

DEPARTMENTAL INPUT
CONTRACT/PROJECT MEASURE ANALYSIS AND RECOMMENDATION

New OTR Sole Source Bid Waiver Emergency Previous Contract/Project No. **6694-0/18**
 Contract **6694-0/18**
 Re-Bid Other LIVING WAGE APPLIES: YES NO

Requisition No./Project No.: **RQID1900051/ FB-01153** TERM OF CONTRACT **5** YEAR(S) WITH YEAR(S) OTR

Requisition /Project Title: **Fire Alarm Services and Fire Detection Products**

Description: The purpose of this solicitation is to establish a contract for comprehensive fire alarm services from vendors that will provide all required inspections, testing, monitoring, repair and maintenance services to fire alarm systems for Miami-Dade County (County). The resultant contract will ensure that all fire alarm systems covered under this solicitation will be maintained to Original Equipment Manufacturer (OEM) standards and in compliance with all applicable Federal, State, and Local law and regulations. This solicitation will also establish a Pool of Prequalified Vendors (Pool) that will be used to solicit various types of fire detection items for the County. Placement in the Pool is not a contract between the County and the Vendor, but an acknowledgement that the Vendor meets the qualifications as outlined throughout this solicitation. Vendor Submittals will continue to be accepted throughout the term of the solicitation for placement in such Pool.

Issuing Department: **ISD-SPD** Contact Person: **Alonzo Joseph** Phone: **305-375-2774**

Estimate Cost: **\$ 5,500,000.00** GENERAL FEDERAL OTHER

<u>General Funds,</u>	<u>Federal Funds</u>	<u>Proprietary Funds; Library Taxing District, Fire District; Operating No PTP Funds, Internal Services Funds, Proprietary Revenue</u>
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Funding Source: **Proprietary Revenue**

ANALYSIS

Commodity Codes: **340-15** **340-20**

Contract/Project History of previous purchases three (3) years
 Check here if this is a new contract/purchase with no previous history.

EXISTING **2ND YEAR** **3RD YEAR**

Contractor

Small Business Enterprise:

Contract Value:

Comments:

Continued on another page (s): Yes No

RECOMMENDATIONS

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

Basis of recommendation:

Signed: Alonzo Joseph

Date returned to DPM:

Revised April 2005

SECTION 2

SPECIAL TERMS AND CONDITIONS

2.1 PURPOSE

The purpose of this solicitation is to establish a contract for comprehensive fire alarm services from vendors that will provide all required inspections, testing, monitoring, repair and maintenance services to fire alarm systems for Miami-Dade County (County). The resultant contract will ensure that all fire alarm systems covered under this solicitation will be maintained to Original Equipment Manufacturer (OEM) standards and in compliance with all applicable Federal, State, and Local law and regulations.

This solicitation will also establish a Pool of Prequalified Vendors (Pool) that will be used to solicit various types of fire detection items for the County. Placement in the Pool is not a contract between the County and the Vendor, but an acknowledgement that the Vendor meets the qualifications as outlined throughout this solicitation. Vendor Submittals will continue to be accepted throughout the term of the solicitation for placement in such Pool.

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, Strategic Procurement Division. The contract shall expire on the last day of the five (5) year term. The term of the Pool shall run concurrent with this contract,

2.3 DEFINITIONS

AHJ – means authority having jurisdiction (AHJ) over the fire code of a particular area, city, county, and/or state.

Fire Alarm System – A fire alarm system has a number of devices working together to detect and warn people through visual and audio appliances when smoke, fire, carbon monoxide or other emergencies are present.

Fire Watch – A temporary measure that is taken to ensure continuous and systematic surveillance of a building or portion thereof by one or more qualified individuals to identify and control fire hazards, detect early signs of fire, and notify the fire department if needed

Florida Administrative Code (FAC) - The FAC is the official compilation of administrative rules for the State of Florida.

Florida Fire Prevention Code (FFPC) – The FFPC is adopted by the State Fire Marshal, Chapter 633.202 and it is a complex set of fire code provisions that are enforced by local fire officials within each county, municipality, and special fire district in the state.

Invitation to Quote (ITQ) – Shall refer to the solicitation of quotes from the List of Prequalified Vendors for a specific good and/or service; and awarded based on lowest price, or other quantifiable criteria.

National Electrical Code (NEC) – NEC is the NFPA’s family of codes and standards that deal with electrical issues, recommended practices, safety, etc.

National Fire Protection Association (NFPA) – a United States trade association, with some international members, that creates and maintains private, copyright standards and codes for usage and adoption by local governments

Normal Business Hours – the hours in which business is typically conducted at each County facility/site.

Pass Thru Basis – Bidders shall charge the County the same cost as charged by the supplier. A copy of the product/material receipt shall be submitted with the Bidder’s invoice for payment. No payment shall be authorized without such receipt.

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

Runner Services – are services provided by a fire alarm monitoring company in which a trained fire alarm system agent is sent out to every fire alarm when triggered to reset the panel and to diagnose the electrical problem in the event of a false alarm.

Submittal - Shall refer to the forms submitted in response to Group 3 of this solicitation.

Underwriters Laboratories (UL) – UL is a government-approved company that carries out testing and certification to ensure products meet safety specifications.

Vendor – Shall refer to a business entity/individual responding to Group 3 of this solicitation.

Work Order Proposal Request (WOPR) – Shall refer to the solicitation of offers from the List of Prequalified Submitters for specific goods and/or services; and evaluated and awarded based on best value.

2.4 **METHOD OF AWARD**

Group 1: Fire Alarm System Services

Group 2: Fire Alarm System Services (Federally Funded)

Group 3: Fire Alarm System Services

Group 4: Prequalification Pool for the Purchase of Fire Detection Products and Related Items

Groups 1 and 2

Award of Groups 1 and 2 will be made to the lowest priced responsive, responsible Bidder by sub-group in the aggregate who meets the minimum requirements listed below. In order to be considered for award, Bidders must submit an offer for all items listed within each sub-group. Items that will be provided to the County at no cost must show a zero (0) in the price line. If a Bidder fails to submit an offer for all items within a sub-group, its overall offer may be rejected for that sub-group.

Group 3

Award of Group 3 will be made to the lowest priced responsive, responsible Bidder in the aggregate who meets the minimum requirements listed below. In order to be considered for award, Bidders must submit an

offer for all items listed within that group. Items that will be provided to the County at no cost must show a zero (0) in the price line. If a Bidder fails to submit an offer for all items, its overall offer may be rejected for that group.

Minimum Requirements for Group 1, 2, and 3:

- A. Bidders shall be certified by the State of Florida as a Certified Alarm Systems Contractor I or Registered Alarm Systems Contractor I with Miami-Dade County. A copy of the certification shall be provided with the Submitter's submittal form.

OR

Bidders shall be certified by the State of Florida as a Certified Alarm Electrical Systems Contractor I or Registered Alarm Electrical Systems Contractor I with Miami-Dade County

AND

Their employee(s) must hold a Fire Alarm System Agent (FASA) Certification. A copy of the certification(s) shall be provided with the Submitter's submittal form.

~~Bidders shall provide two (2) references on company letterhead, signed to demonstrate that the Bidder is regularly engaged in the business of providing fire alarm system services within the past two (2) years. The letters shall contain at minimum the reference phone number, email address, and job title. The County shall be able to ascertain from those references to its satisfaction that the Bidder has sufficient experience and expertise providing the services.~~

- ~~C.~~ Bidders shall assign a competent company representative(s) whom is cognizant of industry standards and is authorized to discuss matters pertaining to Fire Alarm System Services in order to provide the County with support and information. Bidders are required to provide their designated company representative(s) name, office address, phone number, and e-mail address.

If the Awarded Bidder(s) fail to perform in accordance with the terms and conditions of the contract, they may be deemed in default of the contract. If the Bidder defaults, the County shall have the right to negotiate with the next lowest priced responsive, responsible Bidder.

Bidders shall submit the specified information listed above with their bid submittal form as proof of compliance with the requirements of this solicitation. However, the County may, at its sole discretion and in its best interest, allow Bidders to complete, supplement, or supply the required information during the evaluation period.

Additional Requirements for Group 3:

- ~~D.~~ Bidder(s) shall be listed as an authorized Fike Fire Protection distributor on the manufacturer's website.

Minimum Requirements for Group 4:

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

- E. Submitter(s) shall submit three (3) reference letters on the company letterhead, signed to demonstrate that the Submitter is regularly engaged in the business of providing fire detection items for purchases that have occurred within the past two (2) years. The reference letter must speak specifically to what was purchased and when the purchase(s) occurred. The County shall be able to ascertain from these references to its satisfaction that the Submitter has sufficient experience and expertise providing the requested commodity.

- F. Submitter(s) shall provide the contact information of a designated representative to provide the County with support and information concerning orders placed. Submitter(s) shall provide the representative's name, phone number, and email address.

Placement in the Pool is not a contract between the County and the Submitter, but an acknowledgement that the Submitter meets the qualifications as outlined on this solicitation. Prequalified Submitters will be invited to participate in future spot market competitions, such as an ITQ or WOPR. The pool shall remain open for the term of the contract, enabling submitters to qualify at any time after the initial solicitation opening date. It shall be the sole prerogative of the County as to the number of Submitters who will be included under this group. During the term of this Pool, the County reserves the right to add or delete Submitters as it deems necessary and in its best interest.

2.5 **EXAMINATION OF COUNTY SITES AND COUNTY EQUIPMENT (HIGHLY RECOMMENDED)**

It is highly recommended that Bidder(s) attend the pre-arranged site visit(s) to review the current conditions of the sites. Bidder(s) are advised to carefully examine the requirements and specifications in this solicitation, 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. It shall be the responsibility of the Bidder(s) to examine the equipment and sites prior to the submittal of their bid.

Site visit will be held on TBD.

The 'cone of silence' is lifted during the site visit to allow for any questions to be addressed with representatives from Miami-Dade County.

2.6 **PRICES**

Groups 1, 2, and 3

The price(s) resultant from this solicitation shall remain fixed and firm for the term of the contract. Bidder(s) shall provide the total annual cost per site; inclusive of all necessary labor, transportation, materials, and equipment to provide the services outlined throughout this solicitation. The cost for the rental of lifts shall be paid on a cost Pass-Thru basis with prior written approval from the County. Bidder(s) shall charge the County the same as charged by the supplier. A copy of the receipt shall be included with the Bidder's invoice for payment. No payment shall be authorized without such receipt.

Group 4

Pricing is not being requested for this Group at this time; pricing will be established at the time of spot market quotation. Vendors on the List will be invited to participate in spot market competitions, as needed. The spot market competitions will be in the form of an ITQ or WOPR that will include the specific goods requested, and may include provisions, as applicable, such as:

- Small Business Measures
- Warranty Requirements
- Liquidated Damages
- Living Wage

For federally funded 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.

- Local Preferences
- User Access Program (UAP) Fee
- Small Business Enterprises (SBE) Measure
- Local Certified Service-Disabled Veteran's Business Enterprise Preference
- First Source Hiring Referral Program
- Prompt Payment Terms
- Office of Inspector General Fee

2.7 METHOD OF PAYMENT (GROUPS 1, 2, AND 3)

In addition to the terms and conditions stated in Section 1.2.H - Prompt Payment Terms and 1.35 - Invoices, the County will pay the Awarded Bidder's total annual price in 12 equal monthly installments. Invoices for emergency services shall list the name of the County representative that requested the emergency, the site address, and the date of occurrence.

2.8 ADDITION / DELETION OF SITES (GROUPS 1, 2, AND 3)

Additional Sites

Although this contract identifies specific sites, it is hereby agreed and understood that the County may add additional sites. Should the County determine that additional site(s) need to be added to the contract, a request for pricing will be obtained from the Awarded Bidder for that sub-group. The County may obtain price quotes for the additional site(s) from other Bidders or through a separate solicitation in the event that fair and reasonable pricing is not obtained from the Awarded Bidder, or for other reasons at the County's discretion.

Deletion

Sites may be deleted when such services are no longer required during the contract period upon written notice to the Bidder.

All changes shall be added to this contract by a formal modification.

2.9 ADDITIONAL GROUPS

The County reserves the right to add additional groups (with applicable qualification criteria) to the contract, which are not listed within this solicitation. The County will solicit the industry and award said group on a competitive basis or establish a prequalification pool as it deems necessary.

2.10 INSURANCE (APPLICABLE TO GROUP 4 ONLY)

Insurance is not required in order to be prequalified in the Pool. Insurance requirements will be detailed in the subsequent ITQ or WOPR.

2.11 COMPLIANCE WITH FEDERAL REQUIREMENTS (APPLICABLE TO GROUP 2 ONLY)

All goods and/or services to be purchased as a result of any award under this solicitation shall be in accordance with all applicable governmental standards, including, but not limited to those issued by the Occupation Safety and Health Administration (OSHA), the National Institute of Safety Hazards (NIOSH), and the National Fire Protection Association (NFPA). It shall be the responsibility of the Awarded Bidder(s) to be regularly informed to conform to any changes in standards issued by any regulatory agencies that govern the commodities or services applicable to this solicitation, during the term of the resulting contract from this solicitation.

Rights to Inventions Made Under a Contract or Agreement. If the Federal award meets the definition of "funding agreement" under 37 CFR § 401.2 (a) and the County wishes to enter into a contract with a small business firm or nonprofit organization regarding the substitution of parties, assignment or performance of experimental, developmental, or research work under that "funding agreement," the County must comply with the requirements of 37 CFR Part 401, "Rights to Inventions Made by Nonprofit Organizations and Small Business Firms Under Government Grants, Contracts and Cooperative Agreements," and any implementing regulations issued by the awarding agency.

Pursuant to 2 CFR, Part 200.318(i) (1), ISD-SPD and client departments will maintain records sufficient to detail the history of partially or fully federally funded procurements. These records will include, but are not necessarily limited to the following: rationale for the method of procurement, selection of contract type, contractor selection or rejection, and the basis for the contract price. Further, ISD-SPD and client departments will comply with all applicable requirements in 2 CFR, Part 200, 200.333-200.337 Records Retention and Access.

Pursuant to 2 CFR, Part 200.318(j) (1), the County may use a time and materials type contract for partially or fully federally funded acquisitions only after a determination has been made that no other contract type is suitable and if the contract includes a ceiling price that the contractor exceeds at its own risk. Time and materials type contract means a contract whose cost to the County is the sum of: the actual cost of materials; and direct labor hours charged at fixed hourly rates that reflect wages, general and administrative expenses, and profit. Since this formula generates an open-ended contract price, a time-and-materials contract provides no positive profit incentive to the contractor for cost control or labor efficiency. Therefore, each contract must set a ceiling price that the contractor exceeds at its own risk. Further, the County will assert a high degree of oversight in order to obtain reasonable assurance that the contractor is using efficient methods and effective cost controls

Pursuant to C.F.R. 200.321 (g) Contracting with Small and Minority Business, Women's Business Enterprises, and Labor Surplus Area Firms, the County will take all necessary affirmative steps to assure that minority businesses, women's business enterprises, and labor surplus area firms are used when possible.

Affirmative steps must include:

- (1) Placing qualified small and minority businesses and women's business enterprises on solicitation lists;
 - (2) Assuring that small and minority businesses, and women's business enterprises are solicited whenever they are potential sources;
 - (3) Dividing total requirements, when economically feasible, into smaller tasks or quantities to permit maximum participation by small and minority businesses, and women's business enterprises;
 - (4) Establishing delivery schedules, where the requirement permits, which encourage participation by small and minority businesses, and women's business enterprises;
 - (5) Using the services and assistance, as appropriate, of such organizations as the Small Business Administration and the Minority Business Development Agency of the Department of Commerce; and
- Requiring the prime contractor, if subcontracts are to be let, to take the affirmative steps listed in paragraphs (1) through (5) above.

When goods and/or services will be purchased, in part or in whole, with federal funding, and/or to meet Federal Emergency Management Agency's (FEMA) reimbursement, the Awarded Bidder hereby assures and certifies to the County that it will comply with:

- A. Section 60-250.4, Section 60-250.5 and Section 60-741.4 of Title 41 of the United States Code, which addresses Affirmative Action requirements for disabled workers, is incorporated into this solicitation and any resultant contract by reference.
- B. The Contract Work Hours and Safety Standards Act of 1962, 40 U.S.C. 327, et seq., requiring that mechanics and laborers (including watchmen and guards) employed on federally assisted contracts be

paid wages of not less than one and one-half times their basic wage rates for all hours worked in excess of forty hours in a work-week.

- C. The Federal Fair Labor Standards Act, 29 U.S.C. s. 201, et seq., requiring that covered employees be paid at least the minimum prescribed wage, and also that they be paid one and one-half times their basic wage rates for all hours worked in excess of the prescribed work-week.
- D. The Clean Air Act of 1955, as amended, 42 U.S.C. 7401-7671q and the Federal Water Pollution Control Act, 33 U.S.C. 1251-1387.
- E. The mandatory standards and policies relating to energy efficiency which are contained in the State energy conservation plan issued in compliance with the Energy Policy and Conservation Act, P.L. 94-163.
- F. Section 6002 of the Resource Conservation and Recovery Act (RCRA), as amended (42 U.S.C. 6962), including but not limited to the regulatory provisions of 40 CFR Part 247, and Executive Order 12873, as they apply to the procurement of the items designated in Subpart B of 40 CFR Part 247.
- G. The Byrd Anti-Lobbying Amendment (31 U.S.C. 1352)— In accordance with 31 U.S.C. 1352, the Awarded Bidder must provide a certification to the Procuring Agency that the Vendor has not and will not use Federal appropriated funds to pay any person or organization to influence or attempt to influence an officer or employee of any Federal department or agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any Federal contract, grant or any other award covered by 31 U.S.C. 1352.) A bid, which does not include this certificate, may be considered non-responsive. Bidders that apply or bid for an award exceeding \$100,000 must file the Byrd Anti-Lobbying Amendment Certification Form.
- H. C.F.R. pt. 180 and 2 C.F.R. pt. 3000. The bidder shall verify that none of the bidder, its principals (defined at 2 C.F.R. § 180.995), or its affiliates (defined at 2 C.F.R. § 180.905) are excluded (defined at 2 C.F.R. § 180.940) or disqualified (defined at 2 C.F.R. § 180.935). By submitting the Suspension and Debarment Certification Form, the vendor certifies its compliance with this requirement.
- I. C.F.R. 200.321. If the Bidder is a prime contractor, and if subcontracts are to be let, the bidder will take the following affirmative steps:
 - (1) Placing qualified small and minority businesses and women's business enterprises on solicitation lists;
 - (2) Assuring that small and minority businesses, and women's business enterprises are solicited whenever they are potential sources;
 - (3) Dividing total requirements, when economically feasible, into smaller tasks or quantities to permit maximum participation by small and minority businesses, and women's business enterprises;
 - (4) Establishing delivery schedules, where the requirement permits, which encourage participation by small and minority businesses, and women's business enterprises;
 - (5) Using the services and assistance, as appropriate, of such organizations as the Small Business Administration and the Minority Business Development Agency of the Department of Commerce;
- J. All other applicable requirements in 2 CFR, Part 200, 200.317-200.326 Procurement Standards.
- K. All applicable requirements in 2 CFR, Part 200, 200.333-200.337 Records Retention and Access.

2.12 EXEMPTION TO CERTAIN CLAUSES (APPLICABLE TO GROUP 2 ONLY)

As a Federally-funded agency, the following clauses within Section 1 do NOT apply to this contract.

- Section 1 Paragraph 1.11; Local Preferences: Section 2-8.5 of the Miami-Dade County Code, which provides that preference shall be given to local businesses.
- Section 1 Paragraph 1.36; County User Access Program (UAP) - The fee in the amount of two percent (2%).
- Section 1 Paragraph 1.44; Small Business Enterprises (SBE) Measures.
- Section 1 Paragraph 1.45; Local Certified Veteran's Business Enterprise Preference.
- Section 1 Paragraph 1.47; First Source Hiring Referral Program ("FSHRP").

- Prompt Payment Terms - Payment terms under Sections 2-8.1.1.1.1 or 2-8.1.1.1.2, respectively, that are a SBE contract set-aside, bid preference or contain a subcontractor goal.

2.13 OFFICE OF INSPECTOR GENERAL (APPLICABLE TO GROUP 2 ONLY)

The cost of random audits of one quarter (1/4) of one (1) percent per Section 1.28 of the General Terms and Conditions will be NOT be incorporated into the contract price of this group. All else remains the same

2.14 HUD SECTION 3 REQUIREMENT (APPLICABLE TO GROUP 2 – Sub Group B ONLY)

In order to be considered for award of Group 2 – Sub Group B for Public Housing and Community Development, vendors must complete Attachment - 1 and include those documents with their submittal.

DRAFT

SECTION 3

SCOPE OF WORK/TECHNICAL SPECIFICATIONS

3.1 SCOPE OF WORK

Awarded Bidder(s) for Groups 1, 2 and 3 will provide monthly monitoring services, inspection, certification, testing, and repairs for the County in accordance with the NEC, the NFPA standards, the FFPC, FAC Chapter 69A-48, the manufacturer's specification, and in accordance with all other applicable Federal, State, and Local regulatory requirements to keep the fire systems operational at all times.

Prequalified Bidder(s) for Group 4 shall make available to the County various types of fire detection items such as, but not limited to: smoke, heat, and carbon monoxide (CO) alarms/sensors; wall, low current, and flush sounders; relays, and various types of bases. Bidder(s) shall be in compliance with all Federal, State, and Local regulations for the sale (and installation if applicable) of the requested item(s).

3.2 SERVICES TO BE PROVIDED (GROUP 1, 2, AND 3)

1. Monitoring Services

Awarded Bidder(s) shall provide twenty-four (24) hours a day, seven (7) days a week, year-long monitoring services (including holidays). ~~Awarded Bidder Technicians~~ shall be dispatched when systems experience trouble signals or alarms. Services shall include, but are not limited to: the monitoring of fire alarm systems, the systems initiating devices, alarm notification, appliances, supervisory signal-initiating devices, and any other fire alarm related equipment. Other fire alarm related equipment may include, but are not limited to: wire, wire connections, fuses, remote annunciate panels, tamper detector switches, flow detectors and associated communication equipment. E.g. switches, hubs, patches panels, and any integration devices/panels.

A. Awarded Bidder(s) shall provide runner services in accordance with Miami-Dade County Code of Ordinances, Chapter 14-66 Fire Alarms and all other applicable Federal, State, and Local laws and regulations. Qualified personnel must arrive at the affected site within two (2) hours of notification.

B. Awarded Bidder(s) shall provide continuous monitoring services through a UL Certified Central Station for all Fire Alarm Systems and related equipment.

C. Awarded Bidder(s) shall maintain an UL certificate for each site being monitored.

D. Awarded Bidder(s) responding personnel vehicles shall be fully stocked with basic materials and standard parts necessary to work on the systems located at the sites awarded.

E. Services shall be provided in accordance with the most stringent regulation throughout the life of this contract. Therefore, if there is any conflict between any guiding regulations and this solicitation, Awarded Bidders shall conform to the most stringent.

2. Inspection, Testing, Certifying, and Tagging Services

Awarded Bidder(s) shall be responsible for all required testing, inspection, tagging, and certification as mandated by NFPA, the States, County, AHJ and any other applicable guiding regulations for the fire alarm systems at all awarded sites. Services to fire alarm systems shall include the panels, component, and other devices applicable for the proper functioning of the Fire Alarm System. Awarded Bidder(s) shall:

A. Provide within seven (7) calendar days an inspection schedule to the County representative(s) for all sites awarded for approval. Within seven (7) calendar days of any additional site(s) being added, an updated

schedule must be provided to include the additional site(s) for approval by the County. Should the County deem the proposed schedule unacceptable, the Awarded Bidder(s) shall have ~~seven (7) calendar five (5) business~~ days to submit a revised schedule. Awarded Bidder(s) shall coordinate with the County to decide when testing should be performed.

- B. ~~Awarded Bidder(s)~~ shall be responsible for the inspection, testing, certifying, and tagging of fire alarm systems located at all sites awarded.
- C. ~~Awarded Bidder(s)~~ shall complete detailed system record log identifying all work performed on a specified fire alarm system using the forms as indicated in the Florida Administration Code Chapter 69A-48. This form shall be located and maintained at the site and shall be readily available for inspection. The log shall include a detailed explanation of any deficiencies.
- D. ~~Within fourteen (14) calendar days from the completion of each inspection or test, the Awarded Bidder shall submit a~~ Test Certificate and Inspection Report, formatted in Microsoft Word or Excel, to each site facility manager or designee within fourteen (14) calendar days from the completion of each inspection or test. The County may expand the list of recipients of this report per site as it deems necessary.
- E. Any damage to the fire alarm system or associated parts/equipment caused by normal testing shall be repaired immediately ~~by the Awarded Bidder~~ at no additional cost to the County.
- F. Inspection, testing, certifying, and tagging services may be performed during normal business hours when it does not interfere with building operations. ~~When services may interfere with building operations; at the County discretion, certain work shall be performed after normal business hours.~~ Any scheduled devices, elevator capture, fan shutdown, etc.) shall be performed after the building ~~occupant's~~ normal hours. ~~Normal business hours are typically Monday through Friday, 8:00 am to 5:00 pm; however, each facility/site hours may differ. If so, the facility/site hours shall be accepted as normal business hours. The County may require some or all services for some sites to be performed outside of normal business hours; including weekends~~ at no additional cost to the County.

3. Repairs and Preventative Maintenance Services

Awarded Bidder(s) shall be required to repair and maintain the fire alarm systems at all awarded sites.

At minimum the Awarded Bidder(s) ~~shall will~~ provide the following:

~~G.A.~~ Awarded Bidder(s) shall complete detailed system record log identifying all work performed on a using the forms as indicated in the Florida Administration Code Chapter 69A-48. This form shall be located and maintained at the site and be readily available for inspection. The log shall include a detailed explanation of any deficiencies.

~~H.B. Awarded Bidder(s) shall provide E~~ estimates for repair and maintenance to fire alarm systems; including supporting components.

~~a-1.~~ Estimate for repairs ~~must shall~~ be provided within seven (7) calendar days from the date of the date that the need was identified; whichever occurred first, unless otherwise specified by the department.

2. The actual charge to the County shall not exceed the bidder's initial estimate without prior approval from an authorized County representative.

~~b-3. If necessary, the Awarded Bidder shall include as an optional line item on their estimate the cost of Fire Watch services.~~

~~I.C. Awarded Bidder(s) shall U~~ use original equipment manufacturer (OEM) parts, unless otherwise approved. Additionally, the Awarded Bidder(s) shall own (or have access to) all OEM registered software and all other necessary programming services required to service, repair, and program systems. NOTE: The County does not have access to OEM software and programming codes.

~~J.D.~~ Prior to the completion of a repair and maintenance project, the Awarded Bidder(s) shall test all components and systems services in the presence of a County representative from the requesting department.

~~K.E.~~ When requested, Awarded Bidder(s) shall provide the County with emergency services as stated in Section 3.3 of this solicitation.

~~L.F.~~ Awarded Bidder(s) shall provide:

~~a.1.~~ All material necessary to perform services to fire alarm systems until such service is completed and approved by the County department representative.

~~b.2.~~ If requested by the County, within three (3) business days' the Awarded Bidder shall supply the County with product data for fire alarm system components serviced under this contract.

~~c.3.~~ Provide the County with an original of the applicable NFPA volume (current edition).

The County shall only issue payment for repairs and maintenance services approved by a requesting department's representative.

3.3 **EMERGENCY SERVICE (GROUP 1, 2, AND 3)**

An emergency is an unexpected situation or occurrence that develops due to system failure, power loss, acts of nature or any life threatening situation for building occupancy, or as declared at the sole discretion of the County. Where an emergency is deemed to exist by the County, the Awarded Bidder(s) shall be required to respond upon a verbal or written notification. This response must result in the arrival of qualified personnel at the affected site within two (2) hours of notification, 24 hours a day, 7 days a week, year-round.

The County shall be considered a "prime contract" during an emergency/natural disaster and all necessary resources shall be directed to this contract enabling the County to continue to function during any urgent need or natural disaster.

On a twenty-four (24) hours basis, Awarded Bidder(s) may be required to travel to the site immediately to meet with Facility Managers or designee, law enforcement, or emergency personnel to resolve an emergency. Awarded Bidder(s) shall respond to a telephone call, email, or any other form of communication within one (1) hour of receiving it. There shall be no additional charge for these responses. Post storm response time shall be as soon as it is safe to go out to the job site. If given direction to do disaster / post storm work, the response must be within the timeframe as set by Facility Manager or designee on pre-disaster/storm communication. Any exceptions will be through the approval of the Facility Manager or designee.

3.4 **WARRANTY (GROUP 1, 2, AND 3)**

A. Type of Warranty Coverage Required

In addition to all other warranties that may be supplied by the Awarded Bidder, the Awarded Bidder(s) shall warrant its product and/or service against faulty labor and/or defective material for a minimum period of one (1) year after the date of acceptance of the labor, materials and/or equipment by the County. This warranty requirement shall remain in force for the full period identified above; regardless of whether the Awarded Bidder is under contract with the County at the time of defect. Any payment by the County for the goods or services received from the Awarded Bidder(s) does not constitute a waiver of these warranty provisions.

B. Correcting Defects Covered Under Warranty

Awarded Bidder(s) work shall be continually subject to oversight and approval by the County. In the event workmanship is found to be incomplete, unsafe, otherwise unsatisfactory in the judgment of a designated County representative, the Awarded Bidder(s) shall, upon notice, correct any deficiencies, at no cost to the County, within two (2) calendar days after the County notifies the Bidder of such deficiency in writing.

3.5 CLEAN UP (GROUP 1, 2, AND 3)

All materials and debris shall be removed from the premises at the end of each workday, and disposed of in an appropriate manner. Upon final completion, the Awarded Bidder(s) shall thoroughly clean up all work areas utilized during service, which will be mutually agreed upon with the County Project Manager/Building Manager.

3.6 SPECIAL REQUIREMENTS FOR MIAMI-DADE TRANSIT (GROUP 1 Sub Group M)

For Transportation and Public Works (Transit) Department sites, the Awarded Bidder(s) must be escorted by Systems Maintenance Personnel. Inspections shall be carried out from 6:00 am to 2:00 pm (1st Shift) or 2:00 pm to 10:00 pm (2nd Shift) as directed by Transit personnel, unless otherwise approved. In addition to Section 3.2, for this sub-group the Awarded Bidder shall:

- A. Provide a complete set of all inspection reports to the County no later than March 31 of each calendar year.
- B. Certifications and Inspection testing shall be schedule at a minimum of two (2) months in advance before the testing and certification are required.
- C. All certifications shall be completed within a duration not to exceed one-hundred and twenty (120) days from start to finish.
- D. All inspections must begin no later than December 1st and be completed no later than March 31st of each contract year.
- E. A legible hard copy of each certification shall be placed at each fire panel location specified in the contract immediately following each completed inspection.
- F. The sensitivity test for the fire alarm systems' smoke detectors shall be done within one (1) year after installation and every alternate year thereafter.
- G. Verify and certify that the fire alarm signals from the Stations are received at the Mover and Metrorail Central Control.