

DEPARTMENTAL INPUT
CONTRACT/PROJECT MEASURE ANALYSIS AND RECOMMENDATION

<input type="checkbox"/> <u>New</u>	<input type="checkbox"/> <u>OTR</u>	<input type="checkbox"/> <u>Sole Source</u>	<input type="checkbox"/> <u>Bid Waiver</u>	<input type="checkbox"/> <u>Emergency</u>	Previous Contract/Project No. <div style="border: 1px solid black; padding: 2px;">9160-0/18</div>
<input checked="" type="checkbox"/> <u>Contract</u> <input checked="" type="checkbox"/> <u>Re-Bid</u> <input type="checkbox"/> <u>Other</u>					LIVING WAGE APPLIES: <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO
Requisition No./Project No.: <u>RQID1800092</u> TERM OF CONTRACT <div style="border: 1px solid black; padding: 2px;">5</div> YEAR(S) WITH <div style="border: 1px solid black; padding: 2px;">0</div> YEAR(S) OTR					
Requisition /Project Title: <div style="border: 1px solid black; padding: 2px;">Paper Based Disposable Trays</div>					
Description: <div style="border: 1px solid black; padding: 10px; min-height: 60px;">The purpose of this solicitation is to establish a contract for the purchase of paper base disposable trays. The disposable trays are used to serve meals for the inmate population.</div>					
Issuing Department: <div style="border: 1px solid black; padding: 2px;">Corrections & Rehab.</div>		Contact Person: <div style="border: 1px solid black; padding: 2px;">Debra Graham</div>		Phone: <div style="border: 1px solid black; padding: 2px;">786-263-6359</div>	
Estimate Cost: <div style="border: 1px solid black; padding: 2px;">\$4,869,000</div>		Funding Source: <div style="border: 1px solid black; padding: 2px; text-align: center;">GENERAL X</div> <div style="border: 1px solid black; padding: 2px; text-align: center;">FEDERAL</div> <div style="border: 1px solid black; padding: 2px; text-align: center;">OTHER</div>			

ANALYSIS

<u>Commodity Codes:</u>	<div style="border: 1px solid black; padding: 2px;">640-60</div>				
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:	<div style="border: 1px solid black; height: 20px;"></div>	<div style="border: 1px solid black; height: 20px;"></div>	<div style="border: 1px solid black; height: 20px;"></div>		
Small Business Enterprise:	<div style="border: 1px solid black; height: 20px;"></div>	<div style="border: 1px solid black; height: 20px;"></div>	<div style="border: 1px solid black; height: 20px;"></div>		
Contract Value:	<div style="border: 1px solid black; padding: 2px;">\$</div>	<div style="border: 1px solid black; padding: 2px;">\$</div>	<div style="border: 1px solid black; padding: 2px;">\$</div>		
Comments: <div style="border: 1px solid black; height: 20px;"></div>					
Continued on another page (s): <input type="checkbox"/> YES <input type="checkbox"/> NO					
<u>RECOMMENDATIONS</u>					
	Set-aside	Sub-contractor goal	Bid preference	Selection factor	
SBE	<div style="border: 1px solid black; height: 20px;"></div>	<div style="border: 1px solid black; height: 20px;"></div>	<div style="border: 1px solid black; height: 20px;"></div>	<div style="border: 1px solid black; height: 20px;"></div>	
Basis of recommendation: <div style="border: 1px solid black; height: 30px;"></div>					
Signed: <div style="border: 1px solid black; padding: 2px;">Sherry Clentscale</div>			Date sent to SBD: <div style="border: 1px solid black; padding: 2px;">03/26/2018</div>		
			Date returned to ISD-PM: <div style="border: 1px solid black; padding: 2px;"></div>		

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

The purpose of this solicitation is to establish a contract for the purchase of paper-based disposable trays for the Department of Corrections and Rehabilitation as needed.

2.2 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 Procurement Management Division; and contingent upon the completion and submittal of all required bid documents. The contract shall expire on the last day of the five year period.

2.3 METHOD OF AWARD: To Multiple Bidders By Group

Award of this contract will be made to the lowest priced (2) responsive, responsible bidders on a group-by-group basis; Group I Paper-Based, Dual-Ovenable Trays and Group II Fiber Trays. To be considered for award by group, the bidder shall offer prices for all items within a given group. The County will then select the bidders for award for each group by totaling either the unit prices for all of the items within each group, or if so structured, by totaling the extended pricing for each item within each group. If a bidder fails to submit an offer for all items within the group, its offer for that specific group may be rejected.

While the method of award prescribes the method for determining the lowest responsive, responsible bidder, the County will award this contract to the designated lowest bidder as the primary bidder and will award this contract to the designated second lowest bidder as the secondary bidder respectively. If the County exercises this right, the primary bidder shall have the primary responsibility to initially perform the service and/or deliver the goods identified in this contract. If the primary bidder fails to perform it may be terminated for default, and the County shall have the option to seek the identified goods and/or services from the secondary bidder.

Award to multiple bidders is made for the convenience of the County and does not exempt the primary bidder from fulfilling its contractual obligations. 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 bidder re-procurement costs, if applicable.

2.4 PRICES SHALL BE FIXED WITH ADJUSTMENTS ALLOWED

The prices proposed by the bidder (s) 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: Producer Price Index (PPI) for Converted Paper Products Manufacturing (3222) for all related items, will be considered.

Prices shall be inclusive of all costs, charges, and fees involved in producing the specified products and services. It is the vendor's responsibility to request any pricing adjustment under this provision. For any adjustment to commence on the anniversary of the contract term, the vendor's request for adjustment should be submitted 90 days prior to the anniversary of the contract term. The vendor adjustment request should not be in excess of the relevant pricing index change. If no adjustment request is received from the vendor, the County will assume that the vendor 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.

2.5 PURCHASE OF OTHER ITEMS

While the County has listed all major items within this solicitation which are utilized by County departments in conjunction with their operations, there may be similar items that may be purchased by the County during the term of this contract. Under these circumstances, a County representative will contact the primary bidder to obtain a price quote for the similar items. If there are multiple bidders on the contract, the County representative may also obtain price quotes from these bidders. The County reserves the right to award these similar items to the primary contract bidder, another contract bidder based on the lowest price quoted, or to acquire the items through a separate solicitation.

2.6 A - "EQUAL" PRODUCT CAN BE CONSIDERED UPON RECEIPT OF SPECIFIED DATA

The manufacturer's name, brand name and/or model number information contained in this solicitation are being used for the sole purpose of establishing the minimum requirements and level of quality, standard of performance, and design and is in no way intended to prohibit the offer of another manufacturer's items of equal material.

Bidders shall provide the following if an equal product is being offered:

_____: Product Information Sheets

If an "equal" product may be considered by the County in accordance with the Bid/Proposal Submission Form, the unit shall be equal in quality and standards of performance to the item specified in the solicitation.

The County shall be sole judge of equality, based on the best interests of the County, and its decision in this regard shall be final.

B - SAMPLES MAY BE REQUIRED DURING EVALUATION

After the County opens the Bid Proposals, the bidders may be required to submit a sample for the goods to be supplied for evaluation by, and at no cost to the County. If samples are required, the County will notify the bidder of such in writing and will specify the deadline for submission of the samples. Each individual sample shall be clearly labeled with the bidder's name, bid number, bid title, manufacturer's name and brand name, and style number if applicable. If the bidder fails to submit the samples, properly labeled, within the specified date stipulated in the notice, the County shall not consider the bidder's proposal for that item(s); provided however, that in the event of a group or aggregate award, the bidder's proposal will not be eligible for that group or in the aggregate as applicable. All samples shall become the property of Miami-Dade County.

The County reserves the right to perform its own testing procedures or to send any and all samples to any certifiable laboratory for analysis. Any costs for testing shall be borne by the bidder. On the basis of this testing and analysis, the County shall be the sole judge of the acceptability of the sample in conformance with the bid specifications and its decision shall be final. Any sample submitted shall create an express warranty that the whole of the goods and/or services to be provided by the bidder during the contract period shall conform to the sample submitted. The bidder shall be required to provide adequate restitution to the County, in the manner prescribed by the County, if this warranty is violated during the term of the contract.

SECTION 3 – TECHNICAL SPECIFICATIONS**1. SCOPE OF WORK**

The purpose of this solicitation is to establish a contract for the purchase of paper-based disposable trays for Miami-Dade County on an as needed basis.

GROUP I - PAPER-BASED, DUAL OVENABLE TRAYS**3 COMPARTMENT TRAY**

Paper based, dual-ovenable (serviceable from -40F to +400F) tray with polyester film lining to provide a liquid barrier, 3 compartment, molded pulp, minimum dimensions, 6-3/8"W x 8-1/2" L x 1.875" D, radius corners, 3/8" smooth flange, tray compartments must be one large compartment 17.9 fl. oz and two compartment each 6.7 fl. oz. All tray compartments come to level of tray flange to permit total lidding film seal on all compartments. 97% of tray weight must be produced of sustainable material. Lidding film must remain intact until removed by client. One roll of perforated heat seal lidding film (part #61073) included per 800 each trays purchased. The price for the roll of perforated heat seal lidding film shall be included as part of the 3 compartment tray price. Oliver Part #58103 Deep Trays or approved equal.

2 COMPARTMENT TRAY

Paper based, dual-ovenable (serviceable from -40F to +400F) tray with polyester film lining to provide a liquid barrier, 2 compartment, molded pulp, minimum dimensions, 6-3/8"W x 8-1/2" L x 1.875" D, radius corners, 3/8" smooth flange, tray compartments must be one large compartment 22.1 fl. oz and one compartment of 11.1 fl. oz. All tray compartments come to level of tray flange to permit total lidding film seal on all compartments. 97% of tray weight must be produced of sustainable material. Lidding film must remain intact until removed by client. One roll of perforated heat seal lidding film (part #61073) included per 800 each trays purchased. The price for the roll of perforated heat seal lidding film shall be included as part of the 2 compartment tray price. Oliver Part #7230-6262 Deep Trays or approved equal.

SINGLE COMPARTMENT

Single Compartment, pressed paperboard, dual-ovenable tray with polyester film lining to provide a liquid barrier, 7.59" L x 10" W x 1.5" D, capacity of tray compartment is one large compartment of 47 fl. oz., serviceable from -40F to +400F. Radius corner, smooth flange around entire tray to allow heat-sealed lidding with plastic film. Lidding film must remain intact until removed by client. One roll of perforated heat seal lidding film (part #61073) included per 800 each trays purchased. The price for the roll of perforated heat seal lidding film shall be included as part of the single compartment tray price. Oliver Part #7230-6000 (111) or approved equal.

SINGLE COMPARTMENT

Single Compartment, pressed paperboard, dual-ovenable tray with polyester film lining to provide a liquid barrier, 4.156" L x 4.094" W x 1.25" D, capacity of tray compartment is one large compartment of 6.5 fl. oz., serviceable from -40F to +400F. Radius corners, smooth flange around entire tray to allow heat-sealed lidding with plastic film. Lidding film must remain intact until removed by client. One roll of perforated heat seal lidding film (part #61073) included per 800 each trays purchased. The price for the roll of perforated heat seal lidding film shall be included as part of the single compartment tray price. Oliver Part #75693-102 or approved equal.

The bidders awarded **GROUP I PAPER-BASED, DUAL OVENABLE TRAYS** must provide the Oliver 1908 Automatic Heat Sealing Machine (Jail/Prison Model) described below, at no cost to the County. One machine per every 500 trays purchased per day from Section 3, Paragraph 3.1, Group 1 shall be provided at no cost to the County. It is further understood, that the bidder shall be responsible for ensuring that the machine(s) is/are regularly maintained and serviced by the manufacturer throughout the term of the contract and any subsequent renewals, at no cost to the County. In the event that any machines become unserviceable, a replacement machine(s) shall be provided at no cost to the County.

OLIVER 1908 AUTOMATIC HEAT SEAL LIDDING MACHINE

(jail/prison model) and air compressor (for sealing 2 and 3 compartment molded trays)

An intermittent motion, air operated, packaging machine which receives trays manually at the infeed conveyor and automatically applies measured heat seal lidding to top surface of each tray and seals and cuts the lidding film. The heat lidding machine must seal the film to the individual compartments to prevent contents from contaminating each other. Machine speed is variable between 5ppm to 32ppm. Machine sealing dwell time is infinitely adjustable. Machine heat seal pressure is adjustable.

Tray carriers, film cutting tools and discharge parts are removable for cleaning and to provide for ability to change to other tray sizes with change parts available from the manufacture at extra cost. Includes 4 locking casters. Weight 300 pounds. Dimensions W 23" x L 78" x 47 electrical 120 V AC, 8 AMPS, 60 Hz (USA).

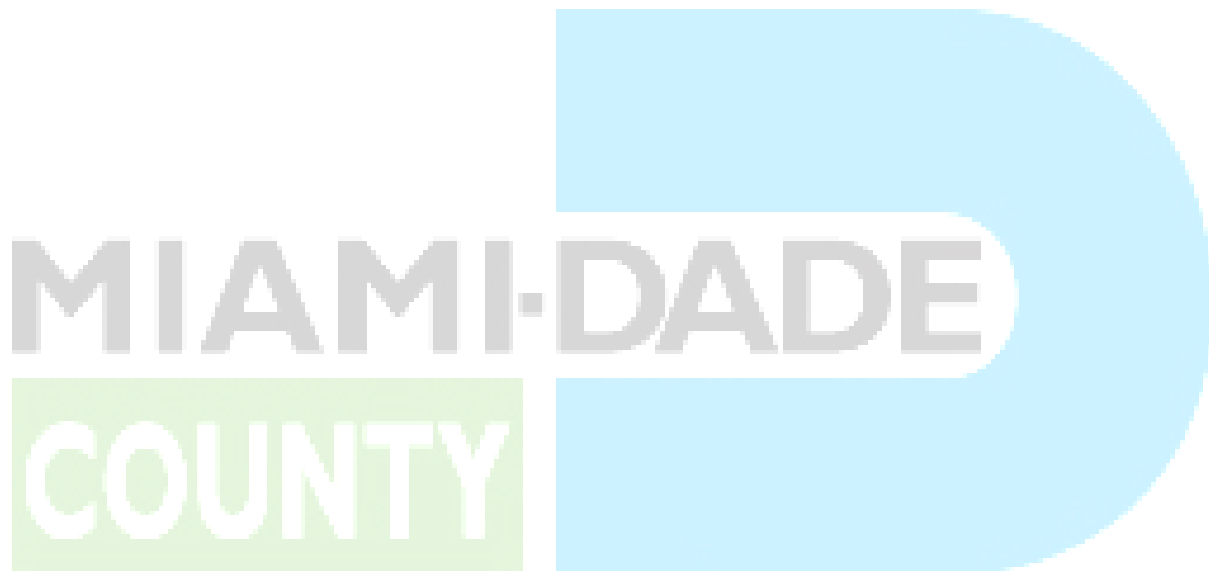
Bidder shall provide one machine for every 500 trays per day purchased. Maximum tray dimension's W 8 1/2 X L 6 1/12 D 3.25 'Air compressor dimensions 115 volt AC USA, 15 amps, 60Hz, 85 psi hose length 70 ft., hose ID interdimension .3/8.

GROUP II - FIBER TRAYS**CAFETERIA FOOD TRAY**

Cafeteria food tray, 3 compartment, 8 ¼" x 9 ½", heavyweight molded fiber made from 100% recycled paper fiber, 100% compostable, Chinet Code No. 22023 (code name: Vagrant), or approved equal.

MOLDED FIBER FLAT TRAY

Molded Fiber Flat tray, 6" x 8" x 1" beige tray, made from 100% recycled paper fibers, 100% compostable, Strongholder by Chinet Code No. 20917 (code name: Fader) or approved equal.



SECTION 4

In accordance with specifications outlined in Section 3.1 Scope of Work

Item No.	Yearly Estimated Quantities	Description	Unit Price Per Tray	Please Check Box to Identify Product's Manufacturer
GROUP I - PAPER-BASED, DUAL OVENABLE TRAYS				
1	500,000 each	3 COMPARTMENT TRAY	\$ _____ Per Each Tray	Oliver Part #58103 Deep Trays <input type="checkbox"/> Equal Product <input type="checkbox"/> Manufacturer Name _____ Part Number _____
2	2,150,000 each	2 COMPARTMENT TRAY	\$ _____ Per Each Tray	Oliver Part #7230-6262 Deep Trays <input type="checkbox"/> Equal Product <input type="checkbox"/> Manufacturer Name _____ Part Number _____
3	500 each	SINGLE COMPARTMENT (7.59" L x 10" W x 1.5" D)	\$ _____ Per Each Tray	Oliver Part #7230-6000(111) <input type="checkbox"/> Equal Product <input type="checkbox"/> Manufacturer Name _____ Part Number _____
4	500 each	SINGLE COMPARTMENT (4.156" L x 4.094" W x 1.25" D)	\$ _____ Per Each Tray	Oliver Part #75693-102 <input type="checkbox"/> Equal Product <input type="checkbox"/> Manufacturer Name _____ Part Number _____

Item No.	Yearly Estimated Quantities	Description	Unit Price Per Tray	Please Check Box to Identify Product's Manufacturer
GROUP II - FIBER TRAYS				
1	480,000 each	CAFETERIA FOOD TRAY	\$ _____ Per Each Tray	Chinet Code No. 22023 (code name: Vagrant) <input type="checkbox"/> Equal Product <input type="checkbox"/> Manufacturer Name _____ Part Number _____
2	2,400,000 each	MOLDED FIBER FLAT TRAY	\$ _____ Per Each Tray	Chinet Code No. 20917 (code name: Fader) <input type="checkbox"/> Equal Product <input type="checkbox"/> Manufacturer Name _____ Part Number _____