

DEPARTMENTAL INPUT
CONTRACT/PROJECT MEASURE ANALYSIS AND RECOMMENDATION
Sustainability, Planning & Economic Enhancement Department
Small Business Development Division

New contract
 OTR
 CO
 SS
 BW
 Emergency
 Previous Contract/Project No: 9079-4/14-4

Re-Bid
 Other
 LIVING WAGE APPLIES: ___ YES NO

Requisition/Project No: RQID1400070 Term of Contract: 1 Years 4 Options-to-renew

Requisition/Project Title: Aluminum Windows, Window Screens & Related Parts

Description: The purpose of this Invitation to Quote (ITQ) is to secure pricing for the purchase of aluminum windows, window screens and related parts, for various Miami-Dade County Departments. **There will be no services required under this contract.**

User Department(s): Various
 Issuing Department: Procurement Contact Person: Denis Chung Phone: 305-375-3904
 Estimated Cost: \$60,000 Funding Source: Various

ANALYSIS

Commodity/Service No: <u>150-72</u>		SIC:
Trade/Commodity/Service Opportunities		
Contract/Project History of Previous Purchases For Previous Three (3) Years Check Here <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> if this is a New Contract/Purchase with no Previous History		
	<u>EXISTING</u>	<u>2ND YEAR</u>
<u>Contractor:</u>		<u>3RD YEAR</u>
<u>Small Business Enterprise:</u>		
<u>Contract Value:</u>	\$58,000	\$63,000
<u>Comments:</u>		
Continued on another page (s): ___ Yes ___ No		

RECOMMENDATIONS

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

Basis of Recommendation:

Signed: D. Chung

Date to SPEED-SBD: 3/27/2014

Date Returned to ISD-PM: _____

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

The purpose of this Invitation to Quote (ITQ) is to secure pricing for the purchase of aluminum windows, window screens and related parts, for various Miami-Dade County Departments.

2.2 TERM OF CONTRACT

The initial contract term shall be one (1) year, commencing on the first calendar day of the month following approval of the contract by the Board of County Commissioners or designee, unless otherwise stipulated in the 'Notice of Award Letter' distributed by the County's 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 last month of the one year period.

2.3 OPTION TO RENEW

The initial contract prices resultant from this solicitation shall prevail for a one (1) year period from the contract's initial effective date. Prior to, or upon, completion of that initial term, the County shall have the option to renew this contract for an additional four (4) years on a year-to-year basis. Prior to completion of each exercised contract term, the County may consider an adjustment to price based on the data provided by the U.S. Department of Labor Bureau of Labor Statistics.

2.4 METHOD OF AWARD

Award of this contract will be made to the two (2) lowest priced responsive, responsible bidders on a group-by-group basis. To be considered for award by group, the vendor shall offer prices for all items within a given group. The County will then select the lowest priced bidders, when all items are added in the aggregate for each group. If a vendor fails to submit an offer for any item within a group, its offer for that specific group will be rejected. While the award will be made to multiple bidders by group to assure availability, the lowest priced vendor shall be primary, and second lowest priced vendor shall be secondary for each group under this contract.

Award to multiple bidders is made for the convenience of the County and does not exempt the primary bidder from fulfilling its contractual obligations. Failure of any bidder to perform in accordance with the terms and conditions of the contract may result in the bidder being deemed in breach of contract. The County may terminate the bidder for default, and charge the bidder re-procurement costs if applicable.

2.5 CERTIFICATIONS

Bidders must have product approval numbers from the Miami-Dade County Office of Building Code Compliance, and provide their Notice of Acceptance (NOA) certification with its bid submittal.

2.6 PRICES

The prices proposed by an awarded bidder shall remain fixed for each twelve month period, as defined by the effective and expiration dates of the contract term. Prior to completion of each twelve month period, the County may consider an adjustment to increase or decrease prices based on changes in the following pricing index: Bureau of Labor Statistics, Consumer Price Index (CPI), All Urban Consumers, All Items less medical care, Miami-Ft. Lauderdale Area. As such, the adjustment may be upward or downward.

It is the bidder's responsibility to request a price adjustment no less than ninety (90) days prior to the end of each twelve month period. Any request for an increase must be clearly substantiated by the bidder. If no adjustment request is received, the County will assume the bidder has agreed to the current prices.

It should be noted that such an adjustment may affect a bidder's designation status as primary or secondary respectively, for that OTR term. It should be further understood that the County reserves the right to reject any price adjustment if they are not in accordance with the above, and/or terminate the contract based on such price adjustments.

2.7 PURCHASE OF OTHER ITEMS NOT LISTED WITHIN THIS SOLICITATION

While the County has listed all major items within this solicitation which are utilized by County departments in conjunction with their operations, there may be similar items that must be purchased by the County during the term of this contract. The County reserves the right to award these similar items to the primary, secondary or tertiary contract bidder based on the lowest price quoted, or to acquire the items through a separate solicitation.

2.8 PRODUCT INFORMATION

If required, bidders will be asked by the County to provide some or all of the following in order to evaluate the products offered.

: Product Information Sheets

: Product labels

: Samples

Product information sheets must contain details such as factory specifications, standard manufacturer information sheets, and may include catalogues, and/or brochures. Bidders may also be asked to provide two (2) copies of performance test results of the items offered. All supporting documentation submitted by the bidder must in total meet the required specifications set forth in this solicitation.

2.9 DELIVERY TERMS

The vendor shall make deliveries within five (5) business days after the date of the order. All deliveries shall be made in accordance with good commercial practice and all required delivery timeframes shall be adhered to by the vendor(s); except in such cases where the delivery will be delayed due to acts of nature, strikes, or other causes beyond the control of the vendor. In these cases, the vendor shall notify the County of the delays in advance of the original delivery date so that a revised delivery schedule can be appropriately considered by the County.

Should the vendor(s) to whom the contract is awarded fail to deliver in the number of days stated above, the County reserves the right to cancel the contract on a default basis after any back order period that has been specified in this contract has lapsed. If the contract is so terminated, it is hereby understood and agreed that the County has the authority to purchase the goods elsewhere and to charge the incumbent vendor with any re-procurement costs. If the vendor fails to honor these re-procurement costs, the County may terminate the contract for default.

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.

Vendor(s) consistently not delivering in accordance to guidelines outlined in this section of the solicitation maybe placed on probation and/or terminated for cause from this contract and will be assessed re-procurement charges.

2.10 ACCEPTANCE OF PRODUCT

The product(s) to be provided here under shall be delivered to the County and inspected by an authorized representative of the County. The inspection shall be performed to determine acceptance of the product (s), appropriate invoicing, warranty conditions, and obtain de-manufacturing certificate if requested at time of order.

2.11 COMPLIANCE / REGULATIONS

Compliance with Federal Regulation due to use of Federal Funding:

Since the goods, services and/or equipment that will be acquired under this solicitation will be purchased, in part or in whole, with federal funding, it is hereby agreed and understood that Section 60-250.4, Section 60-250.5 and 60-741.4 of 'Title 41' of the United States Code, which addresses Affirmative Action Requirements for disabled workers is incorporated into this solicitation and resultant contract by reference.

Compliance with Federal Standards:

All items to be purchased under this contract shall be in accordance with all governmental standards, to include, but not be limited to, those issued by the Occupational Safety and Health Administration (OSHA), the National Institute of Occupational Safety Hazards (NIOSH), and the National Fire Protection Association (NFPA).

It shall be the responsibility of the vendor to be regularly informed and conform to any changes in standards issued by any of the regulatory agencies that govern the commodities in this IQ during the term of the contract.

2.12 EXEMPTION TO CERTAIN CLAUSES

The contract to be awarded under this solicitation will be accessed by Public Housing and Community Development (PHCD). As a Federally-funded department, certain clauses within this solicitation do not apply to that Department's allocation:

Section 1 Paragraph 1.10 (Local Preferences); Section 1 Paragraph 1.27 (Office of the Inspector General); Section 1 Paragraph 1.35 County User Access Program- UAP); Section 1 Paragraph 1.43 (Small Business Contract Measures); and Section 1 Paragraph 1.44 (Local Certified Service-Disabled Veteran's Business Enterprises Preference); Section 1 Paragraph 1.46 (First Source Hiring Referral Program).

SECTION 3 – TECHNICAL SPECIFICATIONS

3.1 SCOPE OF WORK

This solicitation is for the purchase of various types of aluminum windows, window screens and related parts, as described in this invitation to bid. All windows must meet minimum requirement stated within the confines of existing building code standards, Codes 0016, 0023 and 0048, set by the Building Code Compliance Office. Aluminum windows shall meet the current Florida Building Codes for a mean roof height of twenty-five feet (25') covering exterior zones. Single hung type shall conform to Architectural Aluminum Manufacturer's Association, Specification DH B1-HP or approved equal.

3.2 GOODS TO BE PROVIDED

The following is a list of items that the County may purchase under the contract resultant from this solicitation. This list is neither exclusive nor complete. The County reserves the right to delete and/or add items as deemed in its best interests, and will be purchased in assorted sizes.

A. GROUP 1 - WINDOWS (AWNING)

(1) MATERIAL

All frame and sash members shall be extruded 6063-T-5 Aluminum Alloy. Metal thickness on major sections of frame shall be .062". Metal thickness on major sections of ventilators shall be .062". Frame members shall have a minimum depth of 1-7/8". Ventilator sill, head and jamb members shall have a minimum depth of 1".

(2) CONSTRUCTION

Windows shall be coped to a true fit and mechanically riveted at all corners. All ventilators shall have three metal weathering contacts and one weather-stripped contact. Weather-stripping shall be sealed in special self-locking groove extruded integrally in frame and ventilator members. Weather-stripped contact shall be concealed on inside, away from outside weathering elements.

(3) OPERATION

- (i) Hardened steel worm-gear operators shall be of the following type:

Awning Windows

- Single-pull lever
- Dual-pull lever
- Roto gear
- Roto gear & guide bar
- Pivot shoe
- Scissor arm
- Single arm
- Dyad

Casement Windows

- Dual arm maxim
- Entryguard dual-arm
- Entryguard Dyad
- Maxim Dyad
- Dyad
- Ellipse Dyad
- Single-arm
- Ellipse single-arm

- (ii) Power from the worm-gear operator to be transferred to both sides of ventilators through a concealed torque tube; top of vents to drop down approximately 4" enabling outside glass to be cleaned from inside.

- (iii) Hardened steel worm-gear operators to compress ventilator against weather-stripping, without the use of auxiliary latches or keepers.

(4) HARDWARE

Nylon washers shall be located at pivot point of vents to slide bar. All mechanisms shall be easily removable before or after installation.

(5) WEATHER-STRIPPING

Weather-stripping shall be elastomeric Virgin Vinyl, Koroseal bulb type, or equal.

(6) FINISH

All windows shall be extruded aluminum mill finished.

(7) SCREENS

Screens, when required, shall be roll-formed box sections with fiberglass mesh, extruded mill finish.

(8) GLAZING

Glazing shall be accomplished with a specifically designed roll-formed snap-in glazing beads machine, cut to provide a proper fit. Glass shall be cut to provide a full $\frac{3}{8}$ " lap on all sides. Back bedding shall be an approved mastic type glazing compound. Glass shall be $\frac{3}{8}$ " DSB, Clear.

B. GROUP 2 - WINDOWS (SINGLE HUNG)

(1) MATERIAL

Main frame and sash sections shall be of extruded 6063.T5 aluminum alloy, having a nominal thickness of 062". Frame members shall not be less than $2\frac{1}{4}$ ". Sash members shall not be less than $1\frac{5}{16}$ " in depth.

(2) CONSTRUCTION

Frame and sash corners shall be neatly fitted together in such a manner as to form a weather-tight joint, and be securely fastened with plated steel screws. Muntin bars, when specified, shall be neatly joined at sash or frame members. Sashes are to be designed for outside glazing with snap-in aluminum glazing bead. Window frames shall have screen retainer channels extruded as an integral part of the section, to receive full or half screen. Windows shall not be distorted by installation screws or fittings, and screws shall not interfere with the operating mechanism of windows.

(3) HARDWARE

Operating sash shall be equipped with easily adjustable spring-and-pulley sash balances, which will hold the sash stationary in any open position. Windows shall have continuous extruded lift on sash as an integral part of the section. Sash shall be equipped with plastic cast cam-action sash lock at the sill of the unit.

(4) WEATHER-STRIPPING

Operating sash stiles shall be equipped with a woven wool pile, weather-stripped. Vent head and sill shall be equipped with virgin bulb vinyl weather-stripped.

(5) FINISH

Exposed surfaces of aluminum frames and sash shall be mill finish with natural uniform color and free from serious surface defects.

(6) SCREENS

Screens, when required, shall be roll-formed by sections with fiberglass mesh.

(7) GLAZING

Glass shall be clear $\frac{1}{8}$ " DSB or $\frac{3}{16}$ " thickness for various sizes, to meet the loading conditions as required. Glazing shall be accomplished with aluminum roll-formed glazing beads, and mastic adhesive glazing compound.

(8) FLORIDA BUILDING CODE

Windows covered under this contract shall meet current Florida Building Code, and shall have a Florida Building Code Compliance number.

C. **GROUP 3 – MULLIONS**

Mullions must be compatible with windows listed in this solicitation, and shall have a Florida Building Code Compliance number.

D. **GROUP 4 – WINDOW SCREENS**

(1) **MATERIALS**

Screen stock shall be Mill Finish aluminum, Box or Recessed Type as required.

- (i) Spline: Vinyl – conform to Frame;
- (ii) Cloth: Aluminum alloy, Insect Rated 18 x16 Regular Mesh, 011 wire size.

(2) **UNITED INCH**

All screens shall be priced by the **“United Inch” Formula**: “United Inch” price is computed by adding the height plus the width, which is then multiplied by the bidders cost.

Company Name: _____

FEIN: _____

GROUPS 1 - 4 : NON-FEDERALLY FUNDED

GROUP 1: AWNING TYPE WINDOWS (NARROW VENTS - MILL FINISH)

ITEM	QUANTITY	DESCRIPTION	UNIT	PRICE
1	10	19 1/8" x 26" (12N)	Each	\$
2	10	19 1/8" x 38 3/8" (13N)	Each	\$
3	10	19 1/8" x 50 5/8" (14N)	Each	\$
4	8	19 1/8" x 63" (15N)	Each	\$
5	8	19 1/8" x 74 1/4" (16N)	Each	\$
6	10	26 1/2" x 26" (1/2 32N)	Each	\$
7	8	26 1/2" x 38 3/8" (1/2 33N)	Each	\$
8	10	26 1/2" x 50 5/8" (1/2 34N)	Each	\$
9	10	26 1/2" x 63" (1/2 35N)	Each	\$
10	8	26 1/2" x 74 1/4" (1/2 36N)	Each	\$
11	10	37" x 26" (22N)	Each	\$
12	10	37" x 38 3/8" (23N)	Each	\$
13	10	37" x 50 5/8" (24N)	Each	\$
14	8	37" x 63" (25N)	Each	\$
15	10	37" x 74 1/4" (26N)	Each	\$
16	10	74 1/4" x 26" (32N)	Each	\$
17	10	26 1/2" x 38 3/8" (33N)	Each	\$
18	6	26 1/2" x 50 5/8" (34N)	Each	\$
19	10	26 1/2" x 63" (35N)	Each	\$
20	6	26 1/2" x 74 1/4" (36N)	Each	\$

GROUP 2: SINGLE HUNG WINDOWS (FLANGE TYPE - MILL FINISH)

ITEM	QUANTITY	DESCRIPTION	UNIT	PRICE
1	30	19 1/8" x 26" (12)	Each	\$
2	20	19 1/8" x 38 3/8" (13)	Each	\$
3	30	19 1/8" x 50 5/8" (14)	Each	\$
4	20	19 1/8" x 63" (15)	Each	\$
5	30	19 1/8" x 74 1/4" (16)	Each	\$
6	40	37" x 26" (22)	Each	\$
7	30	26 1/2" x 26" (1/2 32)	Each	\$
8	30	26 1/2" x 38 3/8" (1/2 33)	Each	\$
9	40	26 1/2" x 50 5/8" (1/2 34)	Each	\$
10	30	26 1/2" x 63" (1/2 35)	Each	\$
11	30	26 1/2" x 74 1/4" (1/2 36)	Each	\$
12	40	53 1/8" x 26" (32)	Each	\$
13	50	37" x 38 3/8" (23)	Each	\$
14	40	37" x 50 5/8" (24)	Each	\$
15	30	37" x 63" (25)	Each	\$
16	40	37" x 74 1/4" (26)	Each	\$
17	50	53 1/8" x 38 3/8" (33)	Each	\$
18	30	53 1/8" x 50 5/8" (34)	Each	\$
19	40	53 1/8" x 63" (35)	Each	\$
20	40	53 1/8" x 74 1/4" (36)	Each	\$

GROUP 3: MULLIONS

ITEM	QUANTITY	DESCRIPTION	UNIT	PRICE
1	50	2 -High (26")	Each	\$
2	40	3 -High (38 ³ / ₈ ")	Each	\$
3	30	4 -High (50 ⁵ / ₈ ")	Each	\$
4	50	5 -High (63")	Each	\$
5	25	6 -High (74 ¹ / ₄ ")	Each	\$

GROUP 4: REPLACEMENT SCREENS

ITEM	QUANTITY	DESCRIPTION	UNIT	PRICE
1	10	³ / ₈ " x ³ / ₄ " x .025 gauge	Each	\$
2	40	⁵ / ₁₆ " x ³ / ₄ " x .025 gauge	Each	\$
3	10	⁷ / ₁₆ " x ¹¹ / ₁₆ " x .025 gauge	Each	\$
4	40	⁷ / ₁₆ " x ³ / ₄ " box .025 gauge	Each	\$
5	10	250 x ³ / ₄ " box .025 gauge	Each	\$

GROUPS 1A - 4A : FEDERALLY FUNDED

GROUP 1A: AWNING TYPE WINDOWS (NARROW VENTS - MILL FINISH)

ITEM	QUANTITY	DESCRIPTION	UNIT	PRICE
1	7	19 ¹ / ₈ " x 26" (12N)	Each	\$
2	7	19 ¹ / ₈ " x 38 ³ / ₈ " (13N)	Each	\$
3	7	19 ¹ / ₈ " x 50 ⁵ / ₈ " (14N)	Each	\$
4	6	19 ¹ / ₈ " x 63" (15N)	Each	\$
5	6	19 ¹ / ₈ " x 74 ¹ / ₄ " (16N)	Each	\$
6	7	26 ¹ / ₂ " x 26" (¹ / ₂ 32N)	Each	\$
7	6	26 ¹ / ₂ " x 38 ³ / ₈ " (¹ / ₂ 33N)	Each	\$
8	7	26 ¹ / ₂ " x 50 ⁵ / ₈ " (¹ / ₂ 34N)	Each	\$
9	7	26 ¹ / ₂ " x 63" (¹ / ₂ 35N)	Each	\$
10	6	26 ¹ / ₂ " x 74 ¹ / ₄ " (¹ / ₂ 36N)	Each	\$
11	7	37" x 26" (22N)	Each	\$
12	7	37" x 38 ³ / ₈ " (23N)	Each	\$
13	7	37" x 50 ⁵ / ₈ " (24N)	Each	\$
14	6	37" x 63" (25N)	Each	\$
15	7	37" x 74 ¹ / ₂ " (26N)	Each	\$
16	7	74 ¹ / ₄ " x 26" (32N)	Each	\$
17	7	26 ¹ / ₂ " x 38 ³ / ₈ " (33N)	Each	\$
18	5	26 ¹ / ₂ " x 50 ⁵ / ₈ " (34N)	Each	\$
19	7	26 ¹ / ₂ " x 63" (35N)	Each	\$
20	5	26 ¹ / ₂ " x 74 ¹ / ₂ " (36N)	Each	\$

GROUP 2A: SINGLE HUNG WINDOWS (FLANGE TYPE - MILL FINISH)

ITEM	QUANTITY	DESCRIPTION	UNIT	PRICE
1	23	19 ¹ / ₈ " x 26" (12)	Each	\$
2	16	19 ¹ / ₈ " x 38 ³ / ₈ " (13)	Each	\$
3	23	19 ¹ / ₈ " x 50 ⁵ / ₈ " (14)	Each	\$
4	16	19 ¹ / ₈ " x 63" (15)	Each	\$

GROUP 2A (Continued)

5	23	19 1/8" x 74 1/4" (16)	Each	\$
6	32	37" x 26" (22)	Each	\$
7	23	26 1/2" x 26" (1/2 32)	Each	\$
8	23	26 1/2" x 38 3/8" (1/2 33)	Each	\$
9	32	26 1/2" x 50 3/8" (1/2 34)	Each	\$
10	23	26 1/2" x 63" (1/2 35)	Each	\$
11	23	26 1/2" x 74 1/4" (1/2 36)	Each	\$
12	32	53 1/8" x 26" (32)	Each	\$
13	40	37" x 38 3/8" (23)	Each	\$
14	32	37" x 50 5/8" (24)	Each	\$
15	23	37" x 63" (25)	Each	\$
16	32	37" x 74 1/4" (26)	Each	\$
17	40	53 1/8" x 38 3/8" (33)	Each	\$
18	23	53 1/8" x 50 5/8" (34)	Each	\$
19	32	53 1/8" x 63" (35)	Each	\$
20	32	53 1/8" x 74 1/4" (36)	Each	\$

GROUP 3A: MULLIONS

ITEM	QUANTITY	DESCRIPTION	UNIT	PRICE
1	40	2 -High (26")	Each	\$
2	32	3 -High (38 3/8")	Each	\$
3	23	4 -High (50 5/8")	Each	\$
4	40	5 -High (63")	Each	\$
5	18	6 -High (74 1/4")	Each	\$

GROUP 4A: REPLACEMENT SCREENS

ITEM	QUANTITY	DESCRIPTION	UNIT	PRICE
1	7	3/8" x 3/4" x .025 gauge	Each	\$
2	32	5/16" x 3/4" x .025 gauge	Each	\$
3	7	7/16" x 11/16" x .025 gauge	Each	\$
4	32	7/16" x 3/4" box .025 gauge	Each	\$
5	7	250 x 3/4" box .025 gauge	Each	\$

NOTE: All quantities represent an estimated annual average, and not a guarantee of usage.

Walters, Vivian (ISD)

From: Chung, Denis (ISD)
Sent: Thursday, March 27, 2014 4:38 PM
To: Walters, Vivian (ISD)
Subject: RQID1400070; Aluminum Windows, Window Screens & Related Parts
Attachments: RQID1400070_SBD Dept Input_Project Review.pdf; RQID1400070_Terms & Conditions.pdf; RQID1400070_Price Sheet.pdf

Good afternoon Vivian, please see the attached for your review.

Thank you and kind regards,

D.Chung, CPPB

Miami-Dade County

Internal Services Department

Procurement Management Division

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