

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

Rev 1

<input checked="" type="checkbox"/> New contract	<input type="checkbox"/> OTR	<input type="checkbox"/> CO	<input type="checkbox"/> SS	<input type="checkbox"/> BW	<input type="checkbox"/> Emergency	Previous Contract/Project No: 9006-0/13
<input type="checkbox"/> Re-Bid	<input type="checkbox"/> Other	LIVING WAGE APPLIES: <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO				

Requisition No: RQID1700072 Term of contract: 5 years with no option-to-renew

Requisition/Project Title: Chemical Testing Supplies / Toxicology Pre-Qualification

Description: The purpose of this solicitation is to establish a contract for the purchase of cremation and interment services in conjunction with the County's needs on an as needed when needed basis.

User Department(s): Medical Examiner

Issuing Department: Internal Services Department Procurement Management Division

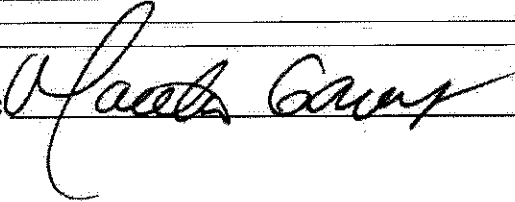
Contact Person: Martha Garofolo Phone: 305-375-4265

Estimated Cost: \$654,883.00 **Funding Source:** General / Proprietary

ANALYSIS			
Commodity/Service No: 961-69		SIC:	
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:			
Small Business Enterprise:			
Contract Value:			
Comments:			
Continued on another page (s): <input type="checkbox"/> Yes <input type="checkbox"/> No			

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

Basis of Recommendation:

Signed: 

Date to SBD: 4/17/17
Date Returned to ISD: _____

SECTION 2 - SPECIAL TERMS AND CONDITIONS

2.1 PURPOSE

This Request to Qualify (RTQ) will establish a pool of pre-qualified vendors capable of delivering/providing chemicals, reagents, instrument parts, consumables, and other general toxicology laboratory supplies for various County Departments. Entry into the pre-qualification pool is not a contract between MDC and any member of the pool, but rather is an acknowledgement that the pool member satisfies the pre-qualification criteria set forth below for membership in the pool. Pre-qualified vendors will be invited to participate in future spot market competitions. The pool shall remain open for the term of the RTQ, enabling vendors to qualify at any time after the initial RTQ opening date.

2.2 TERM

The pre-qualification pool will begin on the first calendar day of the month succeeding approval 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 Services Division, and contingent upon the completion and submittal of all required RFQ documents. The pre-qualification pool shall expire on the last day of the last month of the five (5) year period.

2.3 QUALIFICATION CRITERIA

Vendors shall submit all of the qualifying documents with their submittal form. It shall be the sole prerogative of the County to determine the number of vendors who will be included under the pre-qualification pool. During the term of the RTQ, the County reserves the right to add and/or delete pre-qualified vendors.

When spot market purchases are initiated, all pre-qualified vendors shall be invited to offer a fixed price for a specific individual purchase, or a specific purchasing period. The award to one vendor for a specific period or individual action does not preclude the awarded vendor nor the remaining pre-qualified vendors from submitting spot market offers for other specific purchases. Spot market pricing procedures may be initiated by either the using County department or by ISD.

If an "equal" product is considered by the County in accordance with the quotation form, the County shall be sole judge of equality and its decision in this regard shall be final.

2.4.1 Pre-Qualification Criteria

Vendor(s) shall:

- A. Be a manufacturer catalog dealer or distributor/reseller for at least one of the manufacturers' line and catalog for analytical reagents and general supplies to forensic toxicology laboratories as defined in Section 3, Items 3.2 & 3.3.

The vendor shall furnish one of the following as applicable:

1. Manufacturer – manufacturer's price list or verifiable webpage for products.
2. Distributor – letter on manufacturer's letterhead stating the bidder is an authorized distributor.

3. Reseller – letter on distributor's letterhead stating the bidder is an authorized reseller of the distributor.
- B. Provide two (2) references of existing customers the references listed must be customers that are currently receiving or have recently received from the vendor the items described in this solicitation. The references must include the customer's name, and the name, title, address, and telephone number of the contact person who can verify that the vendor has successfully provided the items that the vendor is offering under this solicitation. These references shall ascertain to the County's satisfaction that the vendor has sufficient experience in the provision of Toxicology laboratory supplies.
- C. Be equipped with a facsimile (FAX) machine and / or an e-mail address. Either resource must be available twenty-four (24) hours a day to provide immediate support and expedite quotations. The vendor's facility shall be staffed by representatives who can be contacted Monday thru Friday from 8:00am to 5:00pm for quotations.

It is possible for a vendor to be included on more than one manufacturer's line and catalog.

2.5 ACCEPTANCE OF PRODUCT BY THE COUNTY

The product(s) 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 vendor-provided product is determined to not meet the specifications and requirements of this contract, either prior to acceptance or upon initial inspection, the item will be returned, at vendor expense, to the vendor. At the County's own option, the vendor shall either provide a direct replacement for the item, or provide a full credit for the returned item. The vendor shall not assess any additional charge(s) for any conforming action taken by the County under this clause.

SECTION 3 – TECHNICAL SPECIFICATIONS

3.1 SCOPE OF WORK

The intent of the resulting contract is to provide chemical test supplies and general laboratory supplies inclusive of Reagents, Organic Solvents, Consumables, Certified Reference Standards, Consumables, Instrument Parts and Operational Materials to the toxicology laboratory; in accordance with current laboratory practices, quality control guidelines, and methodology.

3.2 GENERAL LABORATORY SUPPLIES, SOLVENTS AND CHEMICALS

A) General laboratory supplies as necessary that can include the following types of items:

- Various Laboratory glassware; test tubes, flasks, beakers, measuring glassware, etc.
- Various Pipette devices; glass, plastic pipettes, tips, bulbs, dispensing bottles, etc.
- Various Laboratory Plastic ware; tips, pipettes, beakers, flasks, tubing, stoppers, storage containers, racks, bins, etc.
- Indicating papers for pH and other specific measurements
- Safety devices, and personal protection supplies, gloves, goggles, bench paper, shields, wipes, etc.
- Small miscellaneous devices for gravimetric and volumetric measuring, liquid mixing and measuring, pH analysis, temperature and pressure measurement, etc.
- Filtration materials; filter papers, funnels, etc.
- Various devices for measuring and regulating gas flow and pressure; tubing, fittings, valves, etc.
- Instrument support materials and equipment; carts, tables, brackets, clamps, racks, etc.
- Miscellaneous laboratory tools, hardware, fasteners, seals, o-rings, etc.
- Light sources for UV and Visible wavelength measurements
- Various vial types and caps for auto samplers, weighing vessels, sample containers, etc.
- Various evidence containers and bags for storage and security of evidence

B) Consumables, Repair Parts and Related Operational Materials must meet manufacturer's standards for instruments currently used in the Miami-Dade County laboratories including the following:

- Abbott Laboratories: TDx and related auto-analyzers
- Agilent Technologies: chromatographs, auto samplers, spectrophotometers and mass spectrometers.
- Artel, Inc.: pipette calibration systems
- Bruker Inc, gas chromatographs, mass spectrometers, liquid chromatographs, and associated consumable parts
- Dynex Technologies, Inc.: micro-plate systems
- Instrumentation Laboratories: co-oximeter systems
- Orasure Technologies, Inc.: analyzers
- Perkin Elmer: chromatographs, spectrophotometers and auto samplers
- Shimadzu Scientific Instruments, liquid chromatograph, mass spectrometer and associated consumable parts
- Siemens: auto-analyzers
- Thermo Fisher Scientific: chromatographs, auto samplers and mass spectrometers
- Thermo Scientific Hamilton: automatic pipette systems

C) Organic Solvents offered by the bidder(s) must be High-Performance Liquid Chromatography (HPLC) or Liquid Chromatography-Mass Spectrometry (LCMS) grade quality solvents as required and should at least include brands such as:

- Burdick Jackson
- Chromasolv
- Omnisolve
- Fisher Chemical (Optima)

3.3 REAGENT VENDORS

Vendors/Manufacturers shall supply specific test reagents currently in use in the laboratory such as Enzyme Multiplied Immunoassay Technique (EMIT), Fluorescence Polarization Immunoassays (FPIA), Enzyme-Linked ImmunoSorbent Assay (ELISA), pipette calibration, mass spectrometry reagents, spectrophotometry reagents, biological materials, analytical standards and certified reference standards. Substitutes will not be accepted.

These include:

- Abbott Laboratories: FPIA/TDx reagents
- Artel, Inc.: pipette calibration reagents
- Biological Specialty Corporation: blank whole blood products
- Cayman Chemicals – certified reference drug standards
- Cerilliant Corporation: analytical drug standards
- Hemostat Laboratories – various clean blank blood matrices
- Immunalysis Corporation: ELISA and EMIT reagents
- Instrumentation Laboratory: co-oximeter reagents
- LGC – certified reference drug standards
- Lipomed, Inc – certified reference drug standards
- Neogen Corporation: ELISA reagents
- Orasure Technologies, Inc.: ELISA reagents
- Siemens: EMIT reagents
- Utak Laboratories, Inc.: custom analytical controls
- Venture Laboratories, Inc.: ELISA reagents

SECTION 4 VENDOR PRE-QUALIFICATION REQUIREMENTS

In accordance with Section 2 Paragraph 2.4.1
 Minimum Qualifications

Be a manufacturer catalog dealer or distributor/reseller for at least one of the manufacturers' line and catalog for analytical reagents and general supplies to forensic toxicology laboratories as defined in Section 3, Items 3.2 & 3.3.

- Manufacturer – manufacturer's price list or verifiable webpage for products.
- Distributor – letter on manufacturer's letterhead stating the bidder is an authorized distributor.
- Reseller – letter on distributor's letterhead stating the bidder is an authorized reseller of the distributor.

Provide two (2) references of existing customers the references listed must be customers that are currently receiving or have recently received from the vendor the items described in this solicitation.

Business Name: _____
 Contact Person: _____ Title: _____
 Address: _____
 Phone Number: _____ Email: _____

Be equipped with a facsimile (FAX) machine and / or an e-mail address. Either resource must be available twenty-four (24) hours a day to provide immediate support and expedite quotations. The vendor's facility shall be staffed by representatives who can be contacted Monday thru Friday from 8:00am to 5:00pm for quotations.

In accordance with Section 2 Paragraph 2.4.1(A) List of Manufacturer's Product Lines/Additional Manufacturers

Bidder shall indicate below if the bidder is either a manufacturer or a distributor of the product lines listed below:

- | | | |
|----------------------------|---------------------------------------|---|
| Abbott Laboratories | <input type="checkbox"/> Manufacturer | <input type="checkbox"/> Distributor/Reseller |
| Agilent Technologies | <input type="checkbox"/> Manufacturer | <input type="checkbox"/> Distributor/Reseller |
| Alltech Associates | <input type="checkbox"/> Manufacturer | <input type="checkbox"/> Distributor/Reseller |
| Artel, Inc. | <input type="checkbox"/> Manufacturer | <input type="checkbox"/> Distributor/Reseller |
| Biological Specialty Corp. | <input type="checkbox"/> Manufacturer | <input type="checkbox"/> Distributor/Reseller |
| Bruker | <input type="checkbox"/> Manufacturer | <input type="checkbox"/> Distributor/Reseller |
| Cayman Chemicals | <input type="checkbox"/> Manufacturer | <input type="checkbox"/> Distributor/Reseller |

Cerilliant Corp.	<input type="checkbox"/> Manufacturer	<input type="checkbox"/> Distributor/Reseller
Dynex Technologies	<input type="checkbox"/> Manufacturer	<input type="checkbox"/> Distributor/Reseller
Fisher Scientific	<input type="checkbox"/> Manufacturer	<input type="checkbox"/> Distributor/Reseller
Florida Fluid Systems Technologies	<input type="checkbox"/> Manufacturer	<input type="checkbox"/> Distributor/Reseller
Hemostat	<input type="checkbox"/> Manufacturer	<input type="checkbox"/> Distributor/Reseller
Immunalysis Corp.	<input type="checkbox"/> Manufacturer	<input type="checkbox"/> Distributor/Reseller
Instrumentation Laboratories, Inc.	<input type="checkbox"/> Manufacturer	<input type="checkbox"/> Distributor/Reseller
LGC Standards	<input type="checkbox"/> Manufacturer	<input type="checkbox"/> Distributor/Reseller
Lipomed	<input type="checkbox"/> Manufacturer	<input type="checkbox"/> Distributor/Reseller
Lynn Peavy Corp.	<input type="checkbox"/> Manufacturer	<input type="checkbox"/> Distributor/Reseller
Microliter Analytical Supplies	<input type="checkbox"/> Manufacturer	<input type="checkbox"/> Distributor/Reseller
Neogen	<input type="checkbox"/> Manufacturer	<input type="checkbox"/> Distributor/Reseller
Orasure Technologies	<input type="checkbox"/> Manufacturer	<input type="checkbox"/> Distributor/Reseller
Perkin Elmer LLC	<input type="checkbox"/> Manufacturer	<input type="checkbox"/> Distributor/Reseller
Pierce Chemical	<input type="checkbox"/> Manufacturer	<input type="checkbox"/> Distributor/Reseller
Restek Corp.	<input type="checkbox"/> Manufacturer	<input type="checkbox"/> Distributor/Reseller
Shimadzu Scientific Instruments	<input type="checkbox"/> Manufacturer	<input type="checkbox"/> Distributor/Reseller
Scientific Instrument Service, Inc.	<input type="checkbox"/> Manufacturer	<input type="checkbox"/> Distributor/Reseller
Siemens Healthcare Diagnostics	<input type="checkbox"/> Manufacturer	<input type="checkbox"/> Distributor/Reseller
Sigma Aldrich	<input type="checkbox"/> Manufacturer	<input type="checkbox"/> Distributor/Reseller
Supelco	<input type="checkbox"/> Manufacturer	<input type="checkbox"/> Distributor/Reseller
ThermoFisher	<input type="checkbox"/> Manufacturer	<input type="checkbox"/> Distributor/Reseller
Trinity Biotech	<input type="checkbox"/> Manufacturer	<input type="checkbox"/> Distributor/Reseller
UCT LLC	<input type="checkbox"/> Manufacturer	<input type="checkbox"/> Distributor/Reseller
Utak Laboratories	<input type="checkbox"/> Manufacturer	<input type="checkbox"/> Distributor/Reseller
Venture Labs	<input type="checkbox"/> Manufacturer	<input type="checkbox"/> Distributor/Reseller

List Additional Manufacturer Catalogs below:

DRAFT