

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

Rev 1

| | | | | | | |
|---|---------------------------------------|-------------------------------------|------------------------------------|------------------------------------|---|---|
| <input type="checkbox"/> <u>New contract</u> | <input type="checkbox"/> <u>OTR</u> | <input type="checkbox"/> <u>CO</u> | <input type="checkbox"/> <u>SS</u> | <input type="checkbox"/> <u>BW</u> | <input type="checkbox"/> <u>Emergency</u> | Previous Contract/Project No: 7915-4/15 |
| <input checked="" type="checkbox"/> <u>Re-Bid</u> | <input type="checkbox"/> <u>Other</u> | LIVING WAGE APPLIES: ___ YES ___ NO | | | | |

Requisition/Project No: ROID1600078 TERM OF CONTRACT: 5 years with ___ one year options-to-renew

Requisition/Project Title: Location of Underground Utilities

Description: The purpose of this solicitation is to establish a contract for the purchase of locating and marking services for underground utilities, in conjunction with the County's needs on an as needed when needed basis.

User Department(s): DTPW
 Issuing Department: ISD Contact Person: Ingrid Bernal Phone: 305-375-4211
 Estimated Cost: \$540,000 Funding Source: General Fund

ANALYSIS

| | | | |
|--|-----------------|----------------------------|----------------------------|
| Commodity/Service No: <u>96291</u> | | SIC: | |
| Trade/Commodity/Service Opportunities | | | |
| Contract/Project History of Previous Purchases For Previous Three (3) Years Check Here <input type="checkbox"/> if this is a New Contract/Purchase with no Previous History | | | |
| | <u>EXISTING</u> | <u>2ND YEAR</u> | <u>3RD YEAR</u> |
| 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 |
|-----|-----------|---------------------|----------------|------------------|
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| Basis of Recommendation: |
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Signed: Ingrid Bernal Date to DBD: 10/18/2016
 Date Returned to DPM: _____

SECTION 2
SPECIAL CONDITIONS

SECTION 2 - SPECIAL TERMS AND CONDITIONS

2.1 PURPOSE

The purpose of this solicitation is to establish a contract for the purchase of locating and marking services for underground utilities, in conjunction with the County's needs on an as needed when needed basis.

DEFINITIONS

1. ~~**Standard Working Business Days**~~**Day**: Standard working days consist of Monday through Friday from 8:00 A.M to 5:00 p.m. with exception of County observed Holidays. Any day other than Saturday, Sunday, or any legal federal, state, or local holiday. Formatted: Justified

 2. **Excavator**: Any person that engages directly in excavation and/or its design, and who requests the location of the County's Underground Facilities

 3. **Identified but Unlocatable**: An Underground Facility, the presence of which is known, but which cannot be marked with reasonable accuracy. Formatted: Justified

 4. **Sunshine State One-Call of Florida, Inc.**: A service through which an entity can notify utility companies of proposed Excavation and request field marking of Underground Facilities, hereafter referred to as Call-Sunshine. Formatted: Justified

 5. **Marking**: The use of flags, stakes, paint strips or other clearly identifiable material at distances of every ten feet, and at each divergence from a straight line in accordance with the current marking standards of the Sunshine State One-Call of Florida, Inc., Professional Excavator's Guide to show the field locations of Underground Utility with reasonable accuracy.

 6. **Reasonable Accuracy**: Locating within twenty-four (24) inches of the outside dimensions of both sides of an Underground Facility or Underground Plant. Formatted: Justified

 7. **Request to Locate**: A request to locate ticket will include any and all facility locating within a maximum distance of five hundred (500) feet. The five hundred (500) feet distance shall be limited to a single street, from the center line of the street to right-of-way line, inclusive of both sides of the street and any intersections and up to fifty (50) feet in either direction from the intersection (again inclusive of both sides of the street). Formatted: Justified

 8. ~~**Emergency Locate**~~: A request to locate ticket received after a normal eight (8) hour workday, 8:00 AM — 5:00 PM, or during weekends and holidays, these are required when conditions exists that must be resolved within the present workday. Formatted: Justified

 8. **Work in Progress**: A request to locate ticket for immediate response, received during normal work hours from one of the following utility company; gas, electric, telephone or water. Formatted: Justified
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SECTION 2
SPECIAL CONDITIONS

9. **Mobilization:** The performance of preparatory work and operations in mobilizing for beginning work on the project, including, but not limited to, those operations necessary for the movement of personnel, equipment, supplies, and incidentals to the project site.

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2.2 CONTRACT TERM

This contract shall commence on the first calendar day of the month succeeding approval of this 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 Internal Services Division Department of Procurement Management. This contemplated contract is contingent upon the completion and submittal of all required bid documents. The contract shall expire on the last day of the sixty (60) month contract term. If the awarded Bidder fails to perform in accordance with the terms and conditions of the contract, the Bidder may be deemed in default of the contract. If the awarded Bidder defaults, the County shall have the right to negotiate with the next responsive, responsible Bidder.

2.3 METHOD OF AWARD

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A. METHOD OF AWARD

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Award of this contract will be made to the lowest responsive, responsible bidder who submits an offer on all items listed in the solicitation aggregate and who who meets the qualifications listed below below in the aggregate. If a bidder fails to submit an offer on all items, its overall offer may be rejected. The County, in its sole discretion, shall determine if the work will be performed utilizing pricing provided in Group 1 or Group 2. The County will award the total contract to a single bidder.

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The Bidder shall furnish all labor, equipment and necessary supervision at a monthly fee to supply location of underground utilities.

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B. MINIMUM QUALIFICATIONS

1. References to demonstrate that the Bidder is regularly engaged in the business of providing location of underground utilities. Bidders must provide three (3) references that have utilized location of underground utilities for at least one (1) year within the last 5 (five) years. The County shall ascertain from these references to its satisfaction that the bidder has sufficient experience and expertise providing location of underground utilities.

MIAMI-DADE COUNTY

SECTION 2
SPECIAL CONDITIONS

2. Bidder(s) shall have an office in the South Florida area, which shall be defined as Miami-Dade, Broward, Palm Beach and Monroe Counties. The bidder shall submit copy of its Local Business Tax Receipt for one of these Counties.

2.3. Bidder(s) shall provide a facsimile machine-mail address and/or email address, in order to receive all Location Requests as supplied by Call-Sunshine on a twenty-four (24) hour a day basis. All requests received shall be recorded no later than the next business day.

3. Maintain a fully equipped office with phone, facsimile (FAX), and/or an e-mail address of staff in order to provide support and expedite work order request.

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2.4 PRICES

The prices proposed by the Bidder shall be fixed with adjustments allowed that are mutually agreed upon by the Bidder and the County. The initial contract prices resultant from this solicitation shall prevail for a no less than one (1) year period from the contract's initial effective date. The County may consider an adjustment after the first year, to be effective each anniversary date of the contract. The pricing adjustment shall not be in excess of the increase reflected on the latest **Consumer Price Index, All Urban Consumers, All Items, in the Miami-Fort Lauderdale Area**.

It is the successful Bidder's responsibility to request any pricing adjustment under this provision. For any adjustment to be effective it must be submitted ninety (90) days prior to the expiration of the then current anniversary date/year. Any adjustment received after ninety (90) days from the expiration of the then current date/year may not be considered. If no adjustment request is received, the County will assume that the successful Bidder has agreed that the next year term will be without any price adjustment. The County reserves the right to reject any price adjustments submitted by the Bidder, to negotiate lower pricing during the contract period based on market conditions or other factors that influence price or to terminate the contract with the Bidder based on such price adjustments. The County also reserves the right to apply any reduction in pricing based on the downward movement of the applicable index.

2.5 DEFICIENCIES

The bidder shall promptly correct all apparent and latent deficiencies and/or defects in work, and/or any work that fails to conform to the contract documents regardless of project completion status. All corrections shall be made within five (5) calendar days after such rejected defects, deficiencies, and/or non-conformances are verbally reported to the bidder by the County's project administrator, who may confirm all such verbal reports in writing. The bidder shall bear all costs of correcting such rejected work. If the bidder fails to correct the work within the period specified, the County may, at its discretion, notify the bidder, in writing, that the bidder is subject to contractual default provisions if the corrections are not completed to the satisfaction of the County within five (5) calendar days of receipt of the

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SECTION 2
SPECIAL CONDITIONS

~~While the County has listed the major services within this solicitation which are utilized by County departments in conjunction with their operations, there may be similar services that must be purchased by the County during the term of this contract. Under these circumstances, a County representative will contact the awarded bidder to obtain a price quote for these services. The County reserves the right to award these similar services to the awarded bidder, another contract bidder based on the lowest price quoted, or to acquire the services through a separate solicitation.~~

SECTION 3 - TECHNICAL SPECIFICATIONS

3.1 SCOPE OF WORK

Miami-Dade County will identify a digging site, once the site has been identified the County will then call Sunshine 811 for a locate ticket to be issued. The awarded bidder will receive and screen the work location request sent from Sunshine 811, the awarded bidder shall within forty-eight (48) hours notify the excavator or mark the location of the County(s) utilities in the field in a manner that easily enables heavy equipment operators to identify the location of buried utilities within the site. The awarded bidder shall furnish all supervision, labor, materials, tools, equipment, supplies and transportation required to perform locating and marking services of underground utilities for the County at a monthly charge inclusive of all services listed in section 3.

The applicable portions of the 2016 Edition of the Florida Department of Transportation's Standard Specifications for road and bridge construction and its supplements with changes pertaining thereto, as amended by the General Specifications and the following Special Provisions, all are hereby made a part of this contract by reference.

Unless otherwise noted, all page references in the Special Provisions refer to the Florida Department of Transportation's Standard Specifications for road and bridge construction.

3.2 GOODS / SERVICES TO BE PROVIDED

The awarded Bidder shall offer the County a monthly fee to furnish all labor, equipment, supplies and necessary supervision to supply the following services:

3.2.1 LOCATE TICKETS:

After receiving a regular locate ticket from Sunshine 811, the vendor shall have two full business days (excluding weekends and holidays) to respond to the locate ticket and enter the marking status into the Positive Response System. The use of the Marked and Unmarked positive response codes, as described in the Damage Prevention Guide, published by Sunshine 811, updated for use on or after February 4, 2014, is strongly encouraged and is to be used to perform the services under this contract.

Tickets types:

- A. Ticket A: Is when no mobilization is required. A locate technician will go to our excavation site and mark the approximate horizontal location of underground facilities within the boundaries described on the ticket.
- B. Ticket B: Is applicable the locate technician has identified that mobilization will be required.
- C. Ticket C: Is applicable when high-priority subsurface installation is in conflict. The excavator must notify the County of the start date and time.

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Comment [BI(2)]: Please see attachment in folder with all revision to FDOTS standard specification. July 2016 is the latest revision.

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D. Ticket D: Is applicable when the location was previously located ("B" or "C" Tickets) and the excavator(s) are requesting the location to be re-marked within fifteen (15) work days.

3.2.2 UNIFORM COLOR CODE:

All such marking shall be in accordance with the following American Public Works Association-Utility Location Coordination Council (APWA-ULCC) code:

- A. White: Proposed Excavation
- B. Pink: Temporary Survey Markings
- C. Red: Electric Power Lines, Cables, Conduit and Lightning Cables
- D. Yellow: Gas, Oil, Steam, Petroleum or Gaseous Materials
- E. Orange: Communication, Alarm or Signal Lines, Cables or Conduit
- F. Blue: Portable Water
- G. Purple: Reclaimed Water, Irrigation and Slurry Lines
- H. Green: Sewer Drain Lines

The Bidder(s) shall use stakes, flags, paint, or other materials suitable for the surface where the markings will be done. Markings applied must clearly identify the route of the utility.

3.2.3 SERVICES:

A. If the awarded bidder needs to mark but cannot locate and mark by the statutory marking due date, then the awarded bidder must contact the excavator directly to determine a new, mutually agreeable time. This agreement must be made via an electronic document such as an e-mail, scan or fax.

B. The awarded bidder shall provide sufficient and qualified staff, office and field equipment, transportation and supplies to fulfill its duties under this contract in order to carry out the needed markings of the utilities within the timeframe defined by law.

C. The awarded bidder shall provide surveillance and maintenance of marks and stakes if requested by the County.

Maintain appropriate records to support the invoicing and reporting requirements stated in paragraph 3.6 Weekly Report. The Bidder must retain these records for a period of three (3) years following location request of tickets.

3.2.4 RECORD KEEPING:

A. Maintain appropriate records to support the invoicing and reporting requirements in the form of a Weekly Report. The Bidder must retain these records for a period of three (3) years following location request of tickets.

B. Retain and safeguard any Miami Dade County location maps and records, which may be supplied to the Awarded Bidder. Records shall not be disclosed to or made available to any person not previously approved by the County. The

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Awarded Bidder will be provided a print out of the County system's location, this print out will be updated two (2) times per year.

C. Notify the County of any discrepancies or omissions in the records, or other information provided to it by the County to the extent such discrepancies and omissions can be determined by the awarded Bidder.

D. The awarded bidder will investigate incidents of damage for accuracy of the locate job, and submit to the County a written report. The awarded bidder must maintain a copy of these written reports for a minimum of six (6) years. If requested, the awarded bidder will provide testimonial support in cases deemed necessary by the County. The costs for these investigations of damage will be paid at a monthly fee as specified on Section 4 Bid Submittal Form. However, if the damage caused was a result of the awarded bidder's failure to locate a Locatable Facility with Reasonable Accuracy, the awarded bidder will not be reimbursed for these charges.

3.2.5 WEEKLY REPORT:

WEEKLY REPORT

A. The weekly report to accompany and support the invoice will include an itemized tabulation which shows the following information with respect to each locate request the awarded bidder Bidder received:

- B.
- 1. Ticket Number
- 2. Locate Date
- 3. Locations of Proposed Excavation
- 4. Type of Request Ticket A, B, C, D
- 5. Identify all requests ticket D for re-mark

- F.
- C. 2. Locate Date
- D. 3. Locations of Proposed Excavation

- E. 4. Type of Request Ticket A, B, C, D
- 5. Identify all requests ticket D for re-mark

When a "Request to Locate" exceeds the five hundred (500) feet limit, it must be approved by the County Engineer prior to performing the work. Payment shall be made at a per foot rate equal to Seventy Five percent (75%) of initial ticket.

3.4 RESPONSE TIME:

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Verifiable documentation will need to be provided to the Department within twenty-four (24) hours of its execution in order to comply with requirements of the aforementioned Marked and Unmarked Positive Response. If this documentation is not provided to the Department, the vendor will be held liable for any damages incurred to its facilities due to the lack of location services.

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3.4 DEFICIENCIES IN WORK

Property, public or private, if damaged during prosecution of the work, shall be repaired or replaced at the expense of the awarded bidder to the full satisfaction of the County engineer, prior to the final acceptance of the work. If the awarded bidder damages County utilities during work activities, he shall be responsible for their immediate repair. The awarded bidder is responsible for damage caused by others due to incorrect utility location on the part of the awarded bidder (locating contractor). The awarded bidder shall begin repair work within twenty-four (24) hours of notification. In the event of a conflict as to the cause of the damage, the County will hold liable the awarded bidder for all damages and charge the responsible party for all related restoration costs.

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The bidder, acting as an independent bidder and not as an agent or employee of the County, shall furnish all supervision, labor, materials, tools, equipment, supplies and transportation required to perform locating and marking services of underground utilities for Miami Dade County Traffic Signals and Signs Division of the Public Works Department. In the performance of such services, the Bidder must comply with applicable federal, state, county and local laws, ordinances and regulations and the guidelines as established by the Sunshine State One Call of Florida, Inc.

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After receiving and screening the work location request from Sunshine, the Bidder shall within forty-eight (48) hours notify the excavator or mark the location of Miami Dade County Traffic Signals and Signs Division utilities in the field in a manner that easily enables heavy equipment operators to identify the location of buried utilities within the site.

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All such marking shall be in accordance with the following American Public Works Association Utility Location Coordination Council (APWA ULCC) code:

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- Color-Red Symbol TC (Traffic Control)
DC-E (Street Light Cables)

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The Bidder(s) shall use stakes, flags, paint, or other materials suitable for the surface material. Markings applied must clearly identify the route of the utility.

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3.3 BIDDER'S DUTIES AND RESPONSIBILITIES

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1. Provide sufficient qualified staff, office and field equipment, transportation and supplies to fulfill its duties under this contract.

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2. Equipped with e-mail address and facsimile machine, to receive all Location Requests as supplied by Call Sunshine on a twenty-four (24) hour a day basis. All requests received shall be recorded no later than the next business day.

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3. Retain and safeguard any D.C.T.S. & S.D. location maps and records, which may be supplied to the Bidder. Records shall not be disclosed to or made available to any person not previously approved by the County. The Bidder will be provided a print out of the County system's location, this print out will be updated two (2) times per year.

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4. Maintain appropriate records to support the invoicing and reporting requirements stated in paragraph 3.6 Weekly Report. The Bidder must retain these records for a period of three (3) years following location request of tickets.

5. Notify the Excavator of the presence of any identifiable but not locatable utilities of the D.C.T.S. & S.D., and inform the Excavator that location information may not be within the definition of reasonable accuracy.

Notify the D.C.T.S. & S.D. of any discrepancies or omissions in the records, or other information provided to it by the County to the extent such discrepancies and omissions can be determined by the Bidder.

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6. Provide additional services such as surveillance and maintenance of marks and stakes if specifically requested to do so by D.C.T.S. & S.D. Such additional services must be specifically approved by the County, in writing, prior to commencing the work. Any additional work will be compensated at bid prices as specified on the bid submittal form.

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7. Investigate incidents of damage for accuracy of the locate job, and submit to the County a written report. The Bidder must maintain a copy of these written reports for a minimum of six (6) years. If requested, the Bidder will provide testimonial support in cases deemed necessary by the County. The costs for these investigations of damage will be paid at the price specified on Section 4 Bid Submittal Form for a Ticket "B". However, if the damage caused was a result of the Bidder's failure to locate a Locatable Facility with Reasonable Accuracy, the Bidder will not be reimbursed for these charges.

3.4 RESTORATION OF PROPERTY

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Property, public or private, if damaged during prosecution of the work, shall be repaired or replaced at the expense of the Bidder to the full satisfaction of the County engineer, prior to the final acceptance of the work. If the Bidder damages County utilities during work activities, he shall be responsible for their immediate repair. The Bidder is responsible for damage caused by others due to incorrect utility location on the part of the Bidder (locating contractor). The Bidder shall begin repair work within twenty-four (24) hours of notification. In the event of a conflict as to the cause of the damage, the County shall make or cause to be made the required repairs. The County will then make a determination as to the cause of the damage and charge the responsible party for all related restoration costs.

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3.5 WORK ORDER DESCRIPTION

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Tickets type:

"A" is applicable when no mobilization is required.

"B" is applicable when a mobilization is required.

"C" work in progress or emergency location rates apply only to immediate response to a request from a gas, electric, telephone or water company.

"D" is applicable when the location was previously located ("B" or "C" Tickets) and the excavator(s) are requesting the location to be re-marked within fifteen (15) work days.

When required and previously authorized by the County, Bidder may be requested to perform surveillance or stand by work which shall be payable on a per hour basis.

3.6 WEEKLY REPORT

The weekly report to accompany and support the invoice will include an itemized tabulation which shows the following information with respect to each locate request the Bidder received:

- 1 Ticket Number
- 2 Locate Date
- 3 Locations of Proposed Excavation
- 4 Type of Request Ticket A, B, C, D
- 5 Identify all requests ticket D for re-mark

When a "Request to Locate" exceeds the five hundred (500) foot limit, it must be approved by the County Engineer prior to performing the work. Payment shall be made at a per foot rate equal to Seventy-Five percent (75%) of initial ticket.

3.6 MONTHLY LUMP SUM CHARGE

The awarded bidder shall provide a monthly lump sum price for all labor, material and equipment necessary for satisfactory contract performance with no minimum order quantity for the location of underground facilities and inclusive of all stipulated services and requirements as per Section 3.

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Comment [BI(8): Defined in Section 2.0 Definitions

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Project No: **JIMEREZ** Dept: **SEAFORT** Bidder/Proposer: **484-064** [5/4/2018]
 Title: **PROFESSIONAL SERVICES FOR GULF TERMINALS D & IMPROVEMENTS (GC-BT)**
 Location: **PORT OF MAINE** [CSP HAS PREVIOUS] Type/AE: **0**
 Contact No: **0** Description: **TO ESTABLISH A PSA FOR A CONSULTANT TO PRC**
 Department: **SEAFORT** Type of Contract: **0**
 Award Date: **LL 19/2011** MIP Date: **0** Family# **0**
 Expiration Date: **0** DTR No: **0** Const. Cost: **\$1,200,000.00**
 Period: **480 CALENDAR D. - 944 Freq. N** [Days/Week] N **0** Construction: **\$170,000.00**
 Resolution No: **0** [CSP] **0** [P] **0** [S] **0** [L] **0** [R] **0** [A] **0** [M] **0** [D] **0** [O] **0**
 Agency Item: **1443** [CSP] **0** [P] **0** [S] **0** [L] **0** [R] **0** [A] **0** [M] **0** [D] **0** [O] **0**
 Assigned To: **VL150V** [CSP] **0** [P] **0** [S] **0** [L] **0** [R] **0** [A] **0** [M] **0** [D] **0** [O] **0**
 Confirmed Person: **JAMELIA CORDOVA-JIMEREZ** Phone: **805-375-2056** Award Amt: **\$1,200,000.00**
 Comments: **0** Earnable: **0**
 Monitoring Complete: **0** DBS Cleared Date: **0** Bidder: **N** EDP Workorder: **0**
 Monitoring Application: **0** % Complete to Date: **0** Project Completion Date: **0** Update from GIS: **0**
 Project: **0** Measure: **0** Contractor: **0** AAE/M/P: **0** Demographic Data: **0**