

SECTION 2

SPECIAL CONDITIONS

2.1 PURPOSE

This Request to Qualify (RTQ) will establish a pool of Submitters capable of providing Trenchless Pipe Installation and Pipe Rehabilitation Services. Entry into the pool is not a contract between Miami-Dade County and any Submitter, but an acknowledgement that the included Submitter(s) meet the qualifications as outlined throughout this RTQ. The pool shall be open for Submitters to qualify at any time after the initial RTQ opening date. Pre-qualified Submitters will be invited to participate in future competitions.

DEFINITIONS

- A. **Request For Quote (RFQ)** – An invitation where pre-qualified Submitters are invited to quote on a specific product or service. Any RFQ issued under this RTQ will include a project specific scope of services, technical specifications, site conditions (e.g., access, use of existing utilities such as water/electric/restroom availability), and applicable terms conditions, or requirements including but not limited to: pre-bid/site visit, payment requirements such as retainage, time for performance, any submittal requirements, material and method of removal including dewatering and disposal requirements, volume of discharge flow, safety manual, confined space entry plan, construction schedules, schedule of values, bid and/or performance bond requirements, any release of claim requirements, increases insurance coverages, liquidated damage provisions, additional warranty requirements, if the work is to be performed at night or on weekends, type of payment, deficiencies, Community Work Force and Responsible Wage (90-143), as well as any additional requirements.
- B. **Submitter** – shall refer to anyone responding to this Request to Qualify.
- C. **Submittal** – shall refer to the form submitted in response to this Request to Qualify.

2.2 TERM OF CONTRACT

The pre-qualification pool will be established on the first calendar day of the month succeeding approval by the Board of County Commissioners, or designee, unless otherwise stipulated in the Notice of Award Letter which is distributed by the County's Internal Services Department, Procurement Management Division, and contingent upon the completion and submittal of all required documents. The pre-qualification pool shall expire on the last day of the last month of the eight (8) year period.

2.3 QUALIFICATION CRITERIA

Submitters who meet the following minimum qualifications will be placed on a list for participation in future competitions for the purchase of Trenchless Pipe Installation and Pipe Rehabilitation Services.

Minimum Qualifications

Submitters shall hold one of the following and will be required to provide copies of all licenses with their response to this solicitation.

1. State General Contractor License issued under Chapter 489 of the Florida Statutes
2. Underground Utilities and Excavation License issued under Chapter 489 of the Florida Statutes
3. General Engineering License issued in accordance with Chapter 10 of the Miami-Dade County Code
4. Pipeline Engineering License issued in accordance with Chapter 10 of the Miami-Dade County Code

Submitters approved for prequalification will be required to demonstrate competency and experience in one or more of the following groups, subgroups and classes:

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2. **Underground Utilities and Excavation** License issued under Chapter 489 of the Florida Statutes
3. **General Engineering** License issued in accordance with Chapter 10 of the Miami-Dade County Code
4. **Pipeline Engineering** License issued in accordance with Chapter 10 of the Miami-Dade County Code

Submitters approved for prequalification will be required to demonstrate competency and experience in one or more of the following groups, subgroups and classes:

Group 1 – Submitters shall list three (3) projects demonstrating experience in trenchless pipe installation. Each project shall provide the largest diameter of pipe installed. Submitters prequalified under this group may be invited to participate in subsequent RFQ requiring new pipe installation using trenchless technology, including such construction methods as microtunneling (MTM), horizontal directional drilling (HDD) also known as directional boring, pipe ramming (PR), pipe jacking (PJ), moling, horizontal auger boring (HAB) and other methods for the installation of pipelines and cables below the ground with minimal excavation.

Group 2 – Submitters shall list three (3) projects demonstrating experience in trenchless rehabilitation of existing pipes. Each project shall provide the largest diameter of pipe rehabilitated. Submitters prequalified under this group may be invited to participate in subsequent RFQ requiring pipe rehabilitation/repair using trenchless technology including such construction methods including but not limited to sliplining, thermoformed pipe, pipe bursting, shotcrete, gunite, cured-in-place pipe (CIPP), grout-in-place pipe, mechanical spot repair. Mechanical spot repair is applied where damaged pipelines require the reinstatement of structural integrity.

Subgroups - Submitters will be considered qualified for all subgroups at or below the largest diameter pipe utilized in a project.

- Small Diameter: Pipe up to 30-inch Inside Pipe Size (IPS)
- Medium Diameter: Pipe up to 48-inch IPS
- Large Diameter Pipe: Greater than 48-inch IPS

Classifications- Due to the Health and Safety considerations, the Submitter needs to identify at least one project within the following classifications of work to become pre-qualified in that Class. For example, a contractor applying for Pre-qualification in both Group 1 and Group 2 who can demonstrate a project in potable water systems in Group 1 will also be eligible for pre-qualification in Group 2 for potable water systems. Also, a contractor Pre-qualified in either Water Systems or Sewer Systems will be eligible to work on Drainage Systems.

- W Experience in performing work on potable water systems
- S Experience in performing work on sanitary sewer systems
- D Experience in performing work on storm drainage systems

Submitters shall provide all of the specified information, documents and attachments listed above with their submittal form as proof of compliance to the requirement of this RTQ. However, the County may, at its sole discretion and in its best interest, allow Submitters to complete, supplement or supply the required documents. It shall be the sole prerogative of the County as to the number of submitters who will be included under this RTQ. During the term of this RTQ, the County reserves the right to add or delete submitters as it deems necessary. Any submitters being added to this RTQ must meet the same minimum qualifications established herein.

Submitters meeting the minimum qualifications listed above shall be deemed to be prequalified to participate in subsequent spot market purchases as required by the County.

2.4 **SMALL BUSINESS ENTERPRISE**

Pending SBD Review

2.6 **INSURANCE**

The scope of work as listed in subsequent RFQ may increase insurance coverages. If so required it will be detailed in the subsequent RFQ.

2.7 CONTACT PERSON

For any additional information regarding the terms and conditions of this RTQ, contact Linda Julien at 305-375-2179 or at Ljulien@miamidade.gov

2.8 BID GUARANTY/ BID BOND/ PERFORMANCE BOND

Bid Guaranty, Bid Bond and/or Performance Bond may be required if so defined in the RFQ in an amount not to exceed 5% of the full bid price.

2.9 SHIPPING AND DELIVERY REQUIREMENTS

Shipping and Delivery terms for each project will be defined in the subsequent RFQ.

2.10 ACCIDENT PREVENTION AND REGULATIONS

All operations on Miami-Dade County roadways are under the direct control of the Municipality in which the roadway is located, the Miami-Dade Public Works and Waste Management Department for County owned roads or Florida Department of Transportation for State owned roads. All work performed on Miami-Dade Sanitary Sewer Lines additionally falls under the direction of the Miami-Dade Water and Sewer Department. All Maintenance of Traffic Plans (MOT) must be filed with and approved by the respective governing body with jurisdictional control of the roadway. Failure to have an approved and fully implemented MOT plan may cause the job to be shut down until corrective action is taken. The contractor will not be compensated by delays created by such shut downs.

The successful bidder(s) shall comply with the all OSHA, FDOT, Miami-Dade County and Municipal rules, including Florida Statutes CHAPTER 553 PART III TRENCH SAFETY ACT.

2.11 CLEAN-UP

All unusable materials and debris shall be removed from the premises at the end of each workday, and disposed of in an appropriate manner. Upon final completion, the submitters shall thoroughly clean up all areas where work has been involved as mutually agreed with the associated user department's project manager.

2.12 COMPLIANCE WITH FEDERAL REGULATIONS

In the event that a specific project is funded through the use of Federal Funds or other Grants that place special requirements on the use and/or acquisition of labor, material or services, such restrictions will be clearly defined in the RFQ before bidding.

2.13 COMPLIANCE WITH FEDERAL STANDARDS

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

2.14 DEFICIENCIES

The submitters shall promptly correct all apparent and latent deficiencies and/or defects in work, and/or any work that fails to conform to the contract documents regardless of project completion status. All corrections shall be made within ten (10) calendar days after such rejected defects, deficiencies, and/or non-conformances are verbally reported to the submitters by the County's project administrator, who may confirm all such verbal reports in writing. The submitters shall bear all costs of correcting such rejected work. If the submitters fails to correct the work within the period specified, the County may, at its discretion, notify the submitters, in writing, that the submitters is subject to contractual default provisions if the corrections are not completed to the satisfaction of the County within ten (10)

calendar days of receipt of the notice. If the submitters fails to correct the work within the period specified in the notice, the County shall place the submitters in default, obtain the services of another submitters to correct the deficiencies, and charge the incumbent submitters for these costs; either through a deduction from the final payment owed to the submitters or through invoicing. If the submitters fails to honor this invoice or credit memo, the County may terminate the submitters for default.

2.15 LABOR, MATERIALS, AND EQUIPMENT

Unless otherwise provided in any subsequent Request for Price Quote, the submitters shall furnish all labor, material and equipment necessary for satisfactory contract performance. When not specifically identified in the specifications, such materials and equipment shall be of a suitable type and grade for the purpose. All material, workmanship, and equipment shall be subject to the inspection and approval of the County's Project Manager.

2.16 NOTIFICATION TO BEGIN WORK

The submitters shall neither commence any work, nor enter a County work premise, until a Work Order directing the submitters to proceed with various items of work has been received from any authorized County representative; provided however, that such notification shall be superseded by any emergency work that may be required in accordance with provisions included elsewhere in this solicitation and resultant contract.

2.17 SUB-CONTRACTORS

The Bidder is required to identify any and all known Subcontractors that will be used in the performance of the proposed work, their capabilities and experience, and the portion of the work to be done by the subcontractor. The competency of the Subcontractor(s) with respect to experience, skill, responsibility and business standing will be considered by the County. If the bidder fails to identify any and all sub-contractors in the Bid Proposal, the bidder may be allowed to submit this documentation to the County during the bid evaluation period if such action is in the best interest of the County. At the time of RFQ, the submitters must notify the County of any change of subcontractors including the addition of a subcontractor(s) that may be needed due to nature of the RFQ work scope.

Pursuant to Florida Statute 255.05 and Miami-Dade County Code Section 10-35, all payments to the submitters subcontractors shall be made within ten (10) days of receipt of the partial payment by the submitters. With the exception of the first partial payment, the submitters must pay all of its subcontractors and suppliers who have performed any work or supplied any materials for the project within ten (10) days after receipt of the partial payment by the submitters for monies due such subcontractors and suppliers as a result of a percentage of the work completed. The submitters must provide the County's project manager with duly executed affidavits (subcontractor's statement of satisfaction) or releases of claim from all subcontractors and suppliers who have performed any work or supplied any materials for on the project as of that date. The affidavit or releases shall certify that said subcontractors and suppliers have been paid their proportionate share of all previous partial payments to the submitters. In the event such affidavits cannot be furnished, the submitters may submit an executed consent of surety to requisition payment; identifying the subcontractors and suppliers with the amounts for which the statement of satisfaction cannot be furnished. If the submitters fails to provide a consent of surety to requisition payment, the amount in dispute will be withheld until either the statement of satisfaction is furnished, or the consent of surety to requisition payment is furnished.

2.18 WORK ACCEPTANCE

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

2.19 LIQUIDATED DAMAGES

Liquidated damages may apply if so specified in the RFQ.

2.20 DELEGATION OF AUTHORITY

In accordance with Section 2-8.2.12 of the Code of Miami-Dade County, the Water & Sewer Super Acceleration Ordinance No. 14-77, authority is hereby granted to the County Mayor or Mayor's designee to advertise, award, amend and negotiate this pool for the Miami-Dade Water and Sewer Department, to extend pool duration, to execute change orders and to settle claims without need for prior approval from the Board of County Commissioners.

SECTION 3
TECHNICAL SPECIFICATIONS

3.1 SCOPE OF SERVICE

This Request to Qualify (RTQ) is intended to establish groups of prequalified bidders capable of providing Trenchless Pipe Installation and Pipe Rehabilitation Services. Services include the installation and rehabilitation of water pipes, sanitary sewer force mains, sanitary sewer gravity pipes from drainage pipes and culverts of all sizes through the use of trenchless technology.

3.2 EQUIPMENT

Bidders shall provide a list of all equipment owned or leased which will be used to provide the services requested in this solicitation.

Washington, Latoya (ISD)

From: Johnson, Laurie (ISD)
Sent: Wednesday, September 16, 2015 9:13 AM
To: Taylor, Coralee (ISD); Washington, Latoya (ISD)
Cc: Adams-Parish, Traci (ISD)
Subject: FW: Trenchless Technologies
Attachments: RTQ - Trenchless Pipe Installation and Pipe Rehab Services Final.docx; DBD DEPARTMENT INPUT - RQPR1500015.doc

Good Morning Ladies,

Please review the attachment and process as requested.

Thanks

Laurie Johnson, SBD Section Chief
Internal Services Department
Small Business Development
111 NW 1st Street #19 Floor, Miami, FL 33128
Phone No. 305-375-3121 / Fax No. 305-375-3160

<http://www.miamidade.gov/smallbusiness>


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Please consider the environment before you print this email

From: Julien, Linda (ISD)
Sent: Tuesday, September 15, 2015 5:44 PM
To: Johnson, Laurie (ISD)
Subject: Trenchless Technologies

Hello Laurie,

Please the attached for SBD measures. Thank you in advance.

Kind Regards,

Linda Julien, MPA
Procurement Contracting Officer
Miami-Dade County Internal Services Department
Procurement Management Services Division

111 NW 1st Street, Suite 1300, Miami, Florida 33128
305-375-2179 Phone 305-375-4407 Fax
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Trade Set Aside. This contract shall have a CSBE Trade Set Aside for **pavement restoration** (where entry/exit Pits are required) and an **SBE set aside for Hauling** (where entry/exit Pits are required).

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Taylor, Coralee (ISD)

From: Johnson, Laurie (ISD)
Sent: Monday, September 21, 2015 4:50 PM
To: Taylor, Coralee (ISD)
Subject: FW: Trenchless Technologies SBD Review
Attachments: RTQ - Trenchless Pipe Installation and Pipe Rehab Services Final.docx; DBD DEPARTMENT INPUT - RQID1500135.doc

fyi

Laurie Johnson, SBD Section Chief
Internal Services Department
Small Business Development
111 NW 1st Street #19 Floor, Miami, FL 33128
Phone No. 305-375-3121 / Fax No. 305-375-3160

<http://www.miamidade.gov/smallbusiness>

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From: Julien, Linda (ISD)
Sent: Monday, September 21, 2015 4:42 PM
To: Johnson, Laurie (ISD)
Cc: Pruna, Basia (ISD); Office of Commission Auditor (OCA)
Subject: FW: Trenchless Technologies SBD Review

Good afternoon Laurie,

Please see revised SBD recommendation form. The correct requisition number is RQID1500135.

Kind Regards,

Linda Julien, MPA
Procurement Contracting Officer
Miami-Dade County Internal Services Department
Procurement Management Services Division

111 NW 1st Street, Suite 1300, Miami, Florida 33128
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From: Julien, Linda (ISD)
Sent: Thursday, September 17, 2015 4:53 PM
To: Johnson, Laurie (ISD) <LAURIE@miamidade.gov>
Cc: Pruna, Basia (ISD) <BPruna@miamidade.gov>
Subject: FW: Trenchless Technologies SBD Review

Laurie,

Since my last email communication to you, the WASD made some suggestions for the contract measures. You can find that suggestion highlighted in section 2.4 of the attached draft. Let me know if you have any questions, thank you.

Kind Regards,

Linda Julien, MPA
Procurement Contracting Officer
Miami-Dade County Internal Services Department
Procurement Management Services Division

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Sent: Tuesday, September 15, 2015 5:44 PM
To: Johnson, Laurie (ISD) <LAURIE@miamidade.gov>
Subject: Trenchless Technologies

Hello Laurie,

Please see the attached for SBD measures. Thank you in advance.

Kind Regards,

Linda Julien, MPA
Procurement Contracting Officer
Miami-Dade County Internal Services Department
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