

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: FB-00017
<input checked="" type="checkbox"/> <u>Re-Bid</u>	<input type="checkbox"/> <u>Other</u>					

LIVING WAGE APPLIES: ___ YES X NO

Requisition/Project No: ROID1900013

TERM OF CONTRACT: 60 months with ___ options-to-renew

Requisition/Project Title: Embroidered Patches

Description: Provide embroidered patches used by various County departments as part of their uniforms.

User Department(s): Corrections and Rehabilitation, Inspector General, Parks, Police, Seaport and Solid Waste.

Issuing Department: ISD

Contact Person: A. Rodriguez

Phone: 305-375-4744

Estimated Cost: \$265,000.00

Funding Source: General Funds

ANALYSIS

Commodity/Service No: 200-21

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:	Miami Partners, Inc	Same	Same
Small Business Enterprise:	SBE's		
Contract Value:	\$263,000.00	\$263,000.00	\$263,000.00
Comments:			

Continued on another page (s): ___ Yes ___ No

RECOMMENDATIONS

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

Basis of Recommendation:

Signed: Abelin. Rodriguez

Date to SBD: 10/25/18

Date Returned to DPM: _____

SECTION 2 SPECIAL TERMS AND CONDITIONS

2.1 PURPOSE

The purpose of this solicitation is to establish a contract for the purchase of embroidered patches in conjunction with the County's needs.

2.2 TERM OF CONTRACT

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 remain in effect for sixty (60) months and upon completion of the expressed and/or implied warranty periods.

2.3 METHOD OF AWARD

Award of this contract will be made to the responsive, responsible bidder who submits an offer on all items listed in the solicitation and whose offer represents the lowest price when all items are added in the aggregate. If a bidder fails to submit an offer on all items, its overall offer may be rejected.

2.4 PRICES

The initial contract prices resultant from this solicitation shall prevail for a 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. Adjustments must be documented with written notice from patch manufacturer to its distributors, resellers or general customers of price adjustments. Adjustments in excess of five percent shall not be accepted. It is the awarded bidders' responsibility to request any pricing adjustment under this provision, request shall be made to the Internal Services Department, Procurement Management Section. For any adjustment to be considered 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 from the awarded bidder, the County will assume that the awarded bidder has agreed that the next year term will be without any price adjustment.

2.5 DELIVERY

The bidder shall make deliveries within (30) thirty calendar days after the date of the order. All deliveries shall be made in accordance with good commercial practice and all required delivery timeframes shall be adhered to by the bidder; 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 to whom the contract is awarded fail to deliver in the number of days stated above, the County reserves the right to cancel the contract on a default basis after any back order period that has been mutually agreed to lapse. If the contract 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. Failure to honor these re-procurement cost may affect award of future contracts to the bidder.

2.6 PURCHASE OF OTHER ITEMS

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 awarded bidder to obtain a price quote for the similar items. The County reserves the right to award these items to the incumbent bidder, or to acquire the items through a separate solicitation.

2.7 SAMPLES

After the County opens the Bid Proposals, the bidders may be required to submit a sample for the goods to be supplied for evaluation by, and at no cost to the County. If samples are required, the County will notify the bidder of such in writing and will specify the deadline for submission of the samples. Each individual sample shall be clearly labeled with the bidder's name, bid number, bid title, manufacturer's name and brand name, and style number if applicable. If the bidder fails to submit the samples, properly labeled, within the specified date stipulated in the notice, the County shall not consider the bidder's proposal for that item(s); provided however, that in the event of a group or aggregate award, the bidder's proposal will not be eligible for that group or in the aggregate as applicable. All samples shall become the property of Miami-Dade County.

The County reserves the right to perform its own testing procedures or to send any and all samples to any certifiable laboratory for analysis. Any costs for testing shall be borne by bidder. On the basis of this testing and analysis, the County shall be the sole judge of the acceptability of the sample in conformance with the bid specifications and its decision shall be final. Any sample submitted shall create an express warranty that the whole of the goods and/or services to be provided by the bidder during the contract period shall conform to the sample submitted. The bidder shall be required to provide adequate restitution to the County, in the manner prescribed by the County, if this warranty is violated during the term of the contract.

2.8 OMISSIONS

Section 1.0, paragraphs 1.16 and 1.22 do not apply to this Invitation to Bid.

SECTION 3 TECHNICAL SPECIFICATIONS

3.1 SCOPE

The successful bidder will provide embroidered patches for various Miami-Dade County Departments as per attached specifications and images. Iron on patches are not acceptable. The minimum order the County will place is 50 patches, bidders shall provide a unit price per patch for order quantities shown.

3.2 PATCH SPECIFICATIONS

3.2.1. BACKGROUND MATERIALS

The background material must be of factory first quality, 7 ½ oz. /yd., 65/35 Polyester /Cotton twill weave, cured and preshrunk (resin impregnated and oven cured, color fastness). Seconds will NOT be acceptable.

3.2.2. EMBROIDERING

The solid switched background field must be a running stitch field. The embroidery thread must be of the finest quality rayon or polyester. The fabric threads and material utilized in the manufacture of these patches must be colorfast. Stich scale must be of sufficient density as to preclude the "bleeding" (or see through) of the background material and uneven matting of color elements. There must be sufficient underlay stitching to give full three dimensional height relief appearance to the patch. Double thread or any different thread deniers or plies will not be permitted in any part of the patch. Single thread stitching in the deniers and plies above must be used throughout. All lettering must be embroidered with 90/2 or 100/2 thread.

3.2.3 OVERLOCKED MERROWED EDGE

The over locked marrow edges must consist of seven separate threads: Five threads for the top and two cotton threads for the underneath (or back side) of the patch. Less than seven threads in the edges will NOT be permitted. The density must be at least twenty threads per inch.

3.2.4 FINISHING

A ten mil. Polyethylene film sheet must be heat bonded with vacuum to the reverse side of the patch before die cutting. Sufficient heat must be applied to cause the film to melt and bond to the fabric and bobbin threads. The film must be capable of withstanding temperatures in excess of 300 degrees F in alkaline solution and must be non-soluble in all commercial laundering fluids. The films must be applied in such a manner as to preclude the crushing, flattening or depressing of the three dimensionality or high relief of the embroidery, caused by the application of pressure during the bonding process. The film sheet must be applied to the span of loomed patch, prior to die cutting.

The film backing must completely engulf all the raised elements on the reverse (back) side of the patch and fill all depressions.

3.2.5 WORKMANSHIP

Patches must show a clear cut execution and must be clean, neatly made with full tension on all threads. They must be capable of laying completely flat on a smooth surface. Threads may not buckle or show underlay/stitching when patch are bent. There must be no broken stitches in the patch nor may any stitches be out of proper alignment. No parts of the patch may be mended. Patches must conform to the quality standards of these specifications in all characteristics. No distortion of the exterior shape of the patch is allowable.

3.3 **DEPARTMENT REQUIREMENTS**

3.3.1 Parks, Recreation and Open Spaces Department (PROS)

- 1 Zoo Miami Patches- Size approximately 3.25" x 3.25" wide. The zoo logo is embroidered on a light tan or white twill backing and consists of 4 colors of thread. See PROS image 1.
- 2 Enforcement Supervisor Badge – Size approximately 3 ½" tall x 1 ¾" wide, eagle over a circle, color gold, black print, County shield in color in center. See PROS image 2.
- 3 Enforcement Officer Badge – Size approximately 3 ½" tall x 1 ¾" wide, eagle over a circle, color silver, black print, County shield in color in center. See PROS image 3.

3.3.2 Miami-Dade Police Department (MDPD)

- 1 MDPD Shoulder Patch. Size approximately 3 ½" X 4 ½", embroidered on dark chocolate brown twill background, seven colors. See MDPD image 1.
- 2 Records Specialist. Size approximately 3 7/8" X 4 7/8", County seal approximately 2 ½" X 3 1/8" within it, embroidered on dark brown background, ten colors. See MDPD image 2.
- 3 Officer badge. Size approximately 3 1/4" X 4 1/8", six colors, silver lettering and eagle. See MDPD image 3
- 4 Supervisor badge. Size approximately 3 1/4" X 4 1/8", six colors, gold lettering and eagle. See MDPD image 4.
- 5 Training Institute. Round, size approximately 4", nine colors, embroidered on an orange red background, five colors. See MDPD image 5.
- 6 Public Service Aide. Size approximately 2 5/8" X 3 5/8", embroidered on a brown background, two colors. See MDPD image 6.
- 7 Citizen Volunteer. Size approximately 2 ½" X 3 3/8", embroidered on a gold background, four colors. See MDPD image 7.

- 8 Three Bars Small. Size approximately 2" X 2 ½", embroidered on a dark chocolate brown background, two colors. See MDPD image 8.
- 9 Three Bars Large. Size approximately 3" X 4", embroidered on a dark chocolate brown background, two colors. See MDPD image 9.
- 10 Trainee. Size approximately 7/8" X 3 1/8", embroidered on white twill background. See MDPD image 10.
- 11 Supervisor. Size approximately 3 5/8" X 1", embroidered on a dark chocolate brown background in gold. See MDPD image 11
- 12 Miami-Dade Police. Size approximately 5 ¼" w X ¾" h, all caps, embroidered on dark brown background in dark silver. See MDPD image 12.
- 13 Sniper. Size similar to image 1, embroidery in muted colors. See MDPD image 13.
- 14 Special Response Team. Embroidery in muted colors. See MDPD image 14
- 15 Officer shield. Embroidered in muted colors. See MDPD image 15.
- 16 Muted shoulder patch. Similar to Image 1, embroidered in muted colors. See MDPD image 16.
- 17 K – 9 Unit. Letters/numbers all caps, embroidered on dark brown background in dark silver. See MDPD image 17.
- 18 Subdued shoulder patch. Similar to image 1, embroidered in two subdued tones. Size 3.2" x 4". See MDPD image 18.
- 19 Subdued breast patch, embroidered in six subdued tones. Size 3.4" x 4.3". See MDPD image 19.
- 20 RDF patch. Embroidered in two subdued tones, size 4" x 1 ¼" with Velcro backing. See MDPD image 20.
- 21 Counter Terrorism patch. Embroidered in two colors, white letters on black background, size 9" x 4", full Velcro backing. See MDPD image 21.
- 22 Community Education Specialist. Embroidered on white background, in 3" and 4" diameter, six colors. See MDPD image 22.

3.3.3 Corrections & Rehabilitation Department (MDCR)

1. MDCR badge – large. Size: 3 ½' x 4 ½" Twill color: Forrest Green –Seal thread colors: White, green, light blue, gold, black and gold -- Letter gold: CORRECTIONS & REHABILITATION DEPARTMENT -- Letter white: MAIMI-DADE COUNTY FLORIDA. See MDCR image 1.

2. MDCR badge –small. Size: 3' x 2 ½" Twill color: Forrest Green –Seal thread colors: White, green, light blue, gold, black and gold -- Letter gold: CORRECTIONS & REHABILITATION DEPARTMENT -- Letter white: MAIMI-DADE COUNTY FLORIDA. See MDCR image 2.
3. MDCR Correctional Officer Badge Silver. Size: 3" x 2 ½" Twill color: Silver Seal thread: white, blue, green, gold, black -- Letter black: CORRECTIONS SHERIFF OFFICE, MIAMI-DADE CO. FLA. See MDCR image 3.
4. MDCR Correctional Officer Badge Gold. Size: 3" x 2 ½" Twill color: GOLD Seal thread: white, blue, green, gold, black Letter black: CORRECTIONS SHERIFF OFFICE, MIAMI-DADE CO. FLA. See MDCR image 4.
5. MDCR Chevron 3 Bars large. Size: 3" x 4" Twill color: Forrest green Bar Color: Gold. See MDCR image 5.
6. MDCR Chevron 3 Bars small. Size: 2 ¾" x 3" Twill color: Forrest green Bar Color: Gold. See MDCR image 6.
7. MDCR Chevron 2 Bars large. Size: 3" x 4" Twill color: Forrest green Bar Color: Gold. See MDCR image 7.
8. MDCR Chevron 2 Bars small. Size: 2 ¾" x 3" Twill color: Forrest green Bar Color: Gold. See MDCR image 8.

3.3.4 Department of Solid Waste Management (DSWM)

Note: Department name on images/patches must be 'Department of Solid Waste Management'

1. Enforcement Officer (Small) - Size approximately 2 ½" X 1.678" wide. County seal consisting of 6 colors of thread is embroidered on a white twill backing. Department's name in black around the outside top half of the seal. Enforcement Officer in black below seal, the outside of patch trim in black. See DSWM image 1.
2. Enforcement Officer (Large) - Size approximately 3 ½" X 2.35" wide. County seal consisting of 6 colors of thread is embroidered on a white twill backing. Department's name in black around the outside top half of the seal. Enforcement Officer in black below seal, the outside of patch trim in black. See DSWM image 2
3. Enforcement Supervisor (Small) - Size approximately 2 ½" X 1.678" wide. County seal consisting of 6 colors of thread is embroidered on a white twill backing. Department's name in black around the outside top half of the seal. Enforcement Supervisor in black below seal, the outside of patch trim in black the design element is embroidered on a white twill backing and consist of 6 colors of thread. Outside trim in gold. See DSWM image 4
4. Enforcement Supervisor (Large) - Size approximately 3 ½" X 2.35" wide. County seal consisting of 6 colors of thread is embroidered on a white twill backing. Department's name in black around the outside top half of the seal. Enforcement

Supervisor in black below seal, the outside of patch trim in black the design element is embroidered on a white twill backing and consist of 6 colors of thread. Outside trim in gold. See DSWM image 3

3.3.5 Seaport (PortMiami)

- 1 Security Enforcement, size approximately 3 ½" X 4 ½", embroidered on a black twill background with white borders and white letters, seven color seal with yellow boarder. See PortMiami image 1.
- 2 Passenger Safety, size approximately 3 ½" X 4 ½", embroidered on a black twill background with white borders and white letters, seven color seal with yellow boarder. See PortMiami image 2.
- 3 MDPD PortMiami, size approximately 3 ½" X 4 ½", embroidered on a brown twill background with gold borders and letters, seven color image with gold boarder. See PortMiami image 3.
- 4 Badge, size approximately 2 ½"w X 2 ¾"h, embroider on a black twill background, silver badge body for officers, gold badge body for supervisors, 'OFFICER' or 'SUPERVISOR' black letters above MIAMI-DADE, five color seal. See PortMiami image 4

3.3.6 Office of Inspector General (OIG)

1. Four (4) inch diameter, badge within a circle approximately nine colors. Reference the image shown, words around the seal " State of Florida" shall not be embroidered.

3.3.7 Miami-Dade County Logo

1. Miami-Dade Logo (hook) – Size approximately 4 ½" X 3", the bar with the word county in the logo is of specific proportion to the type, the proportion must be maintained as the size of the logo increases or decreases. Tread brand will be Madeira, and thread colors are Green #1769, Blue #1797, Black #1800 and White #1801. Department name will be embroidered below the bar in Black. See MDC image 1

INSERT IMAGES