

## DEPARTMENTAL INPUT

### CONTRACT/PROJECT MEASURE ANALYSIS AND RECOMMENDATION

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

Contract  
 Re-Bid   
  Other   
 LIVING WAGE APPLIES:  YES   
 NO

Requisition No./Project No.: RQMT1500014   
 TERM OF CONTRACT: 10 YEAR(S) WITH  YEAR(S) OTR

Requisition /Project Title: LED LIGHTING AS A SERVICE CONTRACT (LASC)

Description: See documents attached within the same e-mail containing this form. DTPW confirmed no FTA funds will be used and no FTA requirements apply.

Issuing Department: DTPW   
 Contact Person: Sandy Amores   
 Phone: 786-469-5408

Estimate Cost: DTPW Operating

Funding Source:   
GENERAL   
FEDERAL   
OTHER

1.00

### ANALYSIS

<b>Commodity Codes:</b>	<span style="border: 1px solid black; padding: 2px;">285-07</span>	<span style="border: 1px solid black; padding: 2px;">855-46</span>	<span style="border: 1px solid black; padding: 2px;">285-56</span>	<span style="border: 1px solid black; padding: 2px;">906-58</span>	<span style="border: 1px solid black; padding: 2px;"></span>
Contract/Project History of previous purchases three (3) years Check here <input type="checkbox"/> if this is a new contract/purchase with no previous history.					
	<b>EXISTING</b>	<b>2<sup>ND</sup> YEAR</b>	<b>3<sup>RD</sup> YEAR</b>		
<b>Contractor:</b>	<span style="border: 1px solid black; padding: 2px;"></span>	<span style="border: 1px solid black; padding: 2px;"></span>	<span style="border: 1px solid black; padding: 2px;"></span>		
<b>Small Business Enterprise:</b>	<span style="border: 1px solid black; padding: 2px;"></span>	<span style="border: 1px solid black; padding: 2px;"></span>	<span style="border: 1px solid black; padding: 2px;"></span>		
<b>Contract Value:</b>	<span style="border: 1px solid black; padding: 2px;">\$</span>	<span style="border: 1px solid black; padding: 2px;">\$</span>	<span style="border: 1px solid black; padding: 2px;">\$</span>		

Comments:

Continued on another page (s):   
 YES   
 NO

### RECOMMENDATION

	Set-aside	Sub-contractor goal	Bid preference	Selection factor
<b>SBE</b>	<span style="border: 1px solid black; padding: 2px;"></span>			

Basis of recommendation:

Signed: <span style="border: 1px solid black; padding: 2px;">Jesus Lee</span>	Date sent to SBD: <span style="border: 1px solid black; padding: 2px;">8/29/16</span>
Also send to: <a href="mailto:oca@miamidade.gov">oca@miamidade.gov</a>	Date returned to DPM: <span style="border: 1px solid black; padding: 2px;"></span>

*This document is a draft of a planned solicitation and is subject to change without notice.*



**REQUEST FOR PROPOSALS (RFP) No. 00000  
FOR  
LED LIGHTING AS A SERVICE CONTRACT (LASC)**

**PRE-PROPOSAL CONFERENCE TO BE HELD:**

\_\_\_\_\_, 2016 at \_\_\_\_:00 AM (local time)  
111 NW 1<sup>st</sup> Street, 13<sup>th</sup> Floor, Conf. Rm. \_\_, Miami, Florida

**ISSUED BY MIAMI-DADE COUNTY:**

Internal Services Department, Procurement Management Services Division  
for  
The Department of Transportation and Public Works

**COUNTY CONTACT FOR THIS SOLICITATION:**

Jesus Lee, Procurement Contracting Officer  
111 NW 1<sup>st</sup> Street, Suite 1300, Miami, Florida 33128  
Telephone: (305) 375-4264  
E-mail: [jl@miamidade.gov](mailto:jl@miamidade.gov)

**PROPOSAL RESPONSES DUE:**

INSERT DATE AND TIME

**IT IS THE POLICY OF MIAMI-DADE COUNTY THAT ALL ELECTED AND APPOINTED COUNTY OFFICIALS AND COUNTY EMPLOYEES SHALL ADHERE TO THE PUBLIC SERVICE HONOR CODE (HONOR CODE). THE HONOR CODE CONSISTS OF MINIMUM STANDARDS REGARDING THE RESPONSIBILITIES OF ALL PUBLIC SERVANTS IN THE COUNTY. VIOLATION OF ANY OF THE MANDATORY STANDARDS MAY RESULT IN ENFORCEMENT ACTION. (SEE IMPLEMENTING ORDER 7-7)**

Electronic proposal responses to this RFP are to be submitted through a secure mailbox at BidSync until the date and time as indicated in this document. It is the sole responsibility of the Proposer to ensure its proposal reaches BidSync before the Solicitation closing date and time. There is no cost to the 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. All proposals received and time stamped through the County's third party partner, BidSync, prior to the proposal submittal deadline shall be accepted as timely submitted. The circumstances surrounding all proposals received and time stamped after the proposal submittal deadline will be evaluated by the procuring department in consultation with the County Attorney's Office to determine whether the proposal will be accepted as timely. Proposals will be opened promptly at the time and date specified. The responsibility for submitting a proposal on or before the stated time and date is solely and strictly the responsibility of the Proposer. The County will in no way be responsible for delays caused by technical difficulty or caused by any other occurrence. All expenses involved with the preparation and submission of proposals to the County, or any work performed in connection therewith, shall be borne by the Proposer(s).

A Proposer may submit a modified proposal to replace all or any portion of a previously submitted proposal up until the proposal due date. The County will only consider the latest version of the proposal. For competitive bidding opportunities available, please visit the County's Internal Services Department website at: <http://www.miamidade.gov/procurement/>.

Requests for additional information or inquiries must be made in writing and submitted using the question/answer feature provided by BidSync at [www.bidsync.com](http://www.bidsync.com). The County will issue responses to inquiries and any changes to this Solicitation it deems necessary in written addenda issued prior to the proposal due date (see addendum section of BidSync Site). Proposers who obtain copies of this Solicitation from sources other than through BidSync risk the possibility of not receiving addenda and are solely responsible for those risks.

1.0 PROJECT OVERVIEW AND GENERAL TERMS AND CONDITIONS

1.1 Introduction

Miami-Dade County, hereinafter referred to as the County, as represented by the Miami-Dade County, Department of Transportation and Public Works, is soliciting proposals for Light Emitting Diode (LED) Lighting as a Service Contract (LASC), to select a proposer to provide for the delivery of services including design, installation, and maintenance, and financing of an energy efficient LASC for DTPW's properties. It is expected that the contract costs will be financed through operating expense savings. Proposers shall use proven LED technology and methods to reduce annual electricity consumption and provide a positive return on investment within a specified payback period. The County anticipates awarding a contract for a twelve (12) calendar day ten (10) year a minimum of twelve (12) years which includes a two (2) year period for furnish and installation period, in addition to a minimum of a ten (10) year maintenance period, with a ten (10) year options to renew at the same terms and conditions, at the County's sole discretion. The proposer may proffer a different maintenance period but no less than the minimum amount of ten (10) years. The amount of years proffered for the initial maintenance period will be a component within the evaluation criteria. Finance first two years? Option will or will not be evaluated?

If the Option to Renew is exercised the residual value of equipment will be consider a credit toward project. In this LASC, DTPW's lighting needs are bundled to take advantage of economies of scale and lower administrative costs of multiple procurements. The County anticipates awarding a contract for a twelve (12) year period, with one (1), ten (10) year option to renew at the same terms and conditions, at the County's sole discretion.

The anticipated schedule for this Solicitation is as follows:

- Solicitation Issued:
Pre-Proposal Conference: See front cover for date, time, and place. Attendance is recommended but not mandatory. If you need a sign language interpreter or materials in accessible format for this event, please call the ADA Coordinator at (305) 375-2013 or email hjwrig@miamidadecounty.gov at least five days in advance.
Deadline for Receipt of Questions:
Proposal Due Date: See front cover for date and time.
Evaluation Process:
Projected Award Date:

1.2 Definitions

The following words and expressions used in this Solicitation shall be construed as follows, except when it is clear from the context that another meaning is intended:

- 1. The word "Contractor" to mean the Proposer that receives any award of a contract from the County as a result of this Solicitation, also to be known as "the prime Contractor".
2. The word "County" to mean Miami-Dade County, a political subdivision of the State of Florida.
3. The word "Proposal" to mean the properly signed and completed written submission in response to this solicitation by a Proposer for the Services, and as amended or modified through negotiations.
4. The word "Proposer" to mean the person, firm, entity or organization, as stated on the Solicitation Submittal Form, submitting a response to this Solicitation.
5. The words "Scope of Services" to mean Section 2.0 of this Solicitation, which details the work to be performed by the Contractor.
6. The word "Solicitation" to mean this Request for Proposals (RFP) or Request for Qualifications (RFQ) document, and all associated addenda and attachments.
7. The word "Subcontractor" to mean any person, firm, entity or organization, other than the employees of the Contractor, who contracts with the Contractor to furnish labor, or labor and materials, in connection with the Services to the County, whether directly or indirectly, on behalf of the Contractor.
8. The words "Work", "Services", "Program", or "Project" to mean all matters and things that will be required to be done by the Contractor in accordance with the Scope of Services and the terms and conditions of this Solicitation.

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### 1.3 General Proposal Information

The County may, at its sole and absolute discretion, reject any and all or parts of any or all responses; accept parts of any and all responses; further negotiate project scope and fees; postpone or cancel at any time this Solicitation process; or waive any irregularities in this Solicitation or in the responses received as a result of this process. In the event that a Proposer wishes to take an exception to any of the terms of this Solicitation, the Proposer shall clearly indicate the exception in its proposal. No exception shall be taken where the Solicitation specifically states that exceptions may not be taken. Further, no exception shall be allowed that, in the County's sole discretion, constitutes a material deviation from the requirements of the Solicitation. Proposals taking such exceptions may, in the County's sole discretion, be deemed nonresponsive. The County reserves the right to request and evaluate additional information from any respondent regarding respondent's responsibility after the submission deadline as the County deems necessary.

The submittal of a proposal by a Proposer will be considered a good faith commitment by the Proposer to negotiate a contract with the County in substantially similar terms to the proposal offered and, if successful in the process set forth in this Solicitation and subject to its conditions, to enter into a contract substantially in the terms herein. Proposals shall be irrevocable until contract award unless the proposal is withdrawn. A proposal may be withdrawn in writing only, addressed to the County contact person for this Solicitation, prior to the proposal due date or upon the expiration of 180 calendar days after the opening of proposals.

Proposers are hereby notified that all information submitted as part of, or in support of proposals will be available for public inspection after opening of proposals, in compliance with Chapter 119, Florida Statutes, popularly known as the "Public Record Law." The Proposer shall not submit any information in response to this Solicitation which the Proposer considers to be a trade secret, proprietary or confidential. The submission of any information to the County in connection with this Solicitation shall be deemed conclusively to be a waiver of any trade secret or other protection, which would otherwise be available to Proposer. In the event that the Proposer submits information to the County in violation of this restriction, either inadvertently or intentionally, and clearly identifies that information in the proposal as protected or confidential, the County may, in its sole discretion, either (a) communicate with the Proposer in writing in an effort to obtain the Proposer's written withdrawal of the confidentiality restriction or (b) endeavor to redact and return that information to the Proposer as quickly as possible, and if appropriate, evaluate the balance of the proposal. Under no circumstances shall the County request the withdrawal of the confidentiality restriction if such communication would in the County's sole discretion give to such Proposer a competitive advantage over other proposers. The redaction or return of information pursuant to this clause may render a proposal non-responsive.

Any Proposer who, at the time of proposal submission, is involved in an ongoing bankruptcy as a debtor, or in a reorganization, liquidation, or dissolution proceeding, or if a trustee or receiver has been appointed over all or a substantial portion of the property of the Proposer under federal bankruptcy law or any state insolvency law, may be found non-responsive. To request a copy of any ordinance, resolution and/or administrative order cited in this Solicitation, the Proposer must contact the Clerk of the Board at (305) 375-5126.

### 1.4 Aspirational Policy Regarding Diversity

Pursuant to Resolution No. R-1106-15 Miami-Dade County vendors are encouraged to utilize a diverse workforce that is reflective of the racial, gender and ethnic diversity of Miami-Dade County and employ locally-based small firms and employees from the communities where work is being performed in their performance of work for the County. This policy shall not be a condition of contracting with the County, nor will it be a factor in the evaluation of solicitations unless permitted by law.

### 1.5 Cone of Silence

Pursuant to Section 2-11.1(t) of the Miami-Dade County Code, as amended, a "Cone of Silence" is imposed upon each RFP or RFQ after advertisement and terminates at the time a written recommendation is issued. The Cone of Silence prohibits any communication regarding RFPs or RFQs between, among others:

- potential Proposers, service providers, lobbyists or consultants and the County's professional staff including, but not limited to, the County Mayor and the County Mayor's staff, County Commissioners or their respective staffs;
- the County Commissioners or their respective staffs and the County's professional staff including, but not limited to, the County Mayor and the County Mayor's staff; or
- potential Proposers, service providers, lobbyists or consultants, any member of the County's professional staff, the Mayor, County Commissioners or their respective staffs and any member of the respective Competitive Selection Committee.

The provisions do not apply to, among other communications:

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- oral communications with the staff of the Vendor Services Section, the responsible Procurement Contracting Officer, provided the communication is limited strictly to matters of process or procedure already contained in the solicitation document;
- oral communications at pre-proposal conferences and oral presentations before Competitive Selection Committees during any duly noticed public meeting, public presentations made to the Board of County Commissioners during any duly noticed public meeting;
- recorded contract negotiations and contract negotiation strategy sessions; or
- communications in writing at any time with any county employees, official or member of the Board of County Commissioners unless specifically prohibited by the applicable RFP or RFQ documents.

When the Cone of Silence is in effect, all potential vendors, service providers, bidders, lobbyists and consultants shall file a copy of any written correspondence concerning the particular RFP or RFQ with the Clerk of the Board, which shall be made available to any person upon request. The County shall respond in writing (if County deems a response necessary) and file a copy with the Clerk of the Board, which shall be made available to any person upon request. Written communications may be in the form of e-mail, with a copy to the Clerk of the Board at [clerkbcc@miamidade.gov](mailto:clerkbcc@miamidade.gov).

All requirements of the Cone of Silence policies are applicable to this Solicitation and must be adhered to. Any and all written communications regarding the Solicitation are to be submitted only to the Procurement Contracting Officer with a copy to the Clerk of the Board. The Proposer shall file a copy of any written communication with the Clerk of the Board. The Clerk of the Board shall make copies available to any person upon request.

#### **1.6 Communication with Competitive Selection Committee Members**

Proposers are hereby notified that direct communication, written or otherwise, to Competitive Selection Committee members or the Competitive Selection Committee as a whole are expressly prohibited. Any oral communications with Competitive Selection Committee members other than as provided in Section 2-11.1 of the Miami-Dade County Code are prohibited.

#### **1.7 Public Entity Crimes**

Pursuant to Paragraph 2(a) of Section 287.133, Florida Statutes, a person or affiliate who has been placed on the convicted vendor list following a conviction for a public entity crime may not submit a proposal for a contract to provide any goods or services to a public entity; may not submit a proposal on a contract with a public entity for the construction or repair of a public building or public work; may not submit proposals on leases of real property to a public entity; may not be awarded or perform work as a contractor, supplier, subcontractor, or consultant under a contract with any public entity; and, may not transact business with any public entity in excess of the threshold amount provided in Section 287.017 for Category Two for a period of thirty-six (36) months from the date of being placed on the convicted vendor list.

#### **1.8 Lobbyist Contingency Fees**

- a) In accordance with Section 2-11.1(s) of the Code of Miami-Dade County, after May, 16, 2003, no person may, in whole or in part, pay, give or agree to pay or give a contingency fee to another person. No person may, in whole or in part, receive or agree to receive a contingency fee.
- b) A contingency fee is a fee, bonus, commission or non-monetary benefit as compensation which is dependent on or in any way contingent upon the passage, defeat, or modification of: 1) any ordinance, resolution, action or decision of the County Commission; 2) any action, decision or recommendation of the County Mayor or any County board or committee; or 3) any action, decision or recommendation of any County personnel during the time period of the entire decision-making process regarding such action, decision or recommendation which foreseeably will be heard or reviewed by the County Commission or a County board or committee.

#### **1.9 Collusion**

In accordance with Section 2-8.1.1 of the Code of Miami-Dade County, where two (2) or more related parties, as defined herein, each submit a proposal for any contract, such proposals shall be presumed to be collusive. The foregoing presumption may be rebutted by the presentation of evidence as to the extent of ownership, control and management of such related parties in preparation and submittal of such proposals. Related parties shall mean Proposer or the principals thereof which have a direct or indirect ownership interest in another Proposer for the same contract or in which a parent company or the principals thereof of one Proposer have a direct or indirect ownership interest in another Proposer for the same contract. Proposals found to be collusive shall be rejected. Proposers who have been found to have engaged in collusion may be considered non-responsible, and may be suspended or debarred, and any contract resulting from collusive bidding may be terminated for default.

**1.10 Contract Measures**

This Solicitation ~~does NOT~~ includes contract measures ~~(Change back if no Financing) due to~~ for Miami Dade County Certified Small Business Enterprises (SBE's) pursuant to Sections 2-8.1.1.1.1 and 2.1.1.1.2 of the Code of Miami-Dade County as follows:

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~~Set-aside:~~

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~~This Solicitation is set-aside for SBE's.~~

~~Subcontractor Goal:~~

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~~\_\_\_\_\_ % SBE subcontractor goal is applicable. The purpose of a subcontractor goal is to have portions of the work under the prime contract performed by available subcontractors that are certified SBEs for contract values totaling not less than the percentage of the prime contract value set out in this Solicitation. Subcontractor goals may be applied to a contract when estimates made prior to solicitation advertisement identify the quality, quantity and type of opportunities in the contract and SBEs are available to afford effective competition in providing a percentage of these identified services. Proposers shall submit a completed Schedule of Intent Affidavit (Form SBD-504) at the time of proposal identifying all SBEs to be utilized to meet the subcontractor goal. The Schedule of Intent Affidavit shall specify the scope of work and commodity code the SBE will perform. The Schedule of Intent Affidavit constitutes a written representation by the Proposer that to the best of the Proposer's knowledge the SBEs listed are available and have agreed to perform as specified, or that the Proposer will demonstrate unavailability. The Schedule of Intent form can be found at <http://www.miamidade.gov/business/library/forms/sbe-soi.pdf>.~~

~~The participating SBE firms (or joint ventures) must have a valid Miami Dade County SBE certification by the proposal submittal deadline of this Solicitation, as well as, meet all other requirements. Additional information regarding Miami Dade County's Small Business Enterprise Program, including new amendments to the program, is available on the Small Business Development's website <http://www.miamidade.gov/business/business-certification-programs-SBE.asp>.~~

~~(If Selection Factor use Section 4.4 and delete above section.)~~

**2.0 SCOPE OF SERVICES**

**2.1 Background**

DTPW owns, operates and maintains a large number of office buildings, Metrorail and Metromover stations, passenger facilities, multi-level parking structures, rights of way, park & ride surface lots and vehicle maintenance facilities of varying capacities and design configurations, herein collectively called properties. These properties are presently illuminated with older lighting technologies with fixtures of various design and wattages. The County desires to upgrade and consolidate these older lighting technologies used across the properties and create a modern Lighting System (System). See Exhibit X (Feasibility Analysis)

**2.2 Minimum Qualification Requirement (From DTPW Doc #5)**

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The minimum qualification requirements for this Solicitation are:

**1. Minimum Contractor Qualification Requirements**

~~Proposers shall provide documentation that demonstrates their ability to satisfy all of the minimum qualification requirements. Proposers who do not meet the minimum qualification requirements or who fail to provide supporting documentation will not be considered for award. If a prescribed format or required documentation for the response to minimum qualification requirements is listed below, Proposers must use said format and supply said documentation.~~

**2. Proposer's Experience and Past Performance**

The Proposers must have a team member with a State of Florida electrical license and have ability to pull Master Permit. Proof of experience must be submitted with the bid submittal package; failure to submit required documentation may render the bid unresponsive.

a) Proposers shall have experience in the application of LED Technology, implementing the technical requirements as defined in the project's Scope Summary of Work (SOW). The Proposer shall have the minimum number of employees necessary to meet the Technical requirements.

b) Proposers shall provide a detailed description of comparable contracts as it pertains to the Summary of Work similar in scope to that requested herein, which the Proposer has either ongoing or completed within the past fifteen years. The description should identify for each project: (i) client, (ii) a complete description of work, (iii) total dollar value of the contract, (iv) dates covering the term of the contract, (v) client contact person and phone number, (vi) statement of whether Proposer was the prime contractor or subcontractor, and (vii) the results of the project. Where possible, list and describe these projects performed for government clients or similar size private entities (excluding any work performed for the County).

~~Proposers shall describe and demonstrate their successful deployment of the systems described in the Summary of Work or on systems of similar or greater complexity to that requested in this solicitation.~~

~~3. Key Personnel and Subcontractors Performing Services~~

~~a) Provide an organization chart showing all key personnel, including their titles, to be assigned to this project. This chart must clearly identify the Proposer's employees and those of the subcontractors and shall include the functions to be performed by the key personnel. All key personnel include all partners, managers, seniors and other professional staff that will perform work and/or services in this project.~~

~~b) List the names and addresses of all first tier subcontractors, and describe the extent of work to be performed by each first tier subcontractor. Describe the experience, qualifications, and other vital information, including relevant experience on previous similar projects, of the subcontractors who will be assigned to this project.~~

~~c) Describe the experience, qualifications, and other vital information, including relevant experience on previous similar projects, of all key personnel, including those of subcontractors, who will be assigned to this project.~~

~~d) Financial resources available as working capital for the Contract:~~

- ~~a. Cash on hand: \$~~
- ~~b. Sources of credit:~~

~~e. Provide financial statements and letters from banks regarding credit necessary to support this project.~~

4. Proposers must provide and maintain sufficient facilities within 50 miles of Department of Transportation and Public Works, located at 701 NW 1st Court, Miami Florida 33136. **Pending reply to my question about this item.**

2.3 **Tasks (From DTPW Doc #4)**

**LIGHTING PERFORMANCE**

1. ~~4.~~ The contractor shall provide the required lighting levels throughout the system regardless of current levels where fixtures are maintained or replaced as part of this contract. Include all fixtures supports, conduit, wiring and any other cost associated with updating, changing, or adding new fixtures. The lighting design and implementation should conform to the most stringent of applicable Federal, State, Local codes and all applicable DTPW Design Criteria.

2. ~~After the second year of contract term, and for the remainder of the term of the contract, including the option term, the contractor shall maintain a 97% operation efficiency in all locations at all times. The contractor will be imposed a penalty of 1% of the maintenance allocation for every percentage below the required lighting level of 97%. Penalties will be deducted in the period of compensation.~~

3. ~~The design-build-maintain solution for replacing fixtures shall be in accordance with all Commercial Building Energy Alliance (CBEA) and meet all Leadership in Energy and Environmental Design (LEED) applicable standards.~~

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4. Department of Transportation and Public Works is in the process of converting its fuel infrastructure from diesel to compressed natural gas (CNG). All lighting in facilities where compressed natural gas vehicles are operated and maintain must meet all code required for CNG.

5. Quality Assurance Requirements: The contractor shall prepare a Quality Assurance Plan (QAP) for the design, maintenance and and installation of an energy efficient LED lighting solution and controls. The QAP shall include the essential quality elements outlined in the FTA Quality Management System (QMS) Guidelines for Quality, FTA PA 27-6194-12.1, as applicable. The objective of the QAP is to assure that the products and solutions are designed, procured, fabricated, inspected/tested and installed in accordance with the requirements of the contract documents. In addition, testing shall be conducted in accordance with the applicable IES and ANSI-approved methods for products using the applicable sources referenced in the Quality Assurance section of the Commercial Building Energy Alliance (CBEA). The Contractor shall submit to DTPW the QAP ten (10) calendar days from Notice-to-Proceed (NTP) for review and approval.

Quality Records: All records for material tests, calibration status of testing equipment, inspections/tests performed, including data on conforming as well as nonconforming items shall be maintained at the job site current, up to date, and available for inspection by DTPW at any time.

GENERAL SCOPE OF WORK

- a) The proposal for the Program will contain a technical and a pricing component and a pricing and financial model. The technical component will include the preliminary technical specifications and estimates of energy consumption for the various lighting upgrade projects. It will also contain the procedures for refining the technical specifications and energy consumption estimates. The pricing and financial model will contain estimates of the cost savings, and a procedure for refining the estimates and a financing strategy for the program.
  - a) Prepare formalized photometric details of the proposed LED fixture used in proposer's design demonstrating technical competency and compliance with the expectations in this RFP.
    - i. Clearly demonstrate the controllable features consistent with the expectations in this RFP.
    - ii. Light levels shall be verifiable in accordance with IESNA standard for measurements.
  - c) Perform an electrical energy cost analysis based on existing and proposed conditions.
    - e) Perform a Return-On-Investment (ROI) analysis and state the ROI in years for proposed project(s).
  - d) Develop a timeline for each DTPW site and a master schedule for the entire program using an automated project management software showing following milestone components, but not limited to:
    - i. Engineering
    - ii. Shop Drawing Approval
    - iii. Product Fabrication
    - iv. Change Management Process
    - v. Delivery
    - vi. Installation
    - vii. Testing, Commissioning, Training
    - viii. Closeout Documents
    - ix. Acceptance
  - f) Provide Bill of Materials.
    - g) Financing must be structured to pay for the project out of the energy savings that the new system generates.
  - h) Department of Transportation and Public Works shall have the option of monthly, quarterly, or annual payments;
  - i) Final project submittal will include total projected energy savings that are at least 85% of the estimated preliminary guaranteed energy savings quoted in the proposal for the project; and
  - j)

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- j) Total project costs that are no more than 10% over the estimated preliminary project costs quoted in the proposal of the project

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**TECHNICAL SCOPE OF WORK**

- a) Control Requirements: Respondent to include proposed control solutions for each application. (Note: the four proposed measures below are examples for responses)
  - i. Networkable controls shall be equipped with online reporting ability regarding occupancy, peak hours and energy consumption documentation.
  - ii. Controls shall also have the ability to be overridden manually in order to modify light levels according to usage patterns to maximize energy savings or accommodate special events and security requirements.
  - iii. Control system shall be able to track energy usage by group, floor or individual fixture.
  - iv. On site commissioning of control system for each structure shall be included in the cost of this proposal.

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- b) Fixture Requirements Respondent to include proposed lighting luminaire solutions for each application in the program.

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- c) Operations

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- i. Operator controlled "ON-OFF"

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- a. Controls
- b. Ease and flexibility of controlling lighting
- c. Little training is required to operate system and understand controls.

- ii. Hardware/Software provided & ready-to-go by manufacturer

- a. Uninterruptable power source for system and controls so that rebooting the system in the event of a power outage.

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- iii. Respondents shall provide additional value-added scope related items included but not limited to those below.

- a. Motion sensors in occupied/closed rooms for automatic and manual override "ON-OFF" controllability.
- b. Motion sensors
  - a. Stair towers – except that top/grade level should always remain "ON".
  - b. Coordinated system for operational flexibility.
- c) Ability to dial down to a "night-light" level.
- d) Ability to dim at least one entry/exit for a visual based upon a closed off entrance (typically for hours).
- e) All lights come on upon motion sensed as patrons exit a door (where applicable).

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- d) Measurement and Verification (M&P): An M&V plan is required based on M&V Protocol, iPMVP, 2012, Option A. It will cover visits by the manufacturer to audit fixtures and system components to assure adequate performance and a reduction in energy usage. Performance metrics will be based on the following:
  - a. ROI is tracking on target with anticipated maximum payback.
  - b. Numbers of fixtures that fail during the first year are within the manufacturer's documented expectation.
  - c. Light output is within 5% of proposed design.

- e) Complete Close-out Documents

- i. As-builts
- ii. Manual on Control System Operations and Maintenance of lighting products

- f) Execution of the Program

- i. Electrical subcontractor and all other incidental subcontractors shall be under the LED manufacturer.
- ii. Ability to have financial, bonding, and insurance capable of supporting at least the total project cost.

- g) Aesthetics: Looks architecturally and aesthetically appealing both in appearance and glare.

- h) Baseline for the Program will be based on the best practices sampling methodology such as that provided by the Department of Energy (DOE) and ANSI certified standard development organizations (SDO).

j) Period of Performance: The period of performance is from the contract award date through the final inspection and acceptance of the lighting system.

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i) Delivery Schedule: Installation of all lighting solutions will occur within two years of the award date. Maintenance requirements are a two business day response to reported light and lighting control outages and a 48 hour response time to repair data management and low light level readings. The vendor/contractor understands and agrees that if it fails to complete portion of and /or all of the work within the specified period of performance and delivery schedule, DTPW will charge liquidated damages in the amount of \$1,250.00 per day. Respondents may propose alternative delivery schedules based on savings considerations.

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Contract Options: The agency reserves the right to extend the contract.

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k) Pricing: For the program will be shown on a Price Schedule which must include all associated costs, including but not limited to travel, markups, overhead and profit.

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m) Payments: The program costs will be paid beginning year three (3) after installation is complete in monthly, quarterly, semi-annual or annual installments over the life of the contract from the cost savings achieved. However, at the sole discretion of the transit agency, capital funds may be used to enhance the financing.

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n) Warranty

- i. A minimum five year warranty is required for all installed components
- ii. In addition, there shall be a maintenance contract to cover repair of supporting systems and replacement or upgrade of fixtures extending 10 years from the completion of installation.
- iii. Contract Manager Technical Representative (CMTR): The work will be conducted under the general direction of the Contracting Manager or his representative. Authority will be given to the CMTR or his representative to: 1) act as the principal point of contact with the contractor, 2) approve in writing the contractor's progress schedule and submittals, 3) inspect the work for compliance with the contract, 4) review and approve invoices and payment estimates, 5) coordinate correspondence with the contractor, 6) advise the contracting officer of potential problems, 7) advise the contracting officer on changes in cost, 8) receive monthly progress reports, and 9) maintain a record file of documents.

o) Inspections, Testing and Acceptance

- i. All before and after installation conditions will be field verified.
- ii. Measured power, voltage and amperage draws shall be monitored using an industry standard methodology.
- iii. Contractor shall provide a contract period data monitoring and verification plan and a demonstration of the reporting product.

p) Contractor to adhere to pre and post measurement and verification procedures as spelled out in the International Performance Measurement and Validation Protocol, IPMVP, 2009, Option A for establishing energy cost baseline and savings.

- i. Shop Drawing Approval
- ii. Product Fabrication
- iii. Change Management Process
- iv. Delivery
- v. Installation
- vi. Testing, Commissioning, Training
- vii. Closeout Documents
- viii. Acceptance

q) Provide Bill of Materials.

r) Make necessary alterations to electrical panels and circuits to isolate lighting circuits for metering and measurements.

s) Dispose of materials removed from locations in accordance with applicable Federal, State, Local codes and regulations.

t) No locations will be operated without lighting or emergency lighting during installation.

- u) Submit photometric study for each installation location showing conformance to the most stringent of applicable Federal, State, Local codes and the DTPW Design Criteria.
- v) The Contractor shall be responsible for having taken steps reasonably necessary to ascertain the nature and extent of the work, and the general and local conditions which can affect the work or the cost thereof. Any failure by the Contractor to do so will not relieve the Contractor from responsibility for successfully performing work without additional expense to the County.
- w) All upgrades necessary and cost associated with the upgrade to DTPW's power distribution at any location is the sole responsibility of the contractor.
- x) All Radio communication systems provided by the contractor shall not have any impact on DTPW's existing systems (i.e. Train control, traction power, communications)

**FINANCING OFFER**

- a) Offer must include full financing for the program of projects inclusive of materials, labor, and ancillary project costs.
  - a) ~~Offer must include full financing for the program of projects inclusive of materials, labor, and ancillary project costs.~~
  - b) ~~Financing must be structured to pay for the project out of the energy and operation savings that the new system generates.~~
  - c) ~~Financing shall be arranged by contractor if requested by Agency.~~
  - d) ~~The Transit agency shall have the option of monthly, quarterly, or annual payments.~~
  - e) ~~Non-appropriations clause shall be built into the financing contracts.~~
  - f) ~~Financing vehicle shall be inclusive of all costs associated with the project (i.e. materials, labor, design, etc.) and~~
  - g) ~~Financing vehicle shall be free of added costs or fees.~~
  - h) ~~The transit agency may use funds to enhance the financing.~~
- i) Customer savings in any form of incentives, rebates, or other current or future savings

The following sections to be derived from the RFP provided by the consultant and from DTPW's SOW. However, the two are not aligning and needs to be vetted and merged.

- 2.4 **Deliverables**
  - 2.4 All upgrades must be completed within twenty-four (24) months after notice to proceed (NTP).
- 2.5 **Reporting**
  - 2.5 Monthly progress report.
- 2.6 **Schedule**
  - 2.6 Detailed upgrade schedule of all facilities
- 2.7 **Budget/Cost**
- 2.7 **Payment Schedule**
- 2.8
- 2.92.8 **Training**

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**3.0 RESPONSE REQUIREMENTS**

**3.1 Submittal Requirements**

In response to this Solicitation, Proposer should **complete and return the entire Proposal Submission Package**. Proposers should carefully follow the format and instructions outlined therein. All documents and information must be fully completed and signed as required and submitted in the manner described.

The proposal shall be written in sufficient detail to permit the County to conduct a meaningful evaluation of the proposed services. However, overly elaborate responses are not requested or desired.

**4.0 EVALUATION PROCESS**

**4.1 Review of Proposals for Responsiveness**

Each proposal will be reviewed to determine if the proposal is responsive to the submission requirements outlined in this Solicitation. A responsive proposal is one which follows the requirements of this Solicitation, includes all documentation, is submitted in the format outlined in this Solicitation, is of timely submission, and has the appropriate signatures as required on each document. Failure to comply with these requirements may result in the proposal being deemed non-responsive.

**4.2 Evaluation Criteria**

Proposals will be evaluated by a Competitive Selection Committee which will evaluate and rank proposals on criteria listed below. The Competitive Selection Committee will be comprised of appropriate County personnel and members of the community, as deemed necessary, with the appropriate experience and/or knowledge, striving to ensure that the Competitive Selection Committee is balanced with regard to both ethnicity and gender. The criteria are itemized with their respective weights for a maximum total of one hundred (100) points per Competitive Selection Committee member.

(From DTPW Doc #6)

Technical Criteria	Points	
1. <del>Proposer's relevant experience, current history, qualifications, and pastThe least total cost of ownership considered over the life cycle of the lighting and control system products will be given consideration in the evaluation performance.</del>	152020	Formatted: Font color: Green
2. <del>Relevant experience, current history and qualifications of key personnel, including key personnel of subcontractors, that will be assigned to this project, and experience and qualifications of subcontractors.</del>	20 205 20	Formatted: Font color: Green Formatted: Space After: 2.65 pt, Numbered + Level: 1 + Numbering Style: 1, 2, 3, ... + Start at: 1 + Alignment: Left + Aligned at: 0.25" + Indent at: 0.5"
2. <del>Technical and Managerial Qualification: Each bidder will be evaluated on technical and managerial qualification to implement the program including past performance of similar projects.</del>		Formatted: Strikethrough
3. <del>Proposer's approach to providing the services requested in this solicitation</del>	3020 25	Formatted: Not Strikethrough
<u>APPROACH and UNDERSTANDING OF THE PROJECT – The vendor/contractor shall present a comprehensive project plan for completing the specified work. The plan shall address all significant design construction and maintenance issues and constraints and shall demonstrate efficient use of manpower, materials, equipment, construction schemes and techniques for completing the project.</u>		Formatted Table
<u>The vendor/contractor shall submit the proposed project schedule per the contract requirements with a maximum allowed number of 3 pages. The minimum information to be included is as follows:</u>		Formatted: Strikethrough
<u>Anticipated Award Date, Design Schedule, Design Reviews by Miami-Dade Transit Permitting, Start Construction, Construction Milestones, Construction Phasing and Methods, Conditional acceptance for all work including punch list items and Final acceptance/Completion Date.</u>		Formatted: Not Strikethrough
<u>The vendor/contractor shall specifically present the following minimum preliminary design and</u>		Formatted: Indent: Left: 0.25"

information using the existing Civic Center Metrorail Station as a model Station. Design and information shall include, but not be limited to:

- Analysis and recommendation of how to improve DTPW's lighting system. Provide a preliminary concept of the proposed lighting system including proposed materials, installation techniques and all related warranties.

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3. Best applications of LED technologies including new LED light fixtures with appropriate application of control systems including daylight and motion sensing controls, which monitors and reports on lighting equipment condition and performance.

4. ~~Financial Capacity~~

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4. ~~Meet or exceed recommended IES levels. Light levels shall act as passive security, and work in the presence of existing security equipment, enhance its effectiveness and improve customer perception of safety and security.~~

5. ~~Provide positive user experience from entry to exit. Make structures appealing to public and employees for use in order to build loyalty and attract new riders.~~

6. ~~Meet or exceed industry standards/best practices.~~

7. ~~Reduction and cost avoidance of electricity usage.~~

8. ~~Aesthetics: Looks architecturally and aesthetically appealing both in appearance and glare.~~

Price Criteria

Points

9. ~~Proposer's proposed energy consumption reduction form analysis cost (or) savings to include Customer credits and Incentive LED Savings Analysis price~~

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4.3 Oral Presentations

Upon evaluation of the technical criteria indicated above, rating and ranking, the Competitive Selection Committee may choose to conduct an oral presentation with the Proposer(s) which the Competitive Selection Committee deems to warrant further consideration based on, among other considerations, scores in clusters and/or maintaining competition. (See Affidavit – "Lobbyist Registration for Oral Presentation" regarding registering speakers in the proposal for oral presentations.) Upon completion of the oral presentation(s), the Competitive Selection Committee will re-evaluate, re-rate and re-rank the proposals remaining in consideration based upon the written documents combined with the oral presentation.

4.4 Selection Factor (Sent to SBD on 8/30/16, pending their reply) Per SBD because this is a revenue generating contract

This Solicitation does not include a selection factor for Miami-Dade County Certified Small Business Enterprises (SBEs) as follows: A SBE/Micro Business Enterprise is entitled to receive an additional ten percent (10%) of the total technical evaluation points on the technical portion of such Proposer's proposal. An SBE/Micro Business Enterprise must be certified by Small Business Development for the type of goods and/or services the Proposer provides in accordance with the applicable Commodity Code(s) for this Solicitation. For certification information contact Small Business Development at (305) 375-2378 or access http://www.miamidade.gov/business/business-certification-programs-SBE.asp. The SBE/Micro Business Enterprise must be certified by proposal submission deadline, at contract award, and for the duration of the contract to remain eligible for the preference. Firms that graduate from the SBE program during the contract may remain on the contract.

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OR

A Selection Factor is not applicable to this Solicitation.

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OR

(If no points are assigned to evaluation criteria, include the following in addition to above paragraph):

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Whenever there are two best ranked proposals that are substantially equal and only one of the two so ranked proposals is submitted by a Proposer entitled to a selection factor, the selection factor shall be the deciding factor for award.

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4.5 Local Certified Veteran Business Enterprise Preference

This Solicitation includes a preference for Miami-Dade County Local Certified Veteran Business Enterprises in accordance with Section 2-8.5.1 of the Code of Miami-Dade County. "Local Certified Veteran Business Enterprise" or "VBE" is a firm that is (a) a local business pursuant to Section 2-8.5 of the Code of Miami-Dade County and (b) prior to proposal or bid submittal is certified by the State of Florida Department of Management Services as a veteran business enterprise pursuant to Section 295.187 of the Florida Statutes. A VBE that submits a proposal in response to this solicitation is entitled to receive an additional five percent of the evaluation points scored on the technical portion of such vendor's proposal. If a Miami-Dade County Certified Small Business Enterprise (SBE) measure is being applied to this Solicitation, a VBE which also qualifies for the SBE measure shall not receive the veteran's preference provided in this section and shall be limited to the applicable SBE preference. At the time of proposal submission, the firm must affirm in writing its compliance with the certification requirements of Section 295.187 of the Florida Statutes and submit this affirmation and a copy of the actual certification along with the proposal submittal form.

4.6 Price Evaluation

After the evaluation of the technical proposal, in light of the oral presentation(s) if necessary, the County will evaluate the price proposals of those Proposers remaining in consideration.

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The price proposal will be evaluated subjectively in combination with the technical proposal, including an evaluation of how well it matches Proposer's understanding of the County's needs described in this Solicitation, the Proposer's assumptions, and the value of the proposed services. The pricing evaluation is used as part of the evaluation process to determine the highest ranked Proposer. The County reserves the right to negotiate the final terms, conditions and pricing of the contract as may be in the best interest of the County.

4.7 Local Preference

The evaluation of competitive solicitations is subject to Section 2-8.5 of the Miami-Dade County Code, which, except where contrary to federal or state law, or any other funding source requirements, provides that preference be given to local businesses. If, following the

completion of final rankings by the Competitive Selection Committee (or Review Team) a non-local Proposer is the highest ranked responsive and responsible Proposer, and the ranking of a responsive and responsible local Proposer is within 5% of the ranking obtained by said non-local Proposer, then the Competitive Selection Committee (or Review Team) will recommend that a contract be negotiated with said local Proposer.

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**4.8 Negotiations**

The Competitive Selection Committee (or Review Team) will evaluate, score and rank proposals, and submit the results of the evaluation to the County Mayor or designee with its recommendation. The County Mayor or designee will determine with which Proposer(s) the County shall negotiate, if any, taking into consideration the Local Preference Section above. The County Mayor or designee, at their sole discretion, may direct negotiations with the highest ranked Proposer, negotiations with multiple Proposers, and/or may request best and final offers. In any event the County engages in negotiations with a single or multiple Proposers and/or requests best and final offers, the discussions may include price and conditions attendant to price.

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Notwithstanding the foregoing, if the County and said Proposer(s) cannot reach agreement on a contract, the County reserves the right to terminate negotiations and may, at the County Mayor's or designee's discretion, begin negotiations with the next highest ranked Proposer(s). This process may continue until a contract acceptable to the County has been executed or all proposals are rejected. No Proposer shall have any rights against the County arising from such negotiations or termination thereof.

Any Proposer recommended for negotiations shall complete a Collusion Affidavit, in accordance with Sections 2-8.1.1 of the Miami-Dade County Code. (If a Proposer fails to submit the required Collusion Affidavit, said Proposer shall be ineligible for award.)

Any Proposer recommended for negotiations may be required to provide to the County:

- a) Its most recent certified business financial statements as of a date not earlier than the end of the Proposer's preceding official tax accounting period, together with a statement in writing, signed by a duly authorized representative, stating that the present financial condition is materially the same as that shown on the balance sheet and income statement submitted, or with an explanation for a material change in the financial condition. A copy of the most recent business income tax return will be accepted if certified financial statements are unavailable.
- b) Information concerning any prior or pending litigation, either civil or criminal, involving a governmental agency or which may affect the performance of the services to be rendered herein, in which the Proposer, any of its employees or subcontractors is or has been involved within the last three years.

**4.9 Contract Award**

Any proposed contract, resulting from this Solicitation, will be submitted to the County Mayor or designee. All Proposers will be notified in writing of the decision of the County Mayor or designee with respect to contract award. The Contract award, if any, shall be made to the Proposer whose proposal shall be deemed by the County to be in the best interest of the County. Notwithstanding the rights of protest listed below, the County's decision of whether to make the award and to which Proposer shall be final.

**4.10 Rights of Protest**

A recommendation for contract award or rejection of all proposals may be protested by a Proposer in accordance with the procedures contained in Sections 2-8.3 and 2-8.4 of the County Code, as amended, and as established in Implementing Order No. 3-21.

**5.0 TERMS AND CONDITIONS**

The anticipated form of agreement is attached. The terms and conditions summarized below are of special note and can be found in their entirety in the agreement:

**a) Vendor Registration**

Prior to being recommended for award, the Proposer shall complete a Miami-Dade County Vendor Registration Package. For online vendor registration, visit the Vendor Portal: <http://www.miamidade.gov/procurement/vendor-registration.asp>. Then, the recommended Proposer shall affirm that all information submitted with its Vendor Registration Package is current, complete and accurate at the time it submitted a response to the Solicitation by completing an Affirmation of Vendor Affidavit form as requested by the County.

**b) Insurance Requirements**

The Contractor shall furnish to the County, Internal Services Department, Procurement Management Services Division, prior to the commencement of any work under any agreement, Certificates of Insurance which indicate insurance coverage has been obtained that meets the stated requirements.

**c) Inspector General Reviews**

According to Section 2-1076 of the Code of Miami-Dade County, as amended by Ordinance No. 99-63, Miami-Dade County has established the Office of the Inspector General which may, on a random basis, perform audits on all County contracts, throughout the duration of said contracts, except as otherwise indicated. The cost of the audit, if applicable, shall be one quarter (1/4) of one (1) percent of the total contract amount and the cost shall be included in any proposed price. The audit cost will be deducted by the County from progress payments to the Contractor, if applicable.

**d) User Access Program**

Pursuant to Section 2-8.10 of the Miami-Dade County Code, any agreement issued as a result of this Solicitation is subject to a user access fee under the County User Access Program (UAP) in the amount of two percent (2%). All sales resulting from this Solicitation and the utilization of the County contract price and the terms and conditions identified therein, are subject to the two percent (2%) UAP.

**6.0 ATTACHMENTS**

Draft Form of Agreement

Web Forms – Proposal Submission Package Including: Proposal Submittal Form, Fair Subcontract Practices Affidavit, Subcontractor Listing, Lobbyist Registration Form, and Contractor Due Diligence Affidavit

Proposer Information Section

Form 1 – Price Proposal Schedule

\*Note – The Proposer Information Section and Form 1 have been posted to BidSync in the form of fillable Microsoft Word documents.

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List Paragraph, Indent: Left: 0.13", Numbered + Level: 1 + Numbering Style: a, b, c, ... + Start at: 1 + Alignment: Left + Aligned at: 0.25" + Indent at: 0.5", Tab stops: Not at 1" + 1.5" + 2" + 2.5" + 3" + 3.5" + 4" + 4.5" + 5" + 5.5" + 6"		
<b>Page 10: [2] Formatted</b>	<b>Valderrama, Jesus (DTPW)</b>	<b>9/14/2016 2:55:00 PM</b>
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<b>Page 10: [3] Formatted</b>	<b>Valderrama, Jesus (DTPW)</b>	<b>9/14/2016 2:55:00 PM</b>
List Paragraph, No bullets or numbering		
<b>Page 10: [4] Formatted</b>	<b>Valderrama, Jesus (DTPW)</b>	<b>9/14/2016 2:55:00 PM</b>
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<b>Page 10: [5] Formatted</b>	<b>Valderrama, Jesus (DTPW)</b>	<b>9/14/2016 2:50:00 PM</b>
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<b>Page 10: [6] Formatted</b>	<b>Valderrama, Jesus (DTPW)</b>	<b>9/14/2016 2:50:00 PM</b>
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<b>Page 10: [7] Formatted</b>	<b>Valderrama, Jesus (DTPW)</b>	<b>9/14/2016 2:52:00 PM</b>
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<b>Page 10: [8] Formatted</b>	<b>Valderrama, Jesus (DTPW)</b>	<b>9/14/2016 2:53:00 PM</b>
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