DEPARTMENTAL INPUT

CONTRACT/PROJECT MEASURE ANALYSIS AND RECOMMENDATION

New OTR Sole Source Bid Waiver Emergency Previous Contract/Project No.: 
Contract Re-Bid Other: Access Florida Sheriffs Association (FSA) Contract No. 14-12-0904

Requisition No./Project No.: RQWS1500009 TERM OF CONTRACT: One Time

Requisition /Project Title: Purchase of Tractor for Miami-Dade Water and Sewer Department (WASD)

Description: The Water and Sewer Department (WASD) seeks to purchase one (1) tractor by accessing a competitive contract from the Florida Sheriffs Association Contract No. 14-12-0904, Cab & Chassis Trucks & Other Fleet Equipment from Kelly Tractor Company.

Issuing Department: ISD/PMS for WASD Contact Person: Lourdes Farley Phone: (305) 375-3045

Estimate Cost: $101,235.00

GENERAL FEDERAL OTHER
Funding Source: Proprietary Revenue

ANALYSIS

Commodity Codes: 020-89

Contract/Project History of previous purchases three (3) years
Check here X if this is a new contract/purchase with no previous history.

<table>
<thead>
<tr>
<th>Existing</th>
<th>2nd Year</th>
<th>3rd Year</th>
</tr>
</thead>
<tbody>
<tr>
<td>Contractor:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Small Business Enterprise:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Contract Value:</td>
<td>$</td>
<td>$</td>
</tr>
</tbody>
</table>

Comments:

Continued on another page(s): YES NO

RECOMMENDATIONS

<table>
<thead>
<tr>
<th></th>
<th>Set-aside</th>
<th>Sub-contractor goal</th>
<th>Bid preference</th>
<th>Selection factor</th>
</tr>
</thead>
<tbody>
<tr>
<td>SBE</td>
<td></td>
<td></td>
<td></td>
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</tr>
</tbody>
</table>

Basis of recommendation:

Signed: Lourdes Farley Date sent to SBD: 3/11/15

Date returned to DPM:
March 2015

Mr. Greg Bennett
Governmental Sales
Kelly Tractor Company
8255 N.W. 58th Street
Miami, FL 33166

Re: Florida Sherriff's Association - Contract No. 14-12-0904, Cab and Chassis Trucks and Other Fleet Equipment

Dear Mr. Bennett:

Miami-Dade County, hereinafter referred to as the County, would like to access the above referenced contract with Kelly Tractor Company (hereinafter referred to as the “Contractor”) for the one-time purchase of a new 2015 Challenger MT545E Tractor for the Miami-Dade County Water and Sewer Department (WASD). Prior to issuing a purchase order, the County requires acceptance with regards to the following terms and conditions:

1. The Contractor shall provide to the County one (1) new 2015 Challenger MT545E Tractor with Cab/AC and 4WD, equipped with the following accessories, and shall be paid in accordance with the pricing below:

<table>
<thead>
<tr>
<th>Item #</th>
<th>Model #</th>
<th>Catalog #</th>
<th>Description</th>
<th>Base Price/Price per Each</th>
<th>Total Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>MT545E</td>
<td>72554973</td>
<td>Classic Tractor 135 PTO HP 6x4 Auto Power VI Transmission with 24F/24R Gears Instructional Seat</td>
<td>$148,447 N/C</td>
<td>$148,447 N/C</td>
</tr>
<tr>
<td>2.</td>
<td>Base</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>4.</td>
<td>Base</td>
<td></td>
<td>Front Weight Carrier</td>
<td>$ N/C</td>
<td>$ N/C</td>
</tr>
<tr>
<td>5.</td>
<td>Base</td>
<td></td>
<td>29 GPM Closed Center Load Sensing Hyd. System</td>
<td>N/C</td>
<td>N/C</td>
</tr>
<tr>
<td>6.</td>
<td>Base</td>
<td></td>
<td>2 Mechanical Controlled Valves</td>
<td>N/C</td>
<td>N/C</td>
</tr>
<tr>
<td>7.</td>
<td>Base</td>
<td></td>
<td>3rd Mechanical Valve Only</td>
<td>N/C</td>
<td>N/C</td>
</tr>
<tr>
<td>8.</td>
<td>72554764</td>
<td></td>
<td>Short Bar Rear Axle, 80 in. Long</td>
<td>$ 604</td>
<td>$ 604</td>
</tr>
<tr>
<td>9.</td>
<td>72554545B5</td>
<td></td>
<td>520/85R38 R1 (20.8) Rear Tires</td>
<td>$ 4,056</td>
<td>$ 4,056</td>
</tr>
<tr>
<td>10.</td>
<td>72554127B2</td>
<td></td>
<td>420/85R28 R1 (16.9) Front Tires</td>
<td>Included</td>
<td>Included</td>
</tr>
<tr>
<td>11.</td>
<td>Base</td>
<td></td>
<td>Radio, AM/FM/MP3</td>
<td>$ N/C</td>
<td>$ N/C</td>
</tr>
<tr>
<td>12.</td>
<td>72553472</td>
<td></td>
<td>Dual Roof-Mounted Rotating Beacons w/SMV Sign</td>
<td>$ 502</td>
<td>$ 502</td>
</tr>
</tbody>
</table>
2. **TERM OF AGREEMENT**: Upon issuance of PO

This contract shall commence upon the date of the purchase order and shall remain in effect until such time as all items purchased in conjunction with this agreement, have been delivered and accepted by the County’s authorized representative and upon completion of the expressed and/or implied warranty periods. The prices shall remain firm and fixed for the term of the contract.

3. **SHIPPING TERMS, DELIVERY AND PAYMENT**

Prices are F.O.B. Destination and the Contractor shall hold title to the goods until such time as item is delivered to and accepted by Miami-Dade County. Deliveries are authorized at the following location:

Miami-Dade County,
South Miami Heights
Fleet Management Office
20900 S.W. 117th Avenue
Miami, Florida 33177
Contact - Steadford Dalhouse (786) 268-5058 or (786) 268-5060
Twenty-four (24) hours prior to delivery, between the hours of 8:00 a.m. to 2:00 p.m. weekdays.

All items delivered shall include all manufacturer’s standard equipment and warranties. The new 2015 Challenger MT545E Classic Tractor shall be delivered no later than July 31, 2015. All deliveries are to be made in accordance with good commercial practice. All equipment shall be delivered in full compliance with the contract requirements, and must be in excellent condition and ready to work. Upon verification of compliance with these requirements, the County will accept the delivered equipment.

The County will issue payment after completion of items (a) and (b) below:

a) All delivered units are successfully inspected for compliance with all requirements and accepted (including delivery of the required manuals as specified below), by the County.

b) With the delivery of one tractor, the Contractor shall provide to the County,

i. One (1) copy of the associated technical and service manuals, per model; DVD preferred; and other internet based media the County can be provided access to;

ii. A copy of the manufacturer’s preventative maintenance schedule; and

iii. The manufacturer’s certificate of origin, title application, and all warranty documents.

The invoice is to be made out to the name of the department as indicated on the Purchase Order and mailed to the same address as show on the Purchase Order.
4. **METHOD OF PAYMENT:** The Contractor shall submit an invoice to the County as indicated herein:

The date of the invoice shall not exceed thirty (30) calendar days from the delivery of the items. Under no circumstances shall the invoice be submitted in advance of the delivery and acceptance of the items. In addition to the general invoice requirements set forth below, the invoice shall reference the corresponding delivery ticket, unit serial numbers and the packing slip number that was signed by an authorized representative of the County at the time the items were delivered and accepted.

In order for the County to provide payment, the Contractor shall submit a fully documented invoice that provides certain basic information.

All invoices shall contain the following basic information:

I. **Contractor Information:**
   - The name of the business organization as specified on the contract between Miami-Dade County and the Contractor
   - Date of invoice
   - Invoice number
   - The Contractor’s Federal Identification Number on file with Miami-Dade County

II. **County Information:**
   - Miami-Dade County Release Purchase Order or Small Purchase Order Number

III. **Pricing Information:**
   - Unit price of the goods provided
   - Extended total price of the goods
   - Applicable discounts

IV. **Goods Provided per Contract:**
   - Description
   - Quantity

V. **Delivery Information:**
   - Delivery terms set forth within the Miami-Dade County Release Purchase Order
   - Location and date of delivery of goods

Invoices and associated back-up documentation shall be submitted in duplicate by the Contractor to the County as follows:

Miami-Dade Water & Sewer  
Accounts Payable  
P.O. Box 330323  
Miami, Florida 33233-0316

Contact Name: Calvin Tullis (786) 552-8565  
E-mail: ctulli@miamidade.gov
5. Pursuant to Miami-Dade County Ordinance No. 97-215, the purchase order will include the Independent Private Sector Inspector General requirements. This ordinance requires a ¼ of 1% reduction from the total price of the Contractor's invoice.

6. Pursuant to Section 2-481 of the Miami-Dade County Code, the Contractor will grant access to the Commission Auditor to all financial and performance related records, property, and equipment purchased in whole or in part with government funds.

If you have questions please contact Lourdes Farley at (305) 375-3045.

By: ______________________________
Name: ____________________________
Title: _____________________________
Date: _____________________________
Attest: ____________________________

Corporate Secretary/Notary

Corporate Seal/Notary Seal

Attachment: Affidavits
Miami-Dade County
Department of Procurement Management
Affirmation of Vendor Affidavits

In accordance with Ordinance 07-143 amending Section 2-8.1 of the Code of Miami-Dade County, effective June 1, 2008, vendors are required to complete a new Vendor Registration Package, including a Uniform Affidavit Packet (Vendor Affidavits Form), before being awarded a new contract. The undersigned affirms that the Vendor Affidavits Form submitted with the Vendor Registration Package is current, complete and accurate for each affidavit listed below.

<table>
<thead>
<tr>
<th>Contract No.</th>
<th>Federal Employer Identification Number (FEIN):</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
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<tr>
<td>Contract Title:</td>
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### Affidavits and Legislation/ Governing Body

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<table>
<thead>
<tr>
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</thead>
<tbody>
<tr>
<td>1.</td>
<td>Miami-Dade County Ownership Disclosure</td>
</tr>
<tr>
<td></td>
<td>Sec. 2-8.1 of the County Code</td>
</tr>
<tr>
<td>2.</td>
<td>Miami-Dade County Employment Disclosure</td>
</tr>
<tr>
<td></td>
<td>County Ordinance No. 90-135, amending Section 2-8.1(d)(2) of</td>
</tr>
<tr>
<td></td>
<td>the County Code</td>
</tr>
<tr>
<td>3.</td>
<td>Miami-Dade County Employment Drug-free Workplace Certification</td>
</tr>
<tr>
<td></td>
<td>Section 2-8.1(b) of the County Code</td>
</tr>
<tr>
<td>4.</td>
<td>Miami-Dade County Disability Non-Discrimination</td>
</tr>
<tr>
<td></td>
<td>Article 1, Section 2-8.1.5, Resolution R182-06 amending R-385-95</td>
</tr>
<tr>
<td>5.</td>
<td>Miami-Dade County Debarment Disclosure</td>
</tr>
<tr>
<td></td>
<td>Section 10.38 of the County Code</td>
</tr>
<tr>
<td>6.</td>
<td>Miami-Dade County Vendor Obligation to County</td>
</tr>
<tr>
<td></td>
<td>Section 2-8.1 of the County Code</td>
</tr>
<tr>
<td>7.</td>
<td>Miami-Dade County Code of Business Ethics</td>
</tr>
<tr>
<td></td>
<td>Article 1, Section 2-8.1 and 2-11(b)(1) of the County Code</td>
</tr>
<tr>
<td></td>
<td>through (9) of the County Code and County Ordinance No 89-1</td>
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<tr>
<td></td>
<td>amending Section 2-11.1(c) of the County Code</td>
</tr>
<tr>
<td>8.</td>
<td>Miami-Dade County Family Leave</td>
</tr>
<tr>
<td></td>
<td>Article V of Chapter 11 of the County Code</td>
</tr>
<tr>
<td>9.</td>
<td>Miami-Dade County Living Wage</td>
</tr>
<tr>
<td></td>
<td>Section 2-8.9 of the County Code</td>
</tr>
<tr>
<td>10.</td>
<td>Miami-Dade County Domestic Leave and Reporting</td>
</tr>
<tr>
<td></td>
<td>Article 8, Section 11A-60 11A-67 of the County Code</td>
</tr>
</tbody>
</table>

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Printed Name of Affiant: [Name]

Printed Title of Affiant: [Title]

Signature of Affiant: [Signature]

Name of Firm: [Name of Firm]

Address of Firm: [Address]

State: [State]

Zip Code: [Zip Code]

Notary Public Information

Subscribed and sworn to (or affirmed) before me this [Date] day of, [Month], 20[Year].

by [Name]

He or she is personally known to me [ ] or has produced identification [ ]

Type of Identification produced [ ]

Signature of Notary Public: [Signature]

Serial Number: [Serial Number]

Print or Stamp of Notary Public: [Stamp]

Expiration Date: [Date]

Notary Public Seal: [Seal]

Page 5 of 7
FAIR SUBCONTRACTING PRACTICES
(Ordinance 97-35)

In compliance with Miami-Dade County Ordinance 97-35, the Bidder shall submit with the bid proposal a detailed statement of its policies and procedures (use separate sheet if necessary) for awarding subcontractors in accordance with Section 1, Paragraph 1.15.

☐ NO SUBCONTRACTORS WILL BE UTILIZED FOR THIS CONTRACT

________________________               ______________________
Signature                          Date
In accordance with Sections 2-8.1, 2-8.8 and 10.34 of the Miami-Dade County Code, this form must be submitted as a condition of award by all Proposers on County contracts for purchase of supplies, materials or services, including professional services which involve expenditures of $100,000 or more, and all Proposers on County or Public Health Trust construction contracts which involve expenditures of $100,000 or more. The Proposer who is awarded this contract shall not change or substitute first tier subcontractors or direct suppliers or the portions of the contract work to be performed or materials to be supplied from those identified, except upon written approval of the County. The Proposer should enter the word "NONE" under the appropriate heading of this form if no subcontractors or suppliers will be used on the contract and sign the form below.

In accordance with Ordinance No. 11-90, an entity contracting with the County shall report the race, gender and ethnic origin of the owners and employees of all first tier subcontractors/suppliers. In the event that the recommended Proposer demonstrates to the County prior to award that the race, gender, and ethnic information is not reasonably available at that time, the Proposer shall be obligated to exercise diligent efforts to obtain that information and provide the same to the County not later than ten (10) days after it becomes available and, in any event, prior to final payment under the contract. (Please duplicate this form if additional space is needed.)

<table>
<thead>
<tr>
<th>Business Name and Address of First Tier Subcontractor/Subconsultant</th>
<th>Principal Owner</th>
<th>Scope of Work to be Performed by Subcontractor/Subconsultant</th>
<th>Principal Owner (Enter the number of male and female owners by race/ethnicity)</th>
<th>Employee(s) (Enter the number of male and female employees and the number of employees by race/ethnicity)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td>Gender</td>
<td>Race/Ethnicity</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>M</td>
<td>F</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>M</td>
<td>F</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Business Name and Address of First Tier Direct Supplier</th>
<th>Principal Owner</th>
<th>Supplies/Services to be Provided by Supplier</th>
<th>Principal Owner (Enter the number of male and female owners by race/ethnicity)</th>
<th>Employee(s) (Enter the number of male and female employees and the number of employees by race/ethnicity)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td>Gender</td>
<td>Race/Ethnicity</td>
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<td></td>
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<td>F</td>
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<td></td>
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<td></td>
<td>M</td>
<td>F</td>
</tr>
</tbody>
</table>

☐ Mark here if race, gender and ethnicity information is not available and will be provided at a later date. This data may be submitted to contracting department or on-line to the Small Business Development of the Department of Regulatory and Economic Resources at https://www.research.net/smdc-subcontractor-demographics. As a condition of final payment, Proposer shall provide subcontractor information on the Subcontractor Payment Report Sub 200 form which can be found at http://www.miamidade.gov/businesslibrary/forms/subcontractors-payment.pdf.

I certify that the representations contained in this Subcontractor/Supplier listing are to the best of my knowledge true and accurate.

______________________________  ________________________________  ________________________________  ________________________________
Signature of Proposer          Print Name                  Print Title                  Date

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BID AWARD
ANNOUNCEMENT

14-12-0904
Effective Dates:
October 3, 2014–September 30, 2015

Cab & Chassis Trucks
& Other Fleet Equipment

Participating Sheriffs Offices & Local Governmental
Agencies of the State of Florida

Coordinated By

The
Florida Sheriffs Association
& Florida Association of Counties

Bid Award Announcement 14-12-0904
DATE: October 3, 2014

TO: ALL PROSPECTIVE PARTICIPANTS

FROM: Steve Casey    Becky Keillor    Peggy Goff    Drew Terpak
      Executive Director  Bid Coordinator  Assistant Executive Director  Business Operations Manager

RE: Cab & Chassis Trucks & Other Fleet Equipment
   BID NO.: 14-12-0904

We are pleased to announce that the Florida Sheriffs Association and the Florida Association of Counties has successfully conducted its 12th statewide competitive bid for vehicles which includes trucks, backhoes, motor graders, agriculture type tractors, skid steer loaders, street sweepers, generators, and light towers. **This contract is effective beginning October 3, 2014 through September 30, 2015, as long as vehicles are available through fleet.**

Bids will be extended and guaranteed to any and all units of local governments and political subdivisions including, but not limited to, county, local county board of public instruction, municipalities and/or police agencies, other local public or public safety agencies or authorities within the State of Florida. In addition, bids will be extended and guaranteed to any other entities approved by manufacturers to participate in this contract.

In order to ensure quality service for our user agencies, we are requesting each of you to notify the Florida Sheriffs Association regarding any problems encountered in working with the awarded dealers. Any issues, including but not limited to, receipt of confirmation of order, delivery problems and communication problems, should be reported to us by e-mail at dterpak@flsheriffs.org. This information will be considered in future bid awards in order to ensure that agencies are receiving the level of service required of dealers who wish to participate in this program.

**All interested parties who wish to purchase from this contract may do so by following these simple procedures:**

**ORDERING INSTRUCTIONS**

1. Contact the awarded dealership listed in the zone from which you wish to purchase and advise them of your interest to purchase from Bid No. 14-12-0904. They will assist you with the placement of your order and answer any questions you may have regarding the
FLORIDA SHERIFFS ASSOCIATION
& FLORIDA ASSOCIATION OF COUNTIES

AGRICULTURE TYPE TRACTOR (2 WHEEL DRIVE)
SPECIFICATION #20

2015 Challenger MT455

The Challenger MT455 purchased through this contract comes with all the standard equipment as specified by the manufacturer for this model and FSA's base vehicle specification(s) requirements which are included and made a part of this contract's vehicle base price as awarded by specification by zone.

<table>
<thead>
<tr>
<th>ZONE</th>
<th>Western</th>
<th>Northern</th>
<th>Central</th>
<th>Southern</th>
</tr>
</thead>
<tbody>
<tr>
<td>BASE PRICE</td>
<td>$79,403.00</td>
<td>$79,403.00</td>
<td>$79,403.00</td>
<td>$79,255.00</td>
</tr>
</tbody>
</table>

While the Florida Sheriffs Association and Florida Association of Counties have attempted to identify and include those equipment items most often requested by participating agencies for full size vehicles, we realize equipment needs and preferences are going to vary from agency to agency. In an effort to incorporate flexibility into our program, we have created specific add/delete options which allow the purchaser to tailor the vehicle to their particular wants or needs.

The following equipment delete and add options and their related cost are provided here to assist you in approximating the total cost of the type vehicle(s) you wish to order through this program. Simply deduct the cost of any of the following equipment items you wish deleted from the base unit cost and/or add the cost of any equipment items you wish added to the base unit cost to determine the approximate cost of the type vehicle(s) you wish to order.

NOTE: An official listing of all add/delete options and their prices should be obtained from the appropriate dealer in your zone when preparing your order. Additional add/delete options other than those listed here may be available through the dealers, however, those listed here must be honored by the dealers in your zone at the stated prices.
VEHICLE:  MT455
DEALER:  Ring Power Corporation
ZONE:  Western
BASE PRICE:  $79,403.00

72553873  1  Set of rear weights – specify
            $1,370.00  1
            SET OF REAR WEIGHTS 2 X 551
18.4 – 34R1 radial press single disc rear (4WD only)
75W-1162  1  Cab Air-condition
            $1,551.00  1
            14.9 – 24R1 radial press ND wheel front (4WD only)

72554764  1  Optional equipment – specify
            $462.00
            SHORT BAR AXLE  1

72553472  1  Optional equipment – specify
            $385.00
            DUAL ROTATING BEACONS  1

72553779  1  Optional equipment – specify
            $350.00
            INSTRUCTION SEAT  1

Optional equipment – specify
Optional equipment – specify
Optional equipment – specify
Optional equipment – specify
Optional equipment – specify
Optional equipment – specify
Optional equipment – specify
Optional equipment – specify
Optional equipment – specify
Temporary tag
Transfer existing registration (must provide tag number)
New state tag (specify state, county, city, sheriff, etc.)
Maintenance Plat - specify
Maintenance Plat - specify
Extended warranty – 3rd year
            $1,250.00
            MT400 SERIES 3 YEAR 3000 HOUR POWERTRAIN PARTS AND LABOR  1
Extended warranty – 3rd & 4th years
            $1,850.00
            MT400 SERIES 4 YEAR 4000 HOUR POWERTRAIN PARTS AND LABOR  1

26%  DISCOUNT  1  Discount percentage off manufacturer’s current published retail prices for non-specified
options and any optional models bid. This discount ONLY APPLIES to a downgrade or an
upgrade to the model listed in this specification. It does not apply to a completely different
make or model. (The discount is applied to the manufacturer’s current published retail
prices.)
26%  Discount  2
26%  DISCOUNT ON ALL CHALLENGER TRACTORS  1
26% Discount on Challenger tractor models and options  2

Bid Award Announcement 14-12-0504