

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

New     OTR     Sole Source     Bid Waiver     Emergency    Previous Contract/Project No. \_\_\_\_\_

Contract

IQ9724-ID

Re-Bid     Other (Access Tallahassee Contract 2518)

LIVING WAGE APPLIES:  YES     NO

Requisition No./Project No.: RQID1300110

TERM OF CONTRACT: IX    Upon issuance of PO/One Time Award

Requisition /Project Title: Purchase of BCC Sgt at Arms SUV (2) and WASD F150

Description:

One-time purchase of 2 SUV's for the BCC Sgt at Arms by accessing Tallahassee Contract 2518.  
Internal Services Fund

Issuing Department: ISD-PM

Contact Person: Lorrie Delhomme

Phone: 305-375-4884

Estimate Cost: \$99,018.19

Funding Source:    GENERAL    FEDERAL    OTHER  
    Internal Ser

**ANALYSIS**

<b><u>Commodity Codes:</u></b>	070-00		
Contract/Project History of previous purchases three (3) years Check here <input checked="" type="checkbox"/> if this is a new contract/purchase with no previous history.			
	<b><u>EXISTING</u></b>	<b><u>2<sup>ND</sup> YEAR</u></b>	<b><u>3<sup>RD</sup> YEAR</u></b>
<b><u>Contractor:</u></b>	Mike Davidson Ford		
<b><u>Small Business Enterprise:</u></b>			
<b><u>Contract Value:</u></b>	\$	\$	\$
<b><u>Comments:</u></b>	Previous - IQ9724-ID (ALL BIDS REJECTED)		
Continued on another page (s): <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO			

**RECOMMENDATIONS**

	Set-aside	Sub-contractor goal	Bid preference	Selection factor
<b>SBE</b>				

**Basis of recommendation:**

RECEIVED DEPT. BUSINESS DEV. 2013 MAY 16 PM 5:29	<u>Signed:</u> Lorrie Delhomme	<u>Date sent to DBD:</u> 5/13/13
		<u>Date returned to DPM:</u>

3.0 Technical Specifications: **Purchase of Two (2) Sport Utility Vehicles (SUV) for the Miami Dade County Board of County Commission Sgt. At Arms.**

3.1 These are the minimum requirements for Two (2) **2013 Ford Expedition 4x2 SUV** equipped with a eight (8) cylinder engine, automatic transmission, and with all the manufacturer's standard equipment for retail sales plus the following supplemental options:

- 3.1.1 Exterior Color: Stone "No Substitution".
- 3.1.2 Interior Color: Black Leather "No Substitution".
- 3.1.3 Front Bucket Seats and Severn (7) Passenger Seating Configuration.
- 3.1.4 Floor Mats for All Seating Positions and Cargo Area.
- 3.1.5 Delivery of Units Required within 90 Days.

3.2 These are the minimum requirements for Two (2) **2013 Ford Expedition EL 4x2 SUV** equipped with a eight (8) cylinder engine, automatic transmission, and with all the manufacturer's standard equipment for retail sales plus the following supplemental options:

- 3.2.1 Exterior Color: Black "No Substitution".
- 3.2.2 Interior Color: Black Leather "No Substitution".
- 3.2.3 Front Bucket Seats and Severn (7) Passenger Seating Configuration.
- 3.2.4 Floor Mats for All Seating Positions and Cargo Area.
- 3.2.5 Delivery of Units Required within 90 Days.

3.3 These are the minimum requirements for Two (2) **2013 Chevrolet Tahoe 4x2 SUV** equipped with a eight (8) cylinder engine, automatic transmission, and with all the manufacturer's standard equipment for retail sales plus the following supplemental options:

- 3.3.1 Exterior Color: Black "No Substitution".
- 3.3.2 Interior Color: Black Leather "No Substitution".
- 3.3.3 Front Bucket Seats and Severn (7) Passenger Seating Configuration.
- 3.3.4 Floor Mats for All Seating Positions and Cargo Area.
- 3.3.5 Delivery of Units Required within 90 Days.

3.4 These are the minimum requirements for Two (2) **2013 Chevrolet Suburban 4x2 SUV** equipped with a eight (8) cylinder engine, automatic transmission, and with all the manufacturer's standard equipment for retail sales plus the following supplemental options:

- 3.4.1 Exterior Color: Black "No Substitution".
- 3.4.2 Interior Color: Black Leather "No Substitution".
- 3.4.3 Front Bucket Seats and Severn (7) Passenger Seating Configuration.
- 3.4.4 Floor Mats for All Seating Positions and Cargo Area.
- 3.4.5 Delivery of Units Required within 90 Days.



May 7, 2013

Mr. William T. Buckingham  
 Davidson Ford LTD., d/b/a Mike Davidson Ford  
 9650 Atlantic Boulevard  
 Jacksonville, Florida 32225

Re: City of Tallahassee Contract No. 2518/Mike Davidson Ford

Dear Mr. Buckingham:

Miami-Dade County, hereinafter referred to as the County, would like to access the above mentioned contract with Mike Davidson Ford (hereinafter referred to as the "Contractor") for the purchase of two (2) 2013 Ford Expedition EL 4x2 SUV's for the Board of County Commissioners Sargent at Arms and one (1) 2013 Ford F-150 4X4 Gas Crew Cab for our Water and Sewer Department. Prior to issuing a purchase order, the County requires acceptance concerning the following terms and conditions:

1. The Contractor shall provide two (2) SUV's and one (1) Truck and shall be paid in accordance with the pricing below:

Item No.	Description	Qty	Make/Model	Total Price
1	<b>2013 Ford Expedition EL (Extended Length)</b> Exterior Color: Black "No Substitution". Interior Color: Stone or Camel Leather Front Bucket Seats and Seven (7) Passenger Seating Configuration Floor Mats for All Seating Positions and Cargo Area	2	Ford Expedition	<b>\$72,107.30</b> (based on \$36,053.65 per SUV)
2	<b>2013 Ford F-150 4X4 Gas Crew Cab 157" WB 6.5 Box (W1C)</b> Back Up Alarm Aluminum Tool Box Spray on Bed Liner 4 Corner 60 Watt Strobe Lights	1	Ford F-150 Truck	<b>\$26,910.89</b>
<b>Grand Total:</b>				<b>\$99,018.19</b>

2. SHIPPING TERMS, DELIVERY AND PAYMENT

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 Miami-Dade County Internal Services Department. Deliveries are authorized at the following location:

Miami-Dade County Internal Services Department  
 Fleet Management Division - New Car Get Ready Facility  
 6100 SW 87th Avenue, Miami, Florida 33173  
 Delivery accepted between the hours of 8:00 A.M. to 2:00 P.M. weekdays.

Contact William Thommes at (305) 273-4127, twenty-four (24) hours prior to delivery.

In no case shall delivery be later than 180 days from the date that Miami-Dade County orders the equipment. All deliveries are to be made in accordance with good commercial practice. All equipment shall be delivered in full compliance with the contract requirements, and must be in excellent condition and ready to work. Upon verification of compliance with these requirements, the County will accept the delivered equipment.

The County will issue payment after completion of items (a) and (b) below:

- a) All delivered units are successfully inspected for compliance with all requirements and accepted (including delivery of the required manuals as specified below), by the County.
- b) With the delivery of each vehicle, the Contractor shall provide to the County,
  - i. One (1) copy of the associated technical and service manuals, per model; DVD preferred; and
  - ii. A copy of the manufacturer's preventative maintenance schedule; and
  - iii. The manufacturer's statement of origin, title application, and all warranty documents.

The invoice is to be made out to the name of the department as indicated on the Purchase Order and mailed to the same address as shown on the Purchase Order.

- 3. **METHOD OF PAYMENT:** The Contractor shall submit an invoice to Miami-Dade County Internal Services Department for Item 1 and Miami-Dade Water and Sewer Department for Item 2 as indicated herein:

The date of the invoice shall not exceed thirty (30) calendar days from the delivery of the items. Under no circumstances shall the invoice be submitted in advance of the delivery and acceptance of the items. In addition to the general invoice requirements set forth below, the invoice shall reference the corresponding delivery ticket, unit serial numbers and the packing slip number that was signed by an authorized representative of Miami-Dade Water and Sewer Department at the time the items were delivered and accepted.

In order for the County to provide payment, the Contractor shall submit a fully documented invoice that provides certain basic information.

All invoices shall contain the following basic information:

I. Contractor Information:

- The name of the business organization as specified on the contract between Miami-Dade County and the Contractor
- Date of invoice
- Invoice number
- The Contractor's Federal Identification Number on file with Miami-Dade County

II. County Information:

- Miami-Dade County Release Purchase Order or Small Purchase Order Number

III. Pricing Information:

- Unit price of the goods provided
- Extended total price of the goods
- Applicable discounts

IV. Goods Provided per Contract:

- Description
  - Quantity
- V. Delivery Information:

- Delivery terms set forth within the Miami-Dade County Release Purchase Order
- Location and date of delivery of goods

VI. Failure to Comply:

- Failure to submit invoices in the prescribed manner will delay payment.

Invoices and associated back-up documentation shall be submitted in duplicate by the Contractor to the County as follows:

Item 1: Miami-Dade Internal Services Department – Fleet Management  
 111 N.W. 1<sup>st</sup> Street, Suite 1000  
 Miami, Florida 33128  
 Attention: Rey Llerena  
 Email: [RLL1@miamidade.gov](mailto:RLL1@miamidade.gov) Phone: (305) 375-2299

Item 2: Miami-Dade Water and Sewer Department  
 3071 S.W. 38<sup>th</sup> Avenue  
 Miami, Florida 33146  
 Attention: Calvin Tullis  
 Email: [ctulli@miamidade.gov](mailto:ctulli@miamidade.gov) Phone: (786) 552-8565

4. Pursuant to Miami-Dade County Ordinance No. 97-215, the purchase order will include the Independent Private Sector Inspector General requirements. This ordinance requires a ¼ of 1% reduction from the total price of the Contractor's invoice.
5. Pursuant to Miami-Dade County Budget Ordinance No. 03-192, which implements the User Access Program (UAP), new contract awards issued by the Internal Services Department, Procurement Management Division require a 2% reduction from the total price of any Contractor invoice issued.
6. 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 Delhomme at (305) 375-4884.

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Attest: \_\_\_\_\_

Corporate Secretary/Notary

Corporate Seal/Notary

Attachment:  
Affidavit





**SUBCONTRACTOR/SUPPLIER LISTING**  
(Ordinance 97-104)

Firm Name of Prime Contractor/Respondent: \_\_\_\_\_

Bid No.: \_\_\_\_\_ Title: \_\_\_\_\_

This form, or a comparable listing meeting the requirements of Ordinance No. 97-104 MUST be completed, signed and submitted by all bidders and respondents on County contracts for purchases of supplies, materials or services, including professional services which involve expenditures of \$100,000 or more, and all bidders and respondents on County or Public Health Trust construction contracts which involve expenditures of \$100,000 or more. A bidder or respondent who is awarded the contract shall not change or substitute first tier subcontractors or direct suppliers or the portions of the contract work to be performed or materials to be supplied from those identified, except upon written approval of the County.

This form, or a comparable listing meeting the requirements of Ordinance No. 97-104, MUST be completed, signed and submitted even though the bidder or proposer will not utilize subcontractors or suppliers on the contract. The bidder or proposer should enter the word "NONE" under the appropriate heading of sub form 100 in those instances where no subcontractors or suppliers will be used on the contract.

Business Name and Address of First Tier Subcontractor/Subconsultant	Principal Owner	Scope of Work to be Performed by Subcontractor/Subconsultant	(Principal Owner)	
			Gender	Race
Business Name and Address of Direct Supplier	Principal Owner	Supplies/Materials/Services to be Provided by Supplier	(Principal Owner)	
			Gender	Race

I certify that the representations contained in this Subcontractor/Supplier Listing are to the best of my knowledge true and accurate

\_\_\_\_\_  
Prime Contractor/Respondent's Signature

\_\_\_\_\_  
Print Name  
(Duplicate if additional space is needed)

\_\_\_\_\_  
Print Title

\_\_\_\_\_  
Date  
FORM 100