

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

<input type="checkbox"/> <u>New contract</u>	<input type="checkbox"/> <u>OTR</u>	<input type="checkbox"/> <u>CO</u>	<input type="checkbox"/> <u>SS</u>	<input type="checkbox"/> <u>BW</u>	<input type="checkbox"/> <u>Emergency</u>	Previous Contract/Project No. 9160-0/18
<input checked="" type="checkbox"/> <u>Re-Bid</u>	<input type="checkbox"/> <u>Other</u>	LIVING WAGE APPLIES: __YES <u>X</u> NO				

Requisition/Project No: **FB-01081**      Term Of Contract: 60 months with 0 Options-To-Renew

Requisition/Project Title: **Disposable Paper Trays with Lid Film**

**Description:** The County is seeking to purchase Oliver Packaging & Equipment disposable paper based trays with applicable perforated heat seal lid films. Oliver Packaging & Equipment offers a cost free program for customers which seal a minimum of 500 trays per day. As long as the County continues to meet the requirements of Oliver Packaging & Equipment's Cost Free Program, the Awarded Bidder shall ensure that the County continues to receive the benefits of the program.

User Department(s): **Miami-Dade County Corrections and Rehabilitation Department**

Issuing Department: **Procurement Management**      Contact Person: **Tyrone White**      Phone: **305-375-3835**

Estimated Cost: **\$8,681,400.00**      Funding Source: **General Fund**      Revenue Generating: **No**

**ANALYSIS**

<b>Commodity/Service No: 640, 64000, 64022, 64050, 64060, 64066, 641, 64100, 64122, 64150, 64166, 64169</b>			
<b>Trade/Commodity/Service Opportunities</b>			
<div style="border: 1px solid black; padding: 5px; display: inline-block;">                     Contract/Project History of Previous Purchases For Previous Three (3) Years                      Check Here <input type="checkbox"/> if this is a New Contract/Purchase with no Previous History                 </div>			
	<b>PREVIOUS CONTRACT</b>	<b>2<sup>ND</sup> YEAR</b>	<b>3<sup>RD</sup> YEAR</b>
Contractor:	Pancar Industrial Supply Corp		
Small Business Enterprise:	Yes		
Contract Value:	\$3,458,600		
Comments:			
Continued on another page (s): __Yes <u>X</u> No			

**RECOMMENDATION: BID PREFERENCE**

<b>Basis of Recommendation:</b>
Due to the estimated value of the contract and the requirements of the contract.

Signed: Tyrone White

Date to SBD: 4-12-2019

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

The purpose of this solicitation is to establish a contract for the purchase of disposable paper trays for the Miami-Dade County Department of Corrections and Rehabilitation facilities.

**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 Service Department, Strategic Procurement Division. The contract shall expire on the last day of the five (5) year period.

**2.3 METHOD OF AWARD**

Award of this contract will be made to the 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. The County will award the total contract to a single Bidder.

**2.4 PRICES**

The initial contract prices resulting from this solicitation shall remain fixed for no less than 12 months from the commencement date of the contract resulting from this solicitation. It is the awarded Bidder's responsibility to request any adjustment allowed under this provision. The awarded Bidder's request for adjustment must be submitted to the County's Internal Services Department, Strategic Procurement Division for review no less than 90 days prior to expiration of the then current contract year. The County may consider an adjustment based on changes in the following pricing index: Producer Price Index (PPI) for Converted Paper Products Manufacturing (3222) for all related items.

If no adjustment request is received from the awarded Bidder, the County will assume that the awarded Bidder has agreed that the next contract year will remain at the current price. Any adjustment request received after the commencement of a new year may not be considered.

The County reserves the right to reject any price adjustments submitted by the awarded Bidder or to negotiate lower pricing during the contract period, based on market research information or other factors that influence pricing. The County reserves the right to apply any reduction in pricing based upon the downward movement of the applicable index.

**2.5 PURCHASE OF OTHER ITEMS**

While the County has listed all major items within this solicitation which are utilized by the user department in conjunction with its operations, there may be similar items that may be purchased by the County during the term of the contract resulting from this solicitation. Under these circumstances, a representative from the Internal Services Department, Strategic Procurement Division may contact the Awarded Bidder(s) to obtain a price quote for the similar items. The County reserves the right to award these similar items to an Awarded Bidder based on the price quoted, to negotiate a price with the Awarded Bidder for these similar items, or to acquire the items through a separate solicitation.

## 2.6 **SAMPLES**

Bidders may be required to submit a sample of the product that was bid to be supplied for evaluation by, and at no cost to the County. If samples are required, the County will notify the Bidder of such in writing and will specify the deadline for submission of the samples. Each individual sample shall be clearly labeled with the Bidder's name, bid number, bid title, manufacturer's name and brand name, and style number if applicable. If the Bidder fails to submit the samples, properly labeled, within the specified date stipulated in the notice, the County shall not consider the Bidder's bid for that item(s); provided however, in the event of a group or aggregate award, the Bidder's proposal will not be eligible for that group or in the aggregate as applicable. All samples shall become the property of Miami-Dade County.

The County reserves the right to perform its own testing procedures or to send any and all samples to any certifiable laboratory for analysis. On the basis of this testing and analysis, the County shall be the sole judge of the acceptability of the sample in conformance with the bid specifications and its decision shall be final. Any sample submitted shall create an express warranty that the actual goods and/or services to be provided by the awarded Bidder during the term of any contract resulting from this solicitation shall conform to the sample submitted. The Awarded Bidder shall be required to provide adequate restitution to the County, in the manner prescribed by the County, if this warranty is violated during the term of the contract.

Additional samples may be required should the material and/or performance change from the initial specification approved by the County. It is the responsibility of the Awarded Bidder to notify the County should any changes occur.

## 2.8 **LEGAL REQUIREMENT FOR POLLUTION CONTROL**

It is the intent of these specifications to comply with all environmental protection and pollution control provisions contained in [Chapter 24 of the Code of Miami-Dade County](#). This ordinance is made a part of these specifications by reference and may be obtained, if necessary, by the Bidder online at:

<https://library.municode.com/fl/miami-dade-county/codes/code-of-ordinances>

You may contact Department of Regulatory and Economic Resources, Division of Environmental Resources Management at (305) 372-6789 if you need further assistance.

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

The County is seeking to purchase Oliver Packaging & Equipment disposable paper based trays with applicable perforated heat seal lid films. Oliver Packaging & Equipment offers a cost free program for customers which seal a minimum of 500 trays per day. As long as the County continues to meet the requirements of Oliver Packaging & Equipment's Cost Free Program, the Awarded Bidder shall ensure that the County continues to receive the benefits of the program.

**3.2 OLIVER PAPER-BASED TRAY SPECIFICATIONS**

Bidders shall provide pricing in Section 4 – Pricing, for the Oliver disposable paper based trays listed below.

**A. OLIVER 3 COMPARTMENT TRAY WITH PERFORATED HEAT SEAL LID FILM**

Paper based, dual-ovenable (serviceable from -40F to +400F) tray with polyester film lining to provide a liquid barrier, 3 compartment, molded pulp, minimum dimensions, 6-3/8"W x 8-1/2" L x 1.875" D, radius corners, 3/8" smooth flange, tray compartments must be one large compartment 17.9 fl. oz and two compartment each 6.7 fl. oz. All tray compartments come to level of tray flange to permit total lidding film seal on all compartments. 97% of tray weight must be produced of sustainable material. Lidding film must remain intact until removed by client.

**One roll of perforated heat seal lidding film (part #61073) included per 800 each trays purchased. The price for the roll of perforated heat seal lidding film shall be included as part of the 3 compartment tray price.**

**Oliver Part #58103 Deep Trays**

**B. OLIVER 2 COMPARTMENT TRAY WITH PERFORATED HEAT SEAL LID FILM**

Paper based, dual-ovenable (serviceable from -40F to +400F) tray with polyester film lining to provide a liquid barrier, 2 compartment, molded pulp, minimum dimensions, 6-3/8"W x 8-1/2" L x 1.875" D, radius corners, 3/8" smooth flange, tray compartments must be one large compartment 22.1 fl. oz and one compartment of 11.1 fl. oz. All tray compartments come to level of tray flange to permit total lidding film seal on all compartments. 97% of tray weight must be produced of sustainable material. Lidding film must remain intact until removed by client.

**One roll of perforated heat seal lidding film (part #61073) included per 800 each trays purchased. The price for the roll of perforated heat seal lidding film shall be included as part of the 2 compartment tray price.**

**Oliver Part #7230-6262 Deep Trays**

**C. OLIVER SINGLE COMPARTMENT WITH PERFORATED HEAT SEAL LID FILM**

Single Compartment, pressed paperboard, dual-ovenable tray with polyester film lining to provide a liquid barrier, 4.156" L x 4.094" W x 1.25" D, capacity of tray compartment is one large compartment of 6.5 fl. oz., serviceable from -40F to +400F. Radius corners, smooth flange around entire tray to allow heat-sealed lidding with plastic film. Lidding film must remain intact until removed by client.

**One roll of perforated heat seal lidding film (part #61073) included per 800 each trays purchased. The price for the roll of perforated heat seal lidding film shall be included as part of the single compartment tray price.**

**Oliver Part #75693-102**

**3.3 OLIVER PACKAGING & EQUIPMENT'S COST FREE PROGRAM**

The Oliver Packaging & Equipment Cost Free Program is a program in which Oliver Packaging & Equipment will provide customers who seal a minimum of 500 Oliver trays per day with a free Oliver Heat Seal Trayveyor. Under the program, Oliver Packaging & Equipment will also provide all replacement parts free of cost and reserves the right to determine if additional equipment is warranted based on the customer's daily usage. The County is currently a part of this program and utilizes multiple Oliver Heat Seal Trayveyors.

SECTION 4: Pricing

In accordance with specifications outlined in Section 3.2, Oliver Paper-Based Tray Specifications

Item No.	Estimated Annual Quantities	Description	Unit Price Per Tray	Please Check Box to Identify Product's Manufacturer
<b>DISPOSABLE TRAYS WITH PERFORATED HEAT-SEAL LID FILM</b>				
1	500,000 each	<b>3 COMPARTMENT TRAY Per Section 3.2 (A)</b>	\$ _____ Each Tray	MARK HERE IF BIDDING ON: <input type="checkbox"/> Oliver Part #58103 Deep Trays with roll of perforated heat-seal lid film Part # 61073 -----
2	2,150,000 each	<b>2 COMPARTMENT TRAY Per Section 3.2(B)</b>	\$ _____ Each Tray	MARK HERE IF BIDDING ON: <input type="checkbox"/> Oliver Part #7230-6262 Deep Trays with roll of perforated heat-seal lid film Part # 61073
3	500 each	<b>SINGLE COMPARTMENT Per Section 3.2(C)</b>	\$ _____ Each Tray	MARK HERE IF BIDDING ON: <input type="checkbox"/> Oliver Part #75693-102 with roll of perforated heat-seal lid film Part # 61073 -----