

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

New OTR Sole Source Bid Waiver Emergency Previous Contract/Project No.
Contract
 Re-Bid Other: MCC 7360 Plan – CICC7360-0/08
RPQ. No. FMB25188-3-R

LIVING WAGE APPLIES: YES NO

Requisition No./Project No.: **RQCR1500002** Term of contract **5** Year(s) with **0** Year(s) OTR

Requisition /Project Title: **BOILER MAINTENANCE & REPAIR SERVICE**

Description: The purpose of this solicitation is to establish a contract for maintenance and repairs of boilers and water heaters at various County facilities, and to establish a pool of pre-qualified bidders for the purchase, installation, and removal of boilers and water heaters.

Issuing Department: **ISD** Contact **Yuly Chaux** Phone: **305-375-4263**

Person:

Estimate Cost: **\$600,000**

GENERAL FEDERAL OTHER

Funding Source: **General Funds**

ANALYSIS

Commodity Codes: **936-75**

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 South Florida Boiler & Gas Services Inc.

Small Business Enterprise:

Current Contract Value:

Comments:

Continued on another page (s): Yes No

RECOMMENDATIONS

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

Basis of recommendation:

Date sent to SBD: 8/20/15

Signed: Yuly Chaux-Ramirez

Date returned to ISD-PM:

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

The purpose of this solicitation is to establish a contract for maintenance and repairs of boilers and water heaters at various County facilities, and to establish a pool of pre-qualified bidders for the purchase, installation, and removal of boilers and water heaters.

2.2 PRE-BID CONFERENCE (HIGHLY RECOMMENDED)

A pre-bid conference will be held on ____ at _____. It is highly recommended that a representative(s) of the firm attend this conference as the "cone of silence" will be lifted during the course of the conference, and special conditions and specifications included within this solicitation will be discussed.

Bidders are requested to bring this solicitation to the conference, as additional copies may not be available.

A walk-thru tour to the following sites will be conducted after the pre-bid conference.

- Pretrial Detention Center (PTDC) at 1321 NW 13 Street, Miami, FL. 33125 at East Kitchen Slider Gate Entrance, along 13th Avenue
- Turner Guilford Knight Correctional Center (TGK) at 7000 NW 41st Street, Miami, FL. 33166
- Training Treatment Center (TTC)/ Boot Camp Program 6950 NW 41st Street, Miami, FL. 33166
- Metro West Detention Center at 13850 NW 41st Street, Miami, FL. 33178.

2.3 TERM OF CONTRACT: FIVE YEARS

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 Notice of Award Letter which is distributed by the County's Internal Services Department, Procurement Management Division; and contingent upon the completion and submittal of all required bid documents. The contract shall remain in effect for five (5) years, and shall expire on the last day of the last month of the contract term.

2.4 METHOD OF AWARD**2.4.1 Group 1 – Maintenance and Repair of Boilers and Water Heaters**

Award of this contract will be made to the lowest responsive, responsible bidder per site. To be considered for award by site, the bidder shall offer prices for all items within a given site. The County will then select the bidder whose offer represents the lowest grand total per site, and who meet the minimum requirements listed below. If a bidder fails to submit an offer for any item within the site, its offer for that specific site may be rejected.

Failure to provide proof of compliance to the following minimum qualification requirements, as specified by the County, may result in the bidder bid being deemed non-responsive. The County shall be sole judge of the bidder's conformance to the minimum requirements and its decision shall be final.

- A. Bidder(s) must hold one of the following licenses or license combinations. Copy of either license or license combination shall be provided with the bid submittal.

- Miami-Dade County Mechanical Contractor
And/or
 - State Certified Mechanical Contractor
And/or
 - Specialty mechanical contractor (Steam Generator Boiler and Piping Contractor) and specialty plumbing contractor (Gas Fitting Contractor).
- B. The bidder or bidder's subcontractor must have a valid ASME "R" stamp certification for repair(s) and/or alternation of boilers and pressure vessels issued by The National Board of Boiler and Pressure Vessel Inspectors. Copy of the certificate shall be provided with the bid submittal.
- C. The bidder must have a demonstrated 3-year minimum of experience providing boilers maintenance. As evidence bidder(s) are required to provide at least three (3) letters of reference from their clients. The references shall ascertain to the County's satisfaction that the bidder has sufficient expertise in boilers maintenance. The County, at its sole discretion, may choose to request additional information to assess the bidder's experience.
- D. The bidder(s) shall maintain offices, shop facilities, and personnel located in Miami-Dade or Broward and shall provide a copy of their local business tax certificate as proof of office location.

2.4.2 Group 2 – Pre-qualification of bidders for the Purchase, Replacement, Installation, and Removal of Boilers and Water Heaters

This group will be used by various County departments to purchase, replace, and install boilers and water heaters. In addition, this group will also be used for repairs to boilers and water heaters that are not included in Group 1, and that will require repair on an as needed basis.

Award of Group 2 – will be made to all responsive, responsible bidder(s) who meet the following minimum qualifications:

- A. Bidder(s) must hold one of the following licenses or license combinations. Copy of either license or license combination shall be provided with the bid submittal.
- Miami-Dade County Mechanical Contractor
 - State Certified Mechanical Contractor
 - Specialty mechanical contractor (Steam Generator Boiler and Piping Contractor) and specialty plumbing contractor (Gas Fitting Contractor).
- B. The bidder must have a demonstrated 3-year minimum of experience with boilers to include installation services. As evidence bidder(s) are required to provide at least three (3) references from their clients including dates of service, and statement of work performed. The references shall ascertain to the County's satisfaction that the bidder has sufficient expertise in the boilers industry. The County, at its sole discretion, may choose to request additional information to assess the bidder's experience.
- C. Bidder shall have a dedicated facsimile and/or e-mail address to expedite quotes.

Bidders who meet the minimum qualifications will be placed on a pre-qualified bidders' list and will be invited to participate in subsequent Request for Quotation (RFQ) as required by the County.

The County may, at its sole discretion and in its best interest, allow bidders to complete, supplement or supply the required documents. It shall be the sole prerogative of the County as to the number of bidders who will be included under Group 2. During the term of the contract, the County reserves the right to add or delete bidders from group 2 as it deems necessary and in its best interest.

Failure of any bidder to perform in accordance with the terms and conditions of the contract may result in the bidder(s) being deemed in breach of contract. The County may terminate the contract for default and charge the successful bidder(s) re-procurement costs, if applicable.

Bidder(s) shall submit with their bid all specified information, documents and attachments as proof of compliance to the minimum qualification requirements; however, Miami-Dade County, may at its sole discretion, allow the bidder to complete or supplement the qualification requirements. The County may request additional evidence from the bidder(s) to ensure, to its satisfaction, that the bidder is in fact qualified to perform the required work.

2.5 PRICES (Group 1)

The prices proposed for Group 1, including the hourly rates provided in Section 4 shall remain fixed and firm for no less than one year from the award of the contract. Annual price adjustments based on changes in the following pricing index: The latest issue of the Consumer Price Index (CPI) published by the U.S. Department of Labor, Bureau of Labor Statistics for All Urban Consumers, All Items, Miami-Fort Lauderdale, FL area. All quoted prices for Preventative maintenance, Semi-annual and Annual (Section 3.2) shall include all of the necessary parts, filters, gaskets, fittings and other necessary materials needed to complete the stated services as one complete price. It is the bidder's responsibility to request any pricing adjustment under this provision. For any adjustment to commence on the anniversary of the contract term, the bidder's request for adjustment should be submitted 90 days prior to the anniversary of the contract term. The bidder adjustment request should not be in excess of the relevant pricing index change. If no adjustment request is received from the bidder, the County will assume that the bidder has agreed not to request a price adjustment. Any adjustment request received after the anniversary of the contract term may not be considered.

The County reserves the right to negotiate lower pricing for the additional term(s) based on market research information or other factors that influence price. The County reserves the right to apply any reduction in pricing for the additional term(s) based on the downward movement of the applicable index.

The County reserves the right to reject any price adjustments submitted by the bidder and/or to not exercise any otherwise available option period based on such price adjustments.

2.6 METHOD OF PAYMENT

In addition to the terms and conditions stated in section 1.2.H – Prompt Payment Terms, and 1.35 Invoices.

No invoices shall be approved for payment unless the County has received all required reports listed in Section 3.4 – Service Reports.

2.7 EXAMINATION OF COUNTY FACILITIES AND COUNTY EQUIPMENT (RECOMMENDED)

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 facility prior to submittal of their bid.

Failure or omission of the bidder(s) to review any instructions or documents, or any part of the specifications, or to visit the facility and become acquainted with the nature and location of the work, the general and local conditions and all matters which may in any way affect performance shall not relieve the bidder(s) of any obligation to perform as specified herein.

2.8 INDEMNIFICATION AND INSURANCE

The Contractor shall furnish to the Internal Services Department / Procurement Management Services Division, 111 NW 1st Street, Suite 1300, Miami, Florida 33128-1989, Certificate(s) of Insurance which indicate that insurance coverage has been obtained which meets the requirements as outlined below:

- A. Worker's Compensation Insurance for all employees of the Contractor as required by Florida Statute 440.
- B. Commercial General Liability Insurance on a comprehensive basis in an amount not less than \$1,000,000 combined single limit per occurrence for bodily injury and property damage. **Miami-Dade County must be shown as an additional insured with respect to this coverage.**
- C. Automobile Liability Insurance covering all owned, non-owned and hired vehicles used in connection with the work, in an amount not less than \$1,000,000 combined single limit per occurrence for bodily injury and property damage.

All insurance policies required above shall be issued by companies authorized to do business under the laws of the State of Florida, with the following qualifications:

The company must be rated no less than "A-" as to management, and no less than "Class VII" as to financial strength by A.M. Best Company, Oldwick, New Jersey, or its equivalent, subject to the approval of the County Risk Management Division.

or

The company must hold a valid Florida Certificate of Authority as shown in the latest "List of All Insurance Companies Authorized or Approved to Do Business in Florida" issued by the State of Florida Department of Financial Services.

NOTE: CERTIFICATE HOLDER MUST READ: MIAMI-DADE COUNTY

111 NW 1st STREET, SUITE 2340 MIAMI, FL 33128

2.9 WARRANTY REQUIREMENTS

Warranty Coverage Required

In addition to all other warranties that may be supplied by the bidder or Original Equipment Manufacturer (OEM), the successful bidder(s) shall warrant its products, services, repairs and replacement parts against faulty labor and/or defective material, for a minimum period of one (1) full 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 one (1) year period; regardless of whether the successful bidder is under contract with the County at the time of defect. Any payment by the County for the goods and services does not constitute a waiver of these warranty provisions.

Warranty requirements for the purchase of new units shall be stated on the quotation form applicable to spot market purchases under Section 2.4.2 of this solicitation.

Correct Defects Covered Under Warranty

The successful bidder(s) shall promptly correct any deficiency, at no cost to the County, within two (2) business days after the County notifies the successful bidder(s) of such deficiency in writing. If the successful bidder fails to honor the warranty and/or fails to correct or replace the defective work or items within the specified period, the County may (a) place the bidder in default of its contract, and/or (b) procure the products or services from another vendor and charge the bidder for any additional costs that are incurred by the County for this work or items; either through a credit memorandum or through invoicing.

2.10 PARTS AND MATERIAL

All parts and materials provided under this agreement shall be new, Original Equipment Manufacturer (OEM), free from defects, guaranteed suitable for their particular designed purpose. Non-OEM parts shall not be used, unless the successful bidder has prior approval from the County Project manager.

The successful bidder at their own expense shall obtain parts in the most expeditious manner available, which includes overnight air shipping and special fast track ordering.

2.11 CONTACT PERSON

For any additional information regarding the terms and conditions of this solicitation and resultant contract, Contact: Yuly Chaux-Ramirez, at (305) 375-4263 or via e-mail at ychaux@miamidade.gov.

2.12 CLEAN-UP

All unusable 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 successful bidder shall thoroughly clean up all areas where work has been involved as mutually agreed with the affected Department Project Manager.

2.13 COMPLIANCE AND REGULATIONS

A. Accident Prevention and Barricades:

Precautions shall be exercised at all times for the protection of persons and property. All bidders performing services under this contract shall conform to all relevant Occupation Safety & Health

Administration (OSHA), State and County regulations during the course of such effort. Any fines levied by the above mentioned authorities for failure to comply with these requirements shall be born solely by the responsible successful bidder. Barricades shall be provided by the successful bidder when work is performed in areas traversed by persons, or when deemed necessary by the County Department Project Manager.

B. Protection of Property:

All existing structures, utilities, services, roads, trees, shrubbery, etc. shall be protected against damage or interrupted services at all times by the successful bidder(s) during the term of this contract. The successful bidder(s) shall be held responsible for repairing or replacing property to the satisfaction of the County should it be damaged by reason of the bidder's operation on the property.

C. Personnel Identification:

All personnel employed by the successful bidder(s), including any subcontractor and subcontractor's employees when applicable, shall display at all times an identification badge which shall include the employee's name, the employer's name and either a physical description or a photograph of the employee.

2.14 ADDITION/ DELETION OF EQUIPMENT, FACILITES (Group 1 only)

A. Additional Equipment and/ or Facilities

Although this contract identifies specific equipment and facilities to be serviced, it is hereby agreed and understood that the County may at its option add new equipment after successful installation and start-up, and/or facilities to the contract. Should the County determine that additional equipment need to be added to a facility, a quote shall be obtained from the bidder servicing that facility. If an additional facility needs to be added to the contract, price quotes will be obtained from all the successful bidders of Group 1.

B. Deletion

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

C. Increase/Decrease Service

The County may increase or decrease the frequency of services that are listed in Section 4, Bid Submittal Form. The County will negotiate with the Bidder servicing that facility, and if the negotiated price is competitive the County will adjust prices for the next payment. If the County determines that the negotiated price is not competitive, price quotes will be obtained from all the successful Bidders of Group 1. If the County determines that the negotiated prices are not competitive, the County reserves the right of acquiring the services through a separate solicitation.

Any changes shall be added to this contract by formal modification of the award sheet.

2.15 SUB-CONTRACTING

The successful bidder shall be the primary service provider. Successful bidder(s) will be permitted to sub-contract portions of the work to competent sub-contractors. The company name, contact person and a copy of their license/certificate shall be submitted to the Internal Services Department, Procurement Management Division for approval. The sub-contractors are the responsibility of the successful bidder(s) and not the County. All sub-contractors performing work for the County shall be duly licensed prior to commencement of any work during the contract period.

Successful bidder(s) shall be fully responsible to the County for acts and omissions of the sub-contractors and persons employed by them, as they are for acts and omissions of persons directly employed by them.

Any work or service to be performed by a subcontractor must have the prior approval of the County. The County reserves the right to approve, disapprove or dismiss any sub-contractors. Rejection of any subcontractor shall not entitle the successful bidder adjustment of bid prices. The successful bidder shall inform the County prior to scheduling any subcontractor's visit to any County facility.

Failure by the successful bidder to have a subcontractor approved by Miami Dade County will not relieve the bidder of the responsibility to meet, comply with, and fulfill all of the terms and conditions of this contract.

Nothing contained in this bid solicitation shall be construed to create any contractual relationship between any sub-contractor and the County.

2.16 EXEMPTIONS FOR FEDERALLY FUNDED ENTITIES

The contract to be awarded under this solicitation may be accessed by federally-funded departments. As federally-funded agencies, certain clauses within this Solicitation do not apply: Section 1 Paragraph 1.10 (Local Preference), Section 1 Paragraph 1.27 (Office of the Inspector General), Section 1 Paragraph 1.43 (Small Business Contract Measures), Section 1 Paragraph 1.35 (County User Access Program – UAP), and Section 1 Paragraph 1.44 (Disable Veteran's Business Preference).

2.17 EMERGENCY SERVICES / ADDITIONAL REPAIRS (Group 1)

Bidder(s) shall provide twenty-four (24) hours, 7 days a week emergency services/ additional repairs to the County under the contract. Emergency services/ additional repairs under this contract shall be any unforeseen, unanticipated work not included in the scheduled maintenance/inspections listed in section 3.2 of this solicitation. Emergency / additional repairs will be paid at the hourly rate(s) provided in Section 4 when performed Monday through Friday between the hours of 8:00 a.m. to 5:00 p.m., including County observed holidays; and at time and a half (1- ½) when performed at any other time, including County observed holidays. The hourly rate(s) shall be deemed to provide full compensation to the bidder for labor, equipment use, and travel time. Rates shall be all-inclusive. No "add-on" charges for services will be accepted. The cost of parts and materials shall not exceed a 10% mark-up from the bidder's actual cost. Evidence of actual cost shall be required and made available to the using Department by the successful bidder. A copy of the purchase document/invoice receipt will be provided with invoice for the respective repair. If requested, damaged or worn parts shall be submitted for inspection to the County.

Emergency service response time shall be within two (2) hours after notification by the County, during working hours of 8:00 a.m. to 5:00 p.m. and after this time and on weekends and holidays it will be 4 hour response time.

2.18 COST ESTIMATES AND CHARGES FOR EMERGENCY SERVICES AND ADDITIONAL REPAIRS

The successful bidder(s) shall be required to submit a written estimate to the user Department at no cost to the County accompanied with recommended work or additional services that are required before a work order for that specific service/repair is issued. Accordingly, the successful bidder(s) shall indicate the cost of its labor and materials in the cost estimate. The actual charge to the County from a successful bidder(s) for a specific project shall not exceed ten percent (10%) of the bidder's initial estimate without the expressed prior approval from an authorized agent of the County. If the County determines that the price submitted by the bidder is not competitive, the County reserves the right of acquiring the services through a separate solicitation or to use Group 2.

2.19 NOTIFICATION PRIOR TO COMMENCEMENT OF WORK

The County will give a minimum lead time of two (2) business days to the successful bidder(s) prior to the desired starting date for any specific assignment; provided however, that such notification shall be superseded by any emergency work that may be required in accordance with provisions included elsewhere in this solicitation and resultant contract. When possible, longer lead times will be given.

2.20 WORK ACCEPTANCE

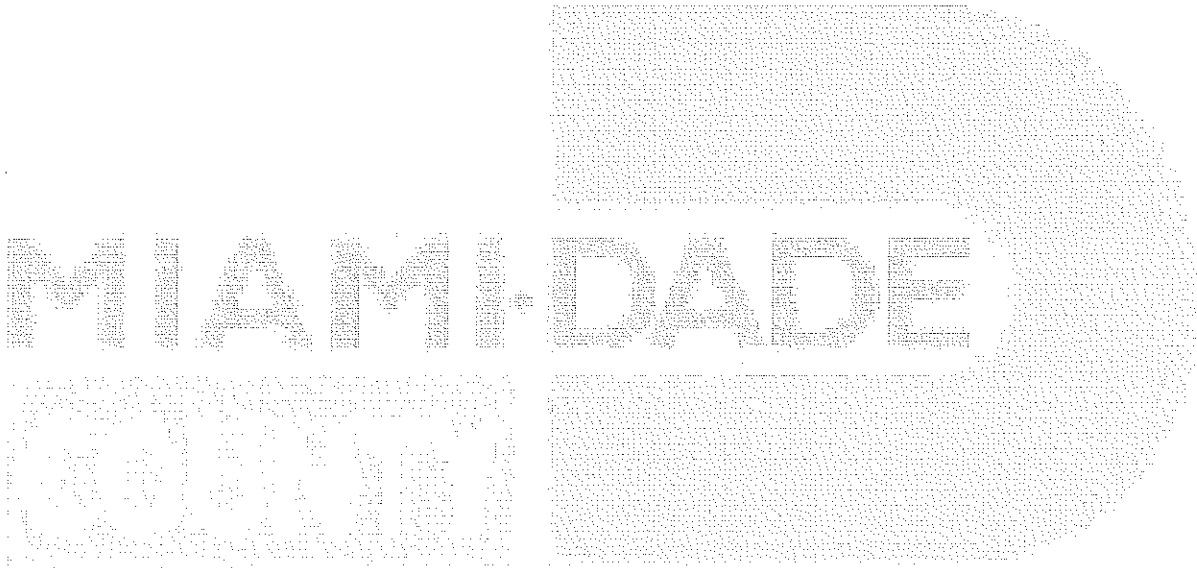
All serviced areas and or equipment will be inspected by an authorized representative of the County at the end of the service. This inspection shall be performed to determine operational status, acceptance of work, appropriate invoicing, and warranty conditions.

2.21 BIDDER AND SUBCONTRACTOR'S PERSONNEL BACKGROUND CHECK AND SECURITY - Requirements for Miami Dade Corrections and Rehabilitation Department

The successful bidder and respective subcontractor(s) must provide a legible copy of the "Application for Contractor Pass" Corrections and Rehabilitations Form R6-25-12, and a copy of a current Florida Driver License, or Florida Identification Card, for all employees assigned to the work in support of this contract. Upon submission of each of the four pages for the above background applications, the successful bidder will be notified approximately 3 to 4 weeks following submission on whether their employee(s) have passed the background check. Employees that pass will report to Dr. Martin Luther King (MLK) Plaza, Corrections and Rehabilitations Department Headquarters, Program Services, 2525 NW 62 Street, Suite 1166A, Miami, Fl. 33147 for a required photo and completion of mandatory training video prior to entrance into any Correctional facility. Employees shall wear a company shirt with company logo and ID during all working hours.

All tools transported to the work area must be in tool box or enclosed during transport. No hanging tools from the waist or other areas will be permitted unless previously approved. Contractor shall have a pre-typed inventory check list of all the tools that will be brought into the work site on a company letterhead for the correctional officer inventorying of tools entering and exiting the facility. The inventory check list will be turned in daily to the Control booth upon arrival and tool check will be performed. Strict tool control will be required due to the Correctional setting which will require full adherence to tool control standards.

Failure of the successful bidder to complete the necessary background checks successfully for his or her staff and other security requirements may lead to the cancellation of this contract.



SECTION 3 – TECHNICAL SPECIFICATIONS

3.1 PURPOSE

The purpose of this solicitation is to establish a contract for maintenance and repairs of boilers and water heaters at various County facilities, and to establish a pool of pre-qualified bidders for the purchase, installation, and removal of boilers and water heaters.

3.2 MAINTENANCE REQUIREMENTS (Group 1)

All quoted prices for preventative maintenance, semi-annual and annual (Section 3.2) shall include all of the necessary parts, filters, gaskets, fittings and other necessary materials needed to complete the stated services as one complete price.

A. For boilers located at the Pre-Trial Detention and Turner Guilford Knight Correctional Centers maintenance consists of the following:

1. Preventative Maintenance Tasks

Section 4.0, indicates the frequency in which the following preventative maintenance (PM) tasks must be provided to each equipment listed.

1. Remove and clean burner and pilot. Clean secondary air damper.
2. Check pilot electrode for cracks and adjust.
3. Clean tube oil screen and air filter.
4. Check oil strainer and filters.
5. Clean contacts and check relay operations.
6. Make necessary adjustments to burner for proper combustion.
7. Check and indicate readings on Temp., Pressure Low Fire, High Fire gauges.
8. Check readings on gas pressure at pilot and main line.
9. Check reading of stack temp on low and high fire.
10. Check DC voltage reading of Cell pick up.
11. Check readings on low water cut off, Aux-low water cut off.
12. Fire boiler until burner shuts. off on steam pressure, vent pop valve and flood boiler.
13. Check all hand hole and manhole plates for leaks.
14. Check all leaks at all blown down valves.
15. Check air and oil interlock switch.
16. Fire boilers on Diesel Oil and run for 24 hours.
17. Adjust fire and/or burner safety shut offs.

2. Semi-Annual Boiler Maintenance Service

Semi-Annual Boiler Preventative Maintenance shall include all the aforementioned preventative maintenance tasks, as well as the following:

1. Clean fire surfaces of the boiler.
2. Open Boilers, brush out the tubes with a flute brush (fire tube boilers), using Good way Soot-A-Matic Model SAM 2-53-15 or approved equal in order to avoid for soot to escape to the

- atmosphere. Flush out and inspect on both sides.
3. Inspect and renew, if necessary, asbestos rope that forms seal between rear cover brick and brick frame of baffle (package boilers).
 4. Perform maintenance and necessary repairs to fuel pumps.
 5. Inspect refractory.
 6. Remove all hand hole plates.
 7. Replace all gaskets.
 8. Take apart the Low Water Cut off, clean, inspects, reassembles, and assure proper function.

3. Annual Boiler Maintenance Service

Annual Boiler Maintenance service shall include all the aforementioned preventative maintenance tasks, semi-annual boiler maintenance service, as well as the following:

1. Clean fire and water sides thoroughly.
2. Plan to overhaul auxiliaries.
3. Check electrical controls and terminals.
4. Dismantle and clean low-water cutoff and feed water regulator.
5. Clean boiler and associated equipment.
6. Paint pressure vessels annually upon request.
7. Trim boilers for gas and oil firing by an authorized factory representative. The use of an oxygen analyzer is required.
8. Clean Flue Pipes

B. For boilers located at the Training and Treatment Center, and the Metro West Detention Center maintenance consists of the following:

1 Preventative Maintenance Tasks

Section 4.0, indicates the frequency in which the following preventative maintenance (PM) tasks must be provided to each equipment listed.

1. Test fire water boilers and or water heaters; check all safeties and limit for proper operation and adjustment.
2. Check pilot and/or hot surface igniters for proper flame or acceptable OHM operating range.
3. Check incoming line and manifold gas pressures.
4. Clean and check secondary air dampers where applicable.
5. Clean contacts and check relay operations if applicable.
6. Check and clean all strainers and inspect filters if applicable.
7. Make necessary adjustments to burners for proper combustion using a calibrated combustion analyzer and attached print out to service tickets.
8. Check stack reading with calibrated combustion analyzer and attach print out to service tickets.
9. Check and record operating and high limit aquastat setting; adjust as needed.
10. Note any deterioration conditions on boiler, piping, pumps, electrical or flue system.

2 Annual Boiler and Water Heaters Maintenance Service

Annual Boiler Maintenance service shall include all the aforementioned preventative maintenance tasks, as well as the following:

1. Remove burner assembly and clean burners and pilot assembly where applicable.
2. Inspect refractory and clean refractory.
3. Remove and replace high surface igniters where applicable.
4. Remove and replace gas pilot assembly.
5. Disassembly copper finned water boilers and clean fire side of boiler.
6. Flush and drain storage tank: remove hand hole plate and replace gasket if applicable.
7. Check all safeties and limits.
8. Check combustion with a calibrated combustion analyzer and attach print out to checklist.

3.3 REPAIRS AND EMERGENCIES (Group 1)

All repairs required on service calls shall include but not limited to the following: all controls on burners, limit switches, burner parts, low water cut off gaskets, rear door ropes, asbestos seals and gauge glass with washers.

Any repairs that entail welding on the pressure vessel must be completed as required by an R Stamp License Contractor, for that purpose proof of bidder or bidder's subcontractor license will be required prior to commencement of the work. ASME

The successful bidder(s) must provide written and signed service reports (work ticket) for each piece of equipment being repaired and it must detail out the work performed. A copy of repair call Service Report (Work Ticket) will be signed off by the respective maintenance staff employee upon completion of the work, and a copy of Service Report (Work Ticket) must be left with maintenance staff.

Should a maintenance staff worker not be available, a copy of this report (Work Ticket) will be left at each of the respective facilities at the time of the repair call with the respective movement officer or check-in officer. A copy of said reports will accompany all invoice documents for all repair calls or other work.

3.4 SERVICE REPORTS (Group 1)

A detailed report of each maintenance/inspection service will be issued by the successful bidder(s) to the using department. This report will indicate the condition of the equipment and recommended minor/major repairs necessary during the term of the contract. It shall also itemize any replacement parts required for the repairs indicating unit prices. Any repairs and replacement of parts shall require approval of the Department prior to proceeding with the work.

SECTION 4
 BID SUBMITTAL

TO BE COMPLETED BY ALL BIDDERS	
Refer to Paragraph 2.4 to ensure that your firm's responses and attachments comply with the Solicitation's requirements.	
GROUP 1 - Maintenance and Repair of Boilers and Water Heaters	
Reference	Bidder Requirements
2.4.1.A	<p>Bidder(s) must hold one of the following licenses or license combinations. Copy of either license or license combination shall be provided with the bid submittal.</p> <ul style="list-style-type: none"> • Miami-Dade County Mechanical Contractor • State Certified Mechanical Contractor • Specialty mechanical contractor (Steam Generator Boiler and Piping Contractor) and specialty plumbing contractor (Gas Fitting Contractor). <p>License Type(s): _____</p> <p>License Number(s): _____</p> <p style="text-align: center;"><i>Copy of either license shall be provided with the bid submittal</i></p>
2.4.1.B	<p>The bidder or bidder's subcontractor must have a valid ASME "R" stamp certification for repair(s) and/or alternation of boilers and pressure vessels issued by The National Board of Boiler and Pressure Vessel Inspectors.</p> <p>Company name holding the R Stamp Certificate: _____</p> <p>Certificate Number: _____ Expiration Date: _____</p> <p style="text-align: center;"><i>Copy of the certificate shall be provided with the bid submittal.</i></p>
2.4.1.C	<p>The bidder must have a demonstrated 3-year minimum of experience providing boilers maintenance. As evidence bidder(s) are required to provide at least three (3) letters of reference from their clients. The references shall ascertain to the County's satisfaction that the bidder has sufficient expertise in boilers maintenance.</p> <p style="text-align: center; background-color: #e0e0e0;">REFERENCE 1</p> <p>Company Name: _____ Telephone No.: _____</p> <p>Name: _____ Title: _____</p> <p>E-mail Address: _____</p> <p style="text-align: center; background-color: #e0e0e0;">REFERENCE 2</p> <p>Company Name: _____ Telephone No.: _____</p> <p>Name: _____ Title: _____</p> <p>E-mail Address: _____</p> <p style="text-align: center; background-color: #e0e0e0;">REFERENCE 3</p> <p>Company Name: _____ Telephone No.: _____</p> <p>Name: _____ Title: _____</p> <p>E-mail Address: _____</p>
2.4.1.D	<p>Bidder shall maintain offices, shop facilities, and personnel located in Miami-Dade or Broward.</p> <p>Address: _____</p> <p>Local Business Tax Receipt No.: _____</p> <p style="text-align: center;"><i>Copy of Local Business Tax Receipt must be provided with the bid submittal.</i></p>

SECTION 4
BID SUBMITTAL

GROUP 2 - Pre-qualification of bidders for the Purchase, Replacement, Installation, and Removal of Boilers and Water Heaters																									
Reference	Bidder Requirements																								
2.4.2.A	<p>Bidder(s) must hold one of the following licenses or license combinations. Copy of either license or license combination shall be provided with the bid submittal.</p> <ul style="list-style-type: none"> • Miami-Dade County Mechanical Contractor • State Certified Mechanical Contractor • Specialty mechanical contractor (Steam Generator Boiler and Piping Contractor) and specialty plumbing contractor (Gas Fitting Contractor). <p>License Type(s): _____</p> <p>License Number(s): _____</p> <p style="text-align: center;"><i>Copy of either license shall be provided with the bid submittal</i></p>																								
2.4.2.B	<p>The bidder must have a demonstrated 3-year minimum of experience providing boilers maintenance. As evidence bidder(s) are required to provide at least three (3) letters of reference from their clients. The references shall ascertain to the County's satisfaction that the bidder has sufficient expertise in boilers maintenance.</p> <table style="width: 100%; border-collapse: collapse;"> <tr style="background-color: #cccccc;"> <th colspan="2" style="text-align: center;">REFERENCE 1</th> </tr> <tr> <td style="width: 50%;">Company Name: _____</td> <td style="width: 50%;">Telephone No.: _____</td> </tr> <tr> <td>Name: _____</td> <td>Title: _____</td> </tr> <tr> <td colspan="2">E-mail Address: _____</td> </tr> <tr style="background-color: #cccccc;"> <th colspan="2" style="text-align: center;">REFERENCE 2</th> </tr> <tr> <td>Company Name: _____</td> <td>Telephone No.: _____</td> </tr> <tr> <td>Name: _____</td> <td>Title: _____</td> </tr> <tr> <td colspan="2">E-mail Address: _____</td> </tr> <tr style="background-color: #cccccc;"> <th colspan="2" style="text-align: center;">REFERENCE 3</th> </tr> <tr> <td>Company Name: _____</td> <td>Telephone No.: _____</td> </tr> <tr> <td>Name: _____</td> <td>Title: _____</td> </tr> <tr> <td colspan="2">E-mail Address: _____</td> </tr> </table>	REFERENCE 1		Company Name: _____	Telephone No.: _____	Name: _____	Title: _____	E-mail Address: _____		REFERENCE 2		Company Name: _____	Telephone No.: _____	Name: _____	Title: _____	E-mail Address: _____		REFERENCE 3		Company Name: _____	Telephone No.: _____	Name: _____	Title: _____	E-mail Address: _____	
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2.4.2.C	<p>Bidder shall maintain offices, shop facilities, and personnel located in Miami-Dade or Broward.</p> <p>Address: _____</p> <p>Local Business Tax Receipt No.: _____</p> <p style="text-align: center;"><i>Copy of Local Business Tax Receipt must be provided with the bid submittal.</i></p>																								

ADDITIONAL INFORMATION	
Labor Rate(s)	
Hourly rates for additional services:	
Position: _____	Rate: _____
Position: _____	Rate: _____
Position: _____	Rate: _____
Position: _____	Rate: _____
Position: _____	Rate: _____
<p>Note: Labor rates are considered to be additional information, and will not be used in determining the successful bidder(s).</p>	