

ISSUING DEPARTMENT INPUT DOCUMENT
CONTRACT/PROJECT MEASURE ANALYSIS AND RECOMMENDATION

New OTR Sole Source Bid Waiver Emergency Previous Contract/Project No. _____

Contract

Re-Bid Other – Access of Other Entity Contract LIVING WAGE APPLIES: YES NO

Requisition No./Project No.: ITQ-01556-2 (FB-01556) TERM OF CONTRACT 5 YEAR(S) WITH 0 YEAR(S) OTR

Requisition /Project Title: HVAC Chillers, Auxiliary Equipment and Water Treatment, Full Service Contract

T:
 The purpose of this solicitation is to add three sites to existing Contract FB-01556 - HVAC Chillers, Auxiliary Equipment and Water Treatment, Full Service Contract, for MDAD.

Issuing Department: Strategic Procurement Contact Person: Pablo Martinez Phone: 305-375-4254

Estimate Cost: \$500,000 Funding Source: GENERAL FEDERAL OTHER Proprietary

ANALYSIS

Commodity Codes:	<u>906-44</u>	<u>962-23</u>	_____	_____
Contract/Project History of previous purchases three (3) years Check here <input type="checkbox"/> if this is a new contract/purchase with no previous history.				
	<u>EXISTING</u>	<u>2ND YEAR</u>	<u>3RD YEAR</u>	
Contractor:	<u>Multiple Vendors</u>	_____	_____	
Small Business Enterprise:	<u>No</u>	_____	_____	
Contract Value:	<u>\$8,245,000</u>	_____	_____	
Comments:	_____			

Continued on another page (s): YES NO

RECOMMENDATIONS

	Set-Aside	Subcontractor Goal	Bid Preference	Selection Factor
SBE	_____	_____	_____	_____

Basis of Recommendation:

Signed: Pablo Martinez Date sent to SBD: 10/17/2022
 Date returned to SPD: _____



INVITATION TO QUOTE (ITQ)

PART I. ITQ OVERVIEW AND GENERAL TERMS AND CONDITIONS

A. Information

Event No.:
Event Title:
This ITQ is issued pursuant to Miami-Dade County Contract No. FB-01556 - HVAC Chillers/Equipment and Water Treatment Services
<p>Bids are to be submitted electronically through a secure mailbox via the Integrated Financial Resources Management System (INFORMS) (https://supplier.miamidade.gov) until the date and time indicated in the INFORMS Solicitation End Date published in INFORMS and in this solicitation document. It is the sole responsibility of the Bidder to ensure that its bid is in INFORMS before the solicitation deadline. There is no cost to the Bidder to submit a bid for a Miami-Dade County solicitation via INFORMS. Electronic 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.</p> <p>For information concerning this solicitation, use the question/answer feature provided within the solicitation by INFORMS at https://supplier.miamidade.gov. Questions of a material nature must be received prior to the date and time of the INFORMS Solicitation Question & Answer End Date specified in the solicitation. Material changes, if any, to the solicitation will be made only by written addendum. (See Mandatory Online Forms and Addendum Acknowledgement section of INFORMS site).</p> <p>Bidders must allow sufficient time to complete online forms and upload all bid documents. All information and documents must be fully entered, uploaded, acknowledged ("Confirm") and recorded into INFORMS before the date and time of the INFORMS Solicitation End Date, or the system will stop the process and the submission will be considered late and will not be accepted.</p> <p>No part of a Bid can be submitted by hardcopy, email or fax.</p>
County Department: Miami-Dade County, Strategic Procurement Department
Department Contact: Pablo Martinez E-Mail: pablo.martinez@miamidade.gov
Delivery/Service Address: Refer to specification, for additional information.
Delivery/Service Required: within timeframes specified throughout Contract No. FB-01556, or as required by MDAD.
<p>Method of Award:</p> <p>Award of this contract will be made to the lowest responsive, responsible bidder per site. To be considered for award, the bidder shall offer prices for all items and years listed in each site. The County will then select the bidder whose offer represents the lowest grand total per site. If a bidder fails to submit an offer for all items within the site, its offer for that specific site may be rejected. Bidders shall provide a total annual cost, inclusive of all necessary labor, transportation, material and equipment to furnish a comprehensive program of: equipment operation to perform the services, inspections, testing, preventive maintenance (PM), emergency repair, routine repair, boiler and water treatment services necessary to keep all of the air conditioning and water treatment equipment in operating condition within Original Equipment Manufacturer (OEM) specifications throughout the life of the contract.</p>



INVITATION TO QUOTE (ITQ)

B. Instruction to All Bidders

1. Contract FB-01556 Terms and Conditions of Miami-Dade County (County) shall apply to all resultant Contracts from this ITQ.
2. Exemptions from Section 1 – General Terms and Conditions
See Exhibit 1. Solicitation packet FB-01556, section 2. Special Terms and Conditions.
3. Cone of Silence
Pursuant to Section 2-11.1 (t) of the Code of Miami-Dade County, as amended, a “**Cone of Silence**” is imposed upon issuance of this ITQ after advertisement and terminates at the time a written recommendation is issued.
4. Pricing
The prices proposed by the Bidder shall remain fixed and firm for the term of the contract, including the hourly rates provided in Section 4. The County reserves the right to negotiate lower pricing based on market research information or other factors that influence price.
5. Pre-Bid Conference and Site Visit
TBD
6. Wage Requirements (As provided by the Small Business Development Division)
If the total contract value, exceeds \$100,000 the provisions of Section 2-11.16 (Responsible Wages) of the Code of Miami-Dade County (Code) as amended by Ordinance [Governing Legislation], will apply. A copy of this Code Section may be obtained online at www.miamidade.gov. A copy of the Ordinance may be obtained online at <http://www.miamidade.gov/business/library/ordinances/responsible-wage-code.pdf>. A copy of the Responsible Wages and Benefits Reports may be obtained online at <http://www.miamidade.gov/business/reportswages.asp#0>

PART III. SCOPE OF WORK/TECHNICAL SPECIFICATIONS

3.1 SCOPE

(see Exhibit 1. Solicitation packet FB-01556, section 3. Technical Specifications)

3.2 ADDITION OF SITES

Site #	Department	Location
#3	Miami-Dade Aviation Department	Building 43
#5	Miami-Dade Aviation Department	Building 100
#6	Miami-Dade Aviation Department	Building 707