

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

Rev 1

New contract
 OTR
 CO
 SS
 BW
 Emergency
 Previous Contract/Project No: **RFQ8264-3(3)**

Re-Bid
 Other

LIVING WAGE APPLIES: ___ YES ___ NO

Requisition/Project No: RQID1600035

TERM OF CONTRACT: 96 months with ___ options-to-renew
Upon Delivery

Requisition/Project Title: Integrated Pest Management (IPM)

Description: Establishing a Pre-qualified pool of vendors to provide pest control services

User Department(s): Aviation, Corrections, Libraries, Parks, Police, Solid Waste, Seaport, Fire, RER, Community Action, Vizcaya, Water & Sewer, Transit, Internal Services,

Issuing Department: ISD

Contact Person: Ralph Tipton Phone: 305-375-2774

Estimated Cost: \$4,672,000.00

Funding Source: General, Internal Service, Proprietary Funds

ANALYSIS

Commodity/Service No: 910-59			
Trade/Commodity/Service Opportunities			
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	2ND YEAR	3RD YEAR
Contractor:	Contractor: <u>El Toro Exterminator of Florida, Inc., Terminix International Co. Limited, Steritech Group, Inc., Hulett Environmental Services, Inc.</u>	Same	Same
Small Business Enterprise:	N/A	N/A	N/A
Contract Value:	\$1,015,000.00	\$1,000,000.00	\$1,000,000.00
Comments: Vendors must be licensed by the State of Florida and have a Certified Pest Control Operator certified by the State of Florida			
Continued on another page (s): ___ Yes ___ No			

RECOMMENDATIONS

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

Basis of Recommendation:

Signed: Ralph Tipton

Date to SBD: 4/29/16

Date Returned to DPM: _____

SECTION 2 – SPECIAL TERMS AND CONDITIONS

2.1 PURPOSE

This Request to Qualify (RTQ) will establish a pool of pre-qualified submitters capable of providing Integrated Pest Management (IPM) services for various Miami-Dade County (MDC) departments. Entry into the Pre-qualification pool is not a contract between MDC and any member of the pool, but rather is an acknowledgement that the pool member satisfies the pre-qualification criteria. Pre-qualified submitters will be invited to participate in future spot market competitions. The pool shall remain open for the term of the RTQ, enabling submitters to qualify at any time after the initial RTQ opening date.

DEFINITIONS

Submittal – shall refer to the form submitted in response to this Request to Qualify.

Submitter – shall refer to anyone responding to this Request to Qualify.

Request for Quote (RFQ) – a solicitation where pre-qualified submitters are invited to quote on a specific product or service, evaluated and awarded based on lowest price.

Work Order Proposal Request (WOPR) – a solicitation issued to vendors in a pre-qualified pool that is evaluated and awarded based on best value rather than upon the lowest price.

Leadership in Energy and Environmental Design (LEED) – green building certification program. Buildings are certified: Silver, Gold, and Platinum, based on the points earned.

Integrated Pest Management (IPM) – broad-based approach that integrates practices for economic control of pests.

2.2 TERM

The Pre-qualification Pool will begin on the first calendar day of the month succeeding approval 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 Services Division, and contingent upon the completion and submittal of all required RTQ documents. The Pre-qualification Pool shall expire on the last day of the last month of the eight (8) year period.

2.3 QUALIFICATION CRITERIA

Submitters who meet the following qualifications will be placed on a list for participation in future competitions.

1. Submitters shall provide a list of no less than three (3) client references who can confirm that the submitter has successfully provided IPM services for three (3) years. The following information shall be provided: name, telephone number, fax number and/or e-mail address, dates of services, and location serviced.

2. Submitter shall provide a copy of the current certification by the Florida Department of Agriculture and Consumer Services for an employee who is a Certified Pest Control Operator (CPCO) in the category of General Household Pest and Rodent Control.
3. Provide a copy of the current license(s) issued by the Florida Department of Agriculture and Consumer Services to operate a pest control business for any business location(s) that the Submitter would use to provide services to the County under the Contract.

Submitters shall provide all of the specified information and documents listed above with their submittal form as proof of compliance to the requirement of this RTQ. However, the County may, at its sole discretion and in its best interest, allow Submitters to complete, supplement, or supply the required documents.

It shall be the sole prerogative of the County as to the number of Submitters who will be included under this RTQ. During the term of this RTQ, the County reserves the right to add or delete Submitters as it deems necessary and in its best interests.

2.4 SITE VISITS

Site visits may apply if so defined in the RFQ or WOPR.

2.5 LIQUIDATED DAMAGES

Liquidated damages may apply if so defined in the RFQ or WOPR.

2.6 CONTACT PERSON

For any additional information regarding the terms and conditions of this RTQ contact Ralph Tipton at 305-375-2774 or ralph.tipton@miamidade.gov.

2.7 MIAMI-DADE COUNTY LIVING WAGE

The Living Wage Ordinance may apply if so defined in the RFQ or WOPR.

2.8 CONFERENCES AND/OR SITE VISITS

Conferences and/or site visits may apply if so defined in the subsequent RFQs or WOPRs.

SECTION 3 – TECHNICAL SPECIFICATIONS

3.1 SCOPE

This RTQ will establish a pool of pre-qualified submitters capable of providing all labor, supervision, equipment and materials necessary to perform IPM for various MDC departments.

Pests included are those found in urban entomology references such as Mallis and Truman's Scientific Guide. Pests to eliminate, but not limited to indoor populations of domestic rats, mice, cockroaches, ants, silverfish, bed bugs, fleas, spiders, and any other arthropod pests. Pests specifically excluded are birds, snakes, lizards, vertebrates other than commensal rodents, termites, other wood-destroying organisms, mosquitoes and insects that primarily feed on outdoor vegetation and are found within the outside property boundaries of the buildings.

Submitters shall engage the concepts in the approaches in reference literature from Green Shield, Green Pro, EcoWise, LEED Guidelines, and other equivalent IPM standards such as University websites, and other IPM standard bearers. Submitters can reference recommended products from the San Francisco list, the EcoWise list, or other least toxic lists such as the "Our Water Our World" list or the BIRC annual least toxic publication list. Given the market response to the need for least toxic materials these references will change, and these references are not intended to be exhaustive. Reference to these lists does not imply or express endorsement of any listed item.

The County has numerous LEED certified buildings that will require the submitter to follow all protocols to keep these buildings in compliance.

Submitters shall provide services requested as set forth by Chapter 482 Florida Statutes and 5E-14 Florida Administrative Code.

Refer to Paragraph 2.3 to ensure that your firm's responses and attachments comply with the Solicitation's requirements.

Qualification Criteria

2.3.1	IPM Reference No. 1	Company Name: _____ Telephone No.: _____ Address: _____ POC: _____ Title: _____ E-Mail: _____
	IPM Reference No. 2	Company Name: _____ Telephone No.: _____ Address: _____ POC: _____ Title: _____ E-Mail: _____
	IPM Reference No. 3	Company Name: _____ Telephone No.: _____ Address: _____ POC: _____ Title: _____ E-Mail: _____

2.3.2	Certification Requirements	Copy of current Certification issued by the Florida Department of Agriculture and Consumer services for Certified Pest Control Operator (CPCO) shall be provided.
2.3.3	License Requirements	Copy of current license(s) issued by the Florida Department of Agriculture and Consumer Services for operation of a pest control business shall be provided.