

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

Rev I

New contract
 OTR
 CO
 SS
 BW
 Emergency

Previous Contract/Project No: IQ9586-0/14
--

Re-Bid
 Other
 LIVING WAGE APPLIES: ___ YES NO

Requisition/Project No: RQDI400124 TERM OF CONTRACT: 5 years

Requisition/Project Title: Pool Cleaning and Maintenance Services

Description: To establish a contract for the purchase of pool cleaning and maintenance services, for the pool located at the Miami-Dade Public Safety Training Institute (MDPSTI)

User Department(s): MDPD
 Issuing Department: INTERNAL SERVICES DEPARTMENT
 Contact Person: Ana "Kiki" Lang Phone: (305) 375-5482
 Estimated Cost: \$245,000.00
 Funding Source: General funds

ANALYSIS

Commodity/Service No: <u>988-82</u> SIC: _____	
Contract/Project History of Previous Purchases For Previous Three (3) Years Check Here: _____ if this is a New Contract/Purchase with no Previous History	
	EXISTING 2 ND YEAR 3 RD 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: *Ana Lang*

Date to SBD: 7/2/14

Date Returned to DPM: _____

RECEIVED
 DEPT. BUSINESS DEV.
 2014 JUL -6 AM 8:51

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

The purpose of this solicitation is to establish a contract for the purchase of pool cleaning and maintenance at the Miami-Dade Public Safety Training Institute (MDPSTI)

2.2 TERM OF CONTRACT Five Years

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 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 contract term

2.3 METHOD OF AWARD TO A SINGLE VENDOR:

Award of this contract will be made to the responsive and responsible vendor who submits the lowest price for the item listed in this solicitation.

2.3.1 Minimum Requirement:

Bidder must meet the minimum qualifications as stipulated herein. Failure to provide the required documentation as specified by the County will result in the Bidder not being considered for award of this contract.

Minimum Requirements:

a. Bidder must have a minimum of one (1) year experience in pool cleaning maintenance services. Commercial or government customer references shall be provided to confirm this experience. Bidder must provide verifiable references from customers that the Bidder has provided the required services.

- company name,
- mailing address,
- contact person and title,
- telephone number,
- e-mail address, and
- brief description of services and/ or products provided.

b. Bidder must submit a copy of their Swimming Pool Maintenance (Unlimited) License, issued by Miami-Dade County (Florida)

2.4 PRICES SHALL BE FIXED AND FIRM FOR TERM OF CONTRACT

If the vendor is awarded a contract under this solicitation, the prices proposed by the vendor shall remain fixed and firm during the term of contract

2.5 INSURANCE

Refer to Section 1, General Terms and Conditions, Subsection 1.21.

2.6 LABOR, MATERIALS, AND EQUIPMENT SHALL BE SUPPLIED BY THE VENDOR

Unless otherwise provided in Section 3 (entitled "Technical Specifications"), of this solicitation the vendor shall furnish all labor, material and equipment necessary for satisfactory contract performance. When not specifically identified in the technical specifications, such materials and equipment shall be of a suitable type and grade for the purpose. All material, workmanship, and equipment shall be subject to the inspection and approval of the County's Project Manager.

2.7 PURCHASE OF OTHER ITEMS NOT LISTED WITHIN THIS SOLICITATION BASED ON PRICE QUOTES

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. Under these circumstances, a County representative will contact the primary vendor to obtain a price quote for the similar items. If there are multiple vendors on the contract, the County representative may also obtain price quotes from these vendors. The County reserves the right to award these similar items to the primary contract vendor, another contract vendor based on the lowest price quoted, or to acquire the items through a separate solicitation.

SECTION 3 – TECHNICAL SPECIFICATIONS**3.1 DESCRIPTION OF WORK**

The Miami-Dade Public Safety Training Institute (MDPSTI) is located at 9601 NW 58th Street, Miami, Florida 33178. MDPSTI Aquatic Center pool is utilized by several law enforcement agencies for training purposes. The pool to be serviced is heated.

3.2 GOODS / SERVICES TO BE PROVIDED

All the services listed above shall be performed from Monday to Friday, between 7:30 am 4:00 pm. The County will purchase all chemicals in-house and County personnel will add the chemicals to the pool, as required, and the vendor shall not include chemicals in its price.

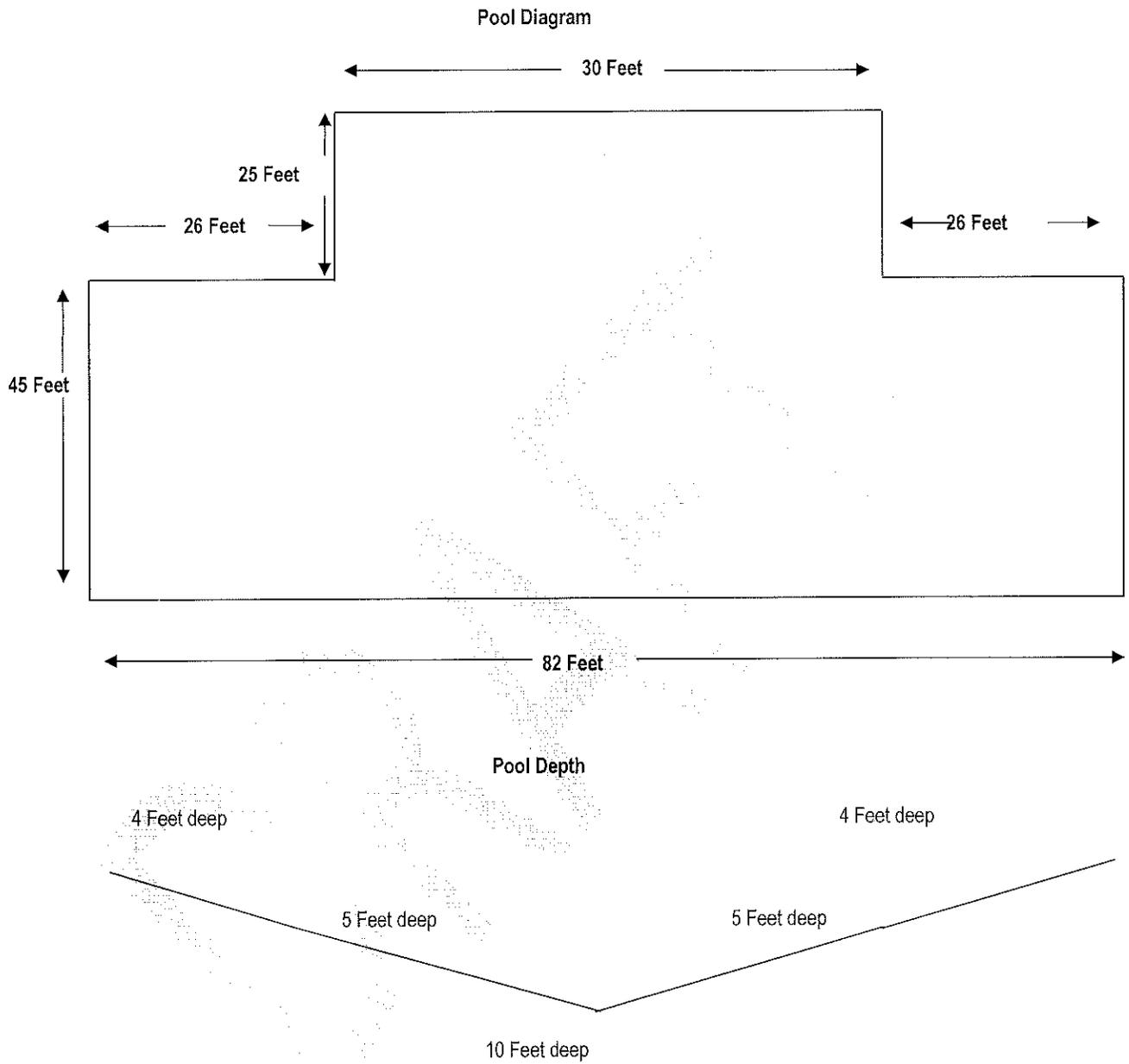
The pool must be maintained and cleaned on a daily basis and the minimum services required are indicated below:

- Check and Balance Chlorine and PH when necessary – twice daily
- Clean all tiles – three times a week
- Brush all pool surfaces, to include floor and walls - daily
- All dirt and waste shall be pushed toward the main drain.
- Vacuum Pool - three times a week
- Backwash Filters - any residue that discharges into the pool needs to be vacuumed. - bi-weekly
- Clean hair and lint trap - weekly
- Clean Skimmer / gutter - daily

The Bidder shall provide cleanup after a hurricane event, high wind event, or other unusual conditions

Site visit prior to Bidding

Below is a diagram of the approximate shape and size of the MDPSTI Aquatic Center pool. The MDPSTI Aquatic Center pool is 4 feet deep on the shallow ends and slopes down to 10 feet in the center.



Walters, Vivian (ISD)

From: Lang, Ana (ISD)
Sent: Thursday, July 03, 2014 2:47 PM
To: Walters, Vivian (ISD)
Cc: Perez-Garviso, Martha D. (ISD)
Subject: Contract Project Measure Analysis and Recommendation Form for RQID1400124 Pool Cleaning and Maintenance Services
Attachments: RQID1400124 SBD PROJECT MEASURE ANALYSIS.pdf; ITB - DRAFT Pool Cleaning and Maintenance at MDPSTI Section 2 Special Terms and Section 3 Tech Specs 7-2-14.pdf
Importance: High

Hi Vivian,

Attached is the contract project measure analysis and recommendation form along with the invitation to bid draft for RQID1400124 Pool Cleaning and Maintenance Services

Please review. Thank you for your help in advance

Regards,

Ana "Kiki" Lang
Internal Services Department
Procurement Management
111 NW 1st Street, Suite 1300
Miami, FL 33128-1974
(305) 375-5482 (Office)
(305) 375-1083 (Fax)
Email: arl@miamidade.gov

Visit our website at: www.miamidade.gov/procurement



"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. All E-mail sent and received is captured by our servers and kept as a public record.



for the green

Please consider the environment before printing this e-mail.



Hi Vivian,

Attached is the contract project measure analysis and recommendation form along with the invitation to bid draft for RQID130046 Scuba, Skin Diving Equipment and Repair Parts.

Please review. Thank you for your help in advance

Regards,

Ana "Kiki" Lang

Internal Services Department
Procurement Management
111 NW 1st Street, Suite 1300
Miami, FL 33128-1974
(305) 375-5482 (Office)
(305) 372-6128 (Fax)
Email: arl@miamidade.gov

Visit our website at: www.miamidade.gov/procurement



"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. All E-mail sent and received is captured by our servers and kept as a public record.



for the green

Please consider the environment before printing this e-mail.

