

ROADMAP
Bid No. 8228-0/17 – Marine Lights & Bridge Warning Gate Parts (pre-qualifications)
Spot Market Purchase Procedures
Contract Period: 11/01/2012 through 10/31/2017
DPM may apply changes to the roadmap as necessary

Scope:

- The overall scope of work shall consist of purchase of Marine Lights & Bridge Warning Gate Parts, as per Section 3 Technical Specifications.

Spot Market Purchases:

Spot market purchases procedures may be initiated either by the using County department or by the Department of Procurement Management (DPM). Procedures are subject to change by DPM, as necessary.

1. Written spot market quotes will be gathered from all pre-qualified pool vendors for items in the appropriate groups.

All pre-qualified bidders will be invited to offer a fixed price for specific parts. The award of parts will be made to the lowest responsive, responsible bidder(s) meeting the specifications

2. The responsive, responsible vendor offering the lowest fixed price meeting the requirements of the quote shall be awarded the specific parts. The award to one vendor for parts does not preclude the ability of that vendor from submitting offers for other future quote(s).

3. The user department issuing the Request for Quote (RFQ) shall be responsible for the proper documentation of the quotation process to include but not limited to:

- Request for Quote Form
- Addenda, if required
- Quotes submitted by vendors
- Tally Sheet
- Notice of award
- Correspondence
- SBE bid preference and local preference shall be applied to RFQ

4. Request for Quotes (RFQ) threshold:

- RFQ from \$0.00-\$25,000 are initiated by County Departments. The RFQ form shall be prepared, signed, and submitted by the buyer handling the quotation at the user department level. Upon request, the user department will provide a copy of the request for quote, tally sheet, proposals, correspondence, and award recommendation.
- RFQ over \$25,000: scope of work shall be routed to DPM to initiate the solicitation process. DPM will provide the County Department(s) with a bid Award Recommendation (BAR) form, vendor(s) proposals, and tally sheet for their evaluation and recommendation. Once approved by DPM, County Department issues the release (PO).

5. Pre-Qualified Vendor:

Florida Fasteners & Equipment Co Inc DBA: Construction Supplies Co
2150 West 76St # 118-119
Hialeah, FL 33016

Contact person: Jorge Marrero

Ph# 305-594-2266

Ph# 800-300-9314

Fax# 305-594-5723

Note: During the term of this contract, the County reserves the right to add all qualified vendors who meet the criteria to the pool and/or delete vendors, and manufacturer's as deemed and in its best interest.