



**CONTRACT NO. IB-00324 GLASS SPHERES TYPE I AND III  
ROADMAP**

**Contract Overview:**

The purpose of this solicitation is to establish a contract for the purchase of glass spheres, type I & III for Miami-Dade County.

**Contract Term:**

June 01, 2016- May 31, 2021

**Procurement Contracting Officer I :**

Mary Hammett  
Phone: (305) 375-5471  
Fax: (305-375-4407  
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**Award History:**

<u>ADD NO.</u> ↓	<u>Date issued</u> ↓	<u>Event</u> ↓	<u>AGENT</u> ↓

<b>Authorized Departments and Associated Allocation:</b>	
Department	Allocation
<b>Aviation</b>	\$235,000.00
<b>Total:</b>	<b>\$235,000.00</b>

- Awarded Vendor: Florida Transcor, Inc.

Vendor	Contact Name	Phone Number	Fax Number	E-mail Address
<b>Florida Transcor, Inc.</b>	Susa Wacha	904-315-9450 866-766-7604	904-783-0292	Susan.wacha@fltranscor.com

**Applicable Ordinances**

Local Preference, Cone of Silence, UAP & Inspector General Ordinances shall be applicable to each solicitation/quotes issued under this contract.

**Local Preference Consideration**

The evaluation of competitive solicitations/quotes are 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 bidder 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 Bidder 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 Bidder 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 has a "principal place of business" 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



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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.

**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.

**Locally Headquartered Businesses:** 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.

**Interlocal Agreement**

At this time, there is an interlocal agreement in effect between Miami-Dade and Broward Counties.

Therefore, a bidder 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**

The evaluation of competitive bids is subject to Section 2-8.5 of the Miami-Dade County Code, which, except where contrary to federal and state law, or any other funding source requirements, provides that preference be given to local businesses.

**A.** A Local Business shall be defined as:

1. a business that has a valid Local Business Tax Receipt, issued by Miami-Dade County at least one year prior to bid or proposal submission;
2. a business that has 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.

**Local Certified Services-Disabled Veteran's Business Enterprise Preference**

This Solicitation includes a preference for Miami-Dade County Local Certified Service-Disabled Veteran Business Enterprises (VBE) in accordance with Section 2-8.5.1 of the Code of Miami-Dade County . A VBE is entitled to receive an additional five percent (5%) of the total technical evaluation points on the technical portion of such proposer's proposal. If a Miami-Dade County Certified Small Business Enterprise (SBE) measure is being applied to the solicitation or quote, a VBE which also qualifies for the SBE measure shall not receive the veteran's preference provided in this section and shall be limited to the applicable SBE preference.

**USER DEPARTMENT RESPONSIBILITY**

It is the responsibility of the user Department Director 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



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exception forms, insurance certificate related to quote, 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.