

ISSUING DEPARTMENT INPUT DOCUMENT

CONTRACT/PROJECT MEASURE ANALYSIS AND RECOMMENDATION

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

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

Requisition No./Project No.: RQAV2000008
 TERM OF CONTRACT 0 YEAR(S) WITH 0 YEAR(S) OTR

Requisition /Project Title: Purchase of Portable Chemical Toilet Trailers

Description: The Awarded bidder shall deliver the items (Portable Chemical Toilet Trailers) to Miami International Airport.

Issuing Department: ISD, SPD
 Contact Person: Enke Plasari
 Phone: 305.375.3905

Estimate Cost: 130,000

Funding Source: GENERAL
FEDERAL
OTHER Proprietary

ANALYSIS

Commodity Codes:	15570	06006	07314	07084	
Contract/Project History of previous purchases three (3) years Check here <input checked="" 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:	N/A	N/A	N/A		
Small Business Enterprise:	N/A	N/A	N/A		
Contract Value:					
Comments: 					

Continued on another page (s): YES NO

RECOMMENDATIONS

	Set-Aside	Subcontractor Goal	Bid Preference	Selection Factor
SBE				

Basis of Recommendation:

Signed: Enke Plasari	Date sent to SBD: 04/03/2020
	Date returned to SPD:

SECTION 2

SPECIAL TERMS AND CONDITIONS

2.1 PURPOSE

The purpose of this solicitation is to establish a contract for the purchase of Portable Chemical Restroom Trailers for Miami International Airport (MIA).

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 Purchase Order issued by the Internal Services Department, Strategic Procurement Division, and shall remain in effect until such time as the goods are delivered and/or services are completed, and accepted by the County's authorized representative. This Contract will be a one-time Purchase Order.

2.3 METHOD OF AWARD

Award of this Contract will be made to the responsive, responsible bidder who meets the minimum qualifications listed below, 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. If the Awarded Bidder defaults, the County shall have the right to negotiate with the next responsive, responsible Bidder

Minimum Qualifications

1. Bidder shall provide the contact information of a designated representative that can be reached during normal business hours (between 8:00am and 5:00pm local time) for County business matters. Bidder shall provide the representative's name, title, phone number, and email address.
2. Bidder shall submit data sheet to include the trailer's dimensions and the list of available features for the product being offered as well as pictures. .
3. Bidders must include manufacturer's standard warranty for parts in the prices bid and must meet or exceed any warranty requirement specified herein.

2.4 PRICES

All delivery and fuel charges are to be included in the total price submitted in Section 5 - Pricing. Prices submitted by the Bidder are inclusive of all services required and there shall be no mark-up or administrative or service fee of any kind.

The prices proposed by the Awarded Bidder shall be fixed and firm during the duration of the Contract Term

2.5 DELIVERY

The Awarded Bidder shall make deliveries in accordance with the date specified on the purchase orders provided by the client department. All deliveries shall be made in accordance with good commercial practices and within the required delivery time frames;

except in such cases where the delivery will be delayed due to acts of nature or causes beyond the Awarded Bidder's control. In cases where a delivery will be delayed, the Awarded Bidder shall notify the County of the delay prior to the original scheduled delivery so that a revised delivery date can be scheduled or other accommodations can be made.

The County shall not allow any late deliveries attributed to back order situations. Accordingly, the Awarded Bidder is required to deliver all items to the County within the time specified in each Purchase Order. No grace period on account of back order situations shall be honored, unless written authorization is issued by the user department and a new delivery date is mutually established. In the event that the Awarded Bidder fails to deliver the products within the time specified, the County reserves the right to cancel the order, seek the items from another Bidder, and charge the incumbent Bidder for any re-procurement costs. If the Awarded Bidder fails to honor these re-procurement costs, the County may terminate the Contract for default.

Bidders shall deliver the items specified in the purchase order to the following County facility, unless otherwise specified:

Miami-Dade Aviation Department (MDAD)

Miami International Airport
Maintenance Facility Building 3040 Yard
4331 NW 21 St
Miami, FL 33122

Delivery date and times for MDAD shall be stated on the purchase request. The MDAD point of contact is Steven Albritton.

The delivery address and the point of contact may be changed upon written request by the County at any time.

2.6 ACCEPTANCE OF PRODUCT BY THE COUNTY

The goods to be provided hereunder, shall be delivered to the County, and maintained if applicable to the Contract, in full compliance with the specifications and requirements set forth in this Contract. If a Bidder-provided good is determined to not meet the specifications and requirements of this Contract, prior to acceptance or upon initial inspection, the item will be returned, at the Awarded Bidder's expense. At its discretion, the County may allow the Awarded Bidder to provide a direct replacement or provide a full credit for the unacceptable/returned item. The Awarded Bidder shall not assess any additional charge(s) for any conforming action taken by the County under this clause.

2.7 WARRANTY

Manufacturer's standard warranty for parts must be included in the prices bid and must meet or exceed any additional warranty requirements specified herein. All manufacturers' warranties shall ensure to the benefit of the county, and replacement of defective materials shall be made promptly upon request. Warranty shall be effective the date of acceptance by the Airport.

SECTION 3

SCOPE OF WORK/TECHNICAL SPECIFICATIONS

3.1 SCOPE OF WORK

Contractor shall provide Miami International Airport with Portable Chemical Restroom Trailers that meet the following requirements:

- Two (2) Station Restroom Trailer
 - Climate Controlled (rooftop HVAC unit)
 - 120 Volt 30 Amp Power Supply
 - Fresh Water Hook-up
 - Fluorescent Occupancy Lighting
 - Exterior Porch Light at Entry Doors
 - Automatic Door Closers
 - Retractable/Foldable Platform and Steps
 - Three (3) Inch Quick Connect Waste Tank Access Valve
 - Fresh Water Tank capacity \geq 200 Gallons
 - Waste Tank Capacity \geq 275 Gallons
 - Overall Length no less than 10'
 - Overall Width no less than 6'
 - Overall Height not to exceed 11' with HVAC Unit
 - Weight not to exceed 4,500 lbs.
- Men's Restroom – 1 stall with:
- One (1) Pedal Flush Commode
 - One (1) Self-flushing Urinal
 - Formica Countertop with One (1) Stainless Steel Sink and Self-closing Faucet
 - Shatterproof Mirror
 - Soap Dispenser
 - Toilet Paper Dispenser
 - Paper Towel Dispenser
 - Waste Container
- Women's Restroom – 1 stall with:
- One (1) Pedal Flush Commode
 - Formica Countertop with One (1) Stainless Steel Sink and Self-closing Faucet
 - Shatterproof Mirror
 - Soap Dispenser
 - Toilet Paper Dispenser
 - Paper Towel Dispenser
 - Sanitary Napkin Receptacle
 - Waste Container

SECTION 4
BID SUBMITTAL

2.3(1)	<p>Bidder(s) shall provide the contact information of a designated representative to provide the County. Bidder shall provide the representative's name, title, phone number, and email address.</p> <p>Representative Name: _____</p> <p>Title: _____</p> <p>Phone Number: _____</p> <p>E-Mail Address: _____</p>	<p>Mark Completed</p> <p><input type="checkbox"/></p>
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2.3(2)	<p>Bidder shall submit data sheet to include the trailer's dimensions and the list of available features for the product being offered as well as pictures.</p>	<p>Mark Completed</p> <p><input type="checkbox"/></p>
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SECTION 5
PRICING

PORTABLE RESTROOM TRAILERS

Item No.	Description	Estimated Qty.	Unit Price	Extended Price
1.	Portable Restroom Trailers per Specifications	5 Each	_____ \$/each	_____ \$
	TOTAL			_____ \$
	Manufacturer: _____			
	Model: _____			
	Warranty: _____ (Attach Warranty Statement)			
	Delivery After Receipt of Order (ARO): _____			
	This Bid meets all specified requirements; technical specifications of the trailer offered are attached: Yes <input type="checkbox"/> No <input type="checkbox"/>			