of \$1000 for each and every calendar day the work remains incomplete. In addition to any fines levied by the Transportation Security Administration (TSA) in the event of a security breach resulting from not having the proper access controls in place. The Bidder shall be liable for all additional costs, and shall reimburse the County all punitive damages. The County shall have the right to deduct the said liquidated damages from any amount due, or that may become due to the Bidder under this agreement, or to invoice the Bidder for such damages if the costs incurred exceed the amount due to the Bidder.

## **2.11 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 the 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 Vendor Services Section of PMS, 111 NW 1<sup>st</sup> Street, Suite 1300, Miami, Florida 33128, Certificate(s) of Insurance which indicate that insurance coverage has been obtained which meets the requirements as outlined below:

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- A. Worker's Compensation Insurance for all employees of the Contractor as required by Florida Statute 440.
- B. Commercial General Liability Insurance 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.

**\*Under no circumstances are Contractors permitted on the Aviation Department, Aircraft Operating Airside (A.O.A) at Miami International Airport without increasing automobile coverage to \$5 million. Only vehicles owned or leased by a company will be authorized. Vehicles owned by individuals will not be authorized. \$1 million limit applies at all other airports.**

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.

**NOTE: CERTIFICATE HOLDER MUST READ: MIAMI-DADE COUNTY**

**111 NW 1<sup>ST</sup> STREET**

**SUITE 2340**

**MIAMI, FL 33128**

**2.12 DELIVERY REQUIREMENTS COMPLETION OF WORK**

In cases where the completion date will be delayed due to acts of nature, strikes, or other causes beyond the control of the Bidder, the Bidder shall notify the affected Department project manager(s) or designee of the delays in advance of the completion date so that a revised completion schedule can be negotiated. Should the awarded Bidder fail to complete the work within the number of hours or days agreed by the Bidder and the affected Department project manager(s) or designee, it is hereby agreed and understood that the County reserves the authority to cancel the repairs with the Bidder and may secure the services of another Bidder to complete the work. In addition, the County may, at its option, to charge any and all re-procurement costs to the original Bidder.

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**2.13 WARRANTY REQUIREMENTS****A. TYPE OF WARRANTY COVERAGE REQUIRED FOR REPAIRS AND PARTS**

In addition to the standard warranty, it is hereby agreed and understood that all repairs and replacements parts supplied by the Bidder shall be warranted for a minimum period of one (1) year after the repairs have been completed and/or parts installed and accepted by the County.

When a product under warranty is replaced, a new full one (1) year warranty period for that product will commence again from the date the replacement was provided and accepted by the County. All deliverables shall be new and not used or reconditioned. Recycled Equipment should be clearly identified as such.

Products are warranted in conformance with applicable laws. If any part or term of this warranty is held to be illegal, unenforceable or in conflict with applicable law by any court of competent jurisdiction, the validity of the remaining portions of the warranty shall not be affected, and all rights and obligations shall be construed and enforced as if this Warranty did not contain the particular part or term held to be invalid.

**B. CORRECTING REPEAT FAILURES COVERED UNDER THE WARRANTY FOR REPAIRS AND PARTS**

If any warranty repair experiences two or more failures within thirty (30) calendar days following the repair due to faulty workmanship supplied by the Bidder, the Bidder hereby understands and agrees that as defined in *Section 3, Paragraph 3.9*, it will repair the failure at no cost to the County.

If the Bidder fails to complete the repair and/or supply the parts within this prescribed period, the County may, at its sole discretion, deduct \$1000 liquidated damages for each work day that the repair remains incomplete and/or the parts are not delivered; either through a credit memorandum, a deduction from an appropriate invoice from the Bidder, or through a separate invoice from the County.

If the Bidder fails to honor the warranty and/or fails to correct or replace the defective work or items within the period specified, the County may, at its discretion, notify the Bidder, in writing, that the Bidder may be debarred as a County Bidder and/or subject to contractual default if the corrections or replacements are not completed to the satisfaction of the County within 10 calendar days of receipt of the notice. If the Bidder fails to satisfy the warranty within the period specified in the notice, the County may (a) place the Bidder in default of its contract, and/or (b) procure the products or services from another Bidder and charge the Bidder for any additional costs that are incurred by the County for this work or items; either through a credit memorandum or through invoicing.

This warranty requirement shall remain in force for the full period identified above; regardless of whether the Bidder is under contract with the County at the time of defect. Any payment by the County on behalf of the goods or services received from the Bidder does not constitute a waiver of these warranty provisions.

**2.14 ACCIDENT PREVENTION AND REGULATIONS**

Precautions shall be exercised at all times for the protection of persons and property. All Bidders performing services under this contract shall conform to all relevant OSHA, State and County regulations during the course of such effort. Any fines levied by the above mentioned authorities for failure to comply with these requirements shall be borne solely by the responsible Bidder.

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Barricades shall be provided by the Bidder when work is performed in areas traversed by persons, or when deemed necessary by the Bidder or an authorized representative of the County.

**2.15 CLEAN UP**

All unusable material and debris shall be removed from the premises. At completion, the Bidder shall thoroughly clean up the areas where work has been involved as mutually agreed with the project manager or designee. See Exhibit A for Contractor and Supplier Environmental Management System Affidavit and Exhibit B for Environmental Management System (Ems) – MDAD Environmental Policy.

**2.16 LICENSES, PERMITS AND FEES**

Bidder 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 Bidder for failure to obtain required licenses, permits or fines shall be borne by the Bidder.

**2.17 SPECIAL SECURITY PROCEDURES****A. MIAMI DADE AVIATION DEPARTMENT (MDAD)**

Bidder(s) requiring access within the Security Identification Display Area (SIDA), Secured, Sterile, Air-Operations Area (AOA) are required to obtain (MDAD) identification badges to be worn at all times while within these areas. A security threat assessment is required at no fee, the applicant information will be provided to the Transportation Security Administration (TSA) by MDAD for approval before an applicant can be issued the ID.

Bidder(s) shall apply for identification badges once the contract is through MDAD Security Operations Division (305) 876-7188. Approval for the issuance of MDAD ID badges will not be granted until the Bidder(s) comply with all MDAD and TSA, requirements. The Bidder(s) must ensure that there are sufficient badges available for the employees at all times to perform the required maintenance. Failure to comply may result in immediate termination for this contract.

**B. IDENTIFICATION OF VEHICLES**

Bidder(s) shall obtain a contractor ramp permit authorizing entrance onto the (AOA) area through the MDAD ACPB for the term of the contract. All vehicles used for this contract by the Bidder or the Bidder(s) employees shall be identified on both doors of the vehicle with at least the companies name, phone number and contractor's license number.

Vehicles delivering materials to the job site shall pick up a temporary pass at the guard gate and shall surrender same upon leaving the terminal airside area. All parking charges incurred while at the airport are the responsibility of the Bidder (s). There will not be any reimbursement of parking fees or tolls.

**C. AIR OPERATING AREA (AOA)**

The Bidder must follow all security procedures required of workers at MIA. This will include security checks and passes for all employees, a special driving course for those who operate a vehicle on the air operating area (AOA), additional badges to work within the US Customs service area and may include bonding for a Customs I.D. For Customs ID, call 786-265-5715 for information and pick-up forms package at Flamingo Garage, 1<sup>st</sup> floor, Monday-Friday, Noon until 3:00 p.m.

**SOLICITATION TITLE: ACCESS CONTROL POINT BARRIER SYSTEMS****SOLICITATION NO.: FB-00680**

For Miami Dade Aviation Department ID, call 305-876-7188 for appointment and pick-up package at Dolphin Garage, 6<sup>th</sup> floor. For Driver's Training and Permit information, call 305-876-7359. Vendors are responsible for all costs incurred in obtaining security badges. Security clearance must be obtained after vendor has been a contract.

## **2.18 WORK ACCEPTANCE**

All serviced areas and or equipment will be inspected by an authorized representative of the County once work is completed. This inspection shall be performed to determine operational status, acceptance of work, appropriate invoicing, and warranty conditions. If any additional parts and or/work is necessary the vendor shall obtain prior authorization from a department project manager or designee.

These reports will also include identification of each equipment, unit and/or related component, the physical location, type of inspection, a list of operational checks, maintenance work performed, and overall condition of the equipment, unit and/or related component and actual time spent at the work site.

## **2.19 RE-MANUFACTURED MATERIALS**

The County hereby agrees that materials supplied by the Bidder in conjunction with this contract may be re-manufactured, rebuilt, or re-conditioned as long as they are warranted for merchantability, and carry a warranty equal to new products. In the event any of the materials supplied to the County by the Bidder are found to be defective or do not conform to specifications, the County reserves the right to either (1) cancel the order and return such materials to the Bidder at the Bidder's expense; or (2) require the Bidder to replace the materials at the Bidder's expense. The Bidder's supplier of maintenance certified equipment should be easily identifiable to the County.

## **2.20 ADDITIONAL SERVICES/FACILITIES MAY BE ADDED OR DELETED**

The County will have the option of adding and removing services/sites from the scope or work, increase or decrease frequency of services as needed and when needed, should the County determine that continuing to provide this level of services is no longer in the County's best interest due to extenuating circumstances. Although this solicitation and resultant contract identifies specific facilities to be serviced, it is hereby agreed and understood that any County department or agency facility may be added to this contract at the option of the County. When required by the pricing structure of the contract, vendor(s) under this contract shall be invited to submit price quotes for these additional services/facilities. If these quotes are determined to be fair and reasonable, then the additional work will be awarded to the current contract vendor(s) that offers the lowest acceptable pricing. If this contract has a single incumbent vendor, the additional site(s) shall be added to this contract by formal modification of the award sheet. If there are multiple incumbent vendors under this contract, and the additional effort is to be assigned to only one of these vendors, a separate release order will be issued.

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

## **2.21 FUTURE REPLACEMENTS OF EXISTING SYSTEMS/PARTS**

The County may request prices/proposals for future replacements of systems or any major parts. Upon receiving the request from the County's Project Manager or designee, the Contractor shall provide a proposal and/or price for the replacements. The County reserves the right to negotiate the statement of work and prices to be paid by the County for such replacements. All work must be scheduled with Miami International Airport's Security Operations Division due to operational requirements only one Barrier can be taken out of service at any time.

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SOLICITATION NO.: FB-00680

### **SECTION 3 – TECHNICAL SPECIFICATIONS**

#### **3.1 SCOPE OF WORK**

The purpose of this invitation to bid is to establish a full service contract to include onsite staffing to respond to trouble calls to make routine repairs, preform preventive maintenance (PM), assessment, and inspections of Access Control Point Barrier Systems (ACPB) and the traffic gate arm systems (TGAS) for Miami-Dade County Aviation Department (MDAD) at Miami International Airport. (MIA). Daily (7 days a week) onsite staffing shall be provided from 06:00AM to 10:00PM.

Bidder shall furnish all labor (personnel), travel, equipment (materials), general service tools, and supervision necessary to perform the preventive maintenance service (PM) and repairs in accordance with the project specifications. The ACPB security equipment are located at various locations at MIA, the systems included are:

- A. (4) NMSB III-D 14 ft. Clear Opening Hydraulic Operable Steel-Plate Barrier Systems
- B. (9) NMSB III-D 12 ft. Clear Opening Hydraulic Operable Steel-Plate Barrier Systems
- C. (32) Traffic Gate Arm Systems
- D. (4) Oil/Water separators and connective drain lines

It is noted that Bidder preventative maintenance and repairs apply to the MDAD MIA facility existing ACPB and TGAS.

The Tasks described in this section are not exhaustive or all inclusive. It shall be the Bidder responsibility, as industry experts, to ensure that all necessary maintenance tasks are performed in order to maintain the ACPB and TGAS other terms covered under this contract in optimum functional condition.

#### **3.2 PREVENTIVE MAINTENANCE**

Preventive maintenance and inspection of the ACPB and TGAS equipment shall be conducted on a monthly basis as well as regularly throughout the performance of the contract. All maintenance is to be performed in accordance with the ACPB and TGAS manufacturer's manual. At the conclusion of all maintenance and inspections, all ACPB's and TGAS must be fully operational and the area left in a clean and presentable manner. Work site shall be kept clean and free of debris at all times for safety of aircraft reasons. Bidder will provide maintenance as per Original Equipment Manufacturer (OEM) recommendations or as necessary to maintain operational readiness. Bidder shall be responsible for providing labor, tools and equipment necessary to perform preventive maintenance.

##### **A. Monthly Preventative Maintenance Services shall include but not be limited to:**

Bidder shall perform monthly the following hydraulic, mechanical, and electrical checks on the ACPB and TGAS, and indicate the status of the equipment on the Bidder monthly PM checklist.

Bidder shall develop a (PM) checklist to include but not be limited to the following.

1. Check oil/hydraulic lines for kinks, contact wear, bulging, cracking, seeping and/or defects.
2. Check oil/hydraulic fluid levels are adequate for the equipment, and are maintained at the manufacturer's recommended levels. Check oil level and condition (ex. if oil is too dark, this condition may be an indicator that the oil needs to be changed).
3. Fill oil to proper levels with approved oil type as specified by the OEM Nasatka Barrier, Inc.
4. Clean all excess oil and debris from hydraulic pump units (HPU) to include HPU housing enclosures.
5. Check and lubricate (if necessary) all joint, hinges, limit switch brackets, pivot points, and clevis locking pins, and check for signs of wear and tear.
6. Check hydraulic cylinder pins, mounting pins, and proximity sensors for signs of wear and tear.
7. Oil/lube all cylinder rams to prevent rusting. Remove all rust or corrosion from cylinder rams. Check cylinder for leaks.
8. Check operating pressure, lube bearing blocks and clean operating components.

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9. Test motor starter overloads
10. Check all valves, fittings, and connections. Adjust as necessary.
11. Check all traffic signal light functions and lamps operation. Replace as required.
12. Gate Arm mechanisms: Inspect linkage, drive belt, tension on the belt, security of the enclosure, and locks on the enclosure to ensure optimal functionality.
13. Check all traffic gate-arm functions and recommend necessary repairs and upgrades.
14. Check all electrical connections. Check loop detectors. Check relays for light and photo beam functionality-
15. Check circuit panels, intentionally trip 24 VDC and 120 VAC to verify that the circuit breakers disconnect power. Verify that the main panel's disconnect switch is not broken and is functional.
16. Test output to verify step-up converter 12-24VDC is functional.
17. Check battery connections for signs of corrosion or loose connections.
18. Repair or replace as necessary any electrical components, bulbs and/or switches other than power and control wiring. If replacement of equipment is necessary, the County will provide the equipment from the spare parts inventory or purchase OEM parts from the Bidder if not available in inventory.
19. Clean lenses on photo eyes of traffic light. Check electrical, photo beams for cleanliness, proper mounting, alignment and functionality.
20. Check connectivity of all control panels to ensure all systems are working from the control panel(s), to include Master and Remote control panel stations.
21. Check and calibrate all integrated solutions for proper operation function.
22. Raise barriers and drain covers, clean/remove all water, dirt, sand, and debris from beneath/around barrier, including under the gate plate.
23. Check hardware, locks and slide door operation on hardware enclosure. Clean the inside of the hardware enclosure, and clean any debris around equipment.
24. Clean barrier pits and drains as needed, inspect all foundation voids, frames, and flush or snake drains using vacuum pressure washer if necessary. Visual check oil/water separator drains and multiple inspection ports on the drain system to ensure that it is clean.
25. Pump out water from the oil separators as needed (Coordinate with MDAD to assists with VAC truck)
26. Check vehicle detection loops for proper function.
27. Inspect manual operable only open/close function and calibrate as may be required.
28. Inspect and touch-up painted or galvanized equipment, as necessary, to prevent rusting or corrosion.
29. Inspect hydraulic operable barrier shroud covers for wear and tear.
30. Function check the entire system upon completion of each site visit (monthly required maintenance), inclusive, but not limited to, standard operation cycle time of 3-5 seconds per open/close cycle.
31. Verify and adjust operating speeds, limit switches, and vehicle detectors as may be required.
32. Inspect hydraulic system for leaks and proper operating pressure. Check the hose connections, accumulator pressure is at least 1800 psi, and check for leaks.
33. Inspect hydraulic operator power unit.
34. Inspect striker knee flaps.
35. Verify battery chargers are operating correctly.
36. Inspect STOP decal on barriers.
37. Check all control functions for complete operation of all features, replace bulbs as necessary on indicators.
38. Check alignment on knee brace flaps, bushings, bolts and pins for security and for signs of wear and tear.
39. Operate the entire integrated system for each traffic lane, including the terminal in the control room, to check for functionality of the system, including all electronics. Hydraulic barrier open/close cycle shall be 3-5 seconds.
40. Test the emergency features of the ACPB.



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**3.3 EMERGENCY SERVICES / ADDITIONAL REPAIRS**

Upon receiving written approval from the County's Project Manager or designee, the awarded Bidder shall provide emergency services or additional repairs to the County under the contract. No work shall commence without prior written or oral authorization from the County's Project Manager. When authorization is given orally, the awarded Bidder shall request written approval on the next business day from the County's Project Manager or designee. Emergency services under this contract shall be defined as "any unforeseen, unanticipated work not listed under the routine PM/repair service. Acceptable response time for emergency service shall not exceed two (2) hours from County notification between hours 10:00pm and 06:00am and twenty (20) minutes from County notification between hours 06:00am and 10:00pm.

The hourly rate quoted shall be deemed to provide full compensation to the Bidder for labor, equipment use, travel time, and any other element of cost or price. This rate is assumed to be at straight-time for all labor, except as otherwise noted. The Bidder shall comply with minimum wage standards, and/or any other wage standards specifically set forth in this solicitation and resultant contract, and any other applicable laws of the State of Florida.

**3.4 FUTURE REPLACEMENTS OF EXISTING SYSTEMS/PARTS**

The County may request prices/proposals for future replacements of systems or any major parts. Upon receiving the request from the County's Project Manager or designee, the Contractor shall provide a proposal and/or price for the replacements. The County reserves the right to negotiate the statement of work and prices to be paid by the County for such replacements. Note: All work must be scheduled with Miami International Airport's Security Operations Division due to operational requirements only one Barrier can be taken out of service at any time.

**3.5 OFFICE/SHOP/STORAGE SPACE**

MDAD shall provide the Bidder office, shop, and storage space. The Bidder shall, at his/her expense, provide and maintain all furniture, equipment, and office supplies to include printer, toner, paper, etc.

**3.6 ANNUAL RENTAL**

The Bidder shall be required to pay rent and sales taxes at the prevailing Class III Terminal rates for the lease of the Facilities pertaining to Commercial Areas, prorated and payable in equal monthly installments in U.S. funds, on the first day of each and every month, in advance and without billing or demand, at the offices of the Department as set forth in **3.5, "Address for Payments."** Payment shall commence on the beneficial occupancy date.

The Terminal Class III rental for the office and administrative space post security ramp area (+/- 500 sq. ft.) at **\$86.94 per square foot** based on rates in effect as of October 1, 2016. Depending on availability space may be pre security.

**3.7 ADDRESS FOR PAYMENTS**

The Bidder shall pay all monies payable and identify the Agreement for which payment is made, as required by this Agreement, to the following:

**In Person:** Miami-Dade Aviation Department  
Finance Department  
4200 N.W. 36<sup>th</sup> Street  
Building 5A, Suite 300

During normal business hours, 8:30 A.M. to 5:00 P.M., Monday through Friday:

**By Mail:** Miami-Dade Aviation Department

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Finance Department  
 P.O. Box 526624  
 Miami, FL 33152-6624

**By Express Mail:** Miami-Dade Aviation Department  
 Finance Department  
 4200 N.W. 36th Street  
 Building 5A, Suite 300  
 Miami, Florida 33122

**By Wire Transfer:** In accordance with Wire Transfer instructions provided by MDAD's Finance Division, 305-876-7711.

**By Credit Card:** Miami-Dade Aviation Department  
 Finance Division – Cashier's Office  
 305-876-0652

### 3.8 SPARE PARTS

Bidder shall be responsible for maintaining MDAD's spare parts inventory. The inventory shall be evaluated by Bidder for sufficiency and recommendations made to MDAD to have the necessary replacement parts on hand at all times to allow for minimal downtime in making routine or necessary repairs to maintain operational readiness of the ACPB and TGAS. Successful Bidder shall, within five (5) working days from award, inventory all spare parts, including quantities and serial numbers, currently in MDAD's storage area. Bidder shall then recommend, if necessary, additional parts MDAD should have in order to maintain the system in optimum operating condition. Bidder shall maintain the spare parts inventory on site and staff should have access to the inventory on a 24/7 basis. Bidder shall be responsible for replacing any parts obtained from such inventory. System components found to be defective are to be removed and replaced using replacement components taken from spare parts inventory.

Bidder shall coordinate replacement of defective components with the County's Project Manager or designee.

Replacement parts shall be equal to or better in quality than the replaced item. Bidder(s) shall request a work order to document the need for the purchase of any replacement parts or non-stock items.

Bidder shall on a monthly basis submit copies of all invoices for the purchase of any replacement parts or non-stock items. **THE REIMBURSEMENT FOR REPLACEMENT PARTS WILL BE AT COST TO BIDDER WITH NO MARKUP.**

The expenditures for spare parts and equipment shall be from a dedicated allowance account. The Bidder shall maintain the inventory of spare parts, equipment and expendables for the ACPB and TGAS at the same level throughout the contract as identified by the MDAD. Stock levels and types of parts, and equipment are subject to change at the sole discretion of the MDAD. The costs for all expendable supplies shall be included in the Contract price for Operation and Maintenance of each ACPB and TGAS. The Bidder shall not be allowed a percentage markup on reimbursing invoices for spare parts and equipment.

### 3.9 REPAIR SERVICE

- A. Bidder shall run diagnostics and troubleshooting of all system components to determine if repairs are necessary.
- B. Bidder shall perform repairs in accordance with accepted commercial practices, using parts and tools specified by the manufacturer and/or distributor.
- C. Bidder shall be responsible for replacement of all components of the ACPB and TGAS as required, to ensure that they are operating at the manufacturer specifications.

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- D. Bidder shall replace, repair, and install any necessary hydraulic parts, lines, hoses, and/or required equipment to ensure ACPB is in operation.
- E. Bidder shall indicate time of arrival, departure, and reason for the service visit to the Project Manager and/or his designee.
- F. Bidder shall provide a written estimate for any additional services or repairs needed.
- G. All repairs that will require additional costs must be approved by the County prior to their performance. This includes the ordering of parts, materials, and labor. Replacement parts will be at cost.
- H. Bidder shall keep downtime to a minimum during repairs. Contractor shall notify the County's Project Manager or designee of any projected downtime and an estimated time for repairs.
- I. Bidder shall replace, repair, and install any broken drop arms as needed.

### **3.10 RECORDS**

Bidder shall keep a written report of repair actions taken or recommended. Following each repair and/or inspection, the report shall list all scheduled maintenance, non-scheduled repairs, identification of any materials replaced or recommended for replacement, any replacement parts used, the date the work was performed, and the service technician responsible for performing the work. This report shall be submitted on a monthly basis to MDAD along with the monthly invoices, or whenever requested otherwise by MDAD, to evaluate billings and the maintenance performance.

### **3.11 CHECK CHARTS/LOGS**

Bidder shall maintain a record of all preventative maintenance and service calls check chart, indicating the service performed, the date and the time of completion.

Copies of check charts shall be attached to the monthly invoice for services. This information must be available for inspection at all times.

### **3.12 WORKING HOURS**

Bidder's regular daily (7 days a week) staffing working hours under this contract shall be 6:00 am to 10:00 pm EST. All preventative maintenance inspections shall be conducted during that time from 6:00 a.m. to 10:00 pm. Response time for service personnel during regular daily staffing shall be within twenty (20) minutes after notification by the county.

### **3.13 EMERGENCY RESPONSE TIME**

Between the hours of 6:00 a.m. to 10:00 p.m., emergency service personnel to respond to the reported problem location shall be within twenty (20) minutes after notification by the County and two (2) hours after notification by the County any time between 10:00 p.m. and 6:00 a.m.

### **3.14 COMMUNICATION**

MDAD shall provide the Vendor two (2) handheld radios and one (1) charger to afford radio communications with Safety and Security personnel.

### **3.15 TRANSITION PERIOD**

The Contractor acknowledges that the nature of the services provided under the Contract requires continuity and that a transition period may be required at the end of the Contract. The Contractor agrees that the County may, at its discretion, extend the Contract by a period of 30 days under the same conditions to ensure the required transition. The Contractor agrees that, during the extended period of the Contract, it will be paid in accordance with the same terms and conditions as the original contract term.

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**SECTION 4 – BID FORMS**

**Vendor References**

(Reference Paragraph 2.6)

<b>Reference # 1</b>	
<b>Project description: ACPB/TGAS brand, scope, project status</b>	
Company name:	
Company address:	
Contact name and title:	
Contact email:	
Contact telephone number:	
<b>Reference #2</b>	
<b>Project description: ACPB/TGAS brand, scope, project status</b>	
Company name:	
Company address:	
Contact name and title:	
Contact email:	
Contact telephone number:	
<b>Reference #3</b>	
<b>Project description: ACPB/TGAS brand, scope, project status</b>	
Company name:	
Company address:	
Contact name and title:	
Contact email:	
Contact telephone number:	

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**Requirements Checklist.**

(Reference Paragraph 2.5, 2.6)

#	Description	Bidder's response
A	Bidder shall provide copy of their Local Business Tax Certificate.	<hr/> (initial to affirm the copy of the Local Business Tax Certificate is submitted with this bid)
B	Bidder shall provide a copy of Mechanical License.	<hr/> (initial to affirm the copy of Mechanical License is submitted with this bid)
C	Bidder shall provide a copy of Low Voltage Electrical License.	<hr/> (initial to affirm the copy of Low Voltage Electrical License is submitted with this bid)
D	Bidder shall provide three(3) references of satisfactory performance	<hr/> (initial to affirm 3 references are submitted with this bid)
E	Bidder shall complete and provide Contractor and Supplier Environmental Management System Affidavit	<hr/> (initial to affirm the Contractor and Supplier Environmental Management System Affidavit is submitted with this bid)
F	How many years has Bidder been in business while providing the services and/or products requested within this solicitation	<hr/> (number of years)
G	Is Bidder's business regularly engaged in and routinely offering services and selling products/services requested within this solicitation?	<hr/> (Yes/No)
H	Is the Bidder currently authorized by the ACPB/TGAS manufacturer as a dealer/seller of products and services requested?	<hr/> (Yes/No. If yes, please list manufacturer's name)

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**EXHIBIT A**

**CONTRACTOR AND SUPPLIER ENVIRONMENTAL MANAGEMENT SYSTEM AFFIDAVIT**

The Miami-Dade Aviation Department (M-DAD) Maintenance Unit contracts with outside service providers to perform work activities for M-DAD and its facilities. In order to maintain environmental compliance with M-DAD's environmental program, only bidders and suppliers that retain proper licenses, certifications and permits, and have an awareness of M-DAD's Environmental Management System (EMS) shall be allowed to supply contracted services. The bidder/supplier that has been awarded a contract to perform work for M-DAD hereby certifies the following:

- (a) Bidder/supplier is in receipt of and has reviewed all relevant information **and materials on M-DAD's EMS** that has been provided as part of this affidavit.
- (b) Bidder/supplier agrees to conduct contracted activities in accordance with MDAD's environmental procedures and all applicable federal, state, and local environmental laws, regulations, directives, ordinances and other governmental authorizations, and certifies that all required licenses, certifications and permits are current and available upon request to M-DAD.
- (c) Bidder/supplier acknowledges that it is responsible for ensuring that its employees and subcontractors who perform services on-site (now and in the future) shall receive **and review all relevant information and material on M-DAD's EMS** and shall comply with its procedures. By signing this affidavit, the bidder/supplier acknowledges that a Notice to Proceed will not be issued by MDAD and no contracted work will be authorized by M-DAD to be performed until this affidavit has been completed, notarized and returned to M-DAD. The bidder/supplier's failure to provide the affidavit, or to comply with the terms, shall constitute a default of the subject contract and may be cause for suspension or termination, in accordance with the terms of the contract.

**IN WITNESS WHEREOF, the parties hereto have caused this Affidavit to be executed by their appropriate officials.**

\_\_\_\_\_  
(Legal Name of Organization)

\_\_\_\_\_  
(Signature of Authorized Representative)

\_\_\_\_\_  
(Title)

\_\_\_\_\_  
(Date)

STATE OF:  
COUNTY OF:

The above instrument was acknowledged before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_,  
by \_\_\_\_\_, (Authorized Representative)  
of \_\_\_\_\_, (Name of Corporation, Partnership, etc.)  
who is personally known to me or has produced as identification and who did/did not take an oath.

Notary Stamp or Seal:  
(Signature of Notary)  
(Print Name)  
Notary Commission Number:

My Commission Expires:

**EXHIBIT B****ENVIRONMENTAL MANAGEMENT SYSTEM (EMS) – MDAD Environmental Policy**

The Miami-Dade Aviation Department (MDAD) is committed to conducting its operations in an environmentally responsible manner to protect the environment and prevent pollution. Our goal is to provide efficient aviation services while striving to achieve the highest environmental quality for air, soil and water through its ISO 14001 Environmental Management System (EMS) certification process. To achieve these goals of the EMS, MDAD has established the following objectives which serve as the foundation of its environmental policy:

**Awareness** – MDAD staff will continuously heighten its awareness of and keep a watchful eye on the environmental concerns of our community. MDAD will act promptly to environmental incidents.

**Implementation of best management practices** – MDAD will integrate its Environmental Management System (EMS) with the best management practices and commit to continually review, improve and report on its effectiveness. Reports will be accessible to all employees and the public.

**Restoration of the environment** – MDAD will continue environmental rehabilitation of its airports.

**Pollution Prevention** – MDAD will strive to implement procedures that integrate pollution prevention and waste reduction. MDAD will seek to conserve natural resources by reusing and recycling materials, purchasing recycled materials and products that do not adversely affect the environment, and that can be reused, recycled, and disposed of in a safe manner.

**Objectives and Targets** – MDAD will establish and update environmental objectives and targets through periodic audits and self-assessments.

**Regulatory Compliance** – MDAD will continue efforts to meet or exceed all applicable governmental regulations and implement voluntary guidelines to which the aviation department subscribes.

**Tenant Compliance** – MDAD will work with its tenants, suppliers, and contractors to make them aware of MDAD's Environmental Management System (EMS) and encourage them to adopt sound, comprehensive environmental practices.

**Importance of Conformance to the Environmental Policy and Procedures**

Departure from the Environmental Policy and procedures could increase the potential for environmental contamination, deplete natural resources and/or deplete landfill space.

**General EMS Procedures**

MDAD's Maintenance Unit has identified those operations and activities that are associated with the identified significant environmental aspects in line with the environmental policy of MDAD Maintenance's Environmental Management System (EMS) mentioned above. The EMS will continuously be establishing and maintaining procedures related to the identifiable significant environmental aspects of goods and services used by the organization and will be communicating relevant procedures and requirements to suppliers and contractors. These procedures include but are not limited to MDAD's Maintenance Unit Operational Controls (OCs) which cover a variety activities. For vendors and contractors the following OCs and their respective activities are applicable:

**OC-1 CHEMICALS AND CHEMICAL WASTE HANDLING & DISPOSAL**

- Right to Know Centers are located in all shops and are equipped with Material Safety Data Sheets (MSDS) listed in alphabetical order for all chemicals utilized at that shop location.
- Ensure oily/combustible scrap, debris, and waste materials (oily rags, etc.) are always stored in covered metal receptacles and disposed of promptly.

**OC-3 ELECTRIC LAMP DISPOSAL**

- Fluorescent lamps need to be handled and disposed of carefully. When one breaks or implodes, it releases mercury into the environment and anyone nearby may be exposed to the vapors. Used lamps shall be stored so they do not break in original shipping container or other approved containers.
- All disposal containers must be properly labeled with the words "USED LAMPS" and delivered to the warehouse at east end of Building 3040 for disposal and recycling.

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**OC-4 BALLAST DISPOSAL**

- Never dispose PCB-containing ballasts in trash can or dumpster.
- Dispose of PCB-containing ballasts into an MDAD-provided 55-gallon steel drum that will be closed and labeled with the words "PCB Ballasts".

**OC-5 GENERAL BATTERY DISPOSAL**

- Do not dispose of any batteries in the trash.
- Dispose of spent batteries in designated PVC plastic containers located at each shop and labeled "Used Batteries" with a DOT Class 8 secondary label.

**OC-6 COMPRESSED GASES/AEROSOL CAN HANDLING, USE, STORAGE & DISPOSAL**

- All cylinders must be legibly marked at the shoulder with the gas content and must not be easily removable.
- Compressed gas cylinders in contractor vehicles and or temporary jobsites will be secured in carts or storage areas with a strap above its center of gravity and capped with a threaded-valve protection cap.
- Cylinders, valves, couplings, regulators and hoses will be kept free from oily or greasy hoses.
- Users of oxygen cylinders must have oil-free hands, clothes and gloves.

**OC-8 SPILL CLEANUP**

- If you encounter a spill, secure the area with safety devices. Do not touch an unknown substance.
- Call MDAD control room (OCR at **305-876-0385**) for spill notification, see the number also on the back side of your ID badge. Only properly trained employees shall clean up unknown spills.
- For known substances, follow label and MSDS directions.
- Use proper personal protective equipment (PPE) and absorbent material to control and collect the spilled material.
- Remember to follow Spill Pollution Control Countermeasures Plan (SPCCP) cleanup procedures for spills greater than 5 gallons for any petroleum products. The SPCC Plans are available at each shop.

**OC-9 HANDLING & STORAGE OF FERTILIZER & PESTICIDES**

- When handling pesticides mix carefully to avoid spills, use appropriate personal protective equipment (PPE); when finished wash your hands thoroughly with soap, before handling food, drinking or smoking.

**Pesticide containers must be rinsed 3 times, and punctured to prevent re-use. Discard in a designated disposal location – NEVER REUSE CONTAINERS.**

MDAD's vision is to continue a tradition of leadership concerning environmental issues and to practice sustainable development. By carefully balancing environmental, social, and economic factors into our business planning and decision – making process, we will ensure a favorable workplace today and a healthy environment tomorrow. Thank you for your cooperation on this important initiative.

**Refrigerant Management.** A certified HVAC technician must properly capture, transport and dispose of any excess refrigerant removed from MDAD equipment.

**Equipment Disposal and Removal.** Before any mechanical equipment is relocated, drained of its contents or disposed of, it must be reported to the MDAD Project Manager for approval.

**Hazardous Material Control.** Prior to bringing hazardous material on site a Material Safety Data Sheet (MSDS) must be provided to the job superintendent and kept on file and accessible through out the full term of the job.

**Handling and Disposal of Hazardous Waste.** Hazardous waste generated by Service/Maintenance Suppliers and /or Construction Contractors must be adequately documented, transported outside MDAD property and disposed in accordance to all applicable federal, state and local requirements.



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**Medical Waste.** The Contractor shall adequately dispose of their own medical waste generated while performing services on MDAD property.

**Trash Management.** The Contractor shall adequately dispose of their own trash generated while performing their services on MDAD property.

**Construction Waste Management.** The Contractor shall adequately dispose of their own waste generated while performing construction services on MDAD property.



**Miami-Dade County  
Procurement Management Services  
Solicitation Submittal Form**

111 NW 1<sup>st</sup> Street, Suite 1300, Miami, FL 33128

<b>Solicitation No. FB-00680</b>		<b>Solicitation Title: ACCESS CONTROL POINT BARRIER SYSTEMS</b>		
Legal Company Name (include d/b/a if applicable): <input style="width:100%;" type="text"/>		Federal Tax Identification Number: <input style="width:100%;" type="text"/>		
If Corporation - Date Incorporated/Organized: <input style="width:100%;" type="text"/>		State Incorporated/Organized: <input style="width:100%;" type="text"/>		
Company Operating Address: <input style="width:100%;" type="text"/>		City <input style="width:100%;" type="text"/>	State <input style="width:100%;" type="text"/>	Zip Code <input style="width:100%;" type="text"/>
Remittance Address (if different from ordering address): <input style="width:100%;" type="text"/>		City <input style="width:100%;" type="text"/>	State <input style="width:100%;" type="text"/>	Zip Code <input style="width:100%;" type="text"/>
Company Contact Person: <input style="width:100%;" type="text"/>		Email Address: <input style="width:100%;" type="text"/>		
Phone Number (include area code): <input style="width:100%;" type="text"/>	Fax Number (include area code): <input style="width:100%;" type="text"/>	Company's Internet Web Address: <input style="width:100%;" type="text"/>		
<p>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 prior to entering into a contract with or receiving funding from the County.</p> <p><input type="checkbox"/> Place a check mark here only if the Bidder has such conviction to disclose to comply with this requirement.</p>				
<p><b>LOCAL PREFERENCE CERTIFICATION:</b> 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 has a valid Local Business Tax Receipt, issued by Miami-Dade County; has a physical business address located within the limits of Miami-Dade County from which business is performed; and contributes to the economic development of the community in a verifiable and measurable way. This may include, but not be limited to, the retention and expansion of employment opportunities and the support and increase to the County's tax base.</p> <p><input type="checkbox"/> Place a check mark here only if affirming the Bidder meets the requirements for Local Preference. <b>Failure to complete this certification at this time (by checking the box above) may render the vendor ineligible for Local Preference.</b></p>				
<p><b>LOCALLY-HEADQUARTERED BUSINESS CERTIFICATION:</b> For the purpose of this certification, a "locally-headquartered business" is a Local Business whose "principal place of business" is in Miami-Dade County or Broward County in accordance with the Interlocal Agreement between the two counties.</p> <p><input type="checkbox"/> Place a check mark here only if affirming the Bidder meets requirements for the Locally-Headquartered Preference (LHP). <b>Failure to complete this certification at this time (by checking the box) may render the vendor ineligible for the LHP.</b></p> <p style="text-align: center;"><b>The address of the Locally-headquartered office is:</b></p> <p><input style="width:100%;" type="text"/></p>				
<p><b>LOCAL CERTIFIED VETERAN BUSINESS ENTERPRISE CERTIFICATION:</b> A Local Certified 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 veteran business enterprise pursuant to Section 295.187 of the Florida Statutes.</p> <p><input type="checkbox"/> Place a check mark here only if affirming the Bidder is a Local Certified Veteran Business Enterprise. <b>A copy of the certification must be submitted with the bid.</b></p>				
<b><u>SMALL BUSINESS ENTERPRISE CONTRACT MEASURES (If Applicable)</u></b>				

A Small Business Enterprise (SBE) must be certified by Small Business Development for the type of goods and/or services the Bidder provides in accordance with the applicable Commodity Code(s) for this Solicitation. For certification information contact Small Business Development at (305) 375-3111 or access <http://www.miamidade.gov/smallbusiness/certification-programs.asp>. The SBE must be certified by the solicitation's submission deadline, at contract award, and for the duration of the contract to remain eligible for the preference. Firms that graduate from the SBE program during the contract may remain on the contract.

Is your firm a Miami-Dade County Certified Small Business Enterprise? Yes  No

If yes, please provide your Certification Number:

**SCRUTINIZED COMPANIES WITH ACTIVITIES IN SUDAN LIST OR THE SCRUTINIZED COMPANIES WITH ACTIVITIES IN THE IRAN PETROLEUM ENERGY SECTOR LIST:**

By executing this bid through a duly authorized representative, the Bidder certifies that the Bidder 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. In the event that the Bidder is unable to provide such certification but still seeks to be considered for award of this solicitation, the Bidder shall execute the bid response package through a duly authorized representative and shall also initial this space: . In such event, the Bidder shall furnish together with its bid response a duly executed written explanation of the facts supporting any exception to the requirement for certification that it claims under Section 287.135 of the Florida Statutes. The Bidder agrees to cooperate fully with the County in any investigation undertaken by the County to determine whether the claimed exception would be applicable. The County shall have the right to terminate any contract resulting from this solicitation for default if the Bidder is found to have submitted a false certification or to have been placed on the Scrutinized Companies for Activities in Sudan List or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List.

**IT IS HEREBY CERTIFIED AND AFFIRMED THAT THE BIDDER SHALL ACCEPT ANY AWARDS MADE AS A RESULT OF THIS SOLICITATION. BIDDER FURTHER AGREES THAT PRICES QUOTED WILL REMAIN FIXED FOR A PERIOD OF ONE HUNDRED AND EIGHTY (180) DAYS FROM DATE SOLICITATION IS DUE.**

**WAIVER OF CONFIDENTIALITY AND TRADE SECRET TREATMENT OF BID**

The Bidder acknowledges and agrees that the submittal of the Bid is governed by Florida's Government in the Sunshine Laws and Public Records Laws as set forth in Florida Statutes Section 286.011 and Florida Statutes Chapter 119. As such, all material submitted as part of, or in support of, the bid will be available for public inspection after opening of bids and may be considered by the County or a selection committee in public.

**By submitting a bid pursuant to this solicitation, you agree that all such materials may be considered to be public records. The Bidder shall not submit any information in response to this Solicitation which the Bidder considers to be a trade secret, proprietary or confidential.**

In the event that the Bid contains a claim that all or a portion of the Bid submitted contains confidential, proprietary or trade secret information, the Bidder, by signing below, knowingly and expressly waives all claims made that the Bid, or any part thereof no matter how indicated, is confidential, proprietary or a trade secret and authorizes the County to release such information to the public for any reason.

**Acknowledgment of Waiver:**

**Bidder's Authorized Representative's Signature:**

**Date**

**Type or Print Name**

**Type or Print Title**

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

**Bidder's Authorized Representative's Signature:**

**Date**

**Type or Print Name**

Type or Print Title

### Miami-Dade County

### Contractor Due Diligence Affidavit

Per Miami-Dade County Board of County Commissioners (Board) Resolution No. R-63-14, County Vendors and Contractors shall disclose the following as a condition of award for any contract that exceeds one million dollars (\$1,000,000) or that otherwise must be presented to the Board for approval:

- (1) Provide a list of all lawsuits in the five (5) years prior to bid or proposal submittal that have been filed against the firm, its directors, partners, principals and/or board members based on a breach of contract by the firm; include the case name, number and disposition;
- (2) Provide a list of any instances in the five (5) years prior to bid or proposal submittal where the firm has defaulted; include a brief description of the circumstances;
- (3) Provide a list of any instances in the five (5) years prior to bid or proposal submittal where the firm has been debarred or received a formal notice of non-compliance or non-performance, such as a notice to cure or a suspension from participating or bidding for contracts, whether related to Miami-Dade County or not.

All of the above information shall be attached to the executed affidavit and submitted to the Procurement Contracting Officer (PCO)/ AE Selection Coordinator overseeing this solicitation. The Vendor/Contractor attests to providing all of the above information, if applicable, to the PCO.

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

Contract Title:

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      Expiration Date      Notary Public Seal



**FAIR SUBCONTRACTING PRACTICES**

**In compliance with Miami-Dade County Code Section 2-8.8, the Bidder/Proposer shall submit with the proposal a detailed statement of its policies and procedures (use separate sheet if necessary) for awarding subcontractors.**

**NO SUBCONTRACTORS WILL BE UTILIZED FOR THIS CONTRACT**

Signature

Date



**SUBCONTRACTOR/SUPPLIER LISTING**  
(Miami-Dade County Code Sections 2-8.1, 2-8.8 and 10-34)

Name of Bidder/Proposer: \_\_\_\_\_ FEIN No. \_\_\_\_\_

In accordance with Sections 2-8.1, 2-8.8 and 10.34 of the Miami-Dade County Code, this form must be submitted as a condition of award by all Bidders/Proposers on County contracts for purchase of supplies, materials or services, including professional services which involve expenditures of \$100,000 or more, and all Proposers on County or Public Health Trust construction contracts which involve expenditures of \$100,000 or more. The Bidder/Proposer who is awarded this contract shall not change or substitute first tier subcontractors or direct suppliers or the portions of the contract work to be performed or materials to be supplied from those identified, except upon written approval of the County. The Bidder/Proposer should enter the word "NONE" under the appropriate heading of this form if no subcontractors or suppliers will be used on the contract and sign the form below.

In accordance with Ordinance No. 11-90, an entity contracting with the County shall report the race, gender and ethnic origin of the owners and employees of all first tier subcontractors/suppliers. In the event that the recommended Bidder/Proposer demonstrates to the County prior to award that the race, gender, and ethnic information is not reasonably available at that time, the Bidder/Proposer shall be obligated to exercise diligent efforts to obtain that information and provide the same to the County not later than ten (10) days after it becomes available and, in any event, prior to final payment under the contract.

(Please duplicate this form if additional space is needed.)

Business Name and Address of First Tier Direct Supplier	Principal Owner	Supplier/Materials/ Services to be Provided by Supplier	Principal Owner (Enter the number of male and female owners by race/ethnicity)								Employee(s) (Enter the number of male and female employees and the number of employees by race/ethnicity)							
			M	F	White	Black	Hispanic	Asian/Pacific Islander	Native American/ Native Alaskan	Other	M	F	White	Black	Hispanic	Asian/Pacific Islander	Native American/ Native Alaskan	Other

Business Name and Address of First Tier Subcontractor/ Subconsultant	Principal Owner	Scope of Work to be Performed by Subcontractor/ Subconsultant	Principal Owner (Enter the number of male and female owners by race/ethnicity)								Employee(s) (Enter the number of male and female employees and the number of employees by race/ethnicity)							
			M	F	White	Black	Hispanic	Asian/Pacific Islander	Native American/ Native Alaskan	Other	M	F	White	Black	Hispanic	Asian/Pacific Islander	Native American/ Native Alaskan	Other

Mark here if race, gender and ethnicity information is not available and will be provided at a later date. This data may be submitted to contracting department or on-line to the Small Business Development of the Internal Services Department at <http://www.miamidade.gov/business/busbk-development-contracts.asp>. As a condition of final payment, Bidder/Proposer shall provide subcontractor information on the Subcontractor Payment Report Sub 200 form which can be found at <http://www.miamidade.gov/business/library/forms/subcontractors-payment.pdf>.

I certify that the representations contained in this Subcontractor/Supplier listing are to the best of my knowledge true and accurate.

Signature of Bidder/Proposer: \_\_\_\_\_ Print Name: \_\_\_\_\_ Print Title: \_\_\_\_\_ Date: \_\_\_\_\_

MM

## Question and Answers for Solicitation #FB-00680 - ACCESS CONTROL POINT BARRIER SYSTEMS

### Overall Solicitation Questions

There are no questions associated with this Solicitation.