

This document is a draft Scope of Services/Technical Specifications for a future non-competitive contract Miami-Dade County anticipates entering into. Scope of Services/Technical Specifications is subject to change without notice.

This is not an advertisement.

Miami-Dade County, Florida

Project Title: Trash Chute Systems Cleaning and Maintenance

SCOPE OF SERVICES

SECTION 3

SCOPE OF WORK/TECHNICAL SPECIFICATIONS

3.1 SCOPE OF WORK

The purpose of this solicitation is to award a contract for inspection, cleaning, maintenance and repair services of existing trash chute systems and auxiliary equipment at various County facilities. All services rendered by the Awarded Bidder shall result in the trash chute systems and auxiliary equipment being in compliance with the latest edition of the applicable Florida Building Code and National Fire Protection Agency (NFPA).

The Awarded Bidder shall be responsible for all labor, supervision, materials, equipment, and tools necessary to perform all services listed throughout this solicitation. Such materials and equipment shall be of a suitable type and grade for the purpose of its intended use. All material, workmanship, and equipment shall be subject to inspection and approval by the County.

3.2 TIME-RELEASE ODOR CONTROL SYSTEM

The Awarded Bidder shall provide a time-release odor control system for each trash chute system. The odor control system shall dispense an odor counteracting agent in a quantity and frequency that will effectively eliminate malodors. The odor control system shall be maintained in order for it to function continuously.

3.3 SERVICES TO BE PROVIDED

The Awarded Bidder shall meet with the County or designee after the commencement of the contract; and mutually agree upon written inspection maintenance and cleaning service schedule for the contract term.

This process shall be followed upon any executed renewal term.

The following services shall be provided by the Awarded Bidder on a semi-annual basis (every six months) for all sites.

3.3.1 INSPECTION

Inspection refers to visual examinations. Awarded Bidder shall look for signs of cleanliness, foreign matter and damage. During the inspection, Awarded Bidder shall be able to determine if the trash chute is in proper working condition.

3.3.2 MAINTENANCE

Maintenance refers to the proactive actions that will ensure that all trash chutes and auxiliary equipment remain in properly working condition.

The following is a list of items/parts within the trash chute system that shall be maintained. The list is neither all-inclusive nor complete.

1. The chute system from the roof (where the vent cap is located) to the discharge/guillotine door at the bottom of the chute, including all floors.
2. All trash chute doors on each floor shall be maintained to reach proper closure and self-latching.
3. The vent cap to ensure that it is in place and is secure.
4. The discharge/guillotine door, its track and fusible link assembly to ensure proper closure, allowing the door to slide shut to prevent the spread of smoke and flames. The service is required in order to prevent trash from dispersing and fire from spreading through the trash chute. The guillotine door is designed to be kept open at all times. It is fitted with a UL-rated fusible link, which will melt when the temperature in the trash room reaches 165°. When the link melts, the door will slide shut, sealing off the chute.
5. All door areas, hydraulics and other parts shall be properly lubricated.
6. All screws and bolts of all hardware shall be properly in place.
7. The door-stop shall open at its prescribed angle.

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8. All moving and hydraulic parts shall operate as required by original equipment manufacturer.
9. All door handles.
10. All fire stops.

3.3.3 CLEANING

Cleaning shall refer to the act of ensuring that the trash chute system and its auxiliary equipment are free from dirt; unsoiled and unstained resulting in its proper operation.

The following steps shall be implemented by the Awarded Bidder to achieve cleanliness.

1. Remove all dirt and impediments from the inside of all chute doors and polish the outside.
2. Deodorize the ground floor trash room and dumpster containers to eliminate malodors.
3. Pressure-wash the entire main trash room floor.

3.4 REPORTING

Subsequent to the inspection, cleaning and maintenance services, the Awarded Bidder shall present a copy of the service report with each monthly invoice to the County.

The Trash Chute Service Report shall include at minimum:

- a. The condition of the walls of the chute
- b. The condition of the doors, hinges, closure, etc.
- c. The roof cap and ventilation system.
- d. Infestation of the inside and exterior cavity of the chute.
- e. Bacteriological growth and identifications.
- f. Describe the before and after cleanness status of the chute system and trash rooms.
- g. Needed or recommended repairs and estimated time of completion.

3.5 REPAIR

Repair services shall be provided by the Awarded Bidder for all sites. Repair shall refer to the replacement of parts.

All repairs must be approved by the County prior to commencement of work and its completion shall not exceed the number of days stated in the trash chute service report, unless mutually agreed in writing between the Awarded Bidder and County. Failure from the Awarded Bidder to complete the repair within the mutually agreed required number of days may result in the cancellation of the order.

3.5.1 INSTALLATION

Installation shall include the removal and disposal of trash chute parts being replaced and the installment of the new item(s) leaving the unit in proper working condition.