



CONTRACT NO. 0800-0/14
Signs and Banners; Purchase and Install - Pre-Qualification Pool

ROADMAP

Contract Overview:

This contract established for the pre-qualification of a pool of vendors to participation in future spot market competitions for provision of Signs and Banners for both purchases and/or installation.

Contract Term: April 09, 2013 – April 08, 2019

COMMODITY CODE: 035-79, 285-30, 350, 350-10, 550-48, 550, 550-49, 550-50, 550-61, 550-62, 550-63, 550-66, 550-70, 550-71, 557-62, 557-63, 559-70, 570-58, 578-79, 578-80, 578-82, 801, 801-81, 936-74, 961-66, 968-80, 968-81.

PROCUREMENT AGENT INFORMATION

Contracting Agent: Jennyfer Calderon
Phone: (305) 375-5312
Fax: (305-375-4407
Email: jcalder@miamidade.gov

EVENT LOG

| <u>ADD NO.</u> ↓ | <u>Date issued</u> ↓ | <u>Event</u> ↓ | <u>AGENT</u> ↓ |
|---------------------|-------------------------|--|-------------------|
| 10 | 9/15/2014 | The following vendor has met all the criteria and is being added to the pool of vendors: East Coast Metal Group, Inc. (203482712-01) for <u>Group A, B, C, & D</u> , and Intermedia Touch, Inc. (262978929-01) for <u>Group C only</u> | Jennyfer Calderon |
| 9 | 9/04/2014 | ~ Animal Services Department (AD) has been added to the Contract with \$12,000.00 allocation ~ The following vendor has met all the criteria and is being added to the pool of vendors: Mandel Metals, Inc. dba US Standard Sign (362658805-01) for Group A only | Jennyfer Calderon |
| 8 | 3/26/2014 | Department of the Cultural Affairs (CU) has been added to the contract with a \$500,000.00 allocation | Jennyfer Calderon |
| 7 | 2/12/2014 | BCC approved contract extension for time and money | Mary Hammett |
| 6 | 11/8/2013 | Parks loan Sea Port \$10,000.00, when the contract extension is approve by BCC funds will be given back to Parks. | Mary Hammett |
| 5 | 11/7/2013 | The following vendor has met all the criteria and is being added to the pool of vendors: Enter Systems Corp. (810556370-01) added to group A, Only. No insurance is required for Group A (purchase only, no installation). | Mary Hammett |
| 4 | 11/4/2013 | Library donated \$7,000.00 to Sea Port | Mary Hammett |



| <u>ADD NO.</u> ↓ | <u>Date issued</u> ↓ | <u>Event</u> ↓ | <u>AGENT</u> ↓ |
|---------------------|-------------------------|--|-------------------|
| 3 | 11/4/2013 | Sea Port had a need, and the \$11,000.00 in unallocated funds was transferred to SP. | Mary Hammett |
| 2 | 6/24/2013 | The following vendor has met all the criteria and is being added to the pool of vendors: AAA Flag & Banner MFG Co. (952921050-01) added to group A, B, and D. | Lluis Gorgoy |
| 1 | 4/29/2013 | The following vendors have met all the criteria and are added to the pool of vendors: Annat Inc dba Municipal Supply & Sign Co. (591721523-01) , Positive Promotions (131968593-01) , Tigo Inc dba Expose Yourself (208013241-01) | Lluis Gorgoy |

PART #1: PRE-QUALIFIED VENDOR(S)

The prequalification was made to all responsive, responsible vendors who met the minimum qualifications set forth in the solicitation. The below list show the prequalified vendor by Group A, B, C and D. The County may elect at any time to add or modify items under the Groups depending on the needs of each User Department.

| Vendor | FEIN / Suffix | Contact Name | Phone Number | Fax Number | E-mail Address | Groups | | | |
|---|---------------|--------------------|--------------|--------------|--|--------|---|---|---|
| | | | | | | A | B | C | D |
| AAA Flag & Banner MFG Co, Inc | 952921050-01 | Retta Logan | 305-474-7600 | 305-474-7766 | retta@aaflag.com | X | X | | X |
| ABC Imaging of Washington Inc | 521758526-01 | Carlos Valdes | 786-497-7540 | 305-819-7777 | cvaldes@abcmaging.com | | X | | |
| Acolite Claude United Sign | 650442292-01 | Paul J. Yesbeck | 305-362-3333 | 215-689-4091 | paul@acusigns.com | X | X | X | X |
| AGAS MFG | 205617385-01 | Matthew Poster | 212-777-1178 | 215-689-4091 | matt@agasmfg.com | | X | | |
| All Digital Industries | 200515796-02 | Cesar E. Watanabe | 305-863-7272 | 305-863-7274 | info@alldigitalusa.com | | X | | |
| Bach Sign Group | 651108819-01 | Bob Hilterbrick | 561-848-3440 | 561-848-3441 | bob@bachsign.com | X | X | X | X |
| East Coast Metal Group, Inc. | 203482712-01 | Robert Caldevilla | 305-347-5149 | 305-374-6146 | rcaldevilla@ecmgrouppap.com | X | X | X | X |
| Enter Systems Corp dba Lifeincolors.com | 810556370-01 | Andres Sarrate | 305-675-1499 | 305-854-6647 | Andres.sarrate@lifeincolors.com | | X | | |
| Intermedia Touch, Inc | 262978929-01 | Cristina Miller | 305-517-3894 | 305-397-1790 | INFO@INTERMEDIATOUCH.COM | | | | X |
| Logistical Sourcing | 200874669-01 | Nelson Penalver | 305-669-4517 | 305-669-4518 | nelson@loimiami.com | | X | | |
| Annat, Inc. dba Municipal Supply & Sign | 591721523-01 | Leonard Ciarrocchi | 800-329-5366 | 239-262-4645 | sales@municipalsigns.com | | X | | |
| Neon Sign Solutions | 651002696-01 | Jorge Idarraga | 305-592-5202 | 305-592-5207 | jorge@neonsignsolutions.com | X | X | X | X |
| Palmetto Uniforms | 650098268-01 | Rita Cruz Feick | 305-238-9166 | 305-238-0889 | sales@palmettouniforms.com | | X | | |
| Positive Promotions | 131968593-01 | Michael Taxel | 877-258-1225 | 877-258-1226 | miketaxel@positivepromotions.com | | X | | |
| Quadco Printing & Signs | 270309840-01 | Jorge Quadreny | 305-470-2229 | 305-661-1861 | jorge@quadcoonline.com | X | X | X | X |
| Rocal, Inc | 310650779-01 | Alan Christopher | 470-998-2122 | 740-998-2073 | achristopher@rocal.com | | X | | |
| Tigo, Inc dba Expose Yourself | 208013241-01 | Marco Tiapago | 954-935-5990 | 954-935-5930 | marco@exposeyourselfusa.com | X | X | X | X |

PART #2: GROUP DEFINITIONS

Group A: Signs and Banners (Purchase Only)

This group includes the purchase and delivery of signs and banners including, but not limited to the following: vinyl banners and signs, plywood signs, plastic signs, and metal/aluminum signs, non-electrical signs, electrical signs, neon signs, LED signs, electronic scoreboards.

Group B: Non-Electrical Signs and Banners (Purchase and/or Installation)

This group includes the purchase and installation of signs and banners including, but not limited to the following: vinyl banners and signs, plywood signs, plastic signs, and metal/aluminum signs.

Group C: Electrical Signs and Banners (Purchase and/or Installation)

This group includes the purchase and installation of electrical signs including, but not limited to the following: neon signs, LED signs, electronic scoreboards, and fiber optic banners

Group D: Construction Site Signs (Purchase, Installation, Removal)

This group includes the purchase, installation, and removal of construction site signs including, but not limited to: Single Sided Unit, Double Sided "A" Frame Unit, Single Sided "A" Frame Unit, and Small "A" Frame Unit.

PART #3: INSTRUCTIONS FOR EACH SOLICITATION

This contract requires each acquisition to go through a competitive, spot market Request for Quote (RFQ), prior to the award of a Work Order (WO).

Departments are to utilize the above vendor contact information for the issuance of all RFQ's. These contacts listed above are authorized to respond to all County requests and are to be included in each RFQ issued against the contract. Failure to utilize the above contacts for the vendors listed, may result in cancellation or rejection of a RFQ solicitation. It is highly recommended that the RFQ's be issued via e-mail for tracking and reporting purposes.

METHOD OF AWARD

RFQ's may be awarded to the vendors with the lowest price in the aggregate, per-group, or on a per-item basis.

USER DEPARTMENT RESPONSIBILITY

It is the responsibility of the user Department to ensure compliance with the above-mentioned procedures. Purchase under this contract will be subject to random review or audit by County authorities, including the Procurement Management Services Division, Audit and Management, and the Office of the Inspector General.

RECORD RETENTION

For each purchase order issued under this contract, the user department shall maintain a record of the purchase including: market research performed, all quotes sought, all quotes obtained, required exception forms, and any other documentation supporting each purchase to ensure compliance and to establish the necessary accountability for audit. The record shall be maintained by the user department in a location (either electronic or paper) easily accessible for review or audit in accordance with the County Records Retention regulations.

PART #4: APPLICABLE ORDINANCES

Each Solicitation shall be consistent with the Master Procurement Implementing Order (I.O.) NO.3-38.

The Local Preference, Locally Headquartered Business, Cone of Silence, UAP & Inspector General Ordinances shall be applicable to each solicitation issued under this contract.

Local Preference Consideration

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. A local business, for the purposes of this Section, shall be defined as a Proposer which meets all of the following:

1. A business that has a valid occupational license, issued by Miami-Dade County at least one year prior to bid or proposal submission, that is appropriate for the goods, services or construction to be purchased:



2. A business that has a physical business address located within the limits of Miami-Dade County from which the vendor operates or performs business (Post Office Boxes are not verifiable and shall not be used for the purpose of establishing said physical address.); and

3. A business that contributes to the economic development and well-being of Miami-Dade County 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 in the County’s tax base. To satisfy this requirement, the vendor shall affirm in writing its compliance with either of the following objective criteria as of the proposal submission date stated in the solicitation:

- a. The Vendor has at least ten (10) permanent full time employees, or part time employees equivalent to 10 FTE (“Full Time Equivalent” employees working 40 hours per week) that live in Miami-Dade County, or at least 25% of its employees that live in Miami-Dade County, or
- b. The Vendor contributes to the County’s tax base by paying either real property taxes or tangible personal property taxes to Miami-Dade County, or
- c. Some other verifiable and measurable contribution to the economic development and well-being of Miami-Dade County.

Additionally, a Locally-Headquartered Business shall mean a Local Business as defined above which a “principal place of business” has in Miami-Dade County. “Principal place of business” means the *nerve center or the center of overall direction, control, and coordination of activities of the bidder*. If the bidder has only one business location, such business location shall be its principal place of business.

In the case of Requests for Quotes (RFQ’s) which are based on price and/or hourly rate, the following shall apply:

Local Preference: If a low bidder is not a local business and a *local business* submits a bid within 10% of the non-local low bidder, the non-local low bidder and all local businesses within 10% of the non-local low bidder; shall have the opportunity of submitting a best and final offer. The offer shall be equal to or lower than the low bid.

The following vendors shall receive Local Preference:

- | | |
|-----------------------------------|--|
| 1. A1A Signs & Service | 7. Intermedia Touch, Inc. |
| 2. AAA Flag & Banner MFG Co. | 8. Logistical Sourcing |
| 3. ABC Imaging of Washington | 9. Neon Sign Solutions |
| 4. Acolite Claude United Sign Co. | 10. Palmetto Uniforms |
| 5. All Digital Industries | 11. Quadco Printing & Signs |
| 6. East Coast Medal Group, Inc. | 12. Enter Systems Corp. dba lifeincolors |

Locally Headquartered Businesses: If a low bidder is not a local business and a locally headquartered business submits a bid within 15% of the non-local low bidder, the non-local low bidder and all locally headquartered business within 15% of the non-local low bidder shall have the opportunity of submitting a best and final offer. The offer shall be equal to or lower than the low bid. If a low bidder is a local business and a locally headquartered business submits a bid within 5% of the local, the local low bidder and all locally headquartered business within 5% of the local low bidder shall have the opportunity of submitting a best and final offer. The offer shall be equal to or lower than the low bid.

The following vendors shall receive Locally Headquartered Business Preference:

- | | |
|----------------------------------|--|
| 1. A1A Signs & Service | 6. Logistical Sourcing |
| 2. Acolite Claude United Sign Co | 7. Neon Sign Solutions |
| 3. All Digital Industries | 8. Palmetto Uniforms |
| 4. East Coast Medal Group, Inc. | 9. Quadco Printing & Signs |
| 5. Intermedia Touch, Inc. | 10. Enter Systems Corp. dba lifeincolors |

Interlocal Agreement

At this time, there is an interlocal agreement in effect between Miami-Dade and Broward Counties until September 30, 2015. Therefore, a vendor which meets the requirements of (1), (2), and (3) above for Broward County shall be considered a local business pursuant to this Section.



Small Business Contract Measures

A Small Business Enterprise (SBE) bid preference applies to this solicitation.

A 10% bid preference shall apply to contracts \$1 million or less and 5% on contracts greater than 1\$ million. A SBE/Micro Business Enterprise must be certified by the Department of Business Development (DBD) for the type of goods and/or services the Enterprise provides in accordance with the applicable Commodity Code(s) for this solicitation. For certification information, contact the Department of Business Development at 305-375-3111 or access www.miamidade.gov/sbd.

The SBE/Micro Business Enterprise must be certified for the commodity listed above by bid submission deadline, at contract award for the duration of the contract to remain eligible for the preference.