

ISSUING DEPARTMENT INPUT DOCUMENT
CONTRACT/PROJECT MEASURE ANALYSIS AND RECOMMENDATION

New OTR Sole Source Bid Waiver Emergency Previous Contract/Project No. 5966-0/23

Re-Bid Other – LIVING WAGE APPLIES: YES NO

Requisition No./Project No.: EVN0003800 TERM OF CONTRACT 5 YEAR(S) WITH 0 YEAR(S) OTR

Requisition /Project Title: Work Gloves

Description: This Request to Qualify (RTQ) will establish a Prequalified Pool of Suppliers/Vendors (Pool) that will be used to solicit for various types of work gloves for Miami-Dade County (County).

Issuing Department: Strategic Procurement Contact Person: Shantrell Page Phone: 305-375-3085

Estimate Cost/Value: \$10,810,889 GENERAL FEDERAL OTHER

Funding Source:

ANALYSIS

Commodity Codes:	<u>17503</u>	<u>20139</u>	<u>20140</u>	<u>20142</u>	<u>34549</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>Multiple</u>				
Small Business Enterprise:	<u>Multiple</u>				
Contract Value:	<u>\$24,393,454</u>				
Comments:	<u>Quotes issued by departments so no data</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>X</u>	

Basis of Recommendation: 21 SBEs, however, federal & state funds so standard pool measure

Signed: Christopher Grant-Henriques Date sent to SBD: 11/06/2023

Date returned to SPD: _____

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 for various types of work gloves 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.

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 one signed professional reference on the referenced company's letterhead, to demonstrate that Supplier/Vendor is regularly engaged in the business of providing various types of work gloves.

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 County must be able to ascertain from Supplier/Vendor provided references, to its satisfaction, at the County's sole discretion, that Supplier/Vendor holds sufficient experience and capacity in providing various types of work gloves.

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)

Award of Spot Market Competitions over \$5,000,000

In accordance with Section 2-8.1(b)(5) of the Code of Miami-Dade County, as amended by Ordinance 23-28, any contract award for goods and services exceeding \$5,000,000 under this prequalification pool is subject to ratification by the Board of County Commissioners (Board). Any contract award not ratified by the Board, and such legislative action becomes final, the contract shall be deemed terminated. In such event, the Supplier/Vendor may be eligible for reasonable costs incurred prior to the notice of termination.

SECTION 3
SCOPE OF WORK/TECHNICAL SPECIFICATIONS

3.1 SCOPE OF WORK/TECHNICAL SPECIFICATIONS

Supplier/Vendor shall be capable of providing various types of work gloves for multiple County departments, on an "as needed basis."

3.2 GOODS/SERVICES TO BE PROVIDED

Work glove purchases may include, but not be limited to:

- Leather gloves
- Mechanic Gloves
- Disposable Gloves
- Microfiber Gloves
- Cut Resistant Gloves
- Nylon Gloves
- Latex Coated Rubber Gloves

3.3 LOCAL PRODUCTS

Supplier/Vendor is encouraged to source products from local manufacturers. Supplier/Vendor shall make efforts to secure products manufactured in Miami-Dade County in the fulfillment of orders.

3.4 ECO-FRIENDLY PRODUCTS AND PACKAGING

The County supports and encourages the use of recycled, remanufactured, and other eco-friendly products. Supplier/Vendor is encouraged to provide products that include recycled content and are plant-based, contain organic materials, and/or use unbleached or chlorine free manufacturing processes. Where available, Supplier/Vendor should provide products whose packaging is recyclable or compostable, providing environmentally safe recycle and reuse options.

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)	<p>Supplier/Vendor shall provide one signed professional reference on the referenced company's letterhead, to demonstrate that Supplier/Vendor is regularly engaged in the business of providing various types of work gloves.</p> <p>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 County must be able to ascertain from Supplier/Vendor provided references, to its satisfaction, at the County's sole discretion, that Supplier/Vendor holds sufficient experience and capacity in providing various types of work gloves.</p>	<input type="checkbox"/>