

## DEPARTMENTAL INPUT

### CONTRACT/PROJECT MEASURE ANALYSIS AND RECOMMENDATION

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

Contract   
  Re-Bid   
  Other   
 LIVING WAGE APPLIES:  YES     NO

Requisition No./Project No.: RQAV1500023   
 TERM OF CONTRACT: 0 YEAR(S) WITH 0 YEAR(S) OTR

Requisition /Project Title: ISD for MDAD: Aerial Lift/ Bucket Truck

Description: Miami- Dade Aviation Department requires the purchase of one aerial lift/bucket truck. Accessing NJPA.

Issuing Department: ISD- Procurement   
 Contact Person: Robin Webb   
 Phone: 305-375-4356

Estimate Cost: \$122,588.00

Funding Source: GENERAL   
 FEDERAL   
 OTHER MDAD Propri

### ANALYSIS

**Commodity Codes:** 070-53

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

	<b>EXISTING</b>	<b>2<sup>ND</sup> YEAR</b>	<b>3<sup>RD</sup> YEAR</b>
<b>Contractor:</b>	Altec Industries Inc		
<b>Small Business Enterprise:</b>			
<b>Contract Value:</b>	\$	\$	\$

Comments: I intend to access NJPA Contract 031014.

Continued on another page (s):     YES     NO

### RECOMMENDATIONS

	Set-aside	Sub-contractor goal	Bid preference	Selection factor
<b>SBE</b>				

Basis of recommendation:

Signed: Robin Webb   
 Date sent to SBD: 5/5/2015

Date returned to DPM:



May 5, 2015

Altec Industries, Inc.  
 Attn: Mark Thrash  
 2570 Old Okeechobee Road  
 West Palm Beach, FL 33409

Re: National Joint Powers Alliance (NJPA) Contract 031014-ALT, Public Utility Equipment

Dear Mr. Thrash:

Miami-Dade County, hereinafter referred to as the County, would like to access NJPA's contract no 031014-ALT with Altec Industries, Inc. (hereinafter referred to as the "Contractor") for the purchase of one (1) aerial lift bucket truck for the Miami-Dade County Aviation Department. Prior to issuing a purchase order, the County requires acceptance with regards to the following terms and conditions:

- The Contractor shall provide one (1) aerial lift bucket truck to the County. The Contractor shall be paid in accordance with the pricing below:

Item	Description	Qty	Price	
1.	AT40M - Articulating Telescopic Aerial Device with Material Handling (Insulated)	1	\$112,202	
	<b>NJPA Options on Contract (Unit)</b>			
	A.	1. AT40S - Articulating Telescopic Aerial Device (Non-Insulated AT40S)		-\$2,646
	<b>NJPA Options Total:</b>			<b>\$109,556</b>
	<b>Open Market Items (Customer Requested)</b>			
	B.	1. Hoses run up boom with manifold at unit for two hose hook-up		\$2,625
		2. Custom 164" Flatdeck ILO service body		\$875
		3. 4,000 PSI Pressure washer and 200 gallon water tank		\$8,575
		4. Update to 2015 chassis		\$775
		5. Wet coat boom over powder coat		\$1,530
<b>Open Market Options Total:</b>			<b>\$14,380</b>	
<b>Sub-total for Unit/Body/Chassis:</b>			<b>\$123,936</b>	
<b>Delivery to Customer:</b>			<b>\$1,652</b>	
<b>Total for Unit/Body/Chassis:</b>			<b>\$125,588</b>	

2. SHIPPING TERMS, DELIVERY AND PAYMENT

Prices are F.O.B. Destination and the Contractor shall hold title to the goods until such time the item is delivered to and accepted by the County. The Contractor shall hold title to the goods until such time as they are delivered to and accepted by the County. Deliveries are authorized at Miami-Dade Internal Services Department Fleet Management Division Shop 3C, located at 8801 NW 58 St Miami, FL, 33172 on weekdays, between the hours of 8:00 A.M. to 2:00 P.M. Contact Facility Supervisor at (305) 477-1008, twenty-four (24) hours prior to delivery.

In no case shall delivery be later than 270 days from the date the County orders the equipment. All deliveries are to be made in accordance with good commercial practice. All equipment shall be delivered in full compliance with the contract requirements, and must be in excellent condition and ready to work. Upon verification of compliance with these requirements, the County will accept the delivered equipment.

The County will issue payment after completion of items (a), (b), and (c) below:

- a) All delivered units are successfully inspected for compliance with all requirements and accepted (including delivery of the required manuals as specified below), by the County.
- b) With the delivery of each vehicle, the Contractor shall provide to the County,
  - i. One (1) copy of the associated technical and service manuals, per model; DVD preferred; and other internet based media the County can be provided access to.
  - ii. A copy of the manufacturer's preventative maintenance schedule; and
  - iii. The manufacturer's certificate of origin, title application, and all warranty documents.
- c) The trade-in units are picked up by the Contractor from the County's site at the time of delivery for the new units, at no cost to the County.

The invoice is to be made out to the name of the department as indicated on the Purchase Order and mailed to the same address as shown on the Purchase Order.

- 3. **METHOD OF PAYMENT:** The Contractor shall submit an invoice to the County as indicated herein:

The date of the invoice shall not exceed thirty (30) calendar days from the delivery of the items. Under no circumstances shall the invoice be submitted in advance of the delivery and acceptance of the items. In addition to the general invoice requirements set forth below, the invoice shall reference the corresponding delivery ticket, unit serial numbers and the packing slip number that was signed by an authorized representative of the County at the time the items were delivered and accepted.

In order for the County to provide payment, the Contractor shall submit a fully documented invoice that provides certain basic information.

All invoices shall contain the following basic information:

- I. **Contractor Information:**
  - The name of the business organization as specified on the contract between Miami-Dade County and the Contractor
  - Date of invoice
  - Invoice number
  - The Contractor's Federal Identification Number on file with Miami-Dade County
- II. **County Information:**
  - Miami-Dade County Release Purchase Order or Small Purchase Order Number
- III. **Pricing Information:**
  - Unit price of the goods provided

- Extended total price of the goods
- Applicable discounts

IV. Goods Provided per Contract:

- Description
- Quantity

V. Delivery Information:

- Delivery terms set forth within the Miami-Dade County Release Purchase Order
- Location and date of delivery of goods

VI. Failure to Comply:

- Failure to submit invoices in the prescribed manner will delay payment.

Invoices and associated back-up documentation shall be submitted in duplicate by the Contractor to the County as follows:

Miami-Dade Internal Services Department  
111 NW 1 St. Suite 1050  
Miami, Florida 33128  
Attention: Carlos Plasencia  
Email: [jplasen@miamidade.gov](mailto:jplasen@miamidade.gov)  
Phone: (305) 375-2302

4. Pursuant to Miami-Dade County Ordinance No. 97-215, the purchase order will include the Independent Private Sector Inspector General requirements. This ordinance requires a ¼ of 1% reduction from the total price of the Contractor's invoice.
5. Pursuant to Miami-Dade County Budget Ordinance No. 03-192, which implements the User Access Program (UAP), new contract awards issued by the Internal Services Department, Procurement Management Division require a 2% reduction from the total price of any Contractor invoice issued.
6. Pursuant to County Ordinance No. 03-2, the Contractor will grant access to the Commission Auditor to all financial and performance related records, property, and equipment purchased in whole or in part with government funds.

If you have questions please contact Robin at (305) 375-4356.

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Attest: \_\_\_\_\_

Corporate Secretary/Notary

Corporate Seal/Notary