

## DEPARTMENTAL INPUT

### CONTRACT/PROJECT MEASURE ANALYSIS AND RECOMMENDATION

New   
  OTR   
  Sole Source   
  Bid Waiver   
  Emergency   
 Previous Contract/Project No. 1910-SW  
 Contract  
 Re-Bid   
  Other   
 LIVING WAGE APPLIES:  YES     NO  
 Requisition No./Project No.: RQPW1400001   
 TERM OF CONTRACT na YEAR(S) WITH        YEAR(S) OTR

Requisition /Project Title: Pre-Fabricated Hazardous Materials Storage Shed

Description: The Miami-Dade County Public Works and Waste Management (PWWM) Department is seeking to purchase a prefabricated hazardous materials shed.

Issuing Department: PWWM   
 Contact Person: Amado Gonzalez   
 Phone: (305) 514-6675  
 Estimate Cost: 100,000.00  
 Funding Source: General   
 GENERAL   
 FEDERAL   
 OTHER

### ANALYSIS

<b>Commodity Codes:</b>	<u>100-30</u>	<u>100-31</u>	<u>100</u>
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>			
<b>Small Business Enterprise:</b>			
<b>Contract Value:</b>	\$	\$	\$
Comments: <u>      </u>			
Continued on another page (s): <input type="checkbox"/> YES <input type="checkbox"/> NO			

### RECOMMENDATIONS

	Set-aside	Sub-contractor goal	Bid preference	Selection factor
<b>SBE</b>				

Basis of recommendation:       

Signed: Esmeralda Cardenas   
 Date sent to SBD: 11/4/2013  
 Date returned to DPM:       

RECEIVED  
 DEPT. BUSINESS DE  
 2013 NOV -4 PM 6:



**THIS IS NOT AN ORDER**

IQ

**INVITATION TO QUOTE  
INTERNAL SERVICES DEPARTMENT  
Procurement Management  
111 NW 1<sup>st</sup> Street, Suite 1300  
Miami, Florida 33128-1974**

QUOTATION N<sup>o</sup>: IQ

DUE DATE:

TIME:4:00 P.M.

TITLE: PREFABRICATED HAZARDOUS MATERIALS STORAGE SHED

CONTACT: Esmeralda Cardenas

PHONE: 305-375-2676

FAX: 305-375-4407

E-mail: ecarden@miamidade.gov

COMMODITY CODE: 100, 100-30, 100-31

The 'Cone of Silence' is applicable to this Invitation to Quote. Requests for additional information or clarification shall be made in writing to the contact person identified on this ITQ. A copy of the request must also be filed with the Clerk of the Board to: CLERKBCC@miamidade.gov. The County will issue additional information by written addenda. It is the bidder's responsibility to assure receipt of all such addenda.

**1. PURPOSE**

The purpose of this solicitation is to establish a contract to purchase a prefabricated Hazardous Material Storage Shed Unit for the Miami-Dade County Public Works and Waste Management (PVWM) Department.

**2. GENERAL TERMS AND CONDITIONS**

All general terms and conditions of Miami-Dade County Procurement Contracts for 'Invitations to Bid/Quote' can be viewed on the following site:

<http://www.miamidade.gov/procurement/library/boilerplate/general-terms-and-conditions-r13-7.pdf>

Persons and Companies that receive an award through Miami-Dade County's competitive procurement process must anticipate the inclusion of these requirements in the resultant Contract where applicable. These standard general terms and conditions are considered non-negotiable and subject to the County's final approval.

**3. TERM OF CONTRACT:**

This contract shall commence upon the date of the purchase order and shall remain in effect until such time as the unit acquired in conjunction with this Invitation to Quote, has been accepted by the County's authorized representative and upon completion of the expressed and/or implied warranty periods.

**4. METHOD OF AWARD:**

Award of this contract will be made to the responsive and responsible vendor who submits the lowest price for the item listed in this solicitation.

**5. PRICES**

If the vendor is awarded a contract under this solicitation, the prices proposed by the vendor shall remain fixed and firm during the term of contract.

**6. CONTACT PERSON:**

For any additional information regarding the terms and conditions of this solicitation and resultant contract, contact: Esmeralda Cardenas, at (305) 375-2676 email- ecarden@miamidade.gov

**7. QUESTION DEADLINE**

Questions pertaining to this solicitation must be received no later than..... Questions should specifically reference the section of the solicitation to which the question pertains.

**8. "EQUAL" PRODUCT CAN BE CONSIDERED UPON RECEIPT OF SPECIFIED DATA**

The manufacturer's name, brand name and/or model number information contained in this solicitation are being used for the sole purpose of establishing the minimum requirement of level of quality, standard of performance, and design and is in no way intended to prohibit the offer of another manufacturer's items of equal material unless otherwise indicated on the Bid/Proposal Submission Form.

This specific solicitation requires submission of the following documentation to enable County evaluation of "equal" products:

- Product Information Sheets

If an "equal" product may be considered by the County in accordance with the Bid/Proposal Submission Form, the unit shall be equal in quality and standards of performance to the item specified in the solicitation. Where an "or equal" item is offered, and product information sheets are required, the initial offer must be accompanied with two (2) complete sets of product information sheets (such as factory specifications, standard manufacturer information sheets, catalogues, and brochures), and if required, two (2) copies of performance test results of the unit offered as an equal.. Also for product information submittals, all supporting documentation submitted by the offer or must in total meet the required specifications set forth in this solicitation. Where the standard product literature submitted with the offer provides information that does not comply with the specifications, the offer

or shall state, in an official letter on corporate letterhead as part of their initial offer, the differences between the item they are specifically offering, and the equipment described by the standard product literature, to substantiate compliance to all of the specifications set forth in this solicitation. In such cases, any offer submitted with standard product literature but without the letter explaining compliance will result in the rejection of the offer for not meeting the solicitation specifications.

The County shall be sole judge of equality, based on the best interests of the County, and its decision in this regard shall be final.

**9. INDEMNIFICATION AND INSURANCE (1) - GENERAL SERVICE AND MAINTENANCE CONTRACT**

The standard insurance requirements listed in the general terms and conditions shall apply with the exception of the following changes to the sections specifically identified:

1.21(A-2) Commercial General Liability Insurance in an amount not less than \$1,000,000 combined single limit per occurrence for bodily injury and property damage. **Miami-Dade County must be shown as an additional insured with respect to this coverage. (Will we still need this type of insurance?)**

**10. DELIVERY SHALL BE (30) DAYS AFTER DATE OF ORDER**

The vendor shall make deliveries within 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 vendor(s); except in such cases where the delivery will be delayed due to acts of nature, strikes, or other causes beyond the control of the vendor. In these cases, the vendor 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 vendor(s) to whom the contract(s) 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 specified in this contract has lapsed. 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 vendor with any re-procurement costs. If the vendor fails to honor these re-procurement costs, the County may terminate the contract for default.

**The awarded bidder shall schedule delivery at least 72 hours prior by contacting the appropriate using department to confirm. Miami-Dade County will be responsible for unloading the shed once it arrives at the County's facility.**

**11. DELIVERY LOCATION:**

The vendor shall deliver items to the following County facility:  
 West Dade Home Chemical Collection (HC2) Center  
 8801 NW 58TH Street  
 Miami, Florida 33178

**12. DAMAGED GOODS WHEN SHIPPING IS PROVIDED BY VENDOR:**

The vendor shall be responsible for filing, processing, and collecting all damage claims against the shipper at no additional cost to the County.

**13. ACCEPTANCE OF PRODUCT BY THE COUNTY**

The product(s) to be provided hereunder shall be delivered to the County, in full compliance with the specifications and requirements set forth in this contract. If a vendor-provided product is determined to not meet the specifications and requirements of this contract, either prior to acceptance or upon initial inspection, the item will be returned, at vendor expense, to the vendor. At the County's own option, the vendor shall either provide a direct replacement for the item, or provide a full credit for the returned item. The vendor shall not assess any additional charge(s) for any conforming action taken by the County under this clause.

**14. CLEAN-UP**

All unusable materials and debris shall be removed from the premises at the end of workday, and disposed of in an appropriate manner. Upon final completion, the vendor shall thoroughly clean up all areas where work has been involved as mutually agreed with the associated user department's project manager.

**15. COMPLIANCE WITH FEDERAL STANDARDS**

All items to be purchased under this contract shall be in accordance with all governmental standards, to include, but not be limited to, those issued by the Occupational Safety and Health Administration (OSHA), the National Institute of Occupational Safety Hazards (NIOSH), and the National Fire Protection Association (NFPA).

**16. TRAINING MANUAL TO BE PROVIDED**

The successful bidder shall supply the County a comprehensive manual which describe the appropriate use of the equipment purchased by the County in conjunction with this Invitation to Quote. The manual shall be supplied upon, delivery of the equipment. Final payment shall be withheld until such time as this manual is received by the County.

**17. LABOR, MATERIALS, AND EQUIPMENT SHALL BE SUPPLIED BY THE VENDOR**

Unless otherwise provided in (entitled "Technical Specifications"), of this solicitation the vendor shall furnish the equipment necessary for satisfactory contract performance. When not specifically identified in the technical specifications, such equipment shall be of a suitable type and grade for the purpose. The equipment shall be subject to the inspection and approval of the County's Project Manager. **The County will be responsible for unloading the Shed once it arrives at the County's facility.**

**18. SCOPE OF WORK:**

The Miami-Dade County Public Works and Waste Management (PWWM) Department is seeking to purchase a prefabricated hazardous materials storage shed ("Shed") for the West Dade Home Chemical Collection (HC2) Center.

The shed shall be designed to safely store Household Hazardous Waste (HHW) which may include flammables, combustibles, chemicals, corrosives, and pesticides. The Shed shall be fire fire-rated for 4 hours for the walls and 3 hours for the roof. All materials used in the construction of the unit shall be new and un-used. The use of wood in the construction of the Shed is unacceptable.

The Shed shall be Factory Mutual (FM) approved and Environmental Protection Agency (EPA) and Occupational Safety and Health Act (OSHA) complaint. Additionally, the shed manufacturing quality compliance shall be in accordance with American Society for Testing and Material (ASTM), Underwriters Laboratories (UL), American Institute of Steel Construction (AISC), and American Welding Society (AWS) materials and fabrication standards. **The Shed shall have an affixed State of Florida insignia in accordance to Chapter 61.41 of the Florida Administrative Code. The shed ~~Shed~~ Shed shall meet County, State, and Federal building codes, fire codes, safety and environmental regulations.**

**19. TECHNICAL SPECIFICATIONS:**

**A. SHED SIZE:**

- a. Approximate Shed Measurement – L25' x W5' 6" x H8'-6" (or approved equal).
- b. Three door openings sufficiently large to facilitate the loading and unloading of hazardous materials, with 3 point locking doors, and commercial grade lock – W56" x H86" (or approved equal).
- c. The Shed shall have three segregated storage compartments for storing non-compatible HHW.

**B. STRUCTURAL FEATURES:**

- a. Wall Structural Framework: Interior and exterior walls to be constructed of heavy gauge Galvanneal sheet steel of at least 14 gauge with a four (4) hour bi-directional fire rated non-combustible and weatherproof construction.
- b. Roof System: The roof shall have a Class A flame spread rating, be constructed of fire rated materials and be weatherproof. The roof shall be sloped to facilitate rain run-off and equipped with rain shield over door(s).
- c. Floor System: Floor shall be constructed of galvanized steel grating and be equipped with a leak proof secondary containment sump. The grating shall be spark proof and slip resistant. The grating must be removable to facilitate sump cleaning in the event of a spill. Sump shall be fabricated utilizing continuously welded steel sheets, of at least 10 gauges or approved equal, for maximum spill containment. A chemical-resistant epoxy coating shall be applied to secondary containment sump. The capacity of the secondary containment sump shall be at least 25% or approved equal.
- d. Shed Base: The Shed shall have open channel construction, underside coated with chemical resistant coating for maximum corrosion resistance. The Shed shall have forklift pockets and hold-down brackets for ease of off-loading and relocation. The Shed base shall be constructed in such a manner to ensure that lifting the Shed by forklift, loading, transporting, offloading, and relocation does not affect the Shed. The Shed shall be equipped with welded anchor supports or tie downs for wind anchoring.

**C. ELECTRICAL SYSTEM:**

All electrical shall be installed in accordance with the National Electrical Code (NEC) 2008 and 2011 editions and shall include UL and Canadian safety standards. Classified electrical accessories, as needed.

- a. Pre-Wired System: Shed shall be equipped with a pre-wired electrical including breaker panel, relays, and switches. The pre-wired electrical system shall also be equipped with one exterior National Electrical Manufacturers Association (NEMA) 3R load center with appropriate circuit breakers.
- b. Static Grounding System: Vendor shall provide one exterior grounding connection, one 10-foot long 5/8" diameter copper-clad steel grounding rod, and grounding lugs.
- c. Electrical Receptacles: Vendor shall provide at least two, one on each side of Shed, external Ground Fault Circuit Interrupter (GFCI) Duplex receptacles with weatherproof cover.
- d. Interior Lighting: Explosion proof interior lighting for each compartment with heavy duty glass, steel guards, and switches.
- e. Miami-Dade County will assemble and arm the Dry Chemical Fire Suppression System.

**D. VENTILATION SYSTEM:**

The Shed shall be equipped with a mechanical ventilation system serving each compartment. The ventilation system shall include an enclosed explosion proof motor with non-static, non-sparking cast aluminum blades which provide a rate of 1 cubic foot per minute per square foot of floor space. The ventilation system shall shut down automatically if fire occurs. The ventilation system shall be activated by one exterior switch.

a. SIGNAGE/LABELING:

The Shed shall have a permanent Department of Transportation (DOT) metal flip placard with rust proof aluminum holder and stainless steel clips on each door. Shed shall also have one NFPA 704 Hazard Rating sign on each door.

b. SHELVING SYSTEM:

The Shed shall come equipped with at least three tiers of steel shelving with raised edges for each compartment.

c. SHED FINISH:

Exterior. The finish of the exterior surfaces (roof, walls, and doors) of the Shed shall be coated with a chemical resistant finish to provide UV resistance and exceptional durability.

Interior. The finish of the interior surfaces (ceilings, walls, and floors) of the Shed shall be coated with a finish to provide chemical resistance as well as abrasion, corrosion, and UV resistance and that will provide exceptional durability.

COMPANY NAME: \_\_\_\_\_

The estimated quantities are not intended to represent or guarantee a minimum or maximum quantity for the given item. The vendor is to deliver the products within the technical scope of the contract, regardless of the actual quantities realized for each item, or all items in total.

Item No.	Description	Quantity	Unit of Measure	Unit Cost
1	<b>Pre-Fabricated Hazardous Material Storage Shed Unit</b> Brand: _____ Model: _____	1	Each	\$ _____



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**THIS IS NOT AN ORDER**

**INSTRUCTIONS TO BIDDERS**

1. Sealed quote required.
2. Mail / in Person to:

**Miami-Dade County**  
**Procurement Management Services**  
**111 NW 1<sup>st</sup> Street, Suite 1300**  
**Miami, Florida 33128-1974**  
**Attention: Vendor Assistance Unit**

Quotes received after the time and date specified may not be accepted.

Pursuant to Miami-Dade County Ordinance 94-34, any individual, corporation, partnership, joint venture or other legal entity having an officer, director, or executive who has been convicted of a felony during the past ten (10) years shall disclose this information prior to entering into a contract with or receiving funding from the County.

Place a check mark here only if bidder has such conviction to disclose to comply with this requirement.

**LOCAL PREFERENCE CERTIFICATION:** For the purpose of this certification, a "local business" is a business locally headquartered within the limits of Miami-Dade County (or Broward County in accordance with the Inter-local Agreement between the two counties) that conforms with the provisions of Section 1.10 of the General Terms and Conditions of this solicitation and contributes to the economic development of the community in a verifiable and measurable way. This may include, but not be limited to, the retention and expansion of employment opportunities and the support and increase to the County's tax base.

Place a check mark here only if affirming bidder meets requirements for Local Preference. Failure to complete this certification at this time (by checking the box above) shall render the bidder ineligible for Local Preference.

**LOCAL CERTIFIED SERVICE-DISABLED VETERAN BUSINESS ENTERPRISE CERTIFICATION:** A Local Certified Service-Disabled Veteran Business Enterprise 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 bid submission is certified by the State of Florida Department of Management Services as a service-disabled veteran business enterprise pursuant to Section 295.187 of the Florida Statutes.

Place a check mark here only if affirming bidder is a Local Certified Service-Disabled Veteran Business Enterprise. A copy of the certification must be submitted with this proposal.

Addenda Received:  Yes  No      If yes, please indicate the number of addenda received: \_\_\_\_\_

It is hereby certified and affirmed that the bidder shall accept any awards made as a result of this quotation. Bidder further agrees that prices quoted will remain fixed for a minimum of one hundred and twenty (120) days from due date of quotation. If awarded a purchase order or contract as a result of this solicitation, bidder further agrees that prices quoted shall remain fixed and firm for the term of the contract.

**FAILURE TO COMPLETE AND SIGN THIS FORM RENDERS YOUR QUOTE NON-RESPONSIVE AND INELIGIBLE FOR AWARD.**

Authorized Signature: \_\_\_\_\_ Title: \_\_\_\_\_  
 Print/Type Name: \_\_\_\_\_ Phone: \_\_\_\_\_  
 E-mail: \_\_\_\_\_ Fax: \_\_\_\_\_  
 Firm Name: \_\_\_\_\_ F.E.I.N. No.: \_\_\_\_/\_\_\_\_-\_\_\_\_/\_\_\_\_/\_\_\_\_/\_\_\_\_/\_\_\_\_  
 Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_

**THE EXECUTION OF THIS FORM CONSTITUTES THE UNEQUIVOCAL OFFER OF PROPOSER TO BE BOUND BY THE TERMS OF ITS PROPOSAL. THE COUNTY MAY HOWEVER, IN ITS SOLE DISCRETION, ACCEPT ANY PROPOSAL THAT INCLUDES AN EXECUTED DOCUMENT WHICH UNEQUIVOCALLY BINDS THE PROPOSER TO THE TERMS OF ITS OFFER.**







**Walters, Vivian (RER)**

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**From:** Cardenas, Esmeralda (ISD)  
**Sent:** Monday, November 04, 2013 12:18 PM  
**To:** Walters, Vivian (RER)  
**Subject:** DBD DEPARTMENT INPUT  
**Attachments:** PRE-FARICATED ITQ Final.docx; DBD DEPARTMENT INPUT.doc

Good Afternoon Vivian,

Attached you may find a DBD Department Input, and a copy of the contract for review and recommendation.

Thank you,

Esmeralda Cardenas  
Miami-Dade County  
Internal Services Department  
111 NW 1st Street, Suite 1300  
Miami, FL 33128  
Tel: 305-375-2676  
<http://www.miamidade.gov/dpm/>  
"Delivering Excellence Every Day"

Please consider the environment before printing this email.

Miami-Dade County is a public entity subject to Chapter 119 of the Florida Statutes concerning public records. E-mail messages are covered under such laws and thus subject to disclosure.



### Small Business Development Division Project Worksheet

Project/Contract Title: PRE-FABRICATED HAZARDOUS MATERIALS STORAGE SHED  
 Project/Contract No: RQPW1400001  
 Department: SOLID WASTE MANAGEMENT  
 Estimated Cost of Project/Bid: \$80,000.00  
 Description of Project/Bid: To establish a contract for the purchase of a pre-fabricated hazardous materials shed.

Received Date: 10/23/2013

Funding Source:  
GENERAL

Resubmittal Date(s):

Contract Measures Recommendation				
Measure	Program	Goal Percent		
Bid Preference	SBE			
Reasons for Recommendation				
BID PREFERENCE				
This project meets all the criteria set forth in I.O. # 3-41.				
One SBE firm is certified in the required Commodity Code.				
Commodity Code: 10030-Hazardous Material (Chemicals) Containment/Storage				
Small Business Contract Measure Recommendation				
Subtrade	Cat.	Estimated Value	% of Items to Base Bid	Availability
Total				

Living Wages: YES  NO

Responsible Wages: YES  NO

*Responsible Wages and Benefits applies to all construction projects over \$100,000 that do not utilize federal fund. For federally funded projects, unless prohibited by federal or state law or disallowed by a governmental funding source, the HIGHER wage between Davis Bacon and Responsible Wages and Benefits shall apply.*

REVIEW RECOMMENDATION			
Tier 1 Set Aside	Tier 2 Set Aside		
Set Aside	Level 1	Level 2	Level 3
Trade Set Aside (MCC)	Goal	Bid Preference	
No Measure	Deferred	Selection Factor	
CWP	 SBD Director		10/24/13 Date