

ISSUING DEPARTMENT INPUT DOCUMENT

CONTRACT/PROJECT MEASURE ANALYSIS AND RECOMMENDATION

New
 OTR
 Sole Source
 Bid Waiver
 Emergency
 Previous Contract/Project No. 5038-1/23-1
 Contract
 Re-Bid
 Other – _____
 LIVING WAGE APPLIES: YES NO

Requisition No./Project No.: EVN0000033
 TERM OF CONTRACT 5 YEAR(S) WITH YEAR(S) OTR

Requisition /Project Title: Public Safety Vehicle Accessories - Prequalification

Description:
 This Request to Qualify (RTQ) will establish a Prequalified Pool of Vendors (Pool) that will be used to solicit the purchase of various types of public safety vehicle accessories and related items, including installation, de-installation, and relevant repairs as needed

Issuing Department: ISD
 Contact Person: Katherine Sosa
 Phone: 305-375-2851
 Estimate Cost/Value: \$13,858,299.60
 GENERAL FEDERAL OTHER
 Funding Source: Mixed

ANALYSIS

Commodity Codes:	05557			
Contract/Project History of previous purchases three (3) years Check here <input type="checkbox"/> if this is a new contract/purchase with no previous history.				
	<u>EXISTING</u>	<u>2ND YEAR</u>	<u>3RD YEAR</u>	
Contractor:				
Small Business Enterprise:				
Contract Value:				
Comments:				
Continued on another page (s): <input type="checkbox"/> YES <input type="checkbox"/> NO				

RECOMMENDATIONS

	Set-Aside	Subcontractor Goal	Bid Preference	Selection Factor
SBE				

Basis of Recommendation:

Signed: Katherine Sosa
 Date sent to SBD: 07/05/2022

	Date returned to SPD:	
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Rev. 072518

SECTION 2

ADDITIONAL/SPECIAL TERMS AND CONDITIONS

2.1 PURPOSE

This Request to Qualify (RTQ) will establish a Prequalified Pool of Vendors (Pool) that will be used to solicit the purchase of various types of public safety vehicle accessories and related items, including installation, de-installation, and relevant repairs as needed for Miami-Dade County (County). Placement in the Pool is **not** a contract between the County and the Vendor, but an acknowledgement that the Vendor meets the qualifications as outlined throughout this RTQ. Vendor Submittals are accepted throughout the term of the RTQ for placement in such Pool.

2.2 DEFINITIONS

Invitation to Quote (ITQ) – Shall refer to the solicitation of quotes from the Pool for specific goods and/or services; and awarded based on lowest price, or other quantifiable criteria.

Prequalified Pool of Vendors (Pool) – Shall refer to business entities/individuals determined by the County's Internal Services Department, Strategic Procurement Division, as meeting the minimum standards of business competence, financial ability, and/or product quality for placement in the Pool, and which may submit quote or proposal, at the time of need.

Submittal – Shall refer to all information, attachments and forms submitted in response to this RTQ.

Vendor – Shall refer to a business entity/individual responding to this RTQ.

Work Order Proposal Request (WOPR) – shall refer to a competitive process involving the solicitation of proposals, by the Internal Services Department Strategic Procurement Division, from the Pool for specific goods and/or services; and evaluated and awarded based on best value.

2.3 TERM

The Pool shall be established on the first calendar day of the month succeeding approval by the Board of County Commissioners, or designee, unless otherwise stipulated in the Purchase Order issued by the Internal Services Department, Strategic Procurement Division. The Pool shall expire on the last day of the last month of the five year term.

2.4 QUALIFICATION CRITERIA

Vendor shall meet the following criteria to be considered for placement in the Pool and for participation in future spot market quotations:

1. Vendor shall provide contact information for three references, or three signed professional references on the referenced company's letterhead, to demonstrate that Vendor is regularly engaged in the business of providing public safety vehicle accessories and related items, including installation, de-installation, and relevant repairs for other governmental entities. The County will also accept contact information for these references. In lieu of the references from the Vendor or Vendor's Subcontractor, the County will consider the references from Vendor's key personnel in accordance with Resolution No. 1122-21. The County must be able to ascertain from Vendor provided references, to its satisfaction, at the County's sole discretion, that Vendor holds sufficient experience and capacity in providing public safety vehicle accessories and related items, including installation, de-installation, and relevant repairs.

The references shall include the following details:

- a. The customer's company name
- b. Company address

- c. Company contact person's name, title, e-mail address, telephone number, and length of business relationship.
2. Vendor shall provide The Vendor shall provide the contact information for a representative authorized to discuss matters pertaining to the contracted services, who can provide pertinent information and who are cognizant of the industry and industry standards. To satisfy this requirement please provide contact name, telephone number(s), email addresses, and/or fax numbers of available staff that may be contacted Monday through Friday, from 8:00 a.m. to 5:00 p.m.

Vendor shall provide all of the specified information, documents and attachments listed above with their Submittal as proof of compliance with the requirements of this RTQ. However, the County may, at its sole discretion and in its best interest, allow Vendors to complete, supplement or supply the required documents throughout the term of the RTQ. It shall be the sole right of the County to determine the number of Vendors which will be included in the Pool. During the term of the RTQ, the County reserves the right to add or delete Vendors as it deems necessary, and in its best interest.

2.5 INSURANCE

Insurance is **not** required in order to be prequalified under this RTQ. Insurance requirements will be detailed in the subsequent ITQ or WOPR.

2.6 SPOT MARKET QUOTES

Vendors in the Pool will be invited to participate in future spot market competition, as needed. The spot market competition will be in the form of an ITQ or WOPR that will include the specific goods and/or services required, and may include provisions, as applicable, such as:

- Small Business Enterprise (SBE) Measures
- Warranty Requirements
- Liquidated Damages
- Insurance Requirements

For federally funded projects/programs, additional provisions may apply in accordance with the funding source. The following provisions from Section 1, General Terms and Conditions shall be exempted from such solicitations, as indicated in the ITQ or WOPR.

- Article 1.2(H) Prompt Payment Terms
- Article 1.11 Local Preference
- Article 1.29 Office of the Inspector General (*only the cost of the random audits, as specified*)
- Article 1.37 County User Access Program (UAP)
- Article 1.45 Small Business Enterprise (SBE) Measures
- Article 1.46 Local Certified Veteran's Business Enterprise Preference
- Article 1.47 Application of Preferences
- Article 1.49 First Source Hiring Referral Program (FSHRP)

SECTION 3

SCOPE OF WORK/TECHNICAL SPECIFICATIONS

3.1 SCOPE OF WORK/TECHNICAL SPECIFICATIONS

It is the intent of this solicitation to identify and make available to the County, vendors capable of providing various public safety vehicle accessories and related items, including installation, de-installation and repairs, for multiple County departments, on an "as needed basis." The items to be purchased are primarily for use on emergency vehicles, police vehicles, fire rescue equipment, and for such related purposes.

3.2 EQUIPMENT TO BE PROVIDED

Goods and services may include, but not be limited to public safety vehicle accessories and related items fully assembled and ready to use, and/or installation or de-installation services, as specified in the spot market quotation specifications.

The below list includes, but is not limited to, the types of equipment that the County may purchase:

- a) Emergency Audible Equipment
- b) Visual Electronic Equipment
- c) Ancillary Police Equipment
- d) Ancillary Fire Rescue Equipment
- e) Light Bars
- f) Warning Lights
- g) Emergency Equipment
- h) Prisoner Cages
- i) Seats And Partitions
- j) Related Replacement Parts and Supplies
- k) Other Miscellaneous Public Safety Vehicle Accessories and Related Items
- l) Installation and De-Installation of Accessories.
- m) Repair Services

3.3 MANUFACTURERS LISTING

The County may require vendors to provide public safety vehicle accessories and related items from the below manufacturers/brands. The list below is not all inclusive and may be augmented at the time of spot market quotations, as necessary by the department(s).

- | | |
|--|---------------------------------------|
| a) 911EP | l) Ledco |
| b) American Aluminum Accessories, Inc. | m) Nova Electronics |
| c) Code 3, Inc. | n) Patriot Enterprises, USA |
| d) Criminalistics, Inc. | o) Precision Mounting Technologies |
| e) Emerging Power | p) Pro-gard Products, LLC |
| f) Federal Signal Corporation | q) Radiotronics |
| g) Firecom | r) Setina Manufacturing Company, Inc. |
| h) Gamber and Johnston | s) Sound-off Signal |
| i) Havis-Shields | t) Speco Technologies |
| j) Jotto Desk | u) Voyager |
| k) Kodiak Mobile Mfg. | v) Whelen Engineering Company, Inc. |

SECTION 4
SUBMITTAL FORM

VENDOR: _____

<u>QUALIFICATION CRITERIA</u> TO BE COMPLETED BY ALL VENDORS		
Refer to Section 2.4, Qualification Criteria, to ensure that Submittal complies with solicitation requirements.		
Reference Section	Requirements	Copy Attached
2.4 (1)	Provide contact information for three references (<i>See section 4: Reference Contact Information form below</i>), or three signed professional references	<input type="checkbox"/>
2.4 (2)	Vendor Contact Information	<input type="checkbox"/>

SECTION 4:

REFERENCE CONTACT INFORMATION

Vendor Name: _____

Reference Contact Information (2.4.1)	
Provide contact information for three references to demonstrate that Vendor is regularly engaged in the business of providing public safety vehicle accessories and related items, including installation, de-installation, and relevant repairs for other governmental entities. The County will also accept contact information for these references.	
<u>Reference #1:</u>	
Reference Company Name:	
Reference Company Address:	
Reference Company Contact Person Name and Title:	
Reference Company Contact Telephone Number:	
Reference Company Contact E-Mail Address:	
Reference Company Length of Business Relationship:	
<u>Reference #2:</u>	
Reference Company Name:	
Reference Company Address:	
Reference Company Contact Person Name and Title:	
Reference Company Contact Telephone Number:	
Reference Company Contact E-Mail Address:	
Reference Company Length of Business Relationship:	
<u>Reference #3:</u>	
Reference Company Name:	
Reference Company Address:	
Reference Company Contact Person Name and Title:	
Reference Company Contact Telephone Number:	
Reference Company Contact E-Mail Address:	
Reference Company Length of Business Relationship:	

SECTION 4:

VENDOR CONTACT INFORMATION

Vendor Name: _____

Vendor Contact Information (2.4.2)	
Provide name and contact information of a designated representative capable of providing information and support to the County during normal business hours.	
Company Contact Person Name:	
Contact Telephone Number:	
Contact E-Mail Address:	
Provide an e-mail address available between 8 A.M. and 5 P.M. Monday through Friday, exclusive of observed County Holidays and Weekends to receive spot market quotations and orders from the County.	
Contact E-Mail Address:	