

DEPARTMENTAL INPUT

CONTRACT/PROJECT MEASURE ANALYSIS AND RECOMMENDATION

☒ New
 ☐ OTR
 ☐ Sole Source
 ☐ Bid Waiver
 ☐ Emergency
 Previous Contract/Project No. 8216-0/18

☐ Contract
 ☐ Re-Bid
 ☐ Other
 LIVING WAGE APPLIES: ☐ YES ☒ NO

Requisition No./Project No.: FB-00628
 TERM OF CONTRACT 5 YEAR(S) WITH 5 YEAR(S) OTR

Requisition /Project Title: Landfill Gas Control Systems Services

Description: Landfill Gas Management Systems

Issuing Department: SW
 Contact Person: N. VASILYEVA
 Phone: 305-375-4725

Estimate Cost: \$2,800,000-for 5 years

Funding Source: GENERAL
FEDERAL
OTHER
General Fund

ANALYSIS

Commodity Codes: 98846

Contract/Project History of previous purchases three (3) years
 Check here ☐ 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): ☐ YES ☒ NO

RECOMMENDATIONS

	Set-aside	Sub-contractor goal	Bid preference	Selection factor
SBE				

Basis of recommendation:

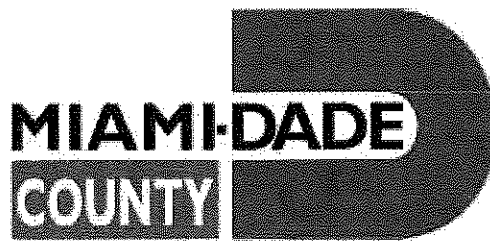
Signed: NATALYA VASILYEVA
 Date sent to SBD: 02/14/2018

Natalya Vasilyeva
 Date returned to DPM:

Solicitation FB-00628

Landfill Gas Management Systems

Solicitation Designation: Public



Miami-Dade County

Solicitation FB-00628

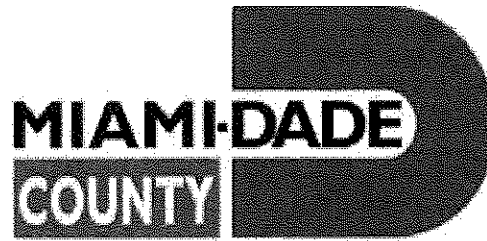
Landfill Gas Management Systems

Solicitation Number	FB-00628
Solicitation Title	Landfill Gas Management Systems
Solicitation Start Date	In Held
Solicitation End Date	Mar 31, 2018 6:00:00 PM EDT
Question & Answer End Date	Mar 12, 2018 2:00:00 PM EDT
Solicitation Contact	<p>Natalya Vasilyeva Procurement Contracting Officer 2 ISD - Procurement Management Services 305-375-4725 Natalya.Vasilyeva@miamidade.gov</p>
Solicitation Contact	<p>Dakota Thompson 305-375-2356 dakota@miamidade.gov</p>
Solicitation Contact	<p>Fredrick Taylor Procurement Contracting Manager ISD - PMS 305-375-1078 taylorf@miamidade.gov</p>
Contract Duration	See Bid Documents
Contract Renewal	See Bid Documents
Prices Good for	See Bid Documents
Pre-Solicitation Conference	<p>Mar 8, 2018 9:00:00 AM EST Attendance is optional Location: March 8, 2018 at 09:00 AM (local time) South Dade Landfill 23707 SW 97th Avenue, Gate A Goulds, FL, 33032 and March 8, 2018 at 02:00 PM (local time) North Dade Landfill 21500 NW 47 Avenue, Miami, FL, 33055</p>
Solicitation Comments	<p>The purpose of this solicitation is to establish a contract for the operation and maintenance services for the South Dade Landfill Gas Control System, North Dade Landfill Gas Control System and other facilities in conjunction with the needs of Miami-Dade County on an as needed when needed basis.</p>

Item Response Form

SOLICITATION NO.: FB-00628

Landfill Gas Management Systems
Mar 31, 2018



MIAMI-DADE COUNTY, FLORIDA

**I N V I T A T I O N
T O B I D**

TITLE:
Landfill Gas Management Systems

FOR INFORMATION CONTACT:
Natalya Vasilyeva, 305-375-4725, Natalya.Vasilyeva@miamidade.gov

IMPORTANT NOTICE TO BIDDERS/PROPOSERS:

- **READ THE ENTIRE SOLICITATION DOCUMENT, THE GENERAL TERMS AND CONDITIONS, AND HANDLE ALL QUESTIONS IN ACCORDANCE WITH THE TERMS OUTLINED IN PARAGRAPH 1.2(D) OF THE GENERAL TERMS AND CONDITIONS.**
- **THE SOLICITATION SUBMITTAL FORM CONTAINS IMPORTANT INFORMATION THAT REQUIRES REVIEW AND COMPLETION BY ANY BIDDER/PROPOSER RESPONDING TO THIS SOLICITATION.**
- **FAILURE TO COMPLETE AND SIGN THE SOLICITATION SUBMITTAL FORM WILL RENDER YOUR PROPOSAL NON-RESPONSIVE.**

Item **FB-00628-01-01 - Landfill Gas Control Systems Services**

Quantity **1 each**

Prices are not requested for this item.

Delivery Location **Miami-Dade County**

No Location Specified

Qty 1

Description

See Section 4. Price Schedule

**SECTION 1****GENERAL TERMS AND CONDITIONS:**

All general terms and conditions of Miami-Dade County Procurement Contracts are posted online. Bidders/Proposers that receive an award from Miami-Dade County through Miami-Dade County's competitive procurement process must anticipate the inclusion of these requirements in the resultant Contract. These general terms and conditions are considered non-negotiable.

All applicable terms and conditions pertaining to this solicitation and resultant contract may be viewed online at the Miami-Dade County Procurement Management website by clicking on the below link:

<http://www.miamidade.gov/procurement/library/boilerplate/general-terms-and-conditions-r17-1.pdf>

NOTICE TO ALL BIDDERS/PROPOSERS:

Electronic bids are to be submitted through a secure mailbox at BidSync (www.bidsync.com) until the date and time as indicated in this Solicitation document. It is the sole responsibility of the Bidder/Proposer to ensure their proposal reaches BidSync before the Solicitation closing date and time. There is no cost to the Bidder/Proposer to submit a proposal in response to a Miami-Dade County solicitation via BidSync. Electronic proposal submissions may require the uploading of electronic attachments. The submission of attachments containing embedded documents or proprietary file extensions is prohibited. All documents should be attached as separate files.

For information concerning technical specifications please utilize the question/answer feature provided by BidSync at www.bidsync.com within the solicitation. Questions of a material nature must be received prior to the cut-off date specified in the solicitation. Material changes, if any, to the solicitation terms, scope of services, or bidding procedures will only be transmitted by written addendum. (See addendum section of BidSync site).

Please allow sufficient time to complete the online forms and upload of all proposal documents. Bidders/Proposers should not wait until the last minute to submit a proposal. The deadline for submitting information and documents will end at the closing time indicated in the solicitation. All information and documents must be fully entered, uploaded, acknowledged (Confirm) and recorded into BidSync before the closing time or the system will stop the process and the response will be considered late and will not be accepted.

PLEASE NOTE THE FOLLOWING:

No part of your proposal can be submitted via **HARDCOPY, EMAIL, OR FAX**. No variation in price or conditions shall be permitted based upon a claim of ignorance. Submission of a proposal will be considered evidence that the Bidder/Proposer has familiarized themselves with the nature and extent of the work, and the equipment, materials, and labor required. The entire proposal response must be submitted in accordance with all specifications contained in the solicitation electronically.

SOLICITATION TITLE: LANDFILL GAS CONTROL SYSTEMS SERVICES**SOLICITATION NO.: FB-00628****SECTION 2 - SPECIAL TERMS AND CONDITIONS****2.1 PURPOSE**

The purpose of this solicitation is to establish a contract for the operation and maintenance services for the South Dade Landfill Gas Control System, North Dade Landfill Gas Control System and other facilities in conjunction with the needs of Miami-Dade County on an as needed when needed basis.

2.2 TERM OF CONTRACT

This contract shall commence 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 Internal Services Department, Procurement Management Division and contingent upon the completion and submittal of all required bid documents. The contract shall expire on the last day of the sixty (60) month term.

2.3 OPTION TO RENEW

The initial contract prices resultant from this solicitation shall prevail for a sixty (60) month period from this contract's initial effective date. Prior to, or upon completion, of that initial term, the County shall have the option to renew this contract for an additional sixty (60) month period. Continuation of the contract beyond the initial period, and any option subsequently exercised, is a County prerogative, and not a right of the vendor. This prerogative may be exercised only when such continuation is clearly in the best interest of the County. Should the awarded vendor decline the County's right to exercise the option period, the County will consider the vendor in default which decision shall affect that vendor's eligibility for future contracts.

2.4 METHOD OF AWARD

Award of this contract will be made to a single lowest responsive, responsible Bidder who submits an offer on all items listed in the solicitation and whose offer represents the lowest price when all items are added in the aggregate. If a Bidder fails to submit an offer on all items, its overall offer may be rejected. If the awarded Bidder defaults, the County shall have the right to negotiate with the next responsive and responsible Bidder.

2.5 GENERAL QUALIFICATION REQUIREMENTS

Bidder(s) are expected to perform pressurized gas transmission pipeline and landfill gas collection system leak source detection monitoring, control and repair, including acoustic and temperature monitoring. Bidder(s) shall have adequate resources and licensed personnel to provide services requested within this solicitation. Offers shall be considered from Bidder(s) which are regularly engaged in providing maintenance and operation services for both 1) Landfill Gas Collection and Control systems and 2) Natural or Landfill Gas Compression and delivery systems. Bidder(s) are required to demonstrate that they have adequate experience and expertise in providing services requested:

- Bidder(s) shall have 3-5 years of experience operating (including maintaining and repairing) as well as programming Natural Gas and Landfill Gas flares, and Landfill Gas Collection systems (wellfields, wellheads buried transmission lines in lined and unlined landfill areas) to include Title V monitoring and reporting, also Greenhouse Gas monitoring and reporting. Experience with Title V and Greenhouse Gas monitoring and reporting is highly desirable.
- Bidder(s) shall have 3-5 years of experience operating (including maintaining and repairing) as well as programming Natural Gas delivery, conditioning, treating, processing and compression systems, and below and aboveground pressurized gas transmission pipelines.

SOLICITATION TITLE: LANDFILL GAS CONTROL SYSTEMS SERVICES**SOLICITATION NO.: FB-00628**

- Bidder(s) shall have knowledge and expertise with following processes essential to scope of services requested within the solicitation:
 - a. Flare gas collection for analysis reporting and evaluation.
 - b. Startup/shutdown planning.
 - c. Flare minimization best practices.
 - d. Load shed plans and routine gas compression system operating practices.

2.6 BID SUBMITTAL

Bidder(s) shall provide, at the time of bid submittal the following:

A. Completed Price Schedule Form.

B. Provide information that the Bidder's business is regularly engaged in routinely offering services requested within this solicitation. As a part of the submittal form Bidders shall include two (2) references as proof of a satisfactory record of performance for a reasonable period of time. Bidder(s) shall include customer company name, contact person name and title, address, email and phone number. The County, at its sole discretion, may choose to request additional information in order to assess bidder responsibility.

C. Provide information on Bidder's environmental track, specify any Title V violations.

D. Provide information on Bidder's staff that will be assigned to perform services requested within this solicitation: number of employees, their experience and expertise in providing services requested.

E. Bidder(s) shall submit an Operator/Technician's resume, who will be assigned to perform the routine services as specified in this solicitation. The Operator/Technician shall have a minimum of three (3) years' experience in landfill gas system operations and maintenance. The Operator/Technician shall provide e-mail address and cellular phone for routine correspondence and communication with the County.

2.7 PRICES

The prices resultant from this solicitation shall prevail for the term of the contract, except as hereby noted. The County will consider yearly price adjustments, to be effective on the contract's annual anniversary date, based on changes in the following pricing index: Consumer Price Index for all urban consumer, based on other goods & services for Miami-Ft. Lauderdale Area. It is the Bidders' responsibility to request any pricing adjustment under this provision. Requests for price adjustment should be submitted to the Internal Services Department Procurement Management Division 90 days prior to the contract's annual anniversary date. Requests for price adjustment must clearly substantiate the requested increase. The County reserves the right to negotiate prices, approve or disapprove price adjustments, or cancel its contract with the Bidder, in its best interest.

The Bidder adjustment request should not be in excess of the relevant pricing index change. If no adjustment request is received from the Bidder, the County will assume that the Bidder has agreed that the optional term may be exercised without pricing adjustment. Any adjustment request received after the commencement of a new option period may not be considered.

2.8 PRE-BID CONFERENCE / SITE VISIT (OPTIONAL, BUT HIGHLY RECOMMENDED):

It is highly recommended for prospective Bidders to visit the sites of the proposed work and become familiar with any conditions which may in any manner affect the work to be done or affect the equipment, materials and labor required. The Bidder(s) are also advised to examine carefully specifications and to become thoroughly aware regarding any and all conditions and requirements that may in any manner affect the work to be performed under the contract. No additional allowances will be made because of lack of knowledge of these conditions.

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The Pre-Bid Conference/Site-Visit will take place as follows:

- **MARCH 8, 2018 AT 09:00 AM - SOUTH DADE LANDFILL, 23707 SW 97 AVENUE, GATE A, GOULDS, FL, 33032**
- **MARCH 8, 2018 AT 02:00 PM – NORTH DADE LANDFILL, 21500 NW 47 AVENUE, MIAMI, FL, 33055**

2.9 COMPLIANCE WITH FEDERAL STANDARDS

All services to be purchased under this contract shall be in accordance with all governmental standards, to include, but not limited to, those issued by the Occupational Safety and Health Administration (OSHA), the National Institute of Occupational Safety Hazards (NIOSH), and the National Fire Protection Association (NFPA).

The successful bidder shall assure compliance to all permit conditions and regulatory requirements stipulated in the Title V Air Permits issued to the County by the State of Florida. The successful bidder shall be responsible and pay for all penalties or fines imposed on the County as a consequence of the successful bidder's failure to meet any and all reporting, record keeping, documentation of system malfunctions or outages, performing timely repairs or maintenance, meeting established deadlines and any other requisites as detailed by the County's Title V Air Permits.

2.10 DEFICIENCIES IN WORK TO BE CORRECTED BY THE VENDOR

The vendor shall promptly correct all apparent and latent deficiencies and/or defects in work, and/or any work that fails to conform to the contract documents regardless of project completion status. All corrections shall be made within two (2) calendar days after such rejected defects, deficiencies, and/or non-conformances are verbally reported to the vendor by the County's project manager, who may confirm all such verbal reports in writing. The vendor shall bear all costs of correcting such rejected work. If the vendor fails to correct the work within the period specified, the County may, at its discretion, notify the vendor, in writing, that the vendor is subject to contractual default provisions if the corrections are not completed to the satisfaction of the County within three (3) calendar days of receipt of the notice. If the vendor fails to correct the work within the period specified in the notice, the County shall place the vendor in default, obtain the services of another vendor to correct the deficiencies. Any and all re-procurement costs incurred by the County shall be borne by incumbent vendor.

2.11 LABOR, MATERIALS, AND EQUIPMENT SHALL BE SUPPLIED BY THE VENDOR

Unless otherwise provided in Section 3, Technical Specifications, of this solicitation the vendor shall furnish all labor, material and equipment necessary for satisfactory contract performance. When not specifically identified in the technical specifications, such materials and equipment shall be of a suitable type and grade for the purpose. All material, workmanship, and equipment shall be subject to the inspection and approval of the County's Project Manager.

2.12 INDEMNIFICATION AND INSURANCE

Contractor shall indemnify and hold harmless the County and its officers, employees, agents and instrumentalities from any and all liability, losses or damages, including attorneys' fees and costs of defense, which the County or its officers, employees, agents or instrumentalities may incur as a result of claims, demands, suits, causes of actions or proceedings of any kind or nature arising out of, relating to or resulting from the performance of this Agreement by the Contractor or its employees, agents, servants, partners principals or subcontractors. Contractor shall pay all claims and losses in connection therewith and shall investigate and defend all claims, suits or actions of any kind or nature in the name of the County, where applicable, including appellate proceedings, and shall pay all costs,

SOLICITATION TITLE: LANDFILL GAS CONTROL SYSTEMS SERVICES**SOLICITATION NO.: FB-00628**

judgments, and attorney's fees which may issue thereon. Contractor expressly understands and agrees that any insurance protection required by this Agreement or otherwise provided by Contractor shall in no way limit the responsibility to indemnify, keep and save harmless and defend the County or its officers, employees, agents and instrumentalities as herein provided.

The Contractor shall furnish to Internal Services Department / Procurement Management Services, 111 NW 1st Street, Suite 1300, Miami, Florida 33128-1989, Certificate(s) of Insurance which indicate that insurance coverage has been obtained which meets the requirements as outlined below:

- A. Worker's Compensation Insurance for all employees of the Contractor as required by Florida Statute 440.
- B. 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.**
- C. Automobile Liability Insurance covering all owned, non-owned and hired vehicles used in connection with the work, in an amount not less than \$300,000 combined single limit per occurrence for bodily injury and property damage.
- D. Professional Liability Insurance in an amount not less than \$1,000,000 per claim.
- E. Pollution Liability Coverage in an amount not less than \$1,000,000 combined single limit per occurrence for Bodily Injury and Property Damage.

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 Best's Insurance Guide, published 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.

NOTE: CERTIFICATE HOLDER MUST READ:

MIAMI-DADE COUNTY

111 NW 1st STREET

SUITE 2340

MIAMI, FL 33128

SOLICITATION TITLE: LANDFILL GAS CONTROL SYSTEMS SERVICES**SOLICITATION NO.: FB-00628****2.13 REPORTING**

Awarded vendor shall provide following reports as a part of scope of services outlined in this solicitation:

- Monthly report of wellfields wellhead monitoring.
- Monthly maintenance report.
- Quarterly perimeter probe monitoring reports.
- Quarterly surface gas monitoring reports.
- Semiannual Title V reports.
- Annual pipeline inspection report (pressurized gas delivery pipeline GCS to Water and Sewer flow meter)
- Annual Statement of compliance
- Annual Visual Emissions Monitoring reports
- Annual Greenhouse Gas Monitoring reports
- Annual Title V Operating report for the NDL and SDL

2.14. ADDITIONAL SERVICES/ FACILITIES MAY BE ADDED OR DELETED

The County will have the option of adding and removing services/sites from the scope or work, increase or decrease frequency of services as needed and when needed, should the County determine that continuing to provide this level of services is no longer in the County's best interest due to extenuating circumstances. Although this solicitation and resultant contract identifies specific facilities to be serviced, it is hereby agreed and understood that any County department or agency facility may be added to this contract at the option of the County. When required by the pricing structure of the contract, vendor(s) under this contract shall be invited to submit price quotes for these additional services/facilities. If these quotes are determined to be fair and reasonable, then the additional work will be awarded to the current contract vendor(s) that offers the lowest acceptable pricing.

The County reserves the right to obtain price quotes for the optional services from other bidders in the event that fair and reasonable pricing is not obtained from the current contract vendor, or for other reasons at the County's discretion.

SOLICITATION TITLE: LANDFILL GAS CONTROL SYSTEMS SERVICES**SOLICITATION NO.: FB-00628****SECTION 3 – TECHNICAL SPECIFICATIONS****3.1 BACKGROUND**

The purpose of this solicitation is to establish a contract for Landfill Gas (LFG) services necessary to fulfill the requirements of the County's Title V Air Permits, Mandatory Greenhouse Gas Monitoring and related regulations, permits and its contractual obligations to supply LFG as fuel for electric energy production. The services to be provided under this contract include: operation, maintenance, regulatory and operational monitoring, regulatory testing and reporting, LFG system expansion, repair and rehabilitation of the systems as required by federal, state and local air quality permits, or operational needs as requested by the County. The services to be provided under this contract also include maintenance and repair of perimeter probes. The services will be rendered at four (4) specific landfill sites specified below and may be amended from time to time in order to comply with any changes to the related regulations, rules, and permit requirements or operational needs:

A. South Dade Landfill – 23707 SW 97th Avenue, Goulds, Florida 33032.

The South Dade Landfill (SDLF) has an active LFG system and a flare which is equipped with an auto-dialer to alert the awarded vendor's Operator/Technician that a malfunction has occurred. This site has approximately 210 acres of disposal area distributed among five discrete cells (Cells 1-5):

- Cells 1 through 3 (approximately 110 acres) are closed in accordance with Florida Department of Environmental Protection (FDEP) regulations.
- Cell 4 (approximately 50 acres) is active and Cell 5 (approximately 50 acres) is under construction.

The site may receive both Class I and Class III Municipal Solid Waste (MSW). At this site, LFG is extracted from the waste through a series of approximately 59 vertical wells (Cells 1-3) and 10 wellheads (Cell 4) for the horizontal collectors to which a vacuum is applied. The LFG system also includes condensate collection points that are connected to wells that receive condensate and discharges the condensate into the leachate system. The number of well heads and well types may increase as needed by the County. The vast majority of the piping systems are constructed out of either PVC (polyvinyl chloride) or HDPE (high-density polyethylene).

Extracted LFG is to be directed, in order of priority: 1) to a gas compression station and pressurized gas transmission pipeline to an adjacent County facility, 2) a central flaring station or similar system for destruction or any combination of these. The gas compression station, flare, controls, pumps, compressors, blowers and recording instrumentation are located in a central location while the wells, condensate piping, service air piping and gas collection and transmission piping systems are located on the closed and active areas of the landfill and at adjacent facilities. The site has fourteen (14) gas monitoring probes along its boundary to assess gas migration.

B. North Dade Landfill – 21400 NW 47th Avenue, Miami, FL 33055

The North Dade Landfill (NDLF) also has an active LFG system and a flare which is equipped with an auto-dialer to alert the awarded vendor's Operator/Technician that a malfunction has occurred. NDLF has approximately 200 acres of disposal area distributed among two contiguous, but discrete cells (East Cell and West Cell).

The West Cell is closed in accordance with FDEP regulations and the East Cell is active. The site receives Class III MSW. This active gas system extracts LFG from the waste through a series of 136 vertical wells to which a vacuum is applied. The vast majority of the piping systems are constructed out of either PVC or HDPE. Extracted LFG is directed, in order of priority, to: a planned electric generating facility and a central flaring station or similar system for destruction.

The site has twelve (12) gas monitoring probes along its boundary to assess gas migration. The flare, controls, pumps, compressors, blowers and recording instrumentation are located in a central location while the wells,

SOLICITATION TITLE: LANDFILL GAS CONTROL SYSTEMS SERVICES**SOLICITATION NO.: FB-00628**

condensate piping, service air piping and gas collection and transmission piping systems are located onsite at both the closed and active areas of the landfill.

C. NW 58th Street Landfill and Old South Dade Landfill

The NW 58th Street Landfill (58th Street) and Old South Dade Landfill (OSDL) are closed in accordance with FDEP regulations. The 58th Street landfill has a passive LFG system in which LFG vents through passive devices such as standpipes and the landfill cover system. The 58th Street site has seven (7) perimeter gas monitoring probes. OSDL has no passive LFG system, but it does have twenty (20) perimeter gas monitoring probes.

3.2. VENDOR RESPONSIBILITIES

Awarded vendor responsibilities will include but not limited to providing for continuous, compliant operation of all LFG systems at the NDL and SDL. These services cover the repairs or work necessary to assure a rapid return to operation of the LFG system after a failure that may result from any uncontrollable or planned event, and the repairs or work necessary for continuous compliant operation of the NDL and SDL LFG systems. All repairs under \$2,500 (individually not in aggregate) are the responsibility of the awarded vendor.

Awarded vendor shall be onsite at minimum once per week at both the South Dade and North Dade Landfills during the hours of 7:00 AM to 5:30 PM, Monday through Friday. The vendor must file its planned schedule with the County's Project Manager. This schedule may be changed upon prior written approval of the County's Project Manager. The awarded vendor is to assign staff to be on call 24 hours per day, seven days a week in case of an emergency. In the event of such an emergency affecting the safety of persons or property, respond in accordance with its best professional judgment, to prevent threatened damage, injury, or loss. Such actions, including any financial expenditure shall be immediately communicated to the County's Project Manager with a written explanation.

Respond within 8 hours to any auto dialer trouble call from the flare or notification by the County's Project Manager (PM) of problems with the gas management system or flare outage. Under no circumstances is the system to be out of service for more than 24 hours. The awarded vendor shall provide written notification to the County's PM, in the format requested by the County's PM, of the cause, duration, and corrective action taken, including certification of no uncontrolled release of landfill gas and immediately update the Start Up/Shutdown Malfunction logs and forms within twenty-four (24) hours of notification by the flare's emergency dialer or by the County's PM.

Provide consultation and recommendations to the County and attend meetings to serve as the County's representative to regulatory agencies and Miami-Dade residents in matters related to the operation of the gas management and control systems, including written reports and presentations that may be requested by DSWM. At the County's sole discretion, the awarded vendor may be required to attend meetings with regulatory agencies, public or County consultants and engineers, perform special studies, or conduct special testing or monitoring, which may be required to address compliance, design or construction issues or other services as may be needed.

Conduct and oversee all regulatory, compliance, and financial transactions pertaining to the operation of the gas management and control systems with all local, state, and federal regulatory requirements including those stipulated in this solicitation.

Provide security and maintenance for the gas management and control systems facilities' building, immediate grounds and landscaping (inside the fence line of the flare station and gas compression station). Facilities shall remain locked and secured when unattended. Fences, gates, and locks shall be maintained in good working order. Landscaping shall be neatly maintained and the grounds shall be clean, neat and litter free at all times.

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At a minimum, maintain all equipment according to the manufacturer's recommendations and all maintenance checklists provided in this solicitation. Monthly service records shall be provided with the invoice. Perform at a minimum the flare and compression, and wellhead and gas transmission line maintenance in accordance with the Preventative Maintenance Schedule (see Attachments A-C) to assure proper operation of each facility and compliance with all local, State and Federal guidelines and regulations. The revision this schedule is subject to the County's Project Manager prior written approval by. All repairs under \$2,500 (individually not in aggregate) are the responsibility of the awarded vendor.

Provide technical, operational, maintenance and repair and analytical services as requested or required as part of the routine day-to-day operations and programming of the LFG system, and including monitoring for the preparation of all reports. In the event when the awarded vendor may be required to provide other related services or miscellaneous materials not specified in the Price Schedule, including equipment rental and subcontractors to fulfill the requirements stipulated herein, a formal written scope of work and price shall be developed and submitted by the awarded vendor for review and approval by the County's PM. The hourly rates for these services shall not exceed those stipulated in the Price Schedule Form (see Section 4).

Furnish all labor, materials, parts, equipment, chemicals, transportation, and supervision necessary to provide the services required under this Solicitation. Must have "in-house" knowledge and ability to understand programming and reprogramming of the various LFG systems. Services may include, but are not limited to, daily operations, maintenance, and repair of both the gas collection, flaring and compression and delivery systems, programming, and any other operational needs of the LFG systems.

Furnish all labor, materials, parts, equipment, chemicals, and transportation, and supervision, technical and analytical services for the timely submittal of all reports required by this solicitation.

Furnish and bear the cost of all communications services for autodialer and communication with County and between the various components of the NDL and SDL LFG systems that require networking or other communication services.

Assume responsibility for all expenses incurred in the operation and maintenance of the gas collection, flaring and compression and delivery systems, and provide all necessary staffing and equipment required to provide these services, including vehicles, personnel, preventive and corrective maintenance and programming.

Provide at all times, when presented with valid identification, supervised access to the facilities for approved County personnel, County authorized agent's consultants, guests, and employees. Provide supervised access to the facilities for regulatory agency officials conducting inspections or any duties required by law or permit condition.

Provide all System's operating manuals, specification booklets, reports, records, data, software, and information including, but not limited to, operation reports, treatment system performance reports, reports required by this Solicitation, and regulatory agency inspection reports. Laboratory data, budgetary and financial information. All such records shall be maintained in good order by the awarded vendor, and shall remain the property of the County. All site-specific operating procedure guidelines, preventive maintenance and safety programs, and plant evaluation reports and data shall remain the property of the County. All data collected is the property of Miami-Dade County.

Provide reports and data in the formats, time, and manner requested by the Project Manager. The awarded vendor shall maintain reports and logs and shall submit to the County in both electronic and hard copy formats in a timely manner to assure compliance with regulatory deadlines. The County will provide a sample approve of an acceptable

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format for logs. Awarded vendor's provided reports shall follow the format of those reports previously submitted by the County to the regulatory agencies. The awarded vendor's technician shall have an e-mail system and cellular phone for routine correspondence and communication with the County's PM. Cell phone or email provider charges are the responsibility of the awarded vendor and will not be reimbursed.

Awarded vendor will institute a pipeline integrity management program including pipeline safety inspections using, as needed, pipeline route surveys, depth of cover surveys, pressure tests, external corrosion direct assessment, or other technology that the operator demonstrates can further the understanding of the condition of the pipeline for the GCS facility and are completed on a schedule based on and to comply with all applicable portions of Florida Administrative code 25-12 Safety of Gas Transportation by Pipeline. This work begins at the SDL GCS, and ends at the first flow meter at the County's adjacent water and sewer facility.

3.3 ROUTINE SERVICES

A. Active Landfill Gas System Operations, Maintenance and Monitoring

The awarded vendor shall prepare and submit to County's Project Manager (PM) a site specific Health and Safety Plan for each site prior to commencement of activities under this solicitation. The awarded vendor shall also provide all labor, administrative support, transportation, tools, materials (i.e., propane, lubricants, pads, and filters, etc.), and equipment necessary, to perform routine operation, monitoring, calibration, regulatory reporting and preventative maintenance and minor repairs of the following elements collectively referred to as the LFG System:

1. Enclosed flare or similar system and gas moving and monitoring equipment at both the South Dade Landfill (SDLF) and North Dade Landfill (NDLF).
2. Gas extraction system (wells, horizontal collectors, well heads, collection piping, extraction blowers, and condensate system).
3. Gas transmission system which includes, but is not limited to, compression station and equipment, piping, meters, monitoring equipment, and other equipment up to the Customer Delivery Point, which is defined as the metering station at the electric generating facilities, and gas extraction systems at both the NDLF and SDLF.
4. Perimeter gas probe and surface monitoring and reporting, as applicable to all sites.

The awarded vendor is to provide such services and be onsite at least once per week at both the SDLF and NDLF during the hours of 7:00 AM to 5:30 PM, Monday through Friday, which are considered as part of the Routine Services, unless a different time period is authorized by the County's PM. The awarded vendor must file its planned schedule with the County's PM prior to commencement of services rendered under this solicitation. This schedule may be changed from time to time with the prior approval of the County's PM. Additionally, the vendor shall be available for routine meetings on-site, via teleconference, or at the County's offices during regular work hours as requested by the County.

Routine activities are listed in the **Attachment A, Routine Services- Active Gas Systems**, and are considered part of the Routine Service and hence are included in the monthly service fee. These services are to be performed at frequencies stated herein and may be amended from time to time by mutual agreement of the County and the vendor in order to conform with permit requirements, customary industry practices, or in response to site specific or regulatory conditions. At the minimum, all equipment should be maintained in accordance with the manufacturer's recommendations. The awarded vendor shall submit to the County monthly service records with the invoices.

Preventive maintenance is considered a part of the Routine Services and performed in accordance with **Attachment B and C**. Completed maintenance schedule checklists are to be submitted with each monthly invoice. Maintenance schedule lists (Attachments B and C) are considered guides and minimum standard for conducting routine maintenance. The awarded vendor is to use its best efforts in performing routine maintenance and repairs to assure

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reliable, compliant operation of the LFG System. The awarded vendor shall maintain reports and logs and shall submit to the County in both electronic and hard copy formats in a timely manner to assure compliance with regulatory deadlines. All data collected is the property of Miami-Dade County. Reports and data shall be submitted to the County's PM in the format, time and manner approved by the County's PM. The reports and data will generally follow the format used by the County when reporting to regulatory agencies. The awarded vendor's Operator/Technician shall have an e-mail system and cellular phone for routine correspondence and communication with the County's PM and the auto-dialer alert system. The awarded vendor is responsible for all costs associated with cell phone/email usage.

B. Routine Gas Monitoring Services

Perimeter Gas Probe Monitoring and Surface Gas Monitoring including any re-sampling, and reporting are considered part of the Routine Service and hence are included in the monthly service fee. Reporting shall be in a form acceptable to the regulatory agencies and the County's PM. The monitoring can occur at frequencies varying from monthly to annually, at the discretion of the County's PM. The awarded vendor shall prepare all report(s) necessary to fulfill the regulatory requirements or as may be requested by the County's PM or permit requirements.

- B1. Perimeter Gas Probe Monitoring:** The vendor is to provide all services labor and equipment to perform Perimeter Gas Probe Monitoring and reporting at all landfill sites specified above, using equipment prescribed by FDEP and the United States Environmental Protection Agency (USEPA) or other regulatory agency for such monitoring. The vendor shall also maintain and repair perimeter probes under this solicitation.
- B2. Surface Gas Monitoring:** The vendor is to provide all services, labor and equipment to perform surface gas monitoring and reporting at the SDLF and NDLF using equipment and procedure prescribed by FDEP and USEPA for such monitoring. An episode is defined as a surface scan of the entire site at locations and frequencies defined in the regulations and performed to the satisfaction of the County's PM.
- B3. Visual Emissions Monitoring:** The vendor is to provide all services, labor and equipment to perform Visual Emissions (VE) monitoring as called for by the DSWM's Title V permits. VE monitoring is to be done in conjunction with the annual maintenance work.

C. Call-In Work

The flares at South Dade Landfill (SDLF) and North Dade Landfill (NDLF) are equipped with an auto-dialer in the event of a malfunction and to prevent the flares from automatically restarting. Call-In Work is considered part of the Routine Service and hence is included in the monthly service fee. The awarded vendor shall respond within the next business day, and shall not exceed five calendar days after being contacted by the flare's auto-dialer or by the County's PM. The vendor is required to mobilize to the site to diagnose and repair a problem and restart the flare 365 days of the year, including weekends and holidays. Travel time to and from the site(s) in response to a notification by the auto-dialer or County's PM is not compensable as Call-In Work. The vendor shall provide written notification to the County's PM of the cause, duration, and corrective action taken, including certification of no uncontrolled release of landfill gas and immediately update the Start Up/Shutdown Malfunction logs and forms within forty-eight (48) hours of responding to the notification by the flare's auto-dialer or by the County's PM.

D. Greenhouse Gas (Services)

The awarded vendor shall perform the monitoring, prepare and submit, digital and hardcopy, annual reports for North Dade Landfill (NDLF), South Dade Landfill (SDLF), and 58th Street landfill sites, to United States Environmental Protection Agency (USEPA), in their required format and in accordance with the Mandatory Greenhouse Gas (GHG) Reporting Rule, 40 Code of Federal Regulation (CFR), Part 98, Subparts A and HH.

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The annual reports, at a minimum, shall include the following information:

1. Annual (Greenhouse Gas) GHG emissions for all applicable source categories (40 CFR, Part 98, Subpart HH), expressed in metric tons of carbon dioxide equivalents (CO₂e).
2. If applicable, report CH₄ destruction resulting from landfill gas collection and combustion systems.
3. If applicable, report the emissions of CO₂, CH₄, and N₂O from each stationary combustion unit following the requirements of Subpart C, General Stationary Fuel Combustion Sources.
4. Calculate annual modeled CH₄ generation in accordance to the applicable requirements stipulated in 40 CFR 98.343, Calculating GHG Emissions (Equation HH-1). Provide the values used to calculate the annual modeled CH₄ generation.
5. Provide classification of the landfill as "open" (actively received waste in the reporting year) or "closed" (no longer receiving waste), the year in which the landfill first started accepting waste for disposal, the last year the landfill accepted waste (for open landfills, enter the estimated year of landfill closure), the capacity (in metric tons) of the landfill, an indication of whether leachate recirculation is used during the reporting year.
6. Method used for estimating the reporting year and historical waste disposal quantities and the range of years it is applied.
7. Surface area of the landfill containing waste (in square meters), identification of the type of cover material used (as either organic cover, clay cover, sand cover, or other soil mixtures).
8. Retain all records including the calibration records for all monitoring equipment, including the method or manufacturer's specification used for calibration.

The GHG services are considered part of the Routine Service and hence are included in the monthly service fee.

3.4 NON-ROUTINE, MISCELLANEOUS REPAIRS AND REPLACEMENT

The landfill operating permits require continuous, compliant operation of the LFG System. These services cover those repairs or work necessary to assure a rapid return to operation of the LFG System after a failure that results from an uncontrollable event such as a lightning strike, or load settlement, which are non-periodic and infrequent repairs; or work such as the rebuilding of a flare's blower, re-drilling a well, extending a well, extending a pipe lateral, transmission pipe header; other miscellaneous repairs, expansion of existing LFG system necessary for continuous compliant operation, such as installing a new well or collector, wellhead or other activities. These services also cover gas transmission system which includes, but is not limited to, compression station and equipment, piping, meters, monitoring equipment and other equipment up to the Customer Delivery Point, which is defined as the metering station at the electric generating facilities, and gas extraction systems at both NDLF and SDLF.

These services are non-routine and are not considered part of routine service outlined in Attachments A and B. The awarded vendor shall provide all labor, materials including evaluation, assessment, supply, and performance testing.

3.5 OPTIONAL SERVICES

Although this solicitation and resultant contract identifies specific services, it is hereby agreed and understood that optional services may be required. At the County's sole discretion, the awarded vendor may be required to perform any of the following optional services, which may be required to address compliance, design or construction issues as may be needed or required by regulatory agencies:

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1. Attend meetings with regulatory agencies, public or County consultants and engineers.
2. Provide specific skilled personnel.
3. Perform special studies or conduct special testing or monitoring

The awarded vendor shall provide a formal written scope of work and pricing for review and approval by the County's Project Manager (PM). The hourly rates for these services shall not exceed those stipulated in the approved Price Schedule (see section 4).

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SECTION 4 – BID SUBMITTAL**Bid Submittal Checklist** (reference Sections 2.5 and 2.6)

Reference	Description	Response
Sec. 2.5.	Bidder(s) shall have experience operating (including maintaining and repairing) as well as programming Natural Gas and Landfill Gas flares, and Landfill Gas Collection systems (wellfields, wellheads buried transmission lines in lined and unlined landfill areas) to include Title V monitoring and reporting, also Greenhouse Gas monitoring and reporting.	_____ (Indicate Years of applicable Experience)
	Bidder(s) shall have experience operating (including maintaining and repairing) as well as programming Natural Gas delivery, conditioning, treating, processing and compression systems, and below and aboveground pressurized gas transmission pipelines.	_____ (Indicate Years of applicable Experience)
	Bidder(s) shall have knowledge and expertise with following processes essential to scope of services requested within the solicitation: a) Flare gas collection for analysis reporting and evaluation; b) Startup/Shutdown planning; c) Flare minimization best practices; d) Load shed plans and routine gas compression system operating practices.	_____ (Indicate Years of applicable Experience)
Sec. 2.6.A	Completed Price Schedule Form	_____ (Initial to affirm Price Schedule Form is submitted)
Sec. 2.6.B	Bidder shall provide two references	_____ (Initial to affirm reference forms are submitted)
Sec. 2.6.D	Bidder's staff to be assigned to perform services: specify staff experience and expertise.	_____ _____ _____ _____ _____ _____ _____ _____ _____ _____

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SOLICITATION TITLE: LANDFILL GAS CONTROL SYSTEMS SERVICES**SOLICITATION NO.: FB-00628****PRICE SCHEDULE FORM** (reference paragraph 2.6.A)

(Bidder shall furnish all labor, materials, tools, equipment, transportation, license and incidentals necessary)

ROUTINE MAINTENANCE AND MONITORING SERVICES FOR LANDFILL GAS CONTROL SYSTEM OPERATIONS					
Reference	Item #	Location	Estimated Quantity for the Term of the Contract	U/M	Monthly All-Inclusive Fee
Section 3.2. A, B, C, D	1	South Dade Landfill (Services A, B1, B2, C & D)	60	Month	\$
	2	North Dade Landfill (Services A, B1, B2, C & D)	60	Month	\$
	3	Old South Dade Landfill (Service B1)	60	Month	\$
	4	NW 58 Street Landfill (Services B1 & D)	60	Month	\$
NON-ROUTINE SERVICES, MISCELLANEOUS REPAIRS AND REPLACEMENTS					
Reference	Item #	Location	Estimated Quantity for the Term of the Contract	U/M	All-Inclusive Unit Price
Section 3.3	1	Vertical Well Extension (PVC)	500	L.F.	\$
	2	Vertical Well Extension (HDPE)	1000	L.F.	\$
	3	Various Sizes Expansion Joints	125	Each	\$
	4	Perimeter gas Well/Probe Installed (2" x 10 ft.)	10	Each	\$
	5	10" PVC (Sch.40) Aboveground Header	2500	L.F.	\$
	6	6" PVC (Sch.80) Aboveground Lateral	1000	L.F.	\$
	7	3" PVC (Sch.40) Aboveground Lateral	500	L.F.	\$
	8	2" PVC (Sch.40) Aboveground Lateral	500	L.F.	\$
	9	12" HDPE (SDR 17) Aboveground Lateral	3000	L.F.	\$
	10	10" HDPE (SDR 17) Aboveground Lateral	500	L.F.	\$
	11	8" HDPE (SDR 17) Aboveground Lateral	2000	L.F.	\$
	12	6" HDPE (SDR 17) Aboveground Lateral	2000	L.F.	\$
	13	4" HDPE (SDR 17) Aboveground Lateral	1000	L.F.	\$
	14	6" PVC (Sch. 80) Below Ground Lateral	1000	L.F.	\$
	15	3" PVC (Sch. 40) Below Ground Lateral	1000	L.F.	\$
	16	2" PVC (Sch. 40) Below Ground Lateral	1000	L.F.	\$
	17	6" HDPE (SDR 17) Below Ground Lateral	1000	L.F.	\$
	18	4" HDPE (SDR 17) Below Ground Lateral	1000	L.F.	\$
	19	Over excavation (greater than 4' below surface)	1000	L.F.	\$
	20	Gas extraction well installation	1000	L.F.	\$
	21	8" Horizontal Collector Installation	4000	L.F.	\$
OPTIONAL SERVICES FOR LANDFILL GAS CONTROL SYSTEM OPERATIONS					
Reference	Item #	Location	Estimated Quantity for the Term of the Contract	U/M	All-Inclusive Unit Price
Section 3.4	1	Regulatory & Miscellaneous Meetings (Project Manager, Professional Engineer)	120	Hour	\$
	2	Landfill Gas Technician (Miscellaneous Tasks)	200	Hour	\$
	3	Project Foreman	2000	Hour	\$
	4	Heavy Equipment Operator	1500	Hour	\$
	5	Construction Laborer	5000	Hour	\$

SOLICITATION TITLE: LANDFILL GAS CONTROL SYSTEMS SERVICES**SOLICITATION NO.: FB-00628****VENDOR REFERENCES** (reference paragraph 2.6.B)

Reference # 1	
Company name:	
Company address:	
Project Start/End Date	
Contact name and title:	
Contact email:	
Contact telephone number:	
Reference #2	
Company name:	
Company address:	
Project Start/End Date	
Contact name and title:	
Contact email:	
Contact telephone number:	
Reference #3	
Company name:	
Company address:	
Project Start/End Date	
Contact name and title:	
Contact email:	
Contact telephone number:	

ATTACHMENT A
ROUTINE SERVICES NDL and SDL - ACTIVE GAS SYSTEMS

SDL Gas Compression Station and Pipeline to be operated and maintained in accordance with manufactures specifications (following is recommended minimum):

ACTIVITY	FREQUENCY
Flare/ LFG Distribution System Operation Check	Each Visit
Well Field Operation Check, Tuning & Balancing including Flow, O2, Temperature, Gas Quality and minor maintenance. All above includes condensate collection systems and special related well(s)	Each Visit (Entire Well field Tuning Completed Monthly)
Recorder Chart/Data Loggers	Weekly
Operational Data Summary Reports including Flare Log, Well Field Log, Downtime Log, flare outage reports and related SSM Plan	Daily, Monthly, Quarterly, Semiannually, and as requested by the PM
Flare Testing	Annually
NSPS & GHG Reporting	Annually
Preventative Maintenance	Attachments B and C
Hurricane Preparations	As needed
Coordination with County staff, County consultants and Regulators	As needed
Surface Gas Scanning and Perimeter Probe monitoring and respective reports	Quarterly
Semi-annual Monitoring Reports, Semi-annual Operating Reports	Semi-Annually
Statement of Compliance	Annually
Visual Emissions Monitoring	Annually
Annual Title V Operating Reports for the SDL and NDL	Annually
Inactive well management	In accordance with the inactive well plan

All above includes SDL Linear Gas Collection system that may be expanded from time to time

ATTACHMENT B

Solicitation FB-00628

South Dade Landfill LFG Control Systems Preventative Maintenance Schedules Updated for Device: LFG Specialties Candlestick Flare Unit #2380

Month Completed:
Weekly Check List

Operator Name:					
Components	Date:	Date:	Date:	Date:	Date:
Knock Out Pot:					
Check Liquid Level					
Check Differential Pressure	("w.c.)	("w.c.)	("w.c.)	("w.c.)	("w.c.)
Drain Liquid (As Needed)					
18" Pneumatic Header Valve					
Check Nitrogen tank pressure	(psi)	(psi)	(psi)	(psi)	(psi)
Check Line Pressure	(psi)	(psi)	(psi)	(psi)	(psi)
Valve Position					
Check Lines for Leaks					
Replace Nitrogen Tank (As Needed)					
LFG Blower					
Check Bearing Temperature	(deg. F)	(deg. F)	(deg. F)	(deg. F)	(deg. F)
Check Vibration					
Drain Condensate from Housing					
Flame Arrestor					
Check Differential Pressure	("w.c.)	("w.c.)	("w.c.)	("w.c.)	("w.c.)
Clean Element (As Needed)					
Flow Meters					
Record Inlet Flow	(scfm)	(scfm)	(scfm)	(scfm)	(scfm)
Record Flare Flow	(scfm)	(scfm)	(scfm)	(scfm)	(scfm)
Record GCS Flow	(scfm)	(scfm)	(scfm)	(scfm)	(scfm)
Propane Pilot System					
Check Propane Supply					
Check Propane Supply Pressure	(psi)	(psi)	(psi)	(psi)	(psi)
Replace Propane Tank (As Needed)					
Control Panel					
Verify Chart Recorder Operation	(download data)				
Check enclosure for moisture					
Test Panel Lights					
Verify Auto-Dialer Operation					
Verify PLC/Touchscreen Operation					
Air Compressor					
Air Compressor Operation					
Air Supply Pressure	(psi)	(psi)	(psi)	(psi)	(psi)
Hours					
Drain Tank (As Needed)					
Check Air Dryer Operation					
Check Emergency Shutdown Switch					
Gas Compression System					
Verify System in Operation					
Remote Monitoring Work Station Online					
Compressor One Online					
Compressor Two Online					
System Alarms					
System Permissives					
Outlet Pressure Set Point					
PID Temperature					
Chiller Liquid Level (50-75% full)	(%)	(%)	(%)	(%)	(%)
Aftercooler Liquid Level (50-75% full)	(%)	(%)	(%)	(%)	(%)
Oil Pump Reservoir Tank Level (50-75% full)	(%)	(%)	(%)	(%)	(%)
Drain Suction Vessel (As Needed)					
Drain Discharge Vessel (As Needed)					

Monthly Check List

Date Completed:	
Utility Flare	
Grease Type: Mobil Lithium SHC 220	
LFG Blower	
Lubricate Bearings	
Lubricate Motor Bearings	
Clean Ventilation Opening of Motor	
Check Blower Belts/Alignment	
Piping	
Check Valves for Proper Operation	

Name:	
Gas Compression System	
Grease Type: Mobil Polyrex EM (1 oz. or less)	
Grease Main Motors of Drive Trains	
Grease Fin Fan Cooler Assembly	
Grease Circulation Pumps for Chiller System	
Grease Water Pumps Input Shaft	
Air Compressor	
Check Oil Level, Top Off As Needed	

South Dade Landfill LFG Control Systems Preventative Maintenance Schedules

Updated for Device: LFG Specialties Candlestick Flare Unit #2380

Semi-Annual (January/July)

Operator Name:		
Components	Date:	Date:
Piping		
Check All Flange Gaskets for Leaks		
Check Rubber Expansion Joints for Wear		
Flow Meters		
Clean Total Flow Meter Probe		
Clean GCS Flow Meter Probe		
Propane Pilot System		
Check Solenoid Manual Override		
Clean Pressure Regulator Vent		
Check All Connections for Leaks		
Clean Solenoid Valve per Specifications		
Control Panel		
Check Wire Connections for Corrosion		
Check Wire Connections for tightness		

Annual (January)

Operator Name:		
Components	Date:	
Knock Out Pot		
Inspect Internal Coating, Cover Gasket and Clean Demister Pad		
Retighten Cover Bolts		
LFG Blower		
Inspect Foundation and Correct Deficiencies		
Check Condition of Isolation Pads		
Check Blower Motor Alignment		
Check Wire Connection for Corrosion & Tightness		
Flame Arrester		
Check Differential Pressure		
Clean Element (As Needed)		
Piping		
Retighten All Flange Bolt Connections		
Check Piping Alignment		
Flow Meter		
Calibrate Flow Meter		
Flare Control Panel		
Clean and Maintain Instruments per Specifications		
Prove Out Alarm Shutdown Permissives		
Gas Compression System		
Install new grease/Remove old grease from through drain plugs		
Inspect Joy Coupling Inserts of Water Pumps (x2)		
Inspect Joy Coupling Inserts of Oil Pumps (x2)		
Inspect the Fin Fan Cooler and Clean as Necessary		
Replace Oil in the Oil Pump Reservoirs		
Replace the Elements in Final Separator Vessel on Skid		
Check Vanes on the Airend of Compressors		

Attachment C - North Dade Flare Maintenance Schedule
NDL Flare Station Recommended Maintenance Schedule

TASK SCHEDULE	FREQ.FREQ.	INITIALS	DATE & TIME	DATE & TIME	DATE & TIME	COMMENTS
CONDENSATE KNOCK OUT POT						
1- CHECK LIQUID LEVEL	W					
2- DRAIN KOP	As Needed					
3- INSPECT DP ACROSS DEMISTER AND CLEAN MENISTER PAD	W & As Needed					
4- RETORQUE COVER BOLTS	SA					
PNEUMATIC HEADER VALVE						
2- CHECK SUPPLY PRESSURE	W & As Needed					
3- CHECK VALVE PERFORMANCE	W & SA					
4- CHECK SUPPLY LINES FOR LEAKAGE	BM					
LFG BLOWER						
1- INSPECT FOUNDATION & CORRECTION DEFICIENCIES	SA					
2- CHECK CONDITIONS OF ISOLATION PADS	SA					
3- CHECK BLOWER MOTOR ALIGNMENT	SA					
4- CHECK PIPING ALIGNMENT	SA					
5- CHECK BEARING TEMPERATURE	W					
6- Inspect for VIBRATION	M					
7- RELUBRICATE BEARINGS PER SPECIFICATION	M					
8- INSPECT DRIVE BELTS	BM					
9- CLEAN VENTILATION OPENINGS OF BLOWER MOTOR	As Needed					
10- RELUBRICATE MOTOR BEARINGS	As Needed					
PIPING						
1- CHECK ALL VALVES FOR PROPER OPERATION	M					
2- RETORQUE ALL FLANGE CONNECTIONS	SA					
3- CHECK ALL FLANGE GASKETS FOR LEAKAGE	SA					
4- CHECK RUBBER EXPANSION JOINTS FOR WEAR	SA					
5- CHECK PIPING ALIGNMENT	SA					
W= WEEKLY BW = BIWEEKLY M = MONTHLY BM = BIMONTHLY SA= SEMIANNUALLY A = ANNUALLY NA= not applicable						

NDL Flare Station Recommended Maintenance Schedule

TASK SCHEDULE	FREQ.FREQ.	INITIALS	DATE & TIME	DATE & TIME	DATE & TIME	COMMENTS
FLAME ARRESTOR						
1- CLEAN INTERNAL BANK per spec	M					
2- CHECK BACK PRESSURE & CLEAN BANK ASSEMBLY	M					
PROPANE PILOT SYSTEM						
1- CHECK PROPANE SUPPLY	W					
2- CHECK PROPANE SUPPLY PRESSURE	W					
5- CLEAN PRESSURE REGULATOR VENT	As Needed					
6- CHECK ALL CONNECTIONS FOR LEAKS	SA					
ENCLOSED FLARE ASSEMBLY						
1- CHECK LOUVERS FOR SMOOTH OPERATION	W					
2- CHECK LINKAGE CONDITION	W					
4- MAINTAIN OIL LEVEL IN LOUVER ACTUATOR	As Needed					
10- REMOVE AND CLEAN ULTRA VIOLET SCANNER	BM					
11- CHECK UV SCANNER FOR PROPER OPERATION	BM					
12- INSPECT IGNITER PLUG, LEAD, & CONNECTIONS	As Needed					
13- INSPECT CONDITIONS OF TIP	SA					
14- INSPECT CONDITION OF INSULATION, PINS, & KEEPERS	SA					
15- ALIGN AND RETORQUE FOUNDATION BOLTS	SA					
16- CHECK ELECTRICAL ENCLOSURE FOR MOISTURE	BM					
17- TIGHTEN WIRE TERMINALS	SA					
18- TIGHTEN CONDUIT CONNECTIONS	SA					
19- CHECK WIRE CONNECTIONS FOR TIGHTNESS & CORROSION	SA					
20- CHECK PAINT & TOUCH-UP/REPAINT	As Needed					
21- CHECK THERMOCOUPLE ELEMENTS	SA					
22- CHECK PRESSURE, VACUUM & TEMP. GAUGES	BM					
FLARE CONTROL PANEL						
1- CLEAN & MAINTAIN INSTRUMENTS PER SPECIFICATIONS	SA					
2- REPLACE RECORDER CHART	W					
4- CHECK ENCLOSURE FOR MOISTURE	W					
5- CHECK WIRE CONNECTIONS for CORROSION & TIGHTNESS	SA					
6- CHECK PANEL LIGHT BULBS	M					
7- CHECK EMERGENCY SHUTDOWN	M					
W= WEEKLY BW = BIWEEKLY M = MONTHLY BM = BIMONTHLY SA= SEMIANNUALLY A = ANNUALLY NA= not applicable						

**FAIR SUBCONTRACTING PRACTICES**

In compliance with Miami-Dade County Code Section 2-8.8, the Bidder/Proposer shall submit with the proposal a detailed statement of its policies and procedures (use separate sheet if necessary) for awarding subcontractors.

--

☐ NO SUBCONTRACTORS WILL BE UTILIZED FOR THIS CONTRACT

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Signature

--

Date



SUBCONTRACTOR/SUPPLIER LISTING
(Miami-Dade County Code Sections 2-8.1, 2-8.8 and 10-34)

Name of Bidder/Proposer: _____

FEIN No. _____

In accordance with Sections 2-8.1, 2-8.8 and 10.34 of the Miami-Dade County Code, this form must be submitted as a condition of award by all Bidders/Proposers on County contracts for purchase of supplies, materials or services, including professional services which involve expenditures of \$100,000 or more, and all Proposers on County or Public Health Trust construction contracts which involve expenditures of \$100,000 or more. The Bidder/Proposer who is awarded this contract shall not change or substitute first tier subcontractors or direct suppliers or the portions of the contract work to be performed or materials to be supplied from those identified, except upon written approval of the County. The Bidder/Proposer should enter the word "NONE" under the appropriate heading of this form if no subcontractors or suppliers will be used on the contract and sign the form below.

In accordance with Ordinance No. 11-90, an entity contracting with the County shall report the race, gender and ethnic origin of the owners and employees of all first tier subcontractors/suppliers. In the event that the recommended Bidder/Proposer demonstrates to the County prior to award that the race, gender, and ethnic information is not reasonably available at that time, the Bidder/Proposer shall be obligated to exercise diligent efforts to obtain that information and provide the same to the County not later than ten (10) days after it becomes available and, in any event, prior to final payment under the contract.

(Please duplicate this form if additional space is needed.)

Business Name and Address of First Tier Direct Supplier	Principal Owner	Supplier/ Materials/ Services to be Provided by Supplier	Principal Owner (Enter the number of male and female owners by race/ethnicity)								Employee(s) (Enter the number of male and female employees and the number of employees by race/ethnicity)							
			M	F	White	Black	Hispanic	Asian/Pacific Islander	Native American/ Native Alaskan	Other	M	F	White	Black	Hispanic	Asian/Pacific Islander	Native American/ Native Alaskan	Other

Business Name and Address of First Tier Subcontractor/ Subconsultant	Principal Owner	Scope of Work to be Performed by Subcontractor/ Subconsultant	Principal Owner (Enter the number of male and female owners by race/ethnicity)								Employee(s) (Enter the number of male and female employees and the number of employees by race/ethnicity)							
			M	F	White	Black	Hispanic	Asian/Pacific Islander	Native American/ Native Alaskan	Other	M	F	White	Black	Hispanic	Asian/Pacific Islander	Native American/ Native Alaskan	Other

☐ Mark here if race, gender and ethnicity information is not available and will be provided at a later date. This data may be submitted to contracting department or on-line to the Small Business Development of the Internal Services Department at <http://www.miamidade.gov/business/businessdevelopment/contracts.asp>. As a condition of final payment, Bidder/Proposer shall provide subcontractor information on the Subcontractor Payment Report Sub 260 form which can be found at: <http://www.miamidade.gov/business/library/forms/subcontractors-payment.pdf>.

I certify that the representations contained in this Subcontractor/Supplier listing are to the best of my knowledge true and accurate.

Signature of Bidder/Proposer

Print Name

Print Title

Date

4/11

Miami-Dade County**Contractor Due Diligence Affidavit**

Per Miami-Dade County Board of County Commissioners (Board) Resolution No. R-63-14, County Vendors and Contractors shall disclose the following as a condition of award for any contract that exceeds one million dollars (\$1,000,000) or that otherwise must be presented to the Board for approval:

- (1) Provide a list of all lawsuits in the five (5) years prior to bid or proposal submittal that have been filed against the firm, its directors, partners, principals and/or board members based on a breach of contract by the firm; include the case name, number and disposition;
- (2) Provide a list of any instances in the five (5) years prior to bid or proposal submittal where the firm has defaulted; include a brief description of the circumstances;
- (3) Provide a list of any instances in the five (5) years prior to bid or proposal submittal where the firm has been debarred or received a formal notice of non-compliance or non-performance, such as a notice to cure or a suspension from participating or bidding for contracts, whether related to Miami-Dade County or not.

All of the above information shall be attached to the executed affidavit and submitted to the Procurement Contracting Officer (PCO)/ AE Selection Coordinator overseeing this solicitation. The Vendor/Contractor attests to providing all of the above information, if applicable, to the PCO.

Contract No. :		Federal Employer Identification Number (FEIN):	
Contract Title:			
Printed Name of Affiant	Printed Title of Affiant	Signature of Affiant	
Name of Firm	Date		
Address of Firm	State	Zip Code	

Notary Public Information

Notary Public – State of _____ County of _____

Subscribed and sworn to (or affirmed) before me this _____ day of, _____ 20__

by _____ He or she is personally known to me _____ or has produced identification

Type of identification produced _____

Signature of Notary Public		Serial Number
Print or Stamp of Notary Public	Expiration Date	Notary Public Seal

COLLUSION AFFIDAVIT**(Code of Miami-Dade County Section 2-8.1.1 and 10-33.02.1) (Ordinance No. 08-113)**

BEFORE ME, A NOTARY PUBLIC, personally appeared _____ who being
duly sworn states: (insert name of affiant)

I am over 18 years of age, have personal knowledge of the facts stated in this affidavit and I am an owner, officer, director, principal shareholder and/or I am otherwise authorized to bind the Proposer of this contract.

I state that the Proposer of this contract:

☐ is not related to any of the other parties proposing in the competitive solicitation, and that the Proposer's proposal is genuine and not sham or collusive or made in the interest or on behalf of any person not therein named, and that the Proposer has not, directly or indirectly, induced or solicited any other proposer to put in a sham proposal, or any other person, firm, or corporation to refrain from proposing, and that the Proposer has not in any manner sought by collusion to secure to the Proposer an advantage over any other proposer.

OR

☐ is related to the following parties who proposed in the solicitation which are identified and listed below:

Note: Any person or entity that fails to submit this executed affidavit shall be ineligible for contract award. In the event a recommended Proposer identifies related parties in the competitive solicitation its proposal shall be presumed to be collusive and the recommended Proposer shall be ineligible for award unless that presumption is rebutted by presentation of evidence as to the extent of ownership, control and management of such related parties in the preparation and submittal of such proposals. Related parties shall mean bidders or proposers or the principals, corporate officers, and managers thereof which have a direct or indirect ownership interest in another bidder or proposer for the same agreement or in which a parent company or the principals thereof of one (1) bidder or proposer have a direct or indirect ownership interest in another bidder or proposer for the same agreement. Bids or proposals found to be collusive shall be rejected.

By: _____ 20 ____
Signature of Affiant Date

Printed Name of Affiant and Title Federal Employer Identification Number

Printed Name of Firm

Address of Firm

SUBSCRIBED AND SWORN TO (or affirmed) before me this _____ day of _____, 20____

He/She is personally known to me or has presented _____ as identification.
(Type of identification)

Signature of Notary Serial Number

Print or Stamp Name of Notary Expiration Date

Notary Public – State of _____

Notary Seal



Submittal Form

Solicitation No. FB-00628		Solicitation Title: Landfill Gas Management Systems	
Legal Company Name (include d/b/a if applicable): <div style="border: 1px solid black; height: 20px; width: 100%;"></div>	Federal Tax Identification Number: <div style="border: 1px solid black; height: 20px; width: 100%;"></div>		
If Corporation - Date Incorporated/Organized: <div style="border: 1px solid black; height: 20px; width: 100%;"></div>	State Incorporated/Organized: <div style="border: 1px solid black; height: 20px; width: 100%;"></div>		
Company Operating Address: <div style="border: 1px solid black; height: 20px; width: 100%;"></div>	City <div style="border: 1px solid black; height: 20px; width: 100%;"></div>	State <div style="border: 1px solid black; height: 20px; width: 100%;"></div>	Zip Code <div style="border: 1px solid black; height: 20px; width: 100%;"></div>
Miami-Dade County Address (if applicable): <div style="border: 1px solid black; height: 20px; width: 100%;"></div>	City <div style="border: 1px solid black; height: 20px; width: 100%;"></div>	State <div style="border: 1px solid black; height: 20px; width: 100%;"></div>	Zip Code <div style="border: 1px solid black; height: 20px; width: 100%;"></div>
Company Contact Person: <div style="border: 1px solid black; height: 20px; width: 100%;"></div>	Email Address: <div style="border: 1px solid black; height: 20px; width: 100%;"></div>		
Phone Number (include area code): <div style="border: 1px solid black; height: 20px; width: 100%;"></div>	Company's Internet Web Address: <div style="border: 1px solid black; height: 20px; width: 100%;"></div>		
<p>Pursuant to Miami-Dade County Ordinance 94-34, any individual, corporation, partnership, joint venture or other legal entity having an officer, director, or executive who has been convicted of a felony during the past ten (10) years shall disclose this information prior to entering into a contract with or receiving funding from the County.</p> <p><input type="checkbox"/> Place a check mark here only if the Bidder has such conviction to disclose to comply with this requirement.</p>			
<p>LOCAL PREFERENCE CERTIFICATION: For the purpose of this certification, and pursuant to Section 2-8.5 of the Code of Miami-Dade County, a "local business" is a business located within the limits of Miami-Dade County that has a valid Local Business Tax Receipt issued by Miami-Dade County at least one year prior to bid submission; has a physical business address located within the limits of Miami-Dade County from which business is performed and which served as the place of employment for at least three full time employees for the continuous period of one year prior to bid submittal (by exception, if the business is a certified Small Business Enterprise, the local business location must have served as the place of employment for one full time employee); and contributes to the economic development of the community 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 to the County's tax base.</p> <p><input type="checkbox"/> Place a check mark here only if affirming the Bidder meets the requirements for Local Preference. Failure to complete this certification at this time (by checking the box above) may render the vendor ineligible for Local Preference.</p>			
<p>LOCALLY-HEADQUARTERED BUSINESS CERTIFICATION: For the purpose of this certification, and pursuant to Section 2-8.5 of the Code of Miami-Dade County, a "locally-headquartered business" is a Local Business whose "principal place of business" is in Miami-Dade County.</p> <p><input type="checkbox"/> Place a check mark here only if affirming the Bidder meets requirements for the Locally-Headquartered Preference (LHP). Failure to complete this certification at this time (by checking the box) may render the vendor ineligible for the LHP.</p> <p>The address of the Locally-Headquartered office is: <div style="border: 1px solid black; height: 20px; width: 100%;"></div></p>			
<p>LOCAL CERTIFIED VETERAN BUSINESS ENTERPRISE CERTIFICATION: A Local Certified Veteran Business Enterprise is a firm that is (a) a local business pursuant to Section 2-8.5 of the Code of Miami-Dade County and (b) prior to bid submission is certified by the State of Florida Department of Management Services as a veteran business enterprise pursuant to Section 295.187 of the Florida Statutes.</p> <p><input type="checkbox"/> Place a check mark here only if affirming the Bidder is a Local Certified Veteran Business Enterprise. A copy of the certification must be submitted with the bid.</p>			
<p><u>SMALL BUSINESS ENTERPRISE CONTRACT MEASURES (If Applicable)</u></p> <p>A Small Business Enterprise (SBE) must be certified by Small Business Development for the type of goods and/or services the Bidder provides in accordance with the applicable Commodity Code(s) for this Solicitation. For certification information contact Small Business Development at (305) 375-3111 or access http://www.miamidade.gov/smallbusiness/certification-programs.asp. The SBE must be certified by the solicitation's submission deadline, at contract award, and for the duration of the contract to remain eligible for the preference. Firms that graduate from the SBE program during the contract may remain on the contract.</p>			

Is Bidder's firm a Miami-Dade County Certified Small Business Enterprise? Yes ☐ No ☐

If yes, please provide Certification Number: _____

SCRUTINIZED COMPANIES WITH ACTIVITIES IN SUDAN LIST OR THE SCRUTINIZED COMPANIES WITH ACTIVITIES IN THE IRAN PETROLEUM ENERGY SECTOR LIST:

By executing this bid through a duly authorized representative, the Bidder certifies that the Bidder is not on the Scrutinized Companies with Activities in Sudan List or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, as those terms are used and defined in sections 287.135 and 215.473 of the Florida Statutes. In the event that the Bidder is unable to provide such certification but still seeks to be considered for award of this solicitation, the Bidder shall execute the bid response package through a duly authorized representative and shall also initial this space: _____ In such event, the Bidder shall furnish together with its bid response a duly executed written explanation of the facts supporting any exception to the requirement for certification that it claims under Section 287.135 of the Florida Statutes. The Bidder agrees to cooperate fully with the County in any investigation undertaken by the County to determine whether the claimed exception would be applicable. The County shall have the right to terminate any contract resulting from this solicitation for default if the Bidder is found to have submitted a false certification or to have been placed on the Scrutinized Companies for Activities in Sudan List or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List.

IT IS HEREBY CERTIFIED AND AFFIRMED THAT THE BIDDER SHALL ACCEPT ANY AWARDS MADE AS A RESULT OF THIS SOLICITATION. BIDDER FURTHER AGREES THAT PRICES QUOTED WILL REMAIN FIXED FOR A PERIOD OF ONE HUNDRED AND EIGHTY (180) DAYS FROM DATE SOLICITATION IS DUE.

WAIVER OF CONFIDENTIALITY AND TRADE SECRET TREATMENT OF BID

The Bidder acknowledges and agrees that the submittal of the Bid is governed by Florida's Government in the Sunshine Laws and Public Records Laws as set forth in Florida Statutes Section 286.011 and Florida Statutes Chapter 119. As such, all material submitted as part of, or in support of, the bid will be available for public inspection after opening of bids and may be considered by the County in public.

By submitting a Bid pursuant to this Solicitation, Bidder agrees that all such materials may be considered to be public records. The Bidder shall not submit any information in response to this Solicitation which the Bidder considers to be a trade secret, proprietary or confidential.

In the event that the Bid contains a claim that all or a portion of the Bid submitted contains confidential, proprietary or trade secret information, the Bidder, by signing below, knowingly and expressly waives all claims made that the Bid, or any part thereof no matter how indicated, is confidential, proprietary or a trade secret and authorizes the County to release such information to the public for any reason.

Acknowledgment of Waiver:

Bidder's Authorized Representative's Signature: _____ *	Date _____ *
Type or Print Name _____ *	
Type or Print Title * _____	

THE EXECUTION OF THIS FORM CONSTITUTES THE UNEQUIVOCAL OFFER OF THE BIDDER TO BE BOUND BY THE TERMS OF ITS OFFER. FAILURE TO SIGN THIS SOLICITATION WHERE INDICATED ABOVE BY AN AUTHORIZED REPRESENTATIVE SHALL RENDER THE BID NON-RESPONSIVE. THE COUNTY MAY, HOWEVER, IN ITS SOLE DISCRETION, ACCEPT ANY RESPONSE THAT INCLUDES AN EXECUTED DOCUMENT WHICH UNEQUIVOCALLY BINDS THE BIDDER TO THE TERMS OF ITS OFFER.

Bidder's Authorized Representative's Signature: _____ *	Date _____ *
Type or Print Name _____ *	
Type or Print Title * _____	

Question and Answers for Solicitation #FB-00628 - Landfill Gas Management Systems

Overall Solicitation Questions

There are no questions associated with this Solicitation.