

DEPARTMENTAL INPUT
CONTRACT/PROJECT MEASURE ANALYSIS AND RECOMMENDATION

Rev 1

<input type="checkbox"/> <u>New contract</u>	<input type="checkbox"/> <u>OTR</u>	<input type="checkbox"/> <u>CO</u>	<input type="checkbox"/> <u>SS</u>	<input type="checkbox"/> <u>BW</u>	<input type="checkbox"/> <u>Emergency</u>	Previous Contract/Project No: 8740-1/13-1
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<input checked="" type="checkbox"/> <u>Re-Bid</u>	<input type="checkbox"/> <u>Other</u>
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LIVING WAGE APPLIES: YES ☒ NO

Requisition/Project No: ROID1300175

TERM OF CONTRACT: Six years

Requisition/Project Title: Uniform Rental

Description: Uniform rental and weekly laundering of same.

User Department(s): Aviation, M-D Transit, WASD

Issuing Department: ISD

Estimated Cost: \$3,062,783.00

Contact Person: A. Rodriguez Phone: 305-375-4744

Funding Source: Proprietary, MDT Operating

ANALYSIS

Commodity/Service No: 983-86			
Trade/Commodity/Service Opportunities			
Contract/Project History of Previous Purchases For Previous Three (3) Years Check Here <input type="checkbox"/> if this is a New Contract/Purchase with no Previous History			
EXISTING 2ND YEAR 3RD YEAR			
Contractor:	G&K Services, Inc	Same	Same
Small Business Enterprise:	No		
Contract Value:	\$896,000		
Comments:			
Continued on another page (s): <u>Yes</u> <u>No</u>			

RECOMMENDATIONS

SBE	Set-Aside	Sub-Contractor Goal	Bid Preference	Selection Factor
		%	X	
		%		
		%		
		%		

Basis of Recommendation: There are less than three Certified SBE's capable to perform the scope of work required in the bid (rental of 11 shirts/pants for over 600 employees and the scheduled laundering of soiled uniforms).

Signed: A. Rodriguez

Date to SBD: 8/15/13

Date Returned to DPM: _____



BID NO.: 080813

OPENING: 2:00 P.M.

, 2013

MIAMI-DADE COUNTY, FLORIDA

**I N V I T A T I O N
T O B I D**

TITLE:

UNIFORM RENTAL SERVICES

FOR INFORMATION CONTACT:

Abelin Rodriguez, 305-375-4744, abelin@miamidade.gov

IMPORTANT NOTICE TO BIDDERS:

This solicitation is being issued following a recommendation to reject earlier bids relating to Bid No. 8740-0/19 entitled Uniform Rental. Any award resulting from this solicitation shall be made subject to and only upon approval of such rejection

- READ THIS ENTIRE DOCUMENT, THE GENERAL TERMS AND CONDITIONS, AND HANDLE ALL QUESTIONS IN ACCORDANCE WITH THE TERMS OUTLINED IN PARAGRAPH 1.2(D) OF THE GENERAL TERMS AND CONDITIONS.**
- FAILURE TO SIGN BID SUBMITTAL FORM IN SECTION 4 WILL RENDER YOUR BID NON-RESPONSIVE**

**MIAMI-DADE COUNTY
INTERNAL SERVICES DEPARTMENT
PROCUREMENT MANAGEMENT DIVISION**



MIAMI-DADE COUNTY, FLORIDA

INVITATION TO BID

Bid Number:

Bid Title: Uniform Rental Services

Procurement Officer: Abelin Rodriguez

Bids will be accepted until 2:00 p.m. on , 2013

Bids will be publicly opened. The County provides equal access and does not discriminate on the basis of disability in its programs or services. It is our policy to make all communication available to the public, including those who may be visually or hearing impaired. If you require information in a non-traditional format please call 305-375-5278.

Instructions: The Clerk of the Board business hours are 8:00am to 4:30pm, Monday through Friday. Additionally, the Clerk of the Board is closed on holidays observed by the County. Each Bid submitted to the Clerk of the Board shall have the following information clearly marked on the face of the envelope: the Bidders name, return address, Bid number, opening date of the Bid and the title of the Bid. Included in the envelope shall be an original and two copies of the Bid Submittal, plus attachments if applicable.

All Bids received time and date stamped by the Clerk of the Board prior to the bid submittal deadline shall be accepted as timely submitted. The circumstances surrounding all bids received and time stamped by the Clerk of the Board after the bid submittal deadline will be evaluated by the procuring department, in consultation with the County Attorney's Office, to determine whether the bid will be accepted as timely.

NOTICE TO ALL BIDDERS:

- FAILURE TO SIGN THE BID SUBMITTAL FORM WILL RENDER YOUR BID NON-RESPONSIVE.
- THE BID SUBMITTAL FORM CONTAINS IMPORTANT CERTIFICATIONS THAT REQUIRE REVIEW AND COMPLETION BY ANY BIDDER RESPONDING TO THIS SOLICITATION.

MIAMI-DADE COUNTY
INTERNAL SERVICES DEPARTMENT
PROCUREMENT MANAGEMENT DIVISION

SECTION 1
GENERAL TERMS AND CONDITIONS

UNIFORM RENTAL SERVICES

All general terms and conditions of Miami-Dade County Procurement Contracts for Invitations to Bid are posted online. Persons and Companies that receive an award from Miami-Dade County through Miami-Dade County's competitive procurement process must anticipate the inclusion of these requirements in the resultant Contract. These standard general terms and conditions are considered non-negotiable subject to the County's final approval.

All applicable terms and conditions pertaining to this solicitation and resultant contract may be viewed online at the Miami-Dade County Procurement Management website by clicking on the below link:

<http://www.miamidade.gov/procurement/library/boilerplate/general-terms-and-conditions-r13-5.pdf>

SECTION 2
SPECIAL CONDITIONS

UNIFORM RENTAL SERVICES

2.1 PURPOSE

The purpose of this solicitation is to establish a contract for uniform rental services. This solicitation is being issued following a recommendation to reject earlier bids relating to Bid No. 8740-0/19 entitled Uniform Rental. Any award resulting from this solicitation shall be made subject to and only upon approval of such rejection

2.2 TERM OF CONTRACT: SIX 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 Procurement Management Division, and contingent upon the completion and submittal of all required bid documents. The contract shall remain in effect for seventy two (72) months and upon completion of the expressed and/or implied warranty periods.

2.3 METHOD OF AWARD: To a Single Lowest Priced Bidder In The Aggregate

Award of this contract will be made to the responsive, responsible bidder who submits an offer on all items listed in the solicitation and whose offer represents the lowest price when all items are added in the aggregate. **Items for which there is no charge must show a zero (0).** If a bidder fails to submit an offer on all items, its offer may be rejected. The County will award the total contract to a single bidder.

2.4 PRICES

The initial contract prices resulting from this solicitation shall prevail for a twelve (12) month period from the contract's initial effective date. The County may consider price adjustments which would take effect annually on the anniversary of the initial effective date. The price adjustment may be upward or downward but shall not be in excess of the Consumer Price Index, for all urban consumers, all items in the Miami – Ft. Lauderdale area, as published by the U.S. Department of Labor, Bureau of Labor Statistics, Washington, D.C. 20212, effective for the month in which the request is made.

It is the successful bidder's responsibility to request any pricing adjustment under this provision. For any adjustment to be effective it must be submitted no less than ninety (90) days prior to the then current anniversary date/year. Any request received with less than ninety days' notice may not be considered. If no adjustment request is received from the successful bidder, the County will assume that the successful bidder has agreed that the next year term will be without any upward price adjustment. The County reserves the right to negotiate lower pricing based on market research information or other factors that influence price. The County reserves the right to apply any reduction in pricing based on the downward movement of the applicable index.

It shall be further understood that the County reserves the right to reject any price adjustments submitted by the successful bidder, and/or to terminate the contract with the bidder based on such price adjustments.

SECTION 2
SPECIAL CONDITIONS

UNIFORM RENTAL SERVICES

2.5 CONTACT PERSON

For any additional information regarding the terms and conditions of this solicitation and resultant contract, Contact: Abelin Rodriguez, at (305) 375-4744 email – abelin@miamidade.gov

2.6 RENTAL OF OTHER ITEMS OR SERVICES

The County has listed all major items that will be rented and serviced within the scope of this solicitation which are utilized by County departments in conjunction with its operations, there may be additional like items or services that must be used by the County during the term of this contract. Under these circumstances, a representative of the Internal Services Department's (ISD), Procurement Management Section (PM) will contact the successful bidder and obtain a price quote for the additional items/services. The County reserves the right to award these additional like items/services to the successful bidder(s) under this contract, or another commercial source, based on the lowest price quoted. If the successful bidder under this contract offers the lowest price, the award will be confirmed on the contract award sheet.

2.7 MONITORING OF CONTRACT

The successful bidder will be required to establish a check-in/check-out inventory system at all locations where rental items will be delivered and picked-up. The check-in/check-out form at a minimum must show the number of shirts and pants turned in by each employee and the number of pants and shirts returned by the bidder each week. A sample of the form shall be submitted to the user departments for their review and approval prior to contract commencement. The check-in/check-out form should reflect the number and type of garments picked up, repaired, additions, deletions and transfers effective the next week.

2.8 MEASUREMENT

The successful bidder shall supply, a skilled fitter to measure and fit all uniforms. This must be done throughout the contract period whenever a uniform is needed. All measurements and alterations necessary must be made no later than five working days after notification. Measurements shall be made on County premises. There shall be no set up cost for initial orders, replacement or damage orders or any additional orders during the contract term. Set up charges shall be included in the rental cost.

2.9 M-D TRANSIT SECURITY

The successful bidder's personnel shall abide by security procedures, rules and regulations established at the premises, and shall cooperate with County security personnel. Prior to the initiation of service, a local background check from the police department shall be provided to the department's security office for each prospective employee who will service a Miami-Dade Transit (MDT) facility. This background check shall be supplied at the bidder's expense. Based on the results of the background check and at the sole discretion of the County, any bidder employee may be barred from servicing a MDT facility.

All vehicles entering and exiting MDT property may be stopped and searched.

SECTION 2
SPECIAL CONDITIONS

UNIFORM RENTAL SERVICES

2.10 CONTRACT TERMINATION/RENTAL GARMENT RETURN

At the termination of the contract all rental garments will be returned to the successful bidder within six weeks. The successful bidder will provide the County with two uniform pick-ups three weeks apart. Any shortages will be reimbursed by the County at the cost shown on the contract award sheet.

2.11 LEGAL REQUIREMENT FOR POLLUTION CONTROL

It is the intent of these specifications to comply with the Miami-Dade County Pollution Control Ordinance as stated in Chapter 24 of the Miami-Dade Code. This ordinance is made a part of these specifications by reference and may be obtained, if necessary, by the bidder through the Department of Environmental Resources Management (DERM), 701 NW 1 Ct. Miami, Florida 33128, Telephone (305) 372-6789.

2.12 COMPLIANCE WITH FEDERAL STANDARDS

All items to be purchased under this contract shall be in accordance with all governmental standards, to include, but not be limited to, those issued by the Occupational Safety and Health Administration (OSHA), the National Institute of Occupational Safety Hazards (NIOSH), and the National Fire Protection Association (NFPA).

2.13 LOST OR DAMAGED UNIFORMS

Uniform items which are lost or intentionally damaged by County employees will be reimbursed by the County at the cost shown on the contract award sheet. The County will be given four weeks to recover lost uniforms prior to them being invoiced.

2.14 LIMITED CONTRACT EXTENSION TO MAINTAIN SERVICE LEVELS

It is hereby agreed and understood that any contract resulting from this solicitation may be extended for an additional sixty (60) day transitional period after the stated expiration date of the contract including any contract extensions exercised under the initially established option period terms of the contract. During this transitional period the awarded bidder agrees to continue the same or a reduced level (if such reduction is mutually agreed to and appropriately documented) of service to the County at the same prices while the new contract, also in force, is being mobilized. If the vendor is supplying equipment in conjunction with this contract, the vendor agrees to retain the equipment at the designated County premise for an additional sixty (60) calendar days after the current expiration of the Contract; at which time the equipment shall be removed from the premises. The vendor shall be allowed to invoice the affected County department for this additional period on a pro-rated basis.

2.15 COUNTY BRANDING

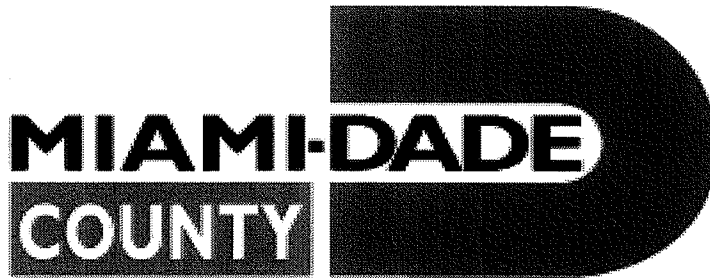
The official County logo is shown below. This version of the logo will be used on all articles where the County logo or County hook is mentioned. The logo should be no less than 2½ inches across and shall not be modified without written instruction from the Internal Services Department. Information reference County branding can be found at http://www.miamidade.gov/infocenter/library/Graphic_Standards_Guide_10-04-1.pdf

SECTION 2
SPECIAL CONDITIONS

UNIFORM RENTAL SERVICES

Color Standards The colors of the logo are PMS 576 Green (bar under the word MIAMI) & PMS 300 blue, with the text 100% Black. The bar with the word county in the logo is of specific proportion to the type, the proportion must be maintained as the size of the logo increases or decreases. When color is not required the logo must appear in black or reversed out in white. For embroidery applications the tread brand will be Madeira, and thread colors are Green #1769, Blue #1797, Black #1800 and White #1801.

County Vision Statement The County's Vision Statement is "Delivering Excellence Every Day". To download the County vision statement in its proper format, visit the branding web site (above). In addition to the vision statement the name of the County department is normally shown below the hook.



SECTION 3
TECHNICAL SPECIFICATIONS

UNIFORM RENTAL SERVICES

3.1 SCOPE

To provide Uniform Rental Services to Miami-Dade County departments.

3.2 RENTAL

The County departments will provide the successful bidder a list of employee names, each employee's assigned location, the type, color and number of uniform authorized. For the purposes of this solicitation, one shirt and one pant shall be known as a set, certain uniform items are priced per unit for example, jackets. The price bid shall be inclusive of all charges including but not limited to; rental, laundering, pick-up and delivery, additional charges to the prices bid shall not be accepted.

3.3 UNIFORMS

Uniforms shall be individually fitted and available in the colors, styles and sizes listed below, for men and women. Uniform colors will be chosen by individual County Departments.

- a. Long or short sleeve shirt with pocket, sizes Small to 4XL.
- b. Flame resistant garments shall be NFPA 2112 compliant.
- c. Pants, no cuffs, waist sizes 28 thru 56, must have reinforced crotch. Minimum waist adjustment capability of 1.5 inches.
- d. All stress points shall be bar tacked, i.e. front and back pockets.
- e. Employees shall be granted one size change per year, if needed. Any additional size change for the employee within the year period shall be an additional service charged to the County at the price bid.

1. **Work Shirts (Long or Short Sleeve)** - Light Gray, Light Blue, Light Blue Stripe, Tan, Khaki

65% polyester - 35% cotton, 4-1/2 oz. Poplin weave, permanent press. All collars to be convertible style, 100% polyester lined and have stays permanently sewn in.

2. **Work Pants** - Dark Gray, Dark Blue, Dark Brown

65% polyester - 35% cotton, 7-1/2 oz. twill, permanent press, flat front. Two front and two rear pockets, bar tacked at stress points, button closure of left back pocket. Seven reinforced belt loops. Fabric edges are to be over-stitched to prevent unraveling. Option of jean type cut or regular cut

SECTION 3
TECHNICAL SPECIFICATIONS

UNIFORM RENTAL SERVICES

3. Dress Shirts (Long or Short Sleeve) - Light Blue, White, Yellow

65% polyester - 35% cotton, smooth broadcloth, full yoke. Seven buttons, 1 breast pocket, bar tacked at stress points. One piece sleeve facing, button cuff, interlining in collar band and cuff.

4. Dress Pants - Charcoal, Black, Navy Blue

65% polyester - 35% cotton, twill. Ban-roll type waistband, 3/4" wide belt loops, hook and eye closure with French fly. Two back pockets, slight flare from knee to hem. Western Style pocket.

5. Cotton Uniforms - Light and Dark Gray, Light Blue, Light Blue Stripe, Navy, Tan, Khaki

100% cotton. Shirts long and short sleeve shirts, six button front, two pockets with flaps, sizes Small thru 4XL. Pants, flat front, two front and two rear pockets, bar tacked at stress points, button closure of left back pocket, seven reinforced belt loops. Fabric edges are to be over-stitched to prevent unraveling. Sizes 28

6. Flame resistant garments

Long sleeve work shirt with pocket and work pants, NFPA 2112 compliant (www.nfpa.org) color to be determined by user department.

7. Painters Shirt

65% polyester - 35% cotton, 4-1/2 oz. color white, Poplin weave, permanent press. All collars to be convertible style, 100% polyester lined and have permanently stays.

8. Painters Pants

65% polyester - 35% cotton, 7-1/2 oz. twill, color white, permanent press, flat front. Two front and two rear pockets, bar tacked at stress points, button closure of left back pocket. Seven reinforced belt loops. Fabric edges are to be over-stitched to prevent unraveling. Option of jean type cut or regular cut.

9. Hi-Visibility shirt (long and short sleeve)

100% polyester, Poplin weave, permanent press. All collars to be convertible style. Comply with all **Class 2** requirements as defined by the American National Standard for High Visibility Safety Apparel and Headwear, ANSI/ISEA 107-2010

10. Hi Visibility pants

100% polyester twill, permanent press, flat front. Two front and two rear pockets, bar tacked at stress points, button closure of left back pocket. Seven reinforced belt loops. Fabric edges are to be over-stitched to prevent unraveling. Option of jean type cut or regular cut. 360° visibility.

SECTION 3
TECHNICAL SPECIFICATIONS

UNIFORM RENTAL SERVICES

11. **Jackets**- Light Gray, Light Blue, Tan, Khaki

Lightweight canvas, 100% cotton canvas and 100% jersey lined, sizes Small thru 4XL.

12. **Men and Women's Shorts** -Dark Gray, Dark Blue

65% polyester 35% cotton, min 7.5 oz., double pleated front, 2 front and 2 back pockets for men, 2 front and 1 back pocket for women.

13. **Knit (Polo) Shirt** - Light Gray, Light Blue, Yellow

50% polyester/50% cotton, 1 pocket, 5.4 oz., three (3) button placket

14. **Shop Towel**

100% Cotton, 14" X 14" color red, 100 per package. User department(s) will not be responsible for lost or damaged towels. Bid price should reflect the possible loss or destruction of the shop towel.

3.4 UNIFORM MAINTENANCE

Soiled garments will at a minimum be, collected, inspected for damage, laundered, dried, ironed, hung on wire hangers (one pair of pants and a shirt per hanger), and delivered within a week to the location from which picked up.

A Cleaning/Laundering Instruction

All garments must be washed in accordance with commercial standards.

Fire retardant (FR) garments; shall be laundered and mended in accordance with manufacturer's specifications in order to maintain the FR composition of the garment

Garments shall be laundered using detergents or cleaners which leave the garment clean, odor, spot and stain free. Uniforms which retain an offensive stain, smell or residual odor after laundering will not be acceptable.

All garments shall be neatly pressed with creases ironed in.

B. Garment Repairs/Replacement

The successful bidder shall maintain all rental uniforms in acceptable condition; this includes the replacement of buttons and the sewing of all rips and tears and the replacement of faded garments. The determination of "acceptable condition", "badly damaged" and "faded" as used herein shall be unconditionally that of the County and said interpretations shall be unconditionally accepted by the successful bidder. Replacement of garments shall be with NEW GARMENTS. Damaged garments shall be tagged, returned in a repaired condition or replaced within two (2) weeks at no cost to the County. The cost for replacement garments shall be the responsibility of the successful bidder and should be reflected in the original bid submitted. No

SECTION 3
TECHNICAL SPECIFICATIONS

UNIFORM RENTAL SERVICES

additional allowances will be made for garment replacement and or repair during the contract period.

C. Scheduled Garment Replacement

Once a year, each employee shall be issued five new shirts and pants. Site managers will be provided written notice of the uniform replacement two weeks prior to its taking place. Site managers will advise their employees to insure that five full uniforms (shirt and pants) are returned to the successful bidder on the scheduled pickup date. For employees who were initially issued uniforms other than the standard eleven, the replacement of 50% of the uniforms issued shall take place as above.

3.5 EMPLOYEE IDENTIFICATION MARKINGS

Shirts and pants issued shall have the employee's name and location permanently marked in an inconspicuous place to prevent theft or loss, in addition to any bar codes that the successful bidder may require.

3.6 EMBROIDERED EMBLEMS

A. Miami-Dade Transit (MDT) shirts shall have two (2) bidder supplied embroidered emblems. One shoulder emblem identifies the Department and Division and one emblem with the employee's name to be sewn over the right breast pocket, or as specified by the Department. Art work and samples will be supplied by the County. No silk screened emblems will be accepted. **The cost of these emblems will be the successful bidder's responsibility and must be included in the price of the shirt.** No additional allowances will be made for emblems required under this contract.

B. Miami-Dade Water and Sewer Department (WASD) will supply the departmental patches for all of their uniforms. Successful bidder will embroider employee's name as directed. All lettering will be embroidered, no silk screened emblems will be accepted. Lettering samples will be provided to the bidder.

C. Other County Departments, successful bidder will embroider; County logo (hook), County Vision Statement, Department name and employee's name on shirts and jackets as directed.

Any other patches, logos or departmental identification shall be quoted out to the successful bidder prior to the first delivery of garments.

SECTION 3
TECHNICAL SPECIFICATIONS

UNIFORM RENTAL SERVICES

3.7 SERVICE REQUIREMENTS AND CREDITS

Shortage of uniform(s) returned as clean shall be noted to the route driver, the successful bidder shall have until the next scheduled delivery to return the missing items. If the successful bidder is unable to return the missing item(s) within the time given a full week **credit** for the number of items missing shall be granted. Failure to return missing items after two weeks will result in the successful bidder replacing the item(s) with new garments the following week.

3.8 DELIVERY LOCATIONS

Deliveries shall be made between the hours of 7:00 a.m. and 2:00 p.m. on a day mutually agreed upon by the successful bidder and Miami-Dade Transit. An employee roster will be provided to the successful bidder.

TRANSIT SITES

ADDRESS

Coral Way O & I – 72850	2775 SW 74 Ave.
North East O&I – W371	360 NE 185 St.
MOH – P611	3295 NW 31 St.
Central O&I – P608	3411 NW 31 St.
Communications	3300 NW 32 Ave.
Central – P616	3401 NW 31 St.
Rail	6601 NW 72 Ave.
Mover	100 SW 1 St.

Water and Sewer Department requires delivery to numerous sites throughout the County. Deliveries will be as mutually agreed upon with the site managers.

WASD SITES

ADDRESS

Interama	2575 NE 151 St.
Westwood Lakes	4801 SW 117 Ave.
36 Street	3625 NW 10 Ave.
S. Miami Heights	20900 SW 117 Ave.
Medley	7301 NW 70 St
Virginia Key	3989 Rickenbacker Cswy.
Distribution	1001 NW 11 St.
Black Point	8950 SW 232 St.
LeJeune Rd.	3575 S. LeJeune Rd.
Hialeah	800 W. 3 Ave.

Deliveries as mutually agreed upon with the site supervisor(s).

AVIATION SITES

ADDRESS

Miami International Airport	Building 3040
Miami International Airport	Terminal
Opa-Locka Airport	Maintenance Building
Tamiami Airport	Maintenance Building

SECTION 3
TECHNICAL SPECIFICATIONS

UNIFORM RENTAL SERVICES

3.9 ESTIMATED NUMBER OF EMPLOYEES

Miami-Dade Transit has approximately 838 employees to be serviced. 79 employees are authorized flame resistant uniforms, and the balance is authorized workers uniforms.

Miami Dade Aviation Department has approximately 292 employees to be serviced, 22 are authorized flame resistant uniforms (electricians etc.), 27 are authorized painters uniforms and 40 are authorized supervisor uniforms the balance are authorized workers uniforms

Water and Sewer Department has approximately 964 employees to be serviced, 86 are authorized flame resistant uniforms, 24 are authorized supervisor uniforms and the balance are authorized worker uniforms.

3.10 LOCKERS

The successful bidder shall be capable of providing employee lockers from which soiled uniforms will be picked up and clean uniforms returned. Lockers shall be provided in units referred to as banks, each bank shall have a minimum of eight individual lockers. Successful bidder shall insure that all lockers are locked and secure prior to leaving the area.

Some County sites provide their employees with lockers, in these cases a Master Key will be provided to the successful bidder. A lost key charge of \$50.00 will be charged for each key that must be replaced. All keys shall be returned to the County and signed for by a County representative at the conclusion of the contract.

SECTION 4
BID SUBMITTAL FORM

Submit Bid To:
CLERK OF THE BOARD
Stephen P. Clark Center
111 NW 1st Street
17th Floor, Suite 202
Miami, Florida 33128-1983

OPENING: 2:00 P.M.**, 2013**

**PLEASE QUOTE PRICES F.O.B. DESTINATION, FREIGHT ALLOWED, LESS TAXES,
DELIVERED IN MIAMI-DADE COUNTY, FLORIDA.**

NOTE: Miami-Dade County is exempt from all taxes (Federal, State, Local). Bid price should be less all taxes. Tax Exemption Certificate furnished upon request.

Issued
by: **ar**

ISD/PM

Date Issued:

This Bid Submittal Consists of
Pages **11** through **17**

Sealed bids subject to the Terms and Conditions of this Invitation to Bid and the accompanying Bid Submittal. Such other contract provisions, specifications, drawings or other data as are attached or incorporated by reference in the Bid Submittal, will be received at the office of the Clerk of the Board at the address shown above until the above stated time and date, and at that time, publicly opened for furnishing the supplies or services described in the accompanying Bid Submittal Requirement.

Title:
Uniform Rental Services

DO NOT WRITE IN THIS SPACE

ACCEPTED _____ HIGHER THAN LOW _____
NON-RESPONSIVE _____ NON-RESPONSIBLE _____

DATE B.C.C. _____ NO BID _____

ITEM NOS. ACCEPTED _____

COMMODITY CODE: **983-86**

Procurement Contracting Officer: **Abelin Rodriguez**

FIRM NAME _____

RETURN ONE ORIGINAL AND TWO COPIES OF BID SUBMITTAL PAGES AND AFFIDAVITS.

**FAILURE TO SIGN THE BID SUBMITTAL FORM IN SECTION 4 WILL RENDER YOUR BID
NON-RESPONSIVE.**

**SECTION 4
BID SUBMITTAL FOR:
UNIFORM RENTAL SERVICES**

FIRM NAME: _____

Item Number	Estimated Number of Employees	Description	Price per week	Unit of measure
RENTAL				
1	1730	Rental of a worker type shirt (long or short sleeve) and one pair of pants (one set). Ref. Para. 3.3(1 & 2)	\$ _____	One Set
2	147	Rental of a supervisor shirt (long or short sleeve) and a pair of pants (one set). Ref Para. 3.3(3 & 4)	\$ _____	One Set
3	30	Rental of a cotton shirt (long or short sleeve) and cotton pants (one set). Ref. Para. 3.3(5)	\$ _____	One Set
4	187	Rental of a flame resistant shirt (long or short sleeve) and flame resistant pants (one set). Ref. Para. 3.3(6)	\$ _____	One Set
5	27	Rental of a painter's shirt and painter's pants (one set). Ref. Para. 3.3(7 & 8)	\$ _____	One Set
6	83	Rental of hi-visibility shirt and a pair of hi-visibility pants Ref. Para. 3.3 (9 and 10)	\$ _____	One Set
7	40	Rental of a jacket. Ref. Para. 3.3(11)	\$ _____	Each

**SECTION 4
BID SUBMITTAL FOR:
UNIFORM RENTAL SERVICES**

FIRM NAME: _____

Item Number	Estimated Number of Employees	Description	Price per week	Unit of measure
8	20	Rental one pair shorts. Ref. Para 3.3(12)	\$_____	Each
9	20	Rental of one knit (polo) shirt (long or short sleeve). Ref. Para. 3.3(13)	\$_____	Each
10	1,000	Rental of shop towels. Ref. Para 3.3(14) Number per bundle _____ Shop towels can be invoiced per bundle	\$_____	Each
11	10	Locker Rental. Ref. Para. 3.10	\$_____	Bank
LOST UNIFORM COST (SEE PARA. 2.10 & 2.13)				
12	1700	Replacement Work Shirt	\$_____	Each
13	1700	Replacement Work Pants	\$_____	Each
14	161	Replacement Supervisor Shirt	\$_____	Each
15	161	Replacement Supervisor Pants	\$_____	Each
16	3	Replacement Cotton Shirt	\$_____	Each
17	3	Replacement Cotton Pants	\$_____	Each

**SECTION 4
BID SUBMITTAL FOR:
UNIFORM RENTAL SERVICES**

FIRM NAME: _____

Item Number	Estimated Number of Employees	Description	Price per week	Unit of measure
18	3	Replacement Painter Shirt	\$_____	Each
19	3	Replacement Painter Pants	\$_____	Each
20	9	Replacement Hi-Visibility Shirt	\$_____	Each
21	9	Replacement Hi-Visibility Pants	\$_____	Each
22	205	Replacement Flame Resistant Shirt	\$_____	Each
23	205	Replacement Flame Resistant Pants	\$_____	Each
24	2	Replacement Polo Shirt	\$_____	Each
25	2	Replacement Shorts	\$_____	Each
26	4	Replacement jacket	\$_____	Each
27	20	Charge for additional size changes in a year (see para. 2.8)	\$_____	Each
TOTAL (Items 1 thru 27)			\$_____	

Note: Award is in the aggregate, prices must be given for all items or zero shown for no cost items.
(Ref Para. 2.3)

This solicitation is being issued following a recommendation to reject earlier bids relating to Bid No. 8740-0/19 entitled Uniform Rental. Any award resulting from this solicitation shall be made subject to and only upon approval of such rejection.

SECTION 4
BID SUBMITTAL FOR:
Uniform Rental Service

ACKNOWLEDGEMENT OF ADDENDA

INSTRUCTIONS: COMPLETE PART I OR PART II, WHICHEVER APPLIES

PART I:

LIST BELOW THE DATES OF ISSUE FOR EACH ADDENDUM RECEIVED IN CONNECTION
WITH THIS BID

- Addendum #1, Dated _____
- Addendum #2, Dated _____
- Addendum #3, Dated _____
- Addendum #4, Dated _____
- Addendum #5, Dated _____
- Addendum #6, Dated _____
- Addendum #7, Dated _____
- Addendum #8, Dated _____

PART II:

☐ NO ADDENDUM WAS RECEIVED IN CONNECTION WITH THIS BID

FIRM NAME: _____

AUTHORIZED SIGNATURE: _____ DATE: _____

TITLE OF OFFICER: _____

**Bid Title:** Uniform Rental Service

By signing this Bid Submittal Form the Bidder certifies that it satisfies all legal requirements (as an entity) to do business with the County, including all Conflict of Interest and Code of Ethics provisions in Section 2-11 of the Miami-Dade County Code. Any County employee or member of his or her immediate family seeking to contract with the County shall seek a conflict of interest opinion from the Miami-Dade County Ethics Commission prior to submittal of a Bid response or application of any type to contract with the County by the employee or his or her immediate family and file a copy of that request for opinion and any opinion or waiver from the Board of County Commissioners with the Clerk of the Board. The affected employee shall file with the Clerk of the Board a statement in a form satisfactory to the Clerk disclosing the employee's interest or the interest of his or her immediate family in the proposed contract and the nature of the intended contract at the same time as or before submitting a Bid, response, or application of any type to contract with the County. Also a copy of the request for a conflict of interest opinion from the Ethics Commission and any corresponding opinion, or any waiver issued by the Board of County Commissioners, must be submitted with the response to the solicitation.

In accordance with Sec. 2-11.1(s) of the County Code as amended, prior to conducting any lobbying **regarding this solicitation, the Bidder must file the appropriate form with the Clerk of the Board stating that a particular lobbyist is authorized to represent the Bidder.** Failure to file the appropriate form in relation to each solicitation may be considered as evidence that the Bidder is not a responsible contractor.

The Bidder confirms that this Bid is made without prior understanding, agreement, or connection with any corporation, firm, or person submitting a Bid for the same goods and/or services and in all respects is without collusion, and that the Bidder will accept any resultant award. Further, the undersigned acknowledges that award of a contract is contingent upon vendor registration. Failure to register as a vendor within the specified time may result in your firm not being considered for award.

Pursuant to Miami-Dade County Ordinance 94-34, any individual, corporation, partnership, joint venture or other legal entity having an officer, director, or executive who has been convicted of a felony during the past ten (10) years shall disclose this information at the time of bid or proposal submission.

☐ Place a check mark here only if bidder has such conviction to disclose.

By executing this proposal through a duly authorized representative, the proposer certifies that the proposer is not on the Scrutinized Companies with Activities in Sudan List or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, as those terms are used and defined in sections 287.135 and 215.473 of the Florida Statutes. In the event that the proposer is unable to provide such certification but still seeks to be considered for award of this solicitation, the proposer shall execute the proposal through a duly authorized representative and shall also initial this space: _____. In such event, the proposer shall furnish together with its proposal a duly executed written explanation of the facts supporting any exception to the requirement for certification that it claims under Section 287.135 of the Florida Statutes. The proposer agrees to cooperate fully with the County in any investigation undertaken by the County to determine whether the claimed exception would be applicable. The County shall have the right to terminate any contract resulting from this solicitation for default if the proposer is found to have submitted a false certification or to have been placed on the Scrutinized Companies for Activities in Sudan List or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List.

LOCAL PREFERENCE CERTIFICATION: For the purpose of this certification, a "local business" is a business located within the limits of Miami-Dade County (or Broward County in accordance with the Interlocal Agreement between the two counties) that conforms with the provisions of Section 1.10 of the General Terms and Conditions of this solicitation and contributes to the economic development of the community in a verifiable and measurable way. This may include, but not be limited to, the retention and expansion of employment opportunities and the support and increase to the County's tax base.

☐ Place a check mark here only if affirming bidder meets requirements for Local Preference. Failure to complete this certification at this time (by checking the box above) may render the vendor ineligible for Local Preference.

LOCALLY-HEADQUARTERED BUSINESS CERTIFICATION: For the purpose of this certification, a "locally-headquartered business" is a Local Business whose "principal place of business" is in Miami-Dade County, as defined in Section 1.10 of the General Terms and Conditions of this solicitation.

☐ Place a check mark here only if affirming bidder meets requirements for the Locally-Headquartered Preference (LHP). Failure to complete this certification at this time (by checking the box above) may render the vendor ineligible for the LHP. The address of the locally-headquartered office is _____.



LOCAL CERTIFIED SERVICE-DISABLED VETERAN BUSINESS ENTERPRISE CERTIFICATION: A Local Certified Service-Disabled Veteran Business Enterprise is a firm that is (a) a local business pursuant to Section 2-8.5 of the Code of Miami-Dade County and (b) prior to bid submission is certified by the State of Florida Department of Management Services as a service-disabled veteran business enterprise pursuant to Section 295.187 of the Florida Statutes.

☐ Place a check mark here only if affirming bidder is a Local Certified Service-Disabled Veteran Business Enterprise. A copy of the certification must be submitted with this proposal.

COUNTY USER ACCESS PROGRAM (UAP): Joint purchase and entity revenue sharing program

For the County's information, the bidder is requested to indicate, at 'A' and 'B' below, its general interest in participating in the Joint Purchase Program of the County User Access Program (UAP) described in Section 1.35 of this contract solicitation, if that section is present in this solicitation document. Bidder participation in the Joint Purchase portion of the UAP is voluntary, and the bidder's expression of general interest at 'A' and 'B' below is for the County's information only and shall not be binding on the bidder.

- A. If awarded this County contract, would you be interest in participating in the Joint Purchase portion of the UAP with respect to other governmental, quasi-governmental or not-for-profit entities located within the geographical boundaries of Miami-Dade County?

Yes _____ No _____

- B. If awarded this County contract, would you be interested in participating in the Joint Purchase portion of the UAP with respect to other governmental, quasi-governmental or not-for-profit entities located outside the geographical boundaries of Miami-Dade County?

Yes _____ No _____

Firm Name: _____

Street Address: _____

Mailing Address (if different): _____

Telephone No.: _____ Fax No.: _____

Email Address: _____ FEIN No. _/_ - _/_/_/_/_/_/_/_

Prompt Payment Terms: ____% ____ days net ____ days (Please see paragraph 1.2 H of General Terms and Conditions)

Signature: _____ (Signature of authorized agent)

****By signing this document the bidder agrees to all Terms and Conditions of this Solicitation and the resulting Contract.****

Print Name: _____ Title: _____

THE EXECUTION OF THIS FORM CONSTITUTES THE UNEQUIVOCAL OFFER OF PROPOSER TO BE BOUND BY THE TERMS OF ITS PROPOSAL. FAILURE TO SIGN THIS SOLICITATION WHERE INDICATED ABOVE BY AN AUTHORIZED REPRESENTATIVE SHALL RENDER THE PROPOSAL NON-RESPONSIVE. THE COUNTY MAY, HOWEVER, IN ITS SOLE DISCRETION, ACCEPT ANY PROPOSAL THAT INCLUDES AN EXECUTED DOCUMENT WHICH UNEQUIVOCALLY BINDS THE PROPOSER TO THE TERMS OF ITS OFFER.



APPENDIX

AFFIDAVITS

FORMAL BIDS



Miami-Dade County
Internal Services Department
Procurement Management Division
Affirmation of Vendor Affidavits

In accordance with Ordinance 07-143 amending Section 2-8.1 of the Code of Miami-Dade County, effective June 1, 2008, vendors are required to complete a new Vendor Registration Package, including a Uniform Affidavit Packet (Vendor Affidavits Form), before being awarded a new contract. The undersigned affirms that the Vendor Affidavits Form submitted with the Vendor Registration Package is current, complete and accurate for each affidavit listed below.

Contract No. : _____ **Federal Employer Identification Number (FEIN):** _____

Contract Title: _____

Affidavits and Legislation/ Governing Body

1. Miami-Dade County Ownership Disclosure Sec. 2-8.1 of the County Code	6. Miami-Dade County Vendor Obligation to County Section 2-8.1 of the County Code
2. Miami-Dade County Employment Disclosure County Ordinance No. 90-133, amending Section 2-8.1(d)(2) of the County Code	7. Miami-Dade County Code of Business Ethics Article 1, Section 2-8.1(i) and 2-11(b)(1) of the County Code through (6) and (9) of the County Code and County Ordinance No 00-1 amending Section 2-11.1(c) of the County Code
3. Miami-Dade County Employment Drug-free Workplace Certification Section 2-8.1.2(b) of the County Code	8. Miami-Dade County Family Leave Article V of Chapter 11 of the County Code
4. Miami-Dade County Disability Non-Discrimination Article 1, Section 2-8.1.5 Resolution R182-00 amending R-385-95	9. Miami-Dade County Living Wage Section 2-8.9 of the County Code
5. Miami-Dade County Debarment Disclosure Section 10.38 of the County Code	10. Miami-Dade County Domestic Leave and Reporting Article 8, Section 11A-60 11A-67 of the County Code

_____	_____	_____
Printed Name of Affiant	Printed Title of Affiant	Signature of Affiant
_____	_____	_____
Name of Firm		Date
_____	_____	_____
Address of Firm	State	Zip Code

Notary Public Information

Notary Public – State of _____ County of _____

Subscribed and sworn to (or affirmed) before me this _____ day of, _____ 20 _____.

by _____ He or she is personally known to me ☐ or has produced Identification ☐

Type of identification produced _____

_____	_____
Signature of Notary Public	Serial Number

_____	_____	_____
Print or Stamp of Notary Public	Expiration Date	Notary Public Seal

In compliance with Miami-Dade County Ordinance 97-35, the Bidder shall submit with the bid proposal a detailed statement of its policies and procedures (use separate sheet if necessary) for awarding subcontractors in accordance with Section 1, Paragraph 1.15

[illegible]

☐ NO SUBCONTRACTORS WILL BE UTILIZED FOR THIS CONTRACT

Signature

Date _____

SUBCONTRACTOR/SUPPLIER LISTING
(Miami-Dade County Code Sections 2-8.1, 2-8.8 and 10-34)

Firm Name of Prime Contractor/Respondent
Project/Contract Number

In accordance with Sections 2-8.1, 2-8.3 and 10.34 of the Miami-Dade County Code, this form must be submitted as a condition of award by all bidders/respondents on County contracts for purchase of supplies, materials or services, including professional services which involve expenditures of \$100,000 or more, and all bidders/respondents on County or Public Health Trust construction contracts which involve expenditures of \$100,000 or more. The bidder/respondent who is awarded this bid/contract shall not change or substitute first tier subcontractors or direct suppliers or the portions of the contract work to be performed or materials to be supplied from those identified, except upon written approval of the County. The bidder/respondent should enter the word "NONE" under the appropriate heading of this form if no subcontractors or suppliers will be used on the contract.

In accordance with Ordinance No. 11-90, an entity contracting with the County shall report the race, gender and ethnic origin of the owners and employees of all first tier subcontractors/suppliers. In the event that the successful bidder demonstrates to the County prior to award that the race, gender and ethnic information is not reasonably available at that time, the successful bidder shall be obligated to exercise diligent efforts to obtain that information and provide the same to the County not later than ten (10) days after it becomes available and, in any event, prior to final payment under the contract.

(Please duplicate this form if additional space is needed.)

[illegible]

☐ Mark here if race, gender and ethnicity information is not available and will be provided at a later date. This data may be submitted to Contracting/User department or on-line to the Small Business Development Division of the Regulatory and Economic Resources Department at <http://new.miamidade.gov/business/business-development.asp>.

I certify that the representations contained in this Subcontractor/Supplier Listing are to the best of my knowledge true and accurate.

Signature of Bidder/Respondent

Print Name _____

Print Title

Date _____



Small Business Development Division
Project Worksheet

Project/Contract Title: UNIFORM RENTAL

Project/Contract No: RQID1300104

Department: VARIOUS

Estimated Cost of Project/Bid: \$1,800,000.00

Description of Project/Bid: To establish a contract for the rental of uniforms, and the weekly laundering of the same.

Funding Source:

VARIOUS

Received Date: 04/15/2013

Resubmittal Date(s):

Contract Measures Recommendation

Measure	Program	Goal Percent
Bid Preference	SBE	

Reasons for Recommendation

BID PREFERENCE

This project meets all the criteria set forth in I.O. # 3-41.

There are no SBB firms certified in the required Commodity Code

Commodity Code: 98386-Uniform Rental Or Lease

Small Business Contract Measure Recommendation

Subtrade	Cat.	Estimated Value	% of Items to Base Bid	Availability
----------	------	-----------------	------------------------	--------------

Total

Living Wages: YES ☐ NO ☒

Responsible Wages: YES ☐ NO ☒

Responsible Wages and Benefits applies to all construction projects over \$100,000 that do not utilize federal fund. For federally funded projects, unless prohibited by federal or state law or disallowed by a governmental funding source, the HIGHER wage between Davis Bacon and Responsible Wages and Benefits shall apply.

REVIEW RECOMMENDATION

Tier 1 Set Aside _____ Tier 2 Set Aside _____

Set Aside _____ Level 1 _____ Level 2 _____ Level 3 _____

Trade Set Aside (MCC) _____ Goal _____ Bid Preference _____

No Measure _____ Deferred _____ Selection Factor _____

CWP _____

V. Clark
SBD Director

4/23/13
Date

Walters, Vivian (RER)

From: Rodriguez, Abelin (ISD)
Sent: Thursday, August 15, 2013 10:16 AM
To: Walters, Vivian (RER)
Subject: Project RQID1300175, Uniform Rental
Attachments: SBD Contract Project Measure Analysis PSB-3.doc

Vivian;

I was reviewing the Uniform Rental Project (RQID1300175) and found two errors, so I'm re-submitting the job for your review. The changes is the estimated cost for 6 years has gone down (due to a math error) and Water & Sewer was added to the user departments. You have the draft bid, it does not change.

A. Rodriguez, Procurement Contracting Officer
Miami-Dade County Internal Services Department
111 NW 1 St. Ste 1300
Miami, FL. 33128-1974
Ph. (305) 375-4744 Fax. (305) 372-6128

Miami-Dade County is a public entity subject to Chapter 119 of the Florida Statutes concerning public records.
E-mail messages are covered under such laws and thus subject to disclosure.