

DEPARTMENTAL INPUT

CONTRACT/PROJECT MEASURE ANALYSIS AND RECOMMENDATION

New
 OTR
 Sole Source
 Bid Waiver
 Emergency
 Previous Contract/Project No. N/A

Contract
 Re-Bid
 Other
 LIVING WAGE APPLIES: YES
 NO

Requisition No./Project No.: RQAV1500020
 TERM OF CONTRACT: 0 YEAR(S) WITH 0 YEAR(S) OTR

Requisition /Project Title: MOTOR VEHICLES (Mini-Van for AV)

Description: Acquiring a Dodge Grand Caravan Mini-Van for the Aviation department to replace vehicle 20992 by accessing the State of Florida - Department of Management Services Contract 25100000-15-1.

Issuing Department: ISD
 Contact Person: Lorrie Kola
 Phone: 305-375-4884

Estimate Cost: 21,039.00

Funding Source:
GENERAL
FEDERAL
OTHER

Proprietary

ANALYSIS

Commodity Codes: 070-93

Contract/Project History of previous purchases three (3) years
 Check here if this is a new contract/purchase with no previous history.

	<u>EXISTING</u>	<u>2ND YEAR</u>	<u>3RD YEAR</u>
Contractor:			
Small Business Enterprise:			
Contract Value:	\$	\$	\$
Comments: 			

Continued on another page (s):
 YES
 NO

RECOMMENDATIONS

	Set-aside	Sub-contractor goal	Bid preference	Selection factor
SBE				

Basis of recommendation:

Signed: Lorrie Kola
 Date sent to SBD: 4/15/15

Date returned to DPM:



April 15, 2015

Steve Henry
Pembroke Motors Inc. dba Auto Nation Chrysler Dodge Jeep Ram
13601 Pines Boulevard
Pembroke Pines, FL 33027

Re: Florida Department of Management Services Contract No. 25100000-15-1, Motor Vehicles

Dear Mr. Henry:

Miami-Dade County, hereinafter referred to as the County, is accessing the above mentioned contract with Moore Family Management, LLC (hereinafter referred to as the "Contractor") for the purchase of vehicle(s) listed below for the Miami-Dade Aviation Department. Prior to issuing a purchase order, the County requires acceptance with regards to the following:

- 1. The Contractor shall provide the following vehicle(s) to the County and will be paid in accordance with the pricing below:

Description	Qty	Unit Price
<u>2015 Dodge Grand Caravan SE (RTKH53)</u> Base Model White Exterior/Darkest Interior	1	\$ 21,039.00
Total:		\$ 21,039.00

2. DELIVERY AND PAYMENT

- 2.1 Prices are F.O.B. Destination and the Contractor shall hold title to the goods until such time as they are delivered to and accepted by an authorized County representative at:

Miami-Dade County
 Internal Services Department
 Fleet Management Division
 New Car Get Ready Facility
 6100 SW 87th Avenue
 Miami, FL. 33173
 Contact: William Thommes
 Phone: 305 273-4127
 Email: fwt@miamidade.gov

Pursuant to the terms and conditions of the contract, all items delivered shall include all manufacturer's standard equipment and warranties. The vehicle shall be delivered in full compliance with the contract requirements, and must be new (unused) and in

excellent condition ready to work. Upon verification of compliance with these requirements, the County will accept the delivered vehicle.

The Contractor shall deliver the vehicle between the hours of 7:00 a.m. and 2:00 p.m. weekdays, contact person: Mr. Thommes at (305) 633-7678 twenty-four (24) hours prior to delivery. Delivery shall be within 180 days from the receipt date of the Purchase Order. All deliveries are to be made in accordance with good commercial practice.

2.2 The County shall issue payment after completion of items (a) and (b) below, and as per the payment provision of Paragraph 2.3:

- a. The delivered unit is successfully inspected for compliance with all specifications and requirements and is accepted.
- b. All documentation described in the Purchase Order has been received as stipulated therein. The language that will appear in the Contractor's Purchase Order is:

Application for Certificate of Title and/or Vehicle Registration (HSMV-8040), Certification of Motor Vehicle Sale Tax Exemption (MVC Form DR-41A), Motor Vehicle Dealer Title Reassignment Supplement (DHSMV 82994), Manufacturer's Statement of Origin To A Motor Vehicle and Service Policy shall be made out in the name of:

Miami Dade County, Florida
2225 N.W. 72nd Avenue,
Miami, Florida 33122.

- c. These documents must be dated to coincide with the delivery of the equipment, send all papers to:

Internal Services Department
Administrative and Business Services Division
Capital Inventory Section
2225 N.W. 72nd Avenue
Miami, Florida 33122

- d. All documents must be properly filled out and completed, signed and notarized by an authorized individual with no strike-overs on any documents. Non-compliance will result in payment delays.
- e. The invoice is to be made out in triplicate to the name of the department as indicated on the Purchase Order and mailed to the same address as shown on the Purchase Order. The vehicle key numbers are to be noted on the invoice.

2.3 All invoices will be paid in accordance with Florida Statutes, Section 218.74 and Section 2-8.1.4 of the Miami-Dade County Code.

3. Pursuant to County Ordinance No. 03-2, the Contractor will grant access to the Commission Auditor to all financial and performance related records, property, and equipment purchased in whole or in part with government funds.

If you have questions please contact Lorrie Kola at (305) 375-4884.

By: _____

Name: _____

Title: _____

Date: _____

Attest: _____
Corporate Secretary/Notary

Corporate Seal/Notary