

DEPARTMENTAL INPUT

CONTRACT/PROJECT MEASURE ANALYSIS AND RECOMMENDATION

New
 OTR
 Sole Source
 Bid Waiver
 Emergency
 Previous Contract/Project No. 9023-0/18

Contract
 Re-Bid Other
 LIVING WAGE APPLIES: YES NO

Requisition No./Project No.: RQID1800032
 TERM OF CONTRACT: 5 YEAR(S) WITH 0 YEAR(S) OTR

Requisition /Project Title: Speedometer Calibration Services

Description: The purpose of this solicitation is to establish a contract for purchase of speedometer calibration services for vehicles sedans, trucks, and SUV's and motorcycles for the Miami Dade Police Departement (MDPD) on an as needed basis on-site or at the vendor's facility.

Issuing Department: ISD
 Contact Person: Elizabeth Gort
 Phone: 305-375-3248

Estimate Cost: 450,000.00

Funding Source:
 GENERAL
 FEDERAL
 OTHER

ANALYSIS

Commodity Codes:	07572				
Contract/Project History of previous purchases three (3) years Check here <input type="checkbox"/> if this is a new contract/purchase with no previous history.					
	<u>EXISTING</u>	<u>2ND YEAR</u>	<u>3RD YEAR</u>		
Contractor:					
Small Business Enterprise:					
Contract Value:	\$	\$	\$		
Comments:					

Continued on another page (s): YES NO

RECOMMENDATIONS

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

Basis of recommendation:

Signed: Elizabeth Gort	Date sent to SBD: 11/14/2017
	Date returned to DPM:

SECTION 3
TECHNICAL SPECIFICATIONS

SPEEDOMETER CALIBRATION SERVICES

2.1 PURPOSE

The purpose of this Invitation to Bid is to establish a contract for purchase of speedometer calibration services for vehicles (sedans, trucks, and SUVs) and motorcycles for the Miami-Dade Police Department (MDPD) on an as needed basis.

2.2 TERM OF CONTRACT: (5) FIVE YEARS

This contract shall commence on the first calendar day of the month succeeding approval by the Board of County Commissioners, or designee, unless otherwise stipulated in the Blanket Purchase Order distributed by the County's Internal Services Department (ISD), Procurement Management Services; and contingent upon the completion and submittal of all required bid documents. This contract shall remain in effect for (5) five years and shall expire on the last day of the last month.

2.3 OPTION TO RENEW

Intentionally omitted

2.4 METHOD OF AWARD

Award of this contract will be made to the responsive, responsible Bidder who submits an offer on all items listed in this solicitation and whose offer represents the lowest price when extended prices (Extended Price = Unit Price X Quantity) are added in the aggregate, and who meets the minimum requirements listed below:

2.4.1 Minimum Requirements

2.4.1.1 The Bidder shall be regularly engaged in the business of providing speedometer calibration services. Three (3) references shall be listed in the Bidder's submittal. References shall be from customers currently receiving or have received speedometer calibration services from the Bidder within the past (3) three years. The references shall include the company name, address, contact name and title, e-mail address, telephone number, and length of service to verify that the Bidder has successfully provided the services described herein.

2.4.1.2 The Bidder shall have a Motor Vehicle Repair (MVR) License issued by the Florida Department of Agriculture and Consumer Services and this shall be maintained throughout the term of the contract.

2.5 PRICES

If a Bidder is awarded a contract under this solicitation, the prices proposed shall remain fixed and firm for the term of the contract.

SECTION 3
TECHNICAL SPECIFICATIONS

SPEEDOMETER CALIBRATION SERVICES

2.6 LICENSES, PERMITS AND FEES

The Bidder shall obtain and pay for all licenses and fees required to maintain the business and shall comply with all laws, ordinances, regulations and requirements applicable to the services described herein during the term of the contract. Damages, penalties, and/or fines imposed on the County or the Bidder for failure to obtain required licenses or fines shall be borne by the Bidder.

2.7 DEMONSTRATION OF CALIBRATION SERVICES MAY BE REQUIRED DURING EVALUATION

After receipt of offers by the County, Bidders may be required to demonstrate speedometer calibration to County personnel, at no additional cost to the County. The purpose of this demonstration is to verify Bidder's capability in conjunction with the performance requirements stipulated in this solicitation. If a demonstration is required, the County will notify the Bidder of such in writing via email and shall specify the date, time, and location of the demonstration. If the Bidder fails to perform the demonstration on the specified date stipulated in the notice, the County may elect to reject that Bidder's offer, or to re-schedule the demonstration, whichever action is determined to be in the best interests of the County. The County shall be the sole judge of the acceptability of the equipment in conformance with the Scope of Work and its decision shall be final.

2.8 CONTACT PERSON

For any additional information regarding the terms and conditions of this solicitation and resultant contract, contact: Lorrie Delhomme, at (305) 375-4884 or email dlorie@miamidade.gov.

Note: The Procurement Contracting Officer may change during the term of the contract.

SECTION 3
TECHNICAL SPECIFICATIONS

SPEEDOMETER CALIBRATION SERVICES

3.1 SCOPE OF WORK

The Miami-Dade Police Department requires speedometer in police patrol vehicles (sedans, trucks, and SUVs) and motorcycles to be calibrated at least once every six months to remain in compliance with Florida State Statute 316.1905. This Statute requires police officers engaged in the enforcement of the motor vehicle laws of Florida using an electronic, electrical, mechanical or other device to determine the speed of a motor vehicle on any highway, road, street or other public way; such device shall be approved by the Department of Highway Safety and Motor Vehicles and shall be tested to determine that it is operating accurately.

3.2 FACILITIES

3.2.1 The awarded Bidder shall provide this service using mobile equipment at district stations listed below:

1	Northwest	5975 Miami Lakes Drive East
2	Northside	2950 NW 83 rd Street
3	Midwest District	9101 NW 25 th Street
4	Cutler Ridge	10800 SW 211 th Street
5	Kendall	7707 SW 117 th Avenue
6	Intracoastal	15665 Biscayne Boulevard
7	Airport	M-I-A (Miami International Airport)
8	Hammocks	10000 SW 142 nd Avenue
9	Police Operations	2917 Biscayne Boulevard
10	Special Patrol	1567 NW 79 th Avenue

3.2.2 Addition/Deletion of County Facilities

It is hereby agreed and understood that any County department or agency facility may avail itself to this contract and purchase any and all items specified herein from the awarded Bidder at the contract prices established. Any County department or agency facility may be deleted when such service is no longer required during the contract period.

3.3 CERTIFICATION

In accordance with Florida Statute 316.1905(3)(b), the awarded Bidder shall produce a certificate upon completion of each speedometer calibration. This certificate shall be signed, dated, and witnessed to certify the speedometer has been tested and working properly.

3.4 PAYMENT PROCESSING

The awarded Bidder shall submit the original certificate along with (1) one copy attached to the invoice. Each invoice shall contain the date of service and the Miami-Dade County vehicle/motorcycle number. Invoices shall be submitted to the address indicated on the purchase order.

SECTION 4

SPEEDOMETER CALIBRATION SERVICES

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.
Wednesday
September 4, 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: **ISD/PM Lorrie Delhomme** Date Issued: **AUGUST 16, 2013** This Bid Submittal Consists of **Pages 5 through 10**
And all Affidavits

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:
SPEEDOMETER CALIBRATION SERVICES

A Bid Deposit in the amount of *N/A* the total amount of the bid shall accompany all bids.

A Performance Bond in the amount of *N/A* the total amount of the bid will be required upon execution of the contract by the successful bidder and Miami-Dade County.

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: 075-72	
Procurement Contracting Officer: Lorrie Delhomme	

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:
 SPEEDOMETER CALIBRATION SERVICES**

<u>Item</u>	<u>Description</u>	<u>Quantity</u>	<u>Unit Price</u>
1.	Speedometer Calibration (Vehicle - Front Wheel) (FWD)	900	\$ _____
2.	Speedometer Calibration (Vehicle- Rear Wheel) (RWD)	500	\$ _____
3.	Speedometer Calibration (Trucks & SUV's) (AWD)	54	\$ _____
4.	Speedometer Calibration (Motorcycle)	46	\$ _____

CHECKLIST

Refer to details in Section 2, Paragraph's 2.4.1

<u>Reference:</u>	<u>Summarized Requirement:</u>
Paragraph 2.4.1.1	<p>Three References:</p> <p>1. Company Name: _____ Address: _____ Contact Name/Title: _____ / _____ Email Address: _____ Phone: _____ Length of Service: _____ thru _____</p> <p>2. Company Name: _____ Address: _____ Contact Name/Title: _____ / _____ Email Address: _____ Phone: _____ Length of Service: _____ thru _____</p> <p>3. Company Name: _____ Address: _____ Contact Name/Title: _____ / _____ Email Address: _____ Phone: _____ Length of Service: _____ thru _____</p>

SECTION 4
BID SUBMITTAL FOR:
SPEEDOMETER CALIBRATION SERVICES

Paragraph 2.4.1.2	Copy of Motor Vehicle Repair (MVR) License issued by the Florida Department of Agriculture and Consumer Services.	—
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