

DEPARTMENTAL INPUT
CONTRACT/PROJECT MEASURE ANALYSIS AND RECOMMENDATION

New Contract OTR Sole Source Bid Waiver Emergency Previous Contract/Project No. 6323-0/16

X Re-Bid Other LIVING WAGE APPLIES: YES NO

Requisition No./Project No.: ROID1600024 TERM OF CONTRACT 5 YEAR(S) WITH 0 YEAR(S) OTR

Requisition /Project Title Signals) : Fusees/Flares (Traffic/Marine Signals)

Description:

The purpose of this solicitation is to establish a contract for the purchase of fusees/flares (Traffic/Marine Signals) in conjunction with the County's needs.

Issuing Department: e ISD-Procurement Contact Person: Mary Hammett Phone: 375-5471

Estimate Cost: 279,000. GENERAL FEDERAL OTHER

Funding Source: _____

ANALYSIS

Commodity Codes: 550-20,055-54,345,345-06,345-32, and 345-73

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

	<u>EXISTING</u>	<u>2ND YEAR</u>	<u>3RD YEAR</u>
Contractor:	Orion Safety Products		
Small Business Enterprise:	N/A		
Contract Value:	\$291,384.	\$	\$

Comments: _____

Continued on another page (s): YES NO

RECOMMENDATIONS

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

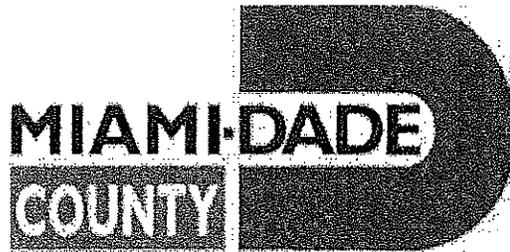
Basis of recommendation:

Signed: Mary Hammett Date sent to DBD: 3/3/2016

Date returned to DPM: _____

OPENING: 6:00 PM

, 2016



MIAMI-DADE COUNTY, FLORIDA

I N V I T A T I O N
T O B I D

TITLE:
FUSEES/FLARES(TRAFFIC/MARINE SIGNALS)

BIDS WILL BE ACCEPTED UNTIL 6:00 PM
ON _____, 2016

FOR INFORMATION CONTACT:
Mary Hammett, 305-375-5471, mhammet@miamidade.gov

IMPORTANT NOTICE TO BIDDERS/PROPOSERS:

- READ THE ENTIRE SOLICITATION DOCUMENT, THE GENERAL TERMS AND CONDITIONS, AND HANDLE ALL QUESTIONS IN ACCORDANCE WITH THE TERMS OUTLINED IN PARAGRAPH 1.2(D) OF THE GENERAL TERMS AND CONDITIONS.
- THE SOLICITATION SUBMITTAL FORM CONTAINS IMPORTANT INFORMATION THAT REQUIRES REVIEW AND COMPLETION BY ANY BIDDER/PROPOSER RESPONDING TO THIS SOLICITATION.
- FAILURE TO COMPLETE AND SIGN THE SOLICITATION SUBMITTAL FORM WILL RENDER YOUR PROPOSAL NON-RESPONSIVE.

**GENERAL TERMS AND CONDITIONS:**

All general terms and conditions of Miami-Dade County Procurement Contracts are posted online. Bidders/Proposers that receive an award from Miami-Dade County through Miami-Dade County's competitive procurement process must anticipate the inclusion of these requirements in the resultant Contract. These general terms and conditions are considered non-negotiable.

All applicable terms and conditions pertaining to this solicitation and resultant contract may be viewed online at the Miami-Dade County Procurement Management website by clicking on the below link:

<http://www.miamidade.gov/procurement/library/boilerplate/general-terms-and-conditions-r15-5.pdf>

NOTICE TO ALL BIDDERS/PROPOSERS:

Electronic bids are to be submitted through a secure mailbox at BidSync (www.bidsync.com) until the date and time as indicated in this Solicitation document. It is the sole responsibility of the Bidder/Proposer to ensure their proposal reaches BidSync before the Solicitation closing date and time. There is no cost to the Bidder/Proposer to submit a proposal in response to a Miami-Dade County solicitation via BidSync. Electronic proposal submissions may require the uploading of electronic attachments. The submission of attachments containing embedded documents or proprietary file extensions is prohibited. All documents should be attached as separate files.

For information concerning technical specifications please utilize the question/answer feature provided by BidSync at www.bidsync.com within the solicitation. Questions of a material nature must be received prior to the cut-off date specified in the solicitation. Material changes, if any, to the solicitation terms, scope of services, or bidding procedures will only be transmitted by written addendum. (See addendum section of BidSync site).

Please allow sufficient time to complete the online forms and upload of all proposal documents. Bidders/Proposers should not wait until the last minute to submit a proposal. The deadline for submitting information and documents will end at the closing time indicated in the solicitation. All information and documents must be fully entered, uploaded, acknowledged (Confirm) and recorded into BidSync before the closing time or the system will stop the process and the response will be considered late and will not be accepted.

PLEASE NOTE THE FOLLOWING:

No part of your proposal can be submitted via **HARDCOPY, EMAIL, OR FAX**. No variation in price or conditions shall be permitted based upon a claim of ignorance. Submission of a proposal will be considered evidence that the Bidder/Proposer has familiarized themselves with the nature and extent of the work, and the equipment, materials, and labor required. The entire proposal response must be submitted in accordance with all specifications contained in the solicitation electronically.

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

The purpose of this solicitation is to establish a contract for the purchase of fusees/flares (Traffic/Marine Signals) in conjunction with the County's needs.

2.2 TERM OF CONTRACT FIVE (5) 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 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 last month of the contract term.

2.3 METHOD OF AWARD TO A SINGLE BIDDER

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

If the primary Bidder defaults, the County shall have the right to negotiate with the next responsive, responsible Bidder.

2.4 PRICE ADJUSTMENT

The prices proposed by the bidder shall remain fixed for a one-year period. The County may consider on an annual basis a price adjustment based on changes in the following pricing index: **Producer Price Index (PPI) (Series id: PCU3251803251808A, Industry code 325180)** for other basic inorganic chemical manufacturing, potassium and sodium compounds, excluding bleaches, alkalis, and alum.

The County reserves the right to negotiate a lower pricing based on market research information or other factors that influence price. The County reserves the right to apply any reduction in pricing during any subsequent years based on the downward movement of the applicable index.

It is the bidder's responsibility to request any pricing adjustment under this provision. For any adjustment to commence on the first day of each anniversary year, the bidder's request for adjustment should be submitted no later than ninety (90) days prior to expiration of the then current year. The bidder adjustment request should not be in excess of the relevant pricing index change. If no adjustment request is received from the bidder, the County will assume that the bidder has agreed to the current pricing. Any adjustment request received after the commencement of a new period may not be considered.

The County reserves the right to reject any price adjustments submitted by the bidder.

2.5 A. DELIVERY TIME

The bidder shall make deliveries within the time frame indicated on the purchase order. All deliveries shall be made in accordance with good commercial practice and all required delivery timeframes shall be adhered to by the bidder(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 bidder. In these cases, the bidder 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 bidder fail to deliver in the number of days stated within the purchase order, the County reserves the right to cancel the order on a default basis after any back order period has lapsed. If the order 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 bidder with any re-procurement costs. If the bidder 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. Bidder shall require presentation of this written authorization. The bidder shall maintain a copy of the authorization. If the bidder is in doubt about any aspect of material pick-up, bidder shall contact the appropriate user department to confirm the authorization.

B. PACKING SLIP/DELIVERY TICKET

Bidder shall enclose a complete packing slip/delivery ticket with any items to be delivered in conjunction with this bid. The packing slip/delivery ticket shall be attached to the shipping carton(s), which contain the items and shall be made available to the County's authorized representative during delivery. The packing slip/delivery ticket shall include, at a minimum, the following information: purchase order number; date of order; a complete listing of items being delivered.

C. DELIVERY LOCATIONS AND HOURS SPECIFIED

The bidder shall deliver the items to the following Miami –Dade County facilities during the prescribed hours:

Miami-Dade Police Department- Quartermaster
9111 N.W. 25TH Street
Miami, Florida 33172
(305) 471-2891
Deliveries between: 7:00 A.M. and 4:30 P.M.

Fire Department
8010 N.W. 60TH Street
Miami, Florida 33166
Deliveries between: 8:30 A.M. and 2:00 P.M.

2.6 CONTACT PERSONS

For any additional information regarding the terms and conditions of this solicitation and resultant contract, Contact: Mary Hammett, at (305) 375-3904 email mhammet@miamidade.gov.

2.7 PURCHASE OF OTHER ITEMS NOT LISTED WITHIN THIS SOLICITATION

While the County has listed the major item within this solicitation which is utilized by County departments in conjunction with their operations, there may be similar item(s) that must be purchased by the County during the term of this contract. Under these circumstances, a County representative will contact the primary bidder to obtain a price quote for the similar items. If there are multiple bidders on the contract, the County representative may also obtain price quotes from these bidders. The County reserves the right to award these similar items to the primary contract bidder, another contract bidder based on the lowest price quoted, or to acquire the items through a separate solicitation.

2.8 SHELF LIFE OF STOCK

Bidders(s) shall supply the County with fresh stock only and shall insure that items with a limited shelf life are inspected and certified prior to shipment to the County.

SECTION 3 – TECHNICAL SPECIFICATIONS

3.1 SCOPE OF WORK

Furnish and deliver fusees/flares for various Miami-Dade County Departments per the specifications below

3.2 GOODS / SERVICES TO BE PROVIDED

The fusees/flares shall:

- a. Be standard highway flares with burn time of 30 minutes at a minimum.
- b. Work in all weather conditions, and will not extinguish due to wind or, rain.
- c. Perform to Underwrites Laboratories (UL) and Bureau of Explosive, Specification and Department of Transportation (DOT)
- d. Not roll
- e. Contain a safety cap
- f. Have wire-holders

3.3 Marine Flares

Theses flares shall be:

- used day/night
- handheld
- red locator flares.
- 5-mile visibility
- USCG approved for day/night use