

**DEPARTMENTAL INPUT
CONTRACT/PROJECT MEASURE ANALYSIS AND RECOMMENDATION**

Rev 1

New contract
 OTR
 CO
 SS
 BW
 Emergency
 Previous Contract/Project No: 7556-4/14-4

Re-Bid
 Other
 LIVING WAGE APPLIES: ___ YES ___ **X** NO

Requisition/Project No: ROID1400076 TERM OF CONTRACT: 5 years with 0 options-to-renew

Requisition/Project Title: Natural Gas

Description: The purpose of the solicitation is to establish a contract for the purchase of natural gas to meet the needs of Miami-Dade County Internal Services Department, Facilities Management Division

User Department(s): ISD/FMD Contact Person: Thomas Plummer Phone: 305-375-4575

Issuing Department: ISD/PM Contact Person: Jocelyn R. Fulton Phone: 305-375-4735

Estimated Cost: \$600,000 Funding Source: Internal Services Funds

ANALYSIS

Commodity/Service No: <u>405-13</u>		SIC: _____	
Trade/Commodity/Service Opportunities			
Contract/Project History of Previous Purchases For Previous Three (3) Years Check Here _____ if this is a New Contract/Purchase with no Previous History			
	EXISTING	2ND YEAR	3RD YEAR
Contractor:	FPL Energy Services	FPL Energy Services	FPL Energy Services
Small Business Enterprise:	No	No	No
Contract Value:	\$200,000	\$200,000	\$200,000
Comments:			
Continued on another page (s): _____ Yes ___ X ___ No			

RECOMMENDATIONS

SBE	Set-Aside	Sub-Contractor Goal	Bid Preference	Selection Factor
		%		
		%		
		%		
		%		

Basis of Recommendation:

Signed: Jocelyn R. Fulton

Date to SBD: 5/20/14

SECTION 2 - SPECIAL TERMS AND CONDITIONS**2.1 PURPOSE**

The purpose of this solicitation is to establish a contract for the purchase of natural gas to meet the needs of Miami-Dade County's Internal Services Department, Facilities Management Division (ISD-FMD).

2.2 TERM OF CONTRACT

This contract will commence and be effective on the first calendar day of the month succeeding approval of the contract by the Board of County Commissioners, or designee, unless otherwise stipulated in the Blanket Purchase Order issued by the County's Internal Services Department, Procurement Management Division, and contingent upon the completion and submittal of all required bid documents. This contract shall expire on the last day of the last month of the five (5) year contract term; provided that the services rendered by the awarded Bidder during the contract period are satisfactory and County funding is available as appropriated on an annual basis and upon completion of the expressed and/or implied warranty period.

2.3 METHOD OF AWARD

Award of this contract will be made to the lowest responsive, responsible Bidder based on the lowest cost which is all inclusive of delivery, tariff, profit, etc., for F.O.B. City Gate, Miami, Florida for distribution to ISD-FMD.

2.4 PRICES

2.4.1 If a Bidder is awarded a contract pursuant to this solicitation, the price to be paid by the County for the months in which deliveries occur shall be based on the Index Price as posted in the McGraw Hill's Inside F.E.R.C.'s Gas Market Report, "Prices of Spot Gas Delivered to Pipelines." First of the month issue; Florida Gas Transmission (FGT) Zone 2 plus "adder." The "adder" is defined as the established proposal price of the awarded bidder as per Section 2.0, Paragraph 2.3 "Method of Award."

2.4.2 The awarded Bidder shall furnish with each delivery an electronic copy of the report on the Index Price for "Prices of Spot Market Gas Delivered to Pipelines" to the attention of Mr. Thomas Plummer at tap54@miamidade.gov.

2.4.3 Additionally, during the course of the contract, the County may request a fixed price for natural gas, for any number of consecutive months, based on the New York Mercantile Exchange (NYMEX) pricing. The awarded Bidder shall not purchase the gas for the County unless both parties mutually agree. If a mutually agreeable price is not achieved, the price will defer to the Index Price.

2.5 METHOD OF PAYMENT

The County shall provide periodic payments for services rendered by the awarded Bidder. In order for the County to provide payment, the awarded Bidder shall submit a fully documented invoice within thirty (30) calendar days after the service has been rendered. It shall be understood that such invoices shall not be submitted for payment until such time as the service has been completed and a County representative has reviewed and approved the service. Refer to Section 1, Paragraph 1.34 for details regarding invoice requirements.

2.6 INSURANCE

The insurance limits specified below supersede the requirements stated in Section 1, Paragraph 1.21.

- A. Commercial General Liability Insurance on a comprehensive basis in an amount not less than \$1,000,000 combined single limit per occurrence for bodily injury and property damage. Miami-Dade County must be shown as an additional insured with respect to this coverage.

All insurance policies required above shall be issued by companies authorized to do business under the laws of the State of Florida, with the following qualifications:

The company must be rated no less than "A-" as to management, and no less than "Class VII" as to financial strength by A.M. Best Company, Oldwick, New Jersey, or its equivalent, subject to the approval of the County Risk Management Division.

or

The company must hold a valid Florida Certificate of Authority as shown in the latest "List of All Insurance Companies Authorized or Approved to Do Business in Florida" issued by the State of Florida Department of Financial Services.



SECTION 3 – TECHNICAL SPECIFICATIONS**3.1 SCOPE OF WORK**

3.1.1 The natural gas purchased pursuant to this solicitation will be transported via underground piping and be used to heat the water in the boilers for the following County facilities.

- Cultural Center, 101 West Flagler Street, Miami, Florida 33130
- Medical Examiner, 1851 NW 10th Avenue, Miami, Florida 33136

3.1.2 The awarded Bidder shall warrant good title to the natural gas sold and delivered to the City Gate as stated herein. The title to such gas shall pass to the County at the City Gate.

3.1.3 Natural gas with a minimum heating value of 1,000 British Thermal Units per Cubic foot at Standard temperature and pressure shall be supplied at the metering locations (City Gate).

3.1.4 It is anticipated natural gas usage for this contract will be approximately 216,000 Therms per year.

3.2 SHIPPING TERMS

All bidders shall quote prices based on F.O.B. City Gate. City Gate shall be defined as the point where ISD-FMD or the City Gas Company of Florida receives gas from Florida Gas Transmission and/or other interconnects on the system.

3.3 PENALTIES

The awarded Bidder shall reimburse the County for any penalties assessed by either the Local Distribution Company or Florida Gas Transmission for under and over deliveries.

3.4 BUY BACK PROVISIONS

If a mechanical or other problem should arise, the ISD-FMD may be required to curtail their need for natural gas for a limited time period. For a scheduled shut-down, the County will make a good faith effort to provide an advanced notice of thirty (30) days to the awarded Bidder. The awarded Bidder shall be required to buy back the natural gas at the unit cost per Therm listed in the proposal.

Taylor, Coralee (ISD)

From: Johnson, Laurie (ISD)
Sent: Wednesday, May 28, 2014 3:55 PM
To: Forhat-Diaz, Vivian (ISD)
Cc: Taylor, Coralee (ISD)
Subject: FW: Project No. RQID1400076
Attachments: Project Measure Analysis and Recommendation.pdf, Section 2 and Section 3.docx

Please see attached

*Laurie Johnson, SBD Supervisor
Small Business Development Division
Internal Services Department*

*111 NW 1st Street #19 Floor
Miami, FL 33128
Phone No. 305-375-3121
Fax No. 305-375-3160
laurie@miamidade.gov*

From: Fulton, Jocelyn (ISD)
Sent: Wednesday, May 28, 2014 3:49 PM
To: Walters, Vivian (ISD)
Cc: Johnson, Laurie (ISD)
Subject: Project No. RQID1400076

Good afternoon Vivian:

Attached to this message, find the draft of the solicitation and SBD Project Measure Analysis worksheet for the aforementioned project. Please advise if you require any additional information.

Thank You,

Jocelyn R. Fulton

Procurement Contracting Officer I
Internal Services Department | Procurement Management Services (ISD/PM)
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☎ 305.375.4735 | 📠 305.375.1033 | ✉ fultonj@miamidade.gov
🌐 www.miamidade.gov/dpm

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