

DEPARTMENTAL INPUT
CONTRACT/PROJECT MEASURE ANALYSIS AND RECOMMENDATION

New OTR Sole Source Bid Waiver Emergency Previous Contract/Project No. N/A
 Re-Bid Other LIVING WAGE APPLIES: YES NO

Requisition No./Project No.: RQAV1500024 TERM OF CONTRACT: Eight (8) Years

Requisition /Project Title: Manufactured (Modular) Buildings

Description: The purpose of this Request to Qualify is to establish a pool of submitters capable of providing manufactured (modular) buildings.

Issuing Department: MDAD Contact Person: Neivy Garcia Phone: 305-876-8482

Estimate Cost: \$360,000 Funding Source: GENERAL FEDERAL OTHER
X (Proprietary Revenue)

ANALYSIS

Commodity Codes: 155-46 _____ _____ _____

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

EXISTING 2ND YEAR 3RD YEAR

Contractor: _____

Small Business Enterprise: _____

Contract Value: _____

Comments: _____

Continued on another page (s): Yes No

RECOMMENDATIONS

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

Basis of recommendation: _____

Signed: Sasha Mera

Date sent to SBD: 07/16/2015

Date returned to DPM: _____

SECTION 2

SPECIAL CONDITIONS

2.1 PURPOSE

This Request to Qualify (RTQ) will establish a pool of Submitters capable of providing manufactured (modular) buildings. 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.
- 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.
- D. **Florida Building Commission (FBC)** – A body of individuals which are responsible for the development of the code, rules, regulation and the other elements of the system which support its implementation.
- E. **Manufactured (Modular) Buildings** – Sectional prefabricated buildings or structures which are built to the Florida Building Code (FBC), pursuant to Ch. 553, Part I, Florida Statutes (FS) typically at an off-site construction area.

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-year period.

2.3 QUALIFICATION CRITERIA

Submitters who meet the following minimum qualifications will be placed on a list for participation in future competitions to for the purchase of manufactured (modular) buildings.

Minimum Qualifications

- A. Submitters shall have a State of Florida Manufactured Buildings Program Certification Letter, pursuant to Chapter 553, Part I, Florida Statutes, to manufacture Manufactured Buildings for installation in Florida. For more information on certification requirements link to:
www.floridabuilding.org
- B. Submitters shall provide a list of no less than three references who can confirm that the Submitter has successfully provided manufactured (modular) buildings. Each reference shall include the following: contact's name, telephone number, e-mail address, and location in which modular building was intended for.

Submitters deemed pre-qualified by the County will participate in subsequent requests for quotations (RFQ) on an as needed basis. When a requirement to procure the needed goods and/or services, Submitters pre-qualified under that service will be invited to quote.

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 and in its best interests.

2.4 WARRANTY REQUIREMENTS

Warranty may apply if so specified in the Request for Quotations.

2.6 SMALL BUSINESS CONTRACT MEASURES

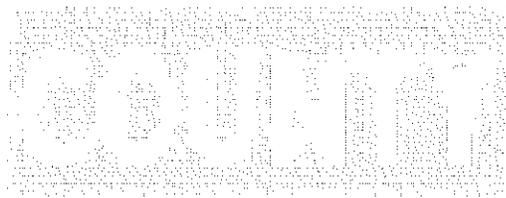
Section 1 from the General Terms and Conditions, Paragraph 1.44 - Small Business Enterprises (SBE) Measures, is exempt from this RTQ. The application of measures will be determined at the time the request is issued and may include but not be limited to, a set-aside, a goal, bid preference or other measures. All individual spot market quotes will be reviewed by SBD for applicable measures prior to advertising.

2.7 INSURANCE

Proof of insurance is not required in order to be pre-qualified under this RTQ. Insurance requirements will be detailed in the subsequent Request for Quote (RFQ).

2.8 CONTACT PERSON

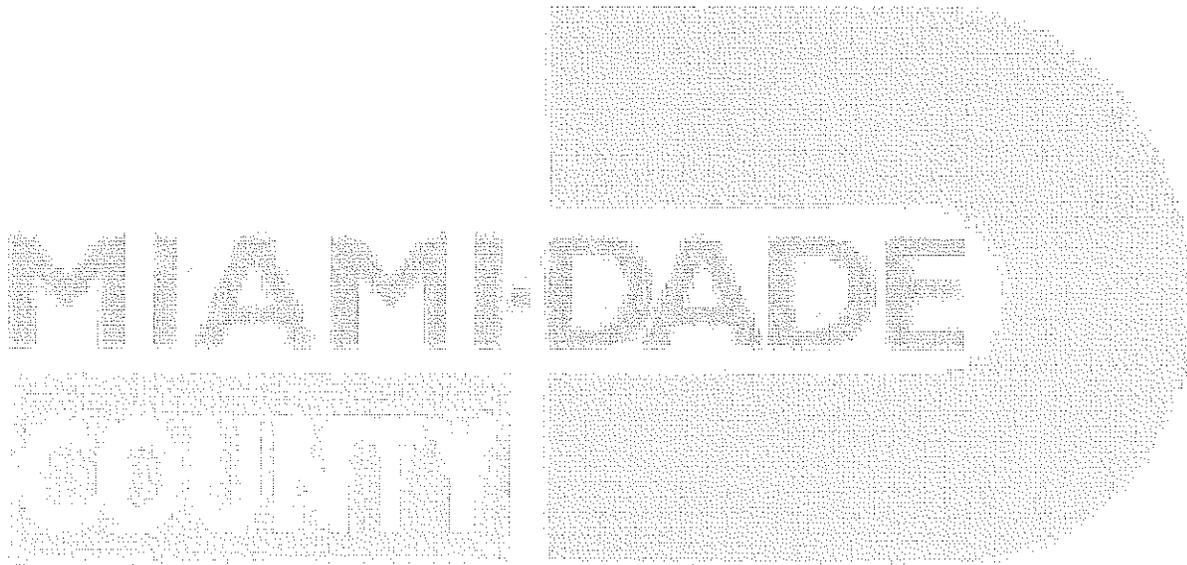
For any additional information regarding the terms and conditions of this RTQ, contact Sasha Mera at 305-375-1620 or at sasham@miamidade.gov.

The logo for Miami-Dade County, featuring the words "MIAMI-DADE" in a large, bold, sans-serif font. The letters are filled with a dense pattern of small dots, giving it a textured appearance. Below the main text, the word "COUNTY" is partially visible in a similar dotted font.

SECTION 3
TECHNICAL SPECIFICATIONS

3.1 SCOPE OF SERVICE

This Request to Qualify (RTQ) is intended to establish a group of prequalified bidders capable of providing manufactured (modular) buildings that are engineered to FBC specification(s) from manufacturer's that are State of Florida Certified by the Manufactured Buildings Program on a turn-key or drop-ship basis. This can include but, is not limited to: purchase, delivery, installation, and/or disposal of any replaced components (if applicable).



Taylor, Coralee (ISD)

From: Johnson, Laurie (ISD)
Sent: Friday, July 17, 2015 1:42 PM
To: Taylor, Coralee (ISD); Adams-Parish, Traci (ISD)
Subject: FW: RQAV1500024 - Manufactured (modular) Buildings: Request for Measures
Attachments: DBD DEPARTMENT INPUT.DOC; Section 2-3; Manufactured (Modular) Buildings.docx

Good afternoon Ladies,

Please review the attachment and process as requested in the email below.

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>


"Delivering Excellence Every Day"

Miami-Dade County is a public entity subject to Chapter 119 of the Florida Statutes concerning public records. E-mail messages are covered under such laws and thus subject to disclosure.

Please consider the environment before you print this email

From: Mera, Sasha (ISD)
Sent: Friday, July 17, 2015 1:37 PM
To: Johnson, Laurie (ISD)
Cc: Office of Commission Auditor (OCA); Pruna, Basia (ISD)
Subject: RQAV1500024 - Manufactured (modular) Buildings: Request for Measures

Good Afternoon Mrs. Johnson!

Please find the attached department input for the above subject requisition.

My manager, Ms. Basia Pruna wanted me to request that we use the below language and that measures be applied on the RFQ.

2.6 **SMALL BUSINESS CONTRACT MEASURES**

Section 1 from the General Terms and Conditions, Paragraph 1.44 - Small Business Enterprises (SBE) Measures, is exempt from this RTQ. The application of measures will be determined at the time the request is issued and may include but not be limited to, a set-aside, a goal, bid preference or other measures. All individual spot market quotes will be reviewed by SBD for applicable measures prior to advertising.

Should you have any questions, please do not hesitate to contact me. Thank you!

Sasha M. Mera, Procurement Contracting Officer
Miami-Dade County Internal Services Department
111 NW 1st Street, Suite 1300, Miami, Florida 33128

305-375-1620 Phone 305-375-4407 Fax

www.miamidade.gov/internalservices

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