

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

Rev 1

<input checked="" type="checkbox"/> New contract	<input type="checkbox"/> OTR	<input type="checkbox"/> CO	<input type="checkbox"/> SS	<input type="checkbox"/> BW	<input type="checkbox"/> Emergency	Previous Contract/Project No: NO
<input type="checkbox"/> Re-Bid	<input type="checkbox"/> Other	LIVING WAGE APPLIES: ___ YES <input checked="" type="checkbox"/> NO				

Requisition/Project No: RQCR1600001 **TERM OF CONTRACT:** 12 months with no Options-to-Renew

Requisition/Project Title: Fresh Egg and Frozen Egg Product

Description: The purpose of this Invitation to Bid is to establish a contract for the purchase of Fresh Eggs and Frozen Egg Product for the Miami-Dade County Corrections & Rehabilitation Department on an as needed basis.

User Department(s): Miami-Dade Correction and Rehabilitation

Issuing Department: Internal Services Department, Procurement Management Division

Contact Person: Claudia Portocarrero **Phone:** 305-375-4252

Estimated Cost: \$ 700,000.00
Funding Source: 100% General Funds

ANALYSIS

Commodity/Service No: 390-49		SIC:	
Trade/Commodity/Service Opportunities			
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	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: Maintain SBE Bid Preference as current contract

Signed: *Claudia Portocarrero*

Date to DBD: 11/16/2016

Date Returned to DPM: _____

SECTION 2 - SPECIAL TERMS AND CONDITIONS**2.1 PURPOSE: TO ESTABLISH A CONTRACT FOR THE COUNTY:**

The purpose of this Invitation to Bid is to establish a contract for the purchase of Fresh Eggs and Frozen Egg Product for the Miami-Dade County Corrections & Rehabilitation Department on an as needed basis.

2.2 TERM OF CONTRACT: TWELVE (12) MONTHS

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 Internal Services Department, 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 twelve month period.

2.3 METHOD OF AWARD: TO LOWEST PRICED VENDOR ON AN ITEM-BY-ITEM BASIS

Award(s) will be made on an item-by-item basis to the responsive and responsible vendor(s) who submits the lowest price for the item(s) being awarded. Prices shall remain fixed and firm for a period of fourteen (14) days.

2.4 PRICE ADJUSTMENTS SHALL BE ALLOWED BASED ON USDA EGG MARKET NEWS REPORT:

Following the fourteen (14) day fixed and firm period, all adjusted price shall be fixed and firm for seven (7) days; from 12 Noon Monday until 11:59 am the following Monday. Prices can escalate or de-escalate on weekly bases. No other fees will be allowed.

- During the contract term, prices for fresh medium shell eggs shall be adjusted upward or downward (rounded to the nearest cent) based on the percentage change (rounded to the nearest hundredth of a percent) in prices from the weekly announcement on the United States Department of Agriculture Price per Dozen "USDA Shell Eggs: Weekly Combined Regional Shell Eggs Report, Southeast Region."

EX: Initial Bid Price of \$2.00 is submitted. The first week following the 30 day fixed and firm period, the percentage change appearing in the USDA Shell Eggs: Weekly Combined Regional Shell Eggs Report, Southeast region is 25.31%. The price may be adjusted to \$2.51 ($\2.00×1.2531 increase) for the following week.

- During the contract term, prices for frozen egg product shall be adjusted upward or downward (rounded to the nearest cent) based on the percentage change (rounded to the nearest hundredth of a percent) in the average price derived from the range price of frozen whole eggs from the weekly announcement on the United States Department of Agriculture Price per Pound "USDA Processed Eggs: Weekly National Egg Product Report, Frozen Eggs."

EX: Initial Bid Price of \$2.00 is submitted. The first week following the 30 day fixed and firm period, the range included in the "USDA Processed Eggs: Weekly National Egg Product Report, Frozen Eggs is \$2.00 to \$2.50. The average is \$2.25. The range from the previous week was \$1.90 to \$2.20. The average is \$2.05. The percentage change between the \$2.05 and the \$2.25 is 9.76%. See calculation example below. The price may be adjusted to \$2.20 ($\2.00×1.0976 increase) for the following week.

$$((\$2.25 \text{ (new price)} - \$2.05 \text{ (old price)}) / \$2.05 \text{ (old price)}) * 100 = 9.76\% \text{ (increase)}$$

$$\$2.00 \text{ (bid price)} * 9.76\% = \$0.1952$$

$$\$2.00 + \$0.1952 = \$2.1952 \text{ (new price)}$$

2.5 INSURANCE

In addition to the indemnification requirements listed in Section 1.21; the following requirement shall apply:

Commercial General Liability on a Comprehensive basis including Products and Completed Operations in an amount not less than \$300,000 Combined Single Limit for Bodily Injury and Property Damage. **Miami-Dade County must be shown as an additional insured with respect to this coverage.**

2.6 DELIVERY

The vendor shall make deliveries on the date specified on the purchase request(s) provided by the Miami-Dade County Corrections & Rehabilitation Department. All deliveries shall be made in accordance with good commercial practice and all required delivery timeframes shall be adhered to by the vendor. The vendor shall notify Miami-Dade County Corrections & Rehabilitation Department of the delays in advance of the original delivery date so that a revised delivery schedule can be appropriately considered by the County.

Certain County employees may be authorized in writing to pick-up materials under this contract. Vendors shall require presentation of this written authorization. The vendor shall maintain a copy of the authorization. If the vendor is in doubt about any aspect of material pick-up, vendor shall contact the appropriate user department to confirm the authorization.

2.7 BACK ORDER DELAYS IN DELIVERY SHALL NOT BE ALLOWED

Miami-Dade County Corrections & Rehabilitation Department shall not allow any late deliveries attributed to product back order situations for purchase orders under this contract. Accordingly, the vendor is required to deliver all requested items to Miami-Dade County Corrections & Rehabilitation Department within the time specified in the purchase orders resultant from this solicitation. Back order situations shall be honored, unless written authorization is issued by Miami-Dade County Corrections & Rehabilitation Department, and a new delivery date is mutually established.

2.8 ADDITIONAL FACILITIES MAY BE ADDED OR DELETED

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 or deleted at the option of the County. Vendor will be given fourteen (14) calendar days written notice.

- Pre-Trial Detention Center: 1321 N.W. 13th Street Miami, Florida 33125
- Turner Guildford Knight Center: 7100 N.W. 41 Street Miami, Florida 33166
- Metro West Detention Center: 13850 NW 41 Street Miami, Florida 33178

2.9 AVAILABILITY OF CONTRACT TO OTHER COUNTY DEPARTMENTS

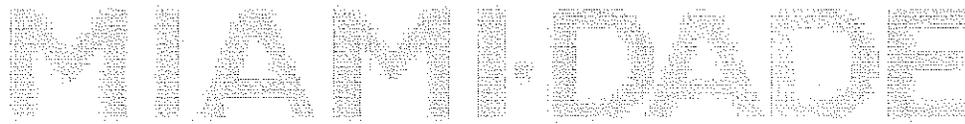
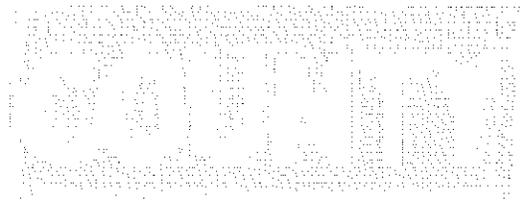
Although this Solicitation is specific to a County Department, it is hereby agreed and understood that any County department or agency may avail itself of this contract and purchase any and all items specified herein from the successful vendor(s) at the contract price(s) established herein. Under these circumstances, a separate purchase order shall be issued by the County, which identifies the requirements of the additional County department(s) or agency (ies).

2.10 STOCK LEVELS SHALL BE MAINTAINED BY VENDOR

The successful vendor(s) shall ensure that adequate stock levels are maintained at its place of business in order to assure the County of prompt delivery. If the delivery terms specified in the solicitation are not fulfilled by the vendor, the County reserves the right to cancel the order, purchase the goods elsewhere, and charge the vendor for any re-procurement costs incurred by the County.

2.11 CONTACT PERSON(S):

For any additional information regarding the specifications and requirements of this solicitation, you may contact Claudia Portocarrero, at (305) 375-4252, or via e-mail at porclau@miamidade.gov.

The logo for Miami-Dade County, featuring the words "MIAMI-DADE" in a bold, sans-serif font. The letters are filled with a dense pattern of small dots, giving it a textured appearance. The logo is set against a light gray background.The logo for Miami-Dade County, featuring the words "MIAMI-DADE" in a bold, sans-serif font. The letters are filled with a dense pattern of small dots, giving it a textured appearance. The logo is set against a light gray background.

SECTION 3 – TECHNICAL SPECIFICATIONS**3.1 SCOPE**

The purpose of this solicitation is to purchase and deliver fresh eggs and frozen egg product (Frozen Food) to the Miami-Dade Corrections and Rehabilitation Department on an as needed basis.

3.2 FRESH EGG PRODUCT SPECIFICATION

Whole eggs purchased by all County Departments must be 90% Grade A quality or better, shell protected, graded by USDA. All cartons must be sealed and stamped before delivery. Half of the stamp needs be on placed on the carton and the other half on tape. Julian calendar pack date shall be within five (5) days from delivery date.

3.3 FROZEN EGGS PRODUCTS

- A. Frozen egg products must not contain any extender.
- B. Frozen egg products must be produced under the supervision and control of the United States Department of Agriculture or the Florida Department of Agriculture.
- C. Frozen egg products shall have no signs of having been defrosted and shall be hard frozen at 0 Degrees Fahrenheit or lower at the time of local delivery.
- D. Frozen egg products shall have citric acid added as color stabilizer.

3.4 DELIVERY SPECIFICATION

- A. All Frozen foods shall have no signs of having been defrosted and shall be hard frozen at time of local delivery. If the items are found to be partially thawed, food will not be accepted. It will be the awarded Vendor's responsibility to deliver properly frozen food immediately.
- B. The County shall not accept damaged, opened, re-taped or soiled cases of merchandise, damaged, opened, re-taped or soiled individual servings within cases shall not be accepted. Merchandise will be returned for credit.
- C. Carrier shall utilize only properly insulated, mechanical or thermostatically temperature controlled equipment to protect the product.

A. PRICING

ITEM #	ESTIMATED QUANTITY PER WEEK	UNIT OF MEASUREMENT	ITEMS DESCRIPTION	PRICE PER UNIT OF MEASUREMENT
1	10	Case	Eggs, Grade A. Medium USDA inspected 90% or better, shell protected 30 dozen/case. Eggs must have USDA certified stamp and pack date cannot exceed 10 days. Brand:	
2	3,500	Pounds (LBS)	Eggs, frozen, whole, with citric acid, packed in 30 pound container only. Must contain no less than 8 gr protein per 100 grams and no more than 450 milligrams sodium per 100 grams. Nutritional Facts must be submitted with quotation. Brand:	
3	3,500	Pounds (LBS)	Eggs, frozen, whole, with citric acid, packed in 5 pound pouches, 6/5 pound pouches/case. Must contain no less than 8 grams of protein per 100 grams and no more than 450 milligrams sodium per 100 grams. Nutritional Facts must be submitted with quotation. Brand:	

