

SECTION 2 – SPECIAL TERMS AND CONDITIONS

2.1 PURPOSE

This Request to Qualify (RTQ) will establish a pool of pre-qualified vendors capable of delivering/providing CISCO hardware, parts, components, accessories, maintenance, repair services, and technical support services on an as needed basis for the Miami-Dade Aviation Department (MDAD). Entry into the pre-qualification pool is not a contract between MDC and any member of the pool, but rather is an acknowledgement that the pool member satisfies the pre-qualification criteria set forth below for membership in the pool. Pre-qualified vendors will be invited to participate in future spot market competitions. The pool shall remain open for the term of the RTQ, enabling vendors to qualify at any time after the initial RTQ opening date.

These bidders shall then be deemed to be pre-qualified to participate in subsequent Request for Quotation (RFQ) purchases as required by the County on either an as-needed or on a periodic basis. Bidders may be pre-qualified under the following groups:

- **GROUP 1 – CISCO SOFTWARE, HARDWARE, & PARTS**

This group allows for the purchase of CISCO software, hardware, parts, components, and associated accessories pertaining to CISCO Systems.

- **GROUP 2 - CISCO MAINTENANCE, TECHNICAL SUPPORT, AND REPAIR SERVICES**

This group allows for the purchase of software and hardware maintenance, technical support, and repair services for CISCO Systems. Maintenance & support is required beyond the initial manufacturer warranty to help ensure that critical network issues are resolved with minimal interruption to County operations. Repair services will be required on an as needed basis.

2.2 TERM

The pre-qualification pool will begin on the first calendar day of the month succeeding approval by the Board of County Commissioners, or designee, unless otherwise stipulated in the Notice of Award Letter which is distributed by the County's Internal Services Department, Procurement Management Services Division, and contingent upon the completion and submittal of all required RFQ documents. The pre-qualification pool shall expire on the last day of the last month of the sixty month period.

2.3 OPTION TO RENEW-INTENTIONALLY OMITTED

2.4 QUALIFICATION CRITERIA

Vendors shall submit all of the qualifying documents with their submittal form. However, the County may, at its sole discretion and in its best interests, allow vendors to supplement submitted documents in order to satisfy the prequalification criteria. It shall be the sole prerogative of the County to determine the number of vendors who will be included under the pre-qualification pool. During the term of the RTQ, the County reserves the right to add and/or delete pre-qualified vendors.

2.4.1 MINIMUM QUALIFICATION REQUIREMENTS (ALL GROUPS)

Pre-qualification under this solicitation will be made to all responsive, responsible vendors who meet the following minimum qualifications:

1. Vendors shall provide contact information to include: Name of contact, email address, website information, phone number, and fax number for Primary (Required) and Secondary (Optional) staff within their company who will be responsible for providing a response to spot market quotes issued by the County. These services shall typically be required Monday through Friday within the business hours of 8:00 a.m. and 5:00 p.m. (Eastern Standard Time).
2. Vendors must be able to demonstrate that they have a minimum of three (3) years of experience in providing CISCO goods and services similar in scope to the requirements outlined in Section 3 for each group. Three (3) client references are to be provided with the bid submittal.
3. Vendors shall be a certified CISCO channel partner with a minimum of a Gold certification level for qualification under the resultant pool. Vendors are to provide documentation illustrating their firm's current certification status with the bid submittal.

2.5 INDEMNIFICATION AND INSURANCE

Additional or revised insurance requirements may be necessary when performing work in certain County facilities that limit or restrict access. Any change or addition in insurance requirements will be detailed in the RFQ.

2.6 WORK ACCEPTANCE

Projects to be performed under this contract will be inspected by an authorized representative of the County. This inspection shall be performed to determine acceptance of work, appropriate invoicing, and warranty conditions.

2.7 CLEAN-UP

All unusable materials and debris shall be removed from the premises at the end of each workday, and disposed of in an appropriate manner. Upon final completion, the bidder shall thoroughly clean up all areas where work has been involved as mutually agreed with the associated user department's project manager.

2.8 TRADE-IN ALLOWANCES

It is hereby understood that the County may wish to trade in existing equipment in exchange for the new equipment specified in future RFQ's as a result of this solicitation. For this reason, a trade-in allowance may be quoted by the bidder in order to be considered for award.

Should a trade-in allowance be requested by the County, the following information will be provided to the bidders:

- Manufacturer Name
- Model Number
- Serial Number

- Quantity

The equipment may be inspected by contacting the requesting user department for an appointment. The trade-in equipment shall be removed from the County's premises at no cost to the County.

2.9 WARRANTY REQUIREMENTS

The bidder shall be responsible for promptly correcting any deficiency, at no cost to the County, within ten (10) days after the County notifies the bidder of such deficiency in writing. If the bidder fails to honor the warranty and/or fails to correct or replace the defective work or items within the period specified, the County may, at its discretion, notify the bidder, in writing, that the bidder may be debarred as a County bidder and/or subject to contractual default if the corrections or replacements are not completed to the satisfaction of the County within ten (10) calendar days of receipt of the notice. If the bidder fails to satisfy the warranty within the period specified in the notice, the County may (a) place the bidder in default of its contract, and/or (b) procure the products or services from another bidder and charge the bidder for any additional costs that are incurred by the County for this work or items; either through a credit memorandum or through invoicing.

The bidder shall be responsible for all shipping costs associated with the return of defective parts or devices, whether new, remanufactured, or refurbished.

Additional warranty may apply if so specified in the Request for Quotations.

2.10 ENVIRONMENTAL STANDARDS

In response to energy costs, environmental concerns, and government directives, there is an increased need for sustainable and "green" business IT operations. Applicable products bid in response specifications detailed in future spot market purchases may require Energy Star 4.0, CISCO EnergyWise, or other recognized programs for energy efficiency.

SECTION 3 – TECHNICAL SPECIFICATIONS

3.1 SCOPE OF SERVICE

It is the intent of Miami-Dade County to obtain CISCO Systems Hardware, Software, Maintenance, Repair Services, Parts, and Accessories on an as needed basis to support County operations. These systems are critical to the sustainability of MDAD operations. Vendors shall update MDAD's CISCO SmartNet account when new equipment or software is purchased from the resultant contract. Should other agencies access the resultant contract, vendors shall update the agency's respective CISCO SmartNet account.

3.2 BACKGROUND

Establishment of this pool will provide the County with the ability to procure CISCO brand hardware, software, maintenance, technical support, repair services, including but not limited to cabling, parts and accessories on an as needed basis through future spot market quotations.

3.3 GROUPS

Potential vendors may pre-qualify for any of the following groups:

Group 1 – CISCO Hardware, Software, & Parts

Vendors in this group shall be CISCO certified partners. These vendors may provide CISCO hardware which includes but is not limited to: switches, routers, firewalls, parts, access points, wireless network cards, cables, accessories, and antennas. The Miami-Dade Aviation Department currently utilizes CISCO hardware & software such as: Nexus, UCS, AAA, ASA, IPS, WLC, WSA, SMA, ESA, CISCO Network Assistant & Prime Infrastructure

Group 2 – CISCO Maintenance, Technical Support, and Repair Services

The County owns a considerable amount of CISCO equipment and software. Vendors in this group shall be CISCO certified partners and be qualified to provide CISCO SMARTnet maintenance for the existing and future CISCO equipment and software.

Service levels for maintenance for current items must match existing levels: IPS Svc, AR NBD (SU1), SMARTnet 8x5xNBD (SNT), SMARTnet Premium 24x7x4 (SNTP), and Software Application Support (SAS).. Future purchases may include maintenance equal to or greater than current levels and as specified in the Request for Quote.

3.4 CURRENT OPERATING ENVIRONMENT

MDAD uses CISCO brand hardware/software for the Miami International Airport Enterprise Network (MEN). The types of equipment used are chassis that house network switches cards, power supplies, and supervisor modules that manage the operation of the network.

The MEN is the highway that transports the data needed to serve all the airport operational systems used by the airlines reservation systems, flight information display system, building management, security, Wi-Fi, public address system, PC connectivity, Internet access, Voice over IP telephones, and others. The equipment order contained in this solicitation is needed to provide effective connectivity to the various host systems being served by the MEN due to an increased demand for bandwidth capacity.