

ISSUING DEPARTMENT INPUT DOCUMENT
CONTRACT/PROJECT MEASURE ANALYSIS AND RECOMMENDATION

New OTR Sole Source Bid Waiver Emergency Previous Contract/Project No. RTQ-01299

Contract

Re-Bid Other – LIVING WAGE APPLIES: YES NO

Requisition No./Project No.: EVN0000477 TERM OF CONTRACT YEAR(S) WITH YEAR(S) OTR

Requisition /Project Title: Hoses, Connectors, Fittings, Clamps & Related Items

Description:
 This Request to Qualify (RTQ) will establish a Prequalified Pool of Vendors (Pool) that will be used to solicit for the purchase of hoses, connectors, fittings, clamps and other related items 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.

Issuing Department: ISD Contact Person: Martha Garofolo Phone: 305-375-4265

Estimate Cost/Value: \$2,554,000.00 GENERAL FEDERAL OTHER

Funding Source: See attached

ANALYSIS

Commodity Codes:	<u>06060</u>	<u>34056</u>	<u>34012</u>	<u>46077</u>	<u>46090</u>
	<u>65933</u>				
	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:	<u> </u>	<u> </u>	<u> </u>		
Small Business Enterprise:	<u> </u>	<u> </u>	<u> </u>		
Contract Value:	<u> </u>	<u> </u>	<u> </u>		
Comments:	<u> </u>				
Continued on another page (s): <input type="checkbox"/> YES <input type="checkbox"/> NO					

RECOMMENDATIONS

	Set-Aside	Subcontractor Goal	Bid Preference	Selection Factor
SBE	<u> </u>	<u> </u>	<u> </u>	<u> </u>
Basis of Recommendation: <u> </u>				
Signed: <u>Martha Garofolo</u>		Date sent to SBD: <u>4/24/23</u>		
		Date returned to SPD: <u> </u>		

EVN0000477 Hoses, Connectors, Fittings, Clamps & Related Items
Funding Sources

Business Unit Name	Funding Source
Aviation	Proprietary Funds
Fire Rescue	Fire District
Parks & Recreation	General Funds
Seaport	Proprietary Funds
Solid Waste Management	General Funds/ Proprietary Funds
Transportation & Public Works	DTPW Operating Funds
Water & Sewer	Proprietary Funds

SECTION 2
ADDITIONAL/SPECIAL TERMS AND CONDITIONS

2.1 PURPOSE

This Request to Qualify (RTQ) will establish a Prequalified Pool of Suppliers/Vendors (Pool) that will be used to solicit hoses, connectors, fittings, clamps and other related items for Miami-Dade County (County). Placement in the Pool is not a contract between the County and the Supplier/Vendor, but an acknowledgement that the Supplier/Vendor meets the qualifications as outlined throughout this RTQ. Supplier/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 Suppliers/Vendors (Pool) – Shall refer to business entities/individuals determined by the County's Strategic Procurement Department, 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.

Supplier/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 Strategic Procurement Department, 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 County. The Pool shall expire on the last day of the last month of the five-year term.

2.4 QUALIFICATION CRITERIA

Supplier/Vendor shall meet the following criteria to be considered for placement in the Pool and for participation in future solicitations:

1. Supplier/Vendor shall provide two (2) professional references to demonstrate that Supplier/Vendor is regularly engaged in the business of providing hoses, connectors, fittings, clamps and other related items. In lieu of the references from the Supplier/Vendor or Supplier's/Vendor's Subcontractor, the County will consider the references from Supplier's /Vendor's key personnel in accordance with Resolution No. 1122-21. The references listed shall be from current or former customers receiving the goods described in this solicitation. The references shall include the customer's company name, and the name, title, address, email address and telephone number of the contact person who can verify that the Supplier/Vendor has successfully provided the goods that the Supplier/Vendor is offering under this solicitation. Reference(s) shall be listed in the Suppliers/Vendors Submittal (see Section 4). These references shall ascertain to the County's satisfaction that the Supplier/Vendor has sufficient experience and expertise in providing hoses, connectors, fittings, clamps and other related items. The County, at its sole discretion, may request additional information in order to assess Supplier/Vendor responsibility.

2. Vendor(s) shall provide the contact information of a designated representative who can be contacted Monday through Friday from 8:00 a.m. to 5:00 p.m. (local time) to provide the County with support and information concerning orders placed and to receive future spot market competitions. Vendor(s) shall provide the representative's name, phone number, and email address.

Supplier/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 Suppliers/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 Suppliers/Vendors which will be included in the Pool. During the term of the RTQ, the County reserves the right to add or delete Suppliers/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 COMPETITION

Suppliers/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
- Living Wage

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

It is the intent of this solicitation to identify and make available to the County, vendors capable of providing hoses, connectors, fittings, clamps and other related items.

3.2 PRODUCTS

The following is a list of products to be purchased but are not limited to:

Hoses:

- Agricultural PVC spray Hose
- Air Hoses
- Chemical Transfer Hoses
- Chlorine Transfer Hoses
- Composite Hoses
- Contractor's Hoses
- Corrugated & Braided Metal Hoses
- Drop Hoses
- Dry Bulk Food Discharge Hoses
- Dry Material Hoses
- Ducting Hoses
- Fire Hoses
- Garden Hoses
- Lay Flat Hoses
- Spiral Hoses

Connectors:

- Adapters (Various Types)
- Boss Type Couplings
- Cam and Groove Couplings
- Combination Nipples
- Dry Disconnect Couplings
- Garden Hose Connectors
- Tank Car Couplings
- Universal Couplings
- Knives & Blade

Fittings:

- Fire Hose Fittings
- Garden Hose Fittings

Clamps:

- Band-it
- Boss
- Center Punch
- Strapping
- Double Bolt
- Ear
- Single Bolt
- Worm Gear

SUPPLIER/VENDOR NAME: _____

**PREQUALIFICATION CRITERIA
TO BE COMPLETED BY ALL VENDORS/SUPPLIERS**

Refer to Section 2.4, Prequalification Criteria, to ensure that Submittal complies with solicitation requirements.

Reference Section	Requirements	Copy Attached
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2.4.1	<p>Supplier/Vendor shall provide two (2) professional references to demonstrate that Supplier/Vendor is regularly engaged in the business of providing hoses, connectors, fittings, clamps and other related items. In lieu of the references from the Supplier/Vendor or Supplier's/Vendor's Subcontractor, the County will consider the references from Supplier's /Vendor's key personnel in accordance with Resolution No. 1122-21. The references listed shall be from current or former customers receiving the goods described in this solicitation. The references shall include the customer's company name, and the name, title, address, email address and telephone number of the contact person who can verify that the Supplier/Vendor has successfully provided the goods that the Supplier/Vendor is offering under this solicitation. Reference(s) shall be listed in the Suppliers/ Vendors Submittal (see Section 4). These references shall ascertain to the County's satisfaction that the Supplier/Vendor has sufficient experience and expertise in providing hoses, connectors, fittings, clamps and other related items. The County, at its sole discretion, may request additional information in order to assess Supplier/Vendor responsibility.</p> <p><u>Reference Number 1:</u> Customer's Company Name: _____ Is reference for the Vendor a Subcontractor or key personnel?: _____ If Subcontractor, then identify the name of the Subcontractor: _____ If key personnel, then identify the name of the key personnel: _____ and make sure that company key personnel worked for is listed <u>above</u> as "Reference No. 1." Name and Title: _____ Address: _____ City and State _____ Email Address: _____ Telephone Number: _____ Project/Service Details: _____</p> <p><u>Reference Number 2:</u> Customer's Company Name: _____ Is reference for the Vendor a Subcontractor or key personnel?: _____ If Subcontractor, then identify the name of the Subcontractor: _____ If key personnel, then identify the name of the key personnel: _____ and make sure that company key personnel worked for is listed <u>above</u> as "Reference No. 2." Name and Title: _____ Address: _____ City and State _____ Email Address: _____ Telephone Number: _____ Project/Service Details: _____</p>	
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2.4.2	<p>Vendor(s) shall provide the contact information of a designated representative who can be contacted Monday through Friday from 8:00 a.m. to 5:00 p.m. (local time) to provide the County with support and information concerning orders placed and to receive future spot market competitions. Vendor(s) shall provide the representative's name, phone number, and email address.</p> <p>Name: _____</p> <p>Email Address: _____</p> <p>Telephone Number: _____</p>	<input type="checkbox"/>
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Note:

Vendor(s) 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.