

## Miami FL 33132



RPQ No: M2019-018

|                       |  |  |          |                |                  |                 |     |
|-----------------------|--|--|----------|----------------|------------------|-----------------|-----|
| Bid Due Date:         | 2/13/2023  | Time Due:  | 02:00 PM | Submitted Via: | Sealed Envelopes | SBE-Con. Level: | N/A |
| Estimated Value:      | \$1,415,910  | (excluding Contingencies and Dedicated Allowances) |          |                |                  |                 |     |
| Project Name:         | Roof Maintenance Services - Portwide   |  |          |                |                  |                 |     |
| Project Location:     | 1015 N. America Way, Miami, FL 33132   |  |          |                |                  |                 |     |
| License Requirements: | Primary:   | Roofing Contractor                                 |          |                |                  |                 |     |
|                       | Sub:   | Painting; Painting and Waterproofing               |          |                |                  |                 |     |
| Scope of Work:        | <p>(Contractor must obtain and submit all permits prior to performing any work). The Contractor shall furnish all materials, labor, services, supervision, tools, equipment, and all other items for roofing replacement and repairs; miscellaneous sealing, patching, caulking, and painting; roof cleaning, testing and inspecting; and installation, retrofit, and repairs of roof drains and vents. The Contractor shall perform all work in accordance with the applicable section(s) of the Florida Building Code, the latest edition of the National Roofing Contractors Association (NRCA) Roofing and Waterproofing Manual, and PortMiami Design Guidelines.</p> <p>This is a Non-Exclusive, Not to Exceed, Work Order Contract based on unit prices provided in this bid. Tasks will be authorized on a work order basis. The Contractor is not guaranteed the entire contract amount, any unspent funds will remain with the County, and the Contractor is not guaranteed work volume.</p> <p>CLARIFICATION OF NON-EXCLUSIVE OPEN WORK ORDER CONTRACT:</p> <p>The lowest responsive and responsible bidder shall be awarded a contract with a maximum contract value not to exceed \$2,199,978.30 (comprised of base: \$1,415,910.00; contingency: \$141,591.00; Permits \$42,477.00; and Dedicated Allowance \$600,000.00).</p> <p>Clarification for utilization of the unit prices and issuance of work orders:</p> <p>1. The quantities listed in the Bid Form (bidding model) are estimates only, which are provided by the County (PortMiami) solely for the purpose of providing a competitive basis for comparing the cumulative effect of the unit prices submitted by multiple contractors to establish the lowest responsive and responsible bidder. Although these quantities represent PortMiami's best estimate of need for the next twelve (12) months, actual quantities assigned via the work order process, may vary significantly based on field conditions.</p> <p>2. All work will be issued to and billed by the Contractor based on assigned work orders. Payment</p> |  |          |                |                  |                 |     |

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|  | <p>against said work orders shall be based on the quantities of actual work performed at the unit price for the line item(s) listed in the Contractor's bid form.</p> <p>3. Quantities for specific line items as represented on the Contractor's bid form may be over utilized, underutilized, or possibly not used at all, with no effect on the value of any unit price, (no additional compensation to the Contractor).</p> <p>4. PortMiami and the Contractor mutually agree that the term of this contract is for twelve (12) months from the issuance of the initial Notice to Proceed date, or until the awarded value of the contract is reached, whichever comes first, subject to changes provided as part of the formal change order process outlined in Section 2.84 of the Terms and Conditions of the 7360 Miscellaneous Construction Contract.</p> |  |                            |   |                           |                |          |           |  |
| Document Pickup:   | Contact:   | Frank Ramirez  |                            |   | Phone No:                 | (305) 347-5508 | Date:    | 1/12/2023 |  |
|  | Location:  | 1007 N. America Way, Suite 311, Miami, FL 33132                      |                            |   |                           |                |          |           |  |
| Pre-Bid Meeting::  | YES  | Mandatory:   | YES                        | Date:                                       | 1/19/2023                 | Time:          | 10:00 AM |           |  |
|  | Location:  | 1007 N. America Way, 2nd Floor Main Conference Room, Miami, FL 33132 |                            |   |                           |                |          |           |  |
| Site Meeting:  | No   | Mandatory:   | No                         | Date:                                       |                           | Time:          |          |           |  |
|  | Location:  |  |                            |   |                           |                |          |           |  |
| Bid shall be submitted to:   | Contact:   | Frank Ramirez, Seaport Manager of Construction Contracts             |                            |   |                           |                |          |           |  |
|  | Address:   | 1015 N. America Way, 2nd Floor (Reception Desk), Miami, FL 33132     |                            |   |                           |                |          |           |  |
|  | Email:   |  |                            |   | FAX # :                   |                |          |           |  |
| Type of Contract:  | Multiple Trade   |  |                            | Method of Award:                            | Lowest Responsible Bidder |                |          |           |  |
| Method of Payment:   | Scheduled Monthly Payments   |  |                            | Insurance Required:                         | YES                       |                |          |           |  |
| Additional Insurance Required:   | YES  |  | If Yes - Minimum Coverage: |   | \$1,000,000.00            |                |          |           |  |
| Performance & Payment Bond Required:   | YES  |  |                            | Bid Bond Required:                          | YES                       |                |          |           |  |
| Prevailing Wage Rate Required:   | Building Construction  | Davis Bacon:   | NO                         | Maintenance Wages:                          | NO                        | AIPP:          | NO       | Amount:   |  |
| SBE-Con. Requirements:   | NO   | Percentage:  | 0.00%                      | SBD Certificate of Assurance Form Required: |                           | YES            |          |           |  |
| DBE Participation:   | NO   | Percentage:  | 0.00%                      | DBE Subcontractor Forms Required:           |                           | NO             |          |           |  |
| CWP Requirements:  | NO   | Percentage:  | 0.00%                      |   |                           |                |          |           |  |
| SBE-S Requirements   | NO   | Percentage:  | 0.00%                      |   |                           |                |          |           |  |
| SBE-G Requirements   | NO   | Percentage:  | 0.00%                      |   |                           |                |          |           |  |
| Liquidated Damages:  | YES  | \$\$ Per Day:  | \$250.00                   |   |                           |                |          |           |  |
| Trade Set-a-side:  | YES  | If Yes, Trade =  |                            | Painting and Waterproofing                  |                           |                |          |           |  |
| For RPQ's less than \$10,000, if no LD rate is specified, the County reserves the right to assess actual damages in lieu of LDs. |  |  |                            |   |                           |                |          |           |  |
| Design Drawing Included:   | NO   | Shop Drawing Included:   |                            | NO  | Specifications Included:  |                | YES      |           |  |
| Anticipated Start Date:  | 3/20/2023  |  |                            | Calendar Days for Project Completion:       |                           | 365            |          |           |  |
| Comments:  | <p>EMPLOY MIAMI-DADE PROGRAM</p> <p>In accordance with Section 5.02 of the Miami-Dade County Home Rule Amendment and Charter, Section 2-8.1 of the Code of Miami-Dade County, and Administrative Order No. 3-63, all contractors and subcontractors</p>  |  |                            |   |                           |                |          |           |  |

of any tier on (i) construction contracts valued in excess of one million dollars (\$1,000,000) for the construction, demolition, alteration and/or repair of public buildings, or public works; or (ii) contracts or leases valued in excess of one million dollars (\$1,000,000) for privately funded construction, demolition, alteration or repair of buildings, or improvements on County-owned land. The awarded Contractor is hereby notified that the County will consider whether the Contractor made its best reasonable efforts to promote Employ Miami-Dade on this contract, as defined in A.O. 3-63, as part of the County's evaluation and responsibility review of the Contractor for new County contract

#### RESIDENTS FIRST TRAINING AND EMPLOYMENT PROGRAM

In accordance with Section 2-11.17 of the Code of Miami-Dade County and Implementing Order No. 3-61, all contractors and subcontractors of any tier on (i) construction contracts valued in excess of \$1 million for the construction, demolition, alteration and/or repair of public buildings, or public works; or (ii) contracts or leases valued in excess of \$1 million for privately funded construction, demolition, alteration or repair of buildings, or improvements on County-owned land shall comply with the following: (i) prior to working on the project, all persons employed by the contractor or subcontractor on the project to perform construction have completed the OSHA 10-hour safety training course, and (ii) the contractor will make its best reasonable efforts to have 51% of all construction labor hours performed by Miami-Dade County residents.

In addition, the Contractor must meet the below requirements:

Document Pick-Up: Documents are available (on Compact Disk) starting on January 12, 2023, at PortMiami's, Contracts, Procurement and Materials Management Section, 1007 N. America Way, Suite 311, Miami, FL 33132. One copy of the bid documents will be required to prepare a bid. Bid documents (on Compact Disk) will also be available after the site visit meeting.

The non-refundable fee for each set of Bid Documents (available on one Compact Disk) is \$15.00 and only checks or money orders are acceptable and shall be made payable to: Miami-Dade County Seaport Department. To purchase a set of bid documents, please bring photo ID and a business card, contractor's license, or company letterhead authorizing you to purchase the bid documents.

Requests for Information: All requests for clarification of an RPQ must be received in writing by 5:00 PM on February 2, 2023. Written communications must be in the form of e-mail addressed to Frank Ramirez at [sprfi@miamidade.gov](mailto:sprfi@miamidade.gov) with a copy to the Clerk of the Board at [clerkbcc@miamidade.gov](mailto:clerkbcc@miamidade.gov) and a copy to Alexander.Shepard@miamidade.gov.

Additional Insurance Requirements: Please refer to the Special Provisions in the Bid Documents.

All persons interested in participating in the Mandatory Pre-Bid Meeting must pre-register and indicate their intention to attend the meeting by sending an email to [sprfi@miamidade.gov](mailto:sprfi@miamidade.gov) with a copy to the Clerk of the Board at [clerkbcc@miamidade.gov](mailto:clerkbcc@miamidade.gov) and a copy to Alexander.Shepard@miamidade.gov. The email must state each participant's name, email address, and phone number as well as their company's name.

- Name of individual attending the pre-bid conference as shown on their current driver's license
- Driver's license number & state issued.

Failure of a bidder to attend and sign the attendance sheet at a mandatory Pre-Bid Conference will result in the Contractor's bid being rejected. If the bidder does not arrive on time for the Pre-Bid Conference, there is no guarantee that he/she will be allowed to attend.

Bids received after the due date and time will not be accepted. The Contractor must submit one (1) labeled and sealed envelope with the completed bid package. The envelope will contain the Certificate of Assurance (COA), RPQ Bid Form - Attachment 5A, and all of the other accompanying required documents. The envelope is due at the time and bid date specified in the advertisement.

Bidders are required to submit Small Business Development (SBD) Form: Certificate of Assurance at the time

of Bid Submittal. The Certificate of Assurance must be completely filled out, signed and notarized, and submitted with your Bid to be deemed compliant by SBD.

Immediately following the bid submittal, received Bids will be publicly opened and each bidder's Total Bid Price read aloud. Interested parties are invited to attend.

Bid Opening Location: 1007 N. America Way, Suite 311, Capital Development Conference Room, Miami, Florida 33132.

Successful Bidders: First, second, and third ranked Bidders will be notified by SBD or the Miami-Dade County Business Management Workforce System (BMWS) to complete a Utilization Plan via BMWS listing all certified Small Business Enterprises (SBEs) to satisfy the established measure(s) on the project, indicating the percentage of work and the description of the work to be performed (pursuant to the firm's certification) within the specified time frame. All SBEs listed in the Utilization Plan will be required to confirm their subcontractor/subconsultant/subvendor agreement via BMWS, within the specified time frame, before the Utilization Plan may be submitted to SBD for approval.

Failure to submit the required Certificate of Assurance and/or failure to submit a Utilization Plan approved by SBD will deem the Bid non-compliant.

#### **DISCLOSURE:**

- Contractor shall indemnify and hold harmless the County and its officers, employees, agents and instrumentalities from any and all liability, losses or damages, including attorneys' fees and costs of defense, which the County or its officers, employees, agents or instrumentalities may incur as a result of claims, demands, suits, causes of actions or proceedings of any kind or nature arising out of, relating to or resulting from the performance of this Agreement by the Contractor or its employees, agents, servants, partners principals or subcontractors. Contractor shall pay all claims and losses in connection therewith and shall investigate and defend all claims, suits or actions of any kind or nature in the name of the County, where applicable, including appellate proceedings, and shall pay all costs, judgments, and attorney's fees which may issue thereon. Contractor expressly understands and agrees that any insurance protection required by this Agreement or otherwise provided by the Contractor shall in no way limit the responsibility to indemnify, keep and save harmless and defend the County or its officers, employees, agents and instrumentalities as herein provided.

The Contractor shall furnish to **Port of Miami, Contracts, Procurement & Materials Management, 1007 N. America Way, Suite 311, Miami FI 33132**, Certificate(s) of Insurance which indicate that insurance coverage has been obtained which meets the requirements as outlined below:

- A.** Worker's Compensation Insurance for all employees of the Contractor as required by Florida Statute 440.
  - a. If applicable should include coverage required under the U.S. Longshoremen and Harbor Workers' Act (USL&H) and/or Jones Act for any activities on or about navigable water.
- B.** Commercial General Liability in an amount not less than \$1,000,000 per occurrence, and \$2,000,000 in the aggregate. Miami-Dade County must be shown as an additional insured with respect to this coverage.
- C.** Automobile Liability Insurance covering all owned, non-owned and hired vehicles used in connection with the work, in an amount not less than \$1,000,000 combined single limit per occurrence for bodily injury and property damage.

\*Under no circumstances are Contractors permitted on the Aviation Department, Aircraft Operating Airside (A.O.A) at Miami International Airport without increasing automobile coverage to \$5 million. Only vehicles owned or leased by a company will be authorized. \$1 million limit applies at all other airports.

- 7360 RPQs are NOT SBE-Con 100% Set-aside solicitation, however the RPQ may be assigned a SBE-Con Trade set-aside and goal. The SBE-Con Trade-aside and goal if applicable will be stipulated on the RPQ and the Invitation to Bid or in the Project's Solicitation Documents.

- All Prime Contractors submitting a bid for RPQ/Project with a Small Business Measures (s) MUST submit the Small Business Development "CERTIFICATE OF ASSURANCE" form properly completed, signed and notarized with their bid document at the time of Bid Submittal. FAILURE TO SUBMIT THE REQUIRED CERTIFICATE OF ASSURANCE FORM AT THE TIME OF BID SUBMISSION SHALL RENDER THE BID NON COMPLIANT TO THE CONTRACT REQUIREMENT AND SECTION 10.33.02 OF THE CODE OF MIAMI-DADE COUNTY.
- 7360 RPQs Federally Funded may be subject to the Disadvantaged Business Enterprise (DBE) Program. The DBE goal will be stipulated on the RPQ and the Invitation to Bid or in the Project's Solicitation Documents.
- 7040 and 7360 RPQs with an estimated project value in excess of \$700,000.00 may be assigned a Small Business Enterprise Goods (SBE-G) or Small Business Services (SBE-S) program goal. The SBE-G or SBE-S goal if applicable will be will be stipulated on the RPQ and the Invitation to Bid or in the Project's Solicitation Documents.
- All RPQs with an estimated project value \$100,000 or above are subject to Responsible Wage Rates. The wage rate will be stipulated on the RPQ and the Invitation to Bid or in the Project's Solicitation Documents.
- All Projects, where price (Proposals/Bids) received are in excess of \$200,000 will require the submission of the Payment and Performance Bond as required by State of Florida Statute.

#### **VERIFICATION OF EMPLOYMENT ELIGIBILITY (E-VERIFY):**

By entering the Contract, the Awarded Bidder becomes obligated to comply with the provisions of Section 448.095, Florida Statute, titled "Verification of Employment Eligibility." This includes but is not limited to utilization of the U.S. Department of Homeland Security's E-Verify System to verify the employment eligibility of all newly hired employees by the Awarded Bidder effective, January 1, 2021, and requiring all Subcontractors to provide an affidavit attesting that the Subcontractor does not employ, contract with, or subcontract with, an unauthorized alien. Failure to comply may lead to termination of this Awarded Bidder, or if a Subcontractor knowingly violates the statute, the subcontract must be terminated immediately. Any challenge to termination under this provision must be filed in the Circuit Court no later than twenty (20) calendar days after the date of termination. If this Contract is terminated for a violation of the statute by the Awarded Bidder, the Awarded Bidder may not be awarded a public contract for a period of one year after the date of termination, and the Awarded Bidder may be liable for any additional costs incurred by the County resulting from the termination of the Contract. Public and private employers must enroll in the E-Verify System (<http://www.uscis.gov/e-verify>) and retain the I-9 Forms for inspection.