

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

☐ New    ☐ OTR    ☐ Sole Source    ☐ Bid Waiver    ☐ Emergency    Previous Contracts/Project No. None  
Contract

☒ Re-Bid    Other    LIVING WAGE APPLIES: ☐ YES    X NO

Requisition No./Project No.: RQID180004    TERM OF CONTRACT 8 YEAR(S) WITH 0 YEAR(S) OTR O

Requisition /Project Title: AIRFIELD GUIDANCE SIGNS & REPLACEMENT PARTS

**BID NO. RTQ-0078**

Description: The contract will provide airfield guidance signs & replacement parts for the Aviation department

Issuing Department: ISD    Contact Person: Mary Hammett    Phone: 305-375- 5471

Estimate Cost: \$8,400,000.00    GENERAL    FEDERAL    OTHER

Funding Source:    X Federal   

**ANALYSIS**

<b><u>Commodity Codes:</u></b> 035-79,035-70,035-22 and 035-20 <input type="text"/> <input type="text"/> <input type="text"/>				
Contract/Project History of previous purchases six (6) years Check here <input type="checkbox"/> if this is a new contract/purchase with no previous history.				
	<b><u>EXISTING</u></b>	<b><u>2<sup>ND</sup> YEAR</u></b>	<b><u>3<sup>RD</sup> YEAR</u></b>	
<b>Contractor:</b>	Miami Breaker Inc.			
<b>Small Business Enterprise:</b>			<input type="text"/>	
<b>Contract Value:</b>	\$5,719,000.00			
<b>Comments:</b> <input type="text"/>				
Continued on another page (s): <input type="checkbox"/> YES <input type="checkbox"/> NO				
<b><u>RECOMMENDATIONS</u></b>				
	Set-aside	Sub-contractor goal	Bid preference	Selection factor
<b>SBE</b>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<b>Basis of recommendation:</b> <input type="text"/>				
Signed: <i>Mary Hammett</i>		Date sent to DBD:12/22/17		
		Date returned to DPM: <input type="text"/>		

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## **SECTION 2 – SPECIAL TERMS AND CONDITIONS**

### **2.1 PURPOSE**

This Request to Qualify (RTQ) will establish a pool of pre-qualified submitters capable of delivering/providing Airfield Guidance Signs, and Replacement Parts for the Miami-Dade County Aviation department. Entry into the pre-qualification pool is not a contract between Miami-Dade County and any member of the pool, but rather is an acknowledgement that the pool member satisfies the pre-qualification criteria set forth below for membership in the pool. Pre-qualified submitter's will be invited to participate in future spot market competitions. The pool shall remain open for the term of the RTQ, enabling submitter(s) to qualify at any time after the initial RTQ opening date.

### **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 RFQ documents. The pre-qualification pool shall expire on the last day of the last month of the eight (8) year period.

### **2.3 DEFINITIONS**

- a. Submittal: shall refer to the form submitted in response to this Request to Qualify
- b. Submitter: shall refer to anyone responding to this Request to Qualify.

### **2.4 QUALIFICATION CRITERIA**

Submitters shall submit all of the qualifying documents with their submittal form. However, the County may, at its sole discretion and in its best interests, allow Submitters to supplement submit documents in order to satisfy the prequalification criteria. It shall be the sole prerogative of the County to determine the number of Submitters who will be included under the pre-qualification pool. During the term of the RTQ, the County reserves the right to add and/or delete pre-qualified Submitters.

- a. Submitters shall provide a current letter from an autonomous decentralized bearing (ADB) manufacturer that their company is an authorized representative; approved dealer, distributor or reseller.
- b. Provide three (3) references from an organization or a government agency that can confirm that the Submitter has provided airfield lighting fixtures parts, and related materials, for installation in the United States of American. The references shall contain the Company's name, contact person name and title, email address, telephone number, and type of lighting parts or related airfield product(s) that were sold.

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- c. Submitter shall provide a designated contact person, phone number, fax number and email for spot market quote(s).

**2.6 INDEMNIFICATION AND INSURANCE LISTED IN SECTION 1, PARAGRAPH 1.21  
TERMS AND CONDITION ARE NOT APPLICABLE**

**2.7 CERTIFICATIONS**

Submitters shall provide the County with written documentation in the form of a signed letter or certificate stating the submitter is in compliance with Federal Aviation Association (FAA) requirements Aviation Advisory Circular 150/5345#150-1.1 to furnishing the L858 guidance signs and replacement parts. These items shall also include all necessary wire, cable connections, conduits, fittings and mounting structures. It shall also include all incidentals necessary to place the signs in operation as completed units to the satisfaction of Miami Dade County Aviation Department.

**2.8 AVAILABILITY TO OTHER COUNTY DEPARTMENTS AND OTHER GOVERNMENT  
AGENCIES**

Although this Request to Qualify is specific to a County Department, it is hereby agreed and understood that any County department or agency may avail itself of this pool of pre-qualified Submitter to make spot market quotes

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## **SECTION 3 – TECHNICAL SPECIFICATIONS**

### **3.1 SCOPE OF WORK**

This Request to Qualify (RTQ) is intended to establish a pool Prequalified of submitters for the purchase of airfield guidance signs and replacement parts.

### **3.2 GOODS / SERVICES TO BE PROVIDED**

Submitters shall maintain an office with staff knowledgeable of the airfield lighting industry and industry standards; to discuss matters pertaining to quote(s).

Office hours should be Monday through Friday within the business hours 8:00AM through 5:00PM.

, 2017



MIAMI-DADE COUNTY, FLORIDA

R E Q U E S T   T O   Q U A L I F Y

TITLE:

AIRFIELD GUIDANCE SIGNS AND REPLACEMENT PARTS

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.



## SECTION 1

### 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-r16-3.pdf>

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### NOTICE TO ALL BIDDERS/PROPOSERS:

Electronic bids are to be submitted through a secure mailbox at BidSync ([www.bidsync.com](http://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](http://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.

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