

Duncombe, Kelly (ISD)

From: Burgos, Caroline (ISD)
Sent: Wednesday, July 15, 2015 2:49 PM
To: Morales, Massiel (ISD); Walters, Vivian (ISD); Office of Commission Auditor (OCA)
Cc: Hartfield, Gary (ISD); Clark, Veronica (ISD); Johnson, Laurie (ISD); Duncombe, Kelly (ISD); Harris, Shanise (ISD)
Subject: RE: Project Worksheet - Project No. RQAD1500006 - Veterinary Laboratory Supplies & Services.

Good Afternoon:

Please be advised that the Requisition Number has changed for this project. The new Req is RQAD1500012.

The scope remains the same.

Thank you,
Caroline Burgos

From: Morales, Massiel (ISD)
Sent: Friday, March 13, 2015 4:59 PM
To: Burgos, Caroline (ISD)
Cc: Hartfield, Gary (ISD); Clark, Veronica (ISD); Johnson, Laurie (ISD); Duncombe, Kelly (ISD); Harris, Shanise (ISD)
Subject: Project Worksheet - Project No. RQAD1500006 - Veterinary Laboratory Supplies & Services.

The attached correspondence is forwarded on behalf of Gary T. Hartfield, Director, Small Business Development, a division of Internal Services Department.

Regards,

Massiel Morales
Small Business Development Division
Internal Services Department
111 NW 1 Street, 19th Floor
Miami, Florida 33128
☎ (305) 375-3111 | 📠 (305) 375-3160
Website: <http://www.miamidade.gov/business/business-with-county.asp>


"Delivering Excellence Every Day"

Small Business Certification forms link:

<http://www.miamidade.gov/business/business-certification-programs.asp>

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

Rev 1

New contract
 OTR
 CO
 SS
 BW
 Emergency
 Previous Contract/Project No: N/A

Re-Bid
 Other
 LIVING WAGE APPLIES: YES NO

Requisition/Project No: ROAD1500006 TERM OF CONTRACT: 5 years with one year options-to-renew

Requisition/Project Title: Veterinary Laboratory Supplies & Services

Description: _____

User Department(s): ASD Contact Person: Caroline Burgos Phone: 305-375-2037
 Issuing Department: ASD Funding Source: General Funds
 Estimated Cost: \$250,000.00

ANALYSIS

Commodity/Service No:	SIC:
Trade/Commodity/Service Opportunities	
875-15 DIAGNOSTIC TEST KITS AND SUPPLIES, VETERINARY	961-86 Veterinary Services
961-48 Laboratory and Field Testing Services	
Contract/Project History of Previous Purchases For Previous Three (3) Years Check Here <input type="checkbox"/> if this is a New Contract/Purchase with no Previous History	
EXISTING 2 ND YEAR 3 RD YEAR	
Contractor:	
Small Business Enterprise:	
Contract Value:	
Comments:	
Continued on another page (s): <input type="checkbox"/> Yes <input type="checkbox"/> No	

RECOMMENDATIONS

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

Basis of Recommendation:

Signed: Caroline Burgos Date to DBD: 03/13/2015
 Date Returned to DPM: _____

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

The purpose of this Solicitation is to establish a contract for veterinary diagnostic laboratory supplies and services, to include in-house test kits and off-site testing of specimens for Miami-Dade County Animal Services Department, on an "as-needed" basis.

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 Services Division, and contingent upon the completion and submittal of all required Bid documents. The Contract shall expire on the last day of the sixtieth (60th) month of the Contract Term.

2.3 METHOD OF AWARD

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

The Groups are as follows:

- Group A: In-House ELISA (Enzyme-Linked Immunosorbent Assay) Test Kits
- Group B: Laboratory Reference Services

In addition to County and contract requirements, all vendors shall meet the following minimum requirements:

- _____ License for _____

Bidders must submit a copy of their _____ License along with the Bid Submittal.

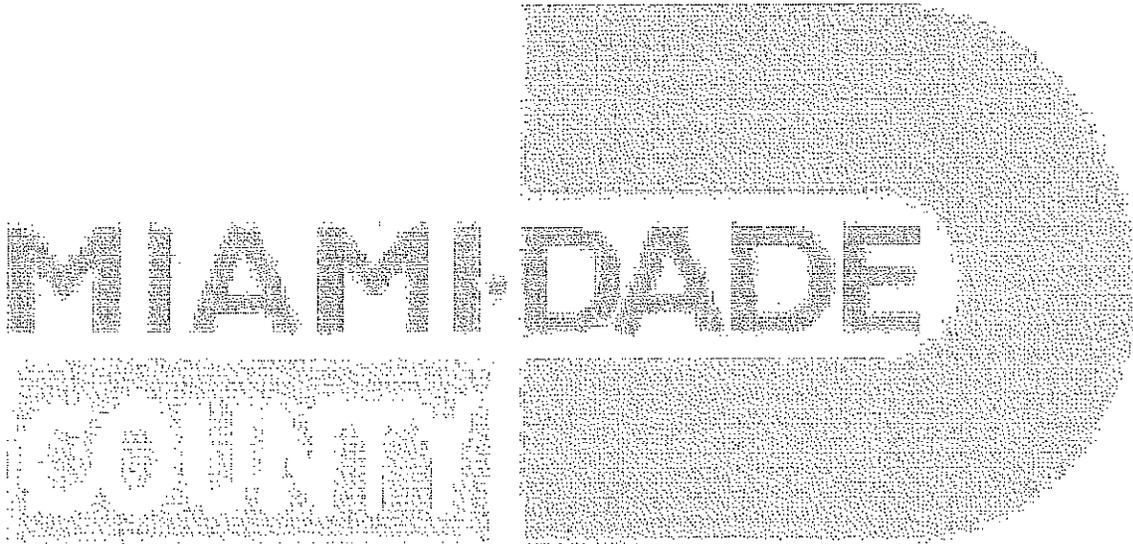
2.4 PRICES

Prices shall remain firm and fixed for the term of the Contract. The Contractor may offer incentive discounts to the County at any time during the contract term, including any renewal or extension thereof.

2.5 INDEMNIFICATION AND INSURANCE – GENERAL SERVICE AND MAINTENANCE**2.6 SERVICES MAY BE ADDED OR DELETED**

It is hereby agreed and understood that additional goods/services may be added to this Contract at the County's option. It is also agreed and understood that the County may add or delete goods/services on this Contract at the County's option. Awarded Bidder(s) under this Contract shall be invited to submit price quotes for these additional goods/services. If these quotes are determined to be fair and reasonable, then

the additional goods/services will be awarded to the current contracted Bidder(s) that offers the lowest acceptable pricing.



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

Miami-Dade County hereinafter referred to as “the County”, as represented by the Miami-Dade County Animal Services Department (ASD), is soliciting bids from qualified firms for the provisions of Veterinary Laboratory Supplies and Services. The awarded bidder will provide on-site testing kits and off-site laboratory reserve services on an as-needed basis. ASD requires testing as it is essential to diagnosing and managing outbreaks in the shelter and within the community. Failure to routinely screen can result in an unnecessary epidemic.

3.2 GOODS / SERVICES TO BE PROVIDED**A. Diagnostic Testing:**

The Awarded Bidder must be able to supply in-house **enzyme-linked immunosorbent assay (ELISA)** test for the following diseases:

1. Heartworm
2. Ehrlichia canis and Ehrlichia ewingii
3. Anaplasma phagocytophilum and Anaplasma platys
4. Lyme disease
5. Feline immunodeficiency virus (antibody)
6. Feline leukemia virus (antigen)
7. Canine parvovirus

B. Laboratory Reference Services:

The Awarded Bidder must be able provide the following laboratory services:

1. Pick up samples via courier within 24 hours of department request.
2. Provide test results within 36 hours of specimen pick-up.
3. Consultation with laboratory specialist for discussion of results upon department request.
4. Services required from the laboratory:
 - a. **Polymerase chain reaction (PCR) testing for:**
 - Respiratory pathogens of dogs and cats
 - Gastrointestinal pathogens of dogs and cats
 - Tick diseases
 - Leptospirosis

b. Basic blood testing to include:

- Albumin, albumin: globulin ratio, alkaline phosphatase, ALT, amylase, AST, BUN, BUN: creatinine ratio, calcium, chloride, cholesterol, CK, creatinine, conjugated bilirubin, unconjugated bilirubin, total bilirubin, GGT, globulin, glucose, lipase, phosphorus, potassium, sodium, sodium: potassium ratio, total protein, TCO2 (bicarbonate) and comprehensive Complete blood Count.

c. Toxicological screening

d. Urinalysis

e. Immunofluorescence assay (IFA) against different viral pathogens

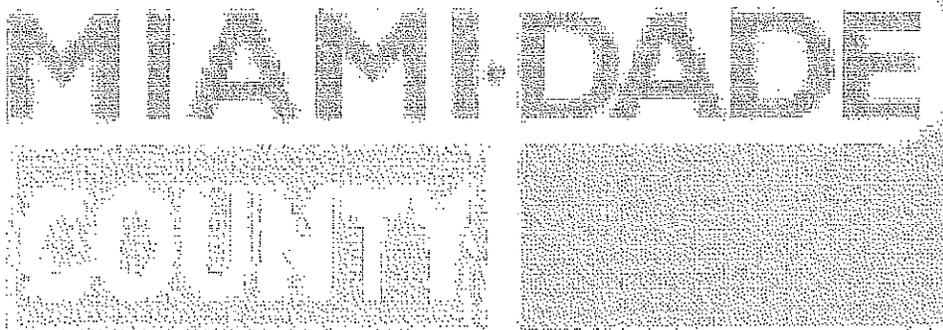
f. Antibody detection against distemper, parvovirus and panleukopenia viruses

g. Parasitic screening

- Fecal panels

h. Histopathology services

- Read by board certified pathologists





Small Business Development Division Project Worksheet

Project/Contract Title: VETERINARY LABORATORY SUPPLIES & SERVICES
Project/Contract No: RQAD1500006
Department: ANIMAL SERVICES
Estimated Cost of Project/Bid: \$250,000.00
Description of Project/Bid: To establish a contract for veterinary diagnostic laboratory supplies and services, to include in-house test kits and off-site testing of specimens for Miami-Dade County Animal Services Department, on an "as-needed" basis.

Received Date: 03/13/2015
Funding Source: GENERAL FUNDS
Resubmittal Date(s):

Contract Measures Recommendation		
Measure	Program	Goal Percent
Bid Preference	SBE	

Reasons for Recommendation
<p>BID PREFERENCE</p> <p>This project meets all the criteria set forth in I.O. #3-41.</p> <p>There are three (3) SBE-G&S firms certified in the required Commodity Codes. None are able to satisfy this project's requirements.</p> <p>Commodity Code: 87515-Diagnostic Test Kits And Supplies; 96148-Laboratory And Field Testing Services (Not Otherwise Classified); 96186-Veterinary Services</p>

Small Business Contract Measure Recommendation				
Subtrade	Cat.	Estimated Value	% of Items to Base Bid	Availability
				Total

Living Wages: YES NO

Responsible Wages: YES NO

Responsible Wages and Benefits applies to all construction projects over \$100,000 that do not utilize federal fund. For federally funded projects, unless prohibited by federal or state law or disallowed by a governmental funding source, the HIGHER wage between Davis Bacon and Responsible Wages and Benefits shall apply.

REVIEW RECOMMENDATION			
Tier 1 Set Aside _____	Tier 2 Set Aside _____		
Set Aside _____	Level 1 _____	Level 2 _____	Level 3 _____
Trade Set Aside (MCC) _____	Goal _____	Bid Preference _____	
No Measure _____	Deferred _____	Selection Factor _____	
CWP _____	SBD Director		3/13/15 Date