



Mattress, Boxsprings, Bedframes and Refurbishments (Groups 1 & 2)

Program Estimated Cost – \$927,665.00

RTQ-01603-Verification of Availability

April 17, 2020

SBD is attempting to place a Small Business Measure on **RTQ-01603**. Please review this document to determine if your firm would be able **provide the contract's scope of services and is willing to participate on this solicitation**. If your firm is interested, please include *a copy of your firm's resume or list of projects or list 3 similar projects on the last page of this document*.

The deadline to respond to this Verification of Availability is 5:00 p.m., April 20, 2020.

Jacqueline Stewart

SBD Capital Improvement Project Specialist

Miami-Dade County Internal Services Department – Small Business Development

111 N.W. 1st Street, 19th Floor, Miami, Florida 33128

Phone: 305-375-3164

Fax: 305-375-3160

Email: Jdavis@miamidade.gov

"Help stimulate Miami's economy by supporting Small Businesses"

Please familiarize yourself with the Project Review Process Website:

<http://www.miamidade.gov/smallbusiness/projects-under-review.asp>

VERIFICATION OF AVAILABILITY TO BID

INTERNAL SERVICES DEPARTMENT (ISD)
SMALL BUSINESS DEVELOPMENT (SBD) DIVISION
COMMUNITY SMALL BUSINESS ENTERPRISE PROGRAM
111 N.W. 1ST STREET, 19th FLOOR
MIAMI, FLORIDA 33128
PHONE: 375-3164 **FAX: 375-3160**

CONTRACT SPECIALIST: **Jacqueline Stewart**

I am herewith submitting this letter of verification of availability and capability to bid, provided the proposed scope of work attached. (**NOTE:** Please provide all the information requested; incomplete and/or incorrect verifications are not acceptable or usable.)

CONTRACT TITLE: MATTRESS, BOXSPRINGS, BEDFRAMES AND REFURBISHMENT SERVICES (GROUPS 1 & 2)

PROJECT NUMBER: RTQ-01603

Estimated Contract Amount: \$927,665.00

(Scope of work and minimum requirements for this project are attached.)

NAME OF FIRM

ADDRESS

CITY

ZIP CODE

Certification Expires: _____

DATE: _____

Telephone: (____) _____ - _____

PRINT NAME AND TITLE

SIGNATURE OF COMPANY REPRESENTATIVE

DATE

Please complete the following:

Currently Awarded Projects (Name of Project and Owner)	Project Completion Date	Contract Amount	Anticipated Awards

SECTION 2 - SPECIAL TERMS AND CONDITION

2.1 PURPOSE

The purpose of this solicitation is to establish a contract for the purchase of mattresses, box springs, bed frames, and refurbishment services for Miami-Dade County.

Does your firm understand Section 2.1? Yes No

2.2 TERM OF CONTRACT

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 Blanket Purchase Order issued by the Internal Services Department, Strategic Procurement Division. The contract shall expire on the last day of the last month of the five-year term.

Does your firm understand Section 2.2 in its entirety? Yes No

2.3 METHOD OF AWARD

Award of this contract will be made to the lowest priced responsive, responsible Bidder in the aggregate on a group-by-group basis. To be considered for award of a group, the Bidder shall offer prices for all items within a given group. The County will then select the Bidder(s) for award for each group by totaling the extended pricing for the unit prices for all of the items 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.

Does your firm understand Section 2.3? Yes No

Groups:

Group 1 - Purchase of Mattresses, Box Springs, and Bedframes Non-Federal Funds

Group 2 - Refurbishment of Mattresses Non-Federal Funds

2.4 SMALL BUSINESS CONTRACT MEASURES

TBD

2.5 MINIMUM REQUIREMENT FOR ALL GROUPS

Bidder(s) shall meet the following qualification to be considered for award:

1. Bidder(s) shall provide information of a designated contact person including their name, title, email address, and phone number for purchases pursuant to this solicitation.

Can your firm meet the minimum requirement as indicated in Section 2.5 in its entirety? Yes No

2.6 ADDITIONAL QUALIFICATION FOR GROUP 2

Bidder(s) shall meet the following qualification to be considered for award:

1. Bidder(s) shall submit two (2) reference letters from current/existing or past customers who have had refurbishment services provided within the last two (2) years on company letterhead, signed to demonstrate that the Bidder is regularly engaged in the business of refurbishing mattresses. The County shall be able to ascertain from these references to its satisfaction that the Bidder has sufficient experience and expertise in refurbishing mattresses.

Bidders shall provide all of the specified information, documents and attachments listed above with their Submittal as proof of compliance with the requirements of this Bid. However, the County may, at its sole discretion and in its best interest, allow Bidders to complete, supplement or supply the required documents during the evaluation period of this Bid.

Can your firm meet the additional requirements for Group 2 as indicated in Section 2.6 in its entirety? Yes No

2.7 PRICING

The initial contract prices resulting from this solicitation shall remain fixed and firm for no less than 12 months from the contract commencement date. It is the Awarded Bidder's responsibility to request any adjustment. The Awarded bidder's request for adjustment must be submitted to the county's Internal Services Department for review no less than 90 days prior to expiration of the then current contract year. The County may consider an adjustment based upon the **Producer Price Index (PPI) Mattress MFG PCU33791 or Textile and Fabric Finishing Mills PCU33133**

If no adjustment request is received from the awarded Bidder, the County will assume that the Awarded Bidder has agreed that the next contract year will remain at the then current price.

The County reserves the right to reject any price adjustments submitted by the Awarded Bidder or to negotiate lower pricing during the contract period based on market conditions or other factors that influence price. The County also reserves the right to apply the right to apply any reduction in pricing based on the downward movement of the applicable index.

Does your firm understand Section 2.7 in its entirety? Yes No

2.8 PURCHASE OF OTHER ITEMS AND SERVICES NOT LISTED WITHIN THIS SOLICITATION

While the County has listed all major items and services within this solicitation which are utilized by County departments in conjunction with their operations, there may be similar items or services that may be purchased by the County during the term of this contract. Under these circumstances, a County representative may contact the awarded Bidder(s) to obtain a price quote for the similar items or services. The County reserves the right to award these similar items or services to the awarded Bidder(s) based on a price quote, to negotiate pricing, or to acquire the items or services through a separate solicitation.

Does your firm understand Section 2.8 in its entirety? Yes No

2.9 SAMPLES MAY BE REQUIRED DURING EVALUATION

Bidders may be required to submit a sample of the goods being offered for evaluation. If samples are required, the County will notify the bidders of such in writing and will specify the deadline for submission of the samples. Bidders shall be prepared to provide samples no later than ten (10) calendar days after request by the County. Each individual sample shall be clearly labeled with the bidders 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 may not consider the bidder's proposal for that item(s); provided however, that in the event of a category or aggregate award, the bidder's proposal will not be eligible for that category or in the aggregate as applicable. All samples shall become the property of Miami-Dade County.

Any sample submitted shall create an express warranty that the whole of the goods to be provided by the bidder during the contract period shall conform to the sample submitted. The bidders 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.

Can your firm provide Samples as indicated in Section 2.9? Yes No

2.10 SUBSTITUTION OF ITEMS DURING TERM OF CONTRACT

Substitute brands, styles or models may be considered during the contract period for discontinued products. The Bidder shall not deliver any substitute item as a replacement to an awarded brand or model without express written consent of the Internal Services Department, Strategic Procurement Division prior to such delivery. Substitute items must be of equal or better quality than the awarded item. Substitutes shall be considered only in emergency situations and excessive substitution requests may be cause to cancel the contract.

2.11 APPROVED "EQUAL" PRODUCT

The manufacturer's name, brand name and/or model number information contained in this solicitation is being used for the sole purpose of establishing the minimum requirement 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 unless otherwise indicated on the Bid Submission Form. This specific solicitation requires submission of the following documentation to enable the County's evaluation of "equal" products:

X: Product Information Sheets

For an "equal" product to be considered by the County the unit shall be equal in quality and standards of performance to the item specified in the solicitation. Where an "equal" product is offered, the submission must be accompanied with a complete sets of product information sheets (such as factory specifications, standard manufacturer information sheets, catalogues, and brochures), and if required, a copy of performance test results. Also, for product information submittals, all supporting documentation submitted by the Bidder must in total meet the required specifications set forth in this solicitation. When the standard product literature submitted with the offer provides information that does not comply with the specifications, the Bidder shall state, in an official letter on corporate letterhead as part of their initial offer, the differences between the product they are specifically offering, and the product described by the standard product literature, to substantiate compliance to all of the specifications set forth in this solicitation. If an offer is submitted that does not include the letter explaining compliance with the specifications it will result in the rejection of the offer.

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. Items labeled "No Substitute" are the only products that will be accepted under this solicitation.

Can your firm meet the guidelines as indicated in Section 2.11 in its entirety? Yes No

2.12 DELIVERY OF GOODS AND SERVICES SHALL BE FIFTEEN (15) DAYS AFTER DATE OF ORDER

The Awarded Bidder(s) shall make deliveries and perform services within fifteen (15) calendar days after the date of the order. All deliveries shall be made in accordance with good commercial practice and all required delivery timeframes shall be adhered to by the Awarded Bidder(s); except in such cases where the delivery will be delayed due to acts of force majeure, strikes, or other causes beyond the control of the Awarded Bidder. In these cases, the Awarded Bidder shall notify the County of the delays in advance of the original delivery date so that a revised delivery schedule can be appropriately considered by the County. Should the Bidder(s) to whom the contract(s) is awarded fail to deliver items or perform services in the number of days stated above, the County reserves the right to cancel the order on a default basis after any back order period that has been specified in this contract has lapsed. If the order is so terminated, it is hereby understood and agreed that the County has the authority to purchase the goods elsewhere and to charge the incumbent Bidder with any re-procurement costs.

Can your firm meet the delivery requirements as stated in Section 2.12 in its entirety? Yes No

2.13 BACK ORDERS MUST BE FILLED WITHIN FIVE (5) CALENDAR DAYS

If the Awarded Bidder cannot deliver an ordered item in accordance with the scheduled delivery date due to a current existing backorder of that item with the Bidder's manufacturer or distributor; the Bidder shall insure that such back orders are filled within five (5) calendar days from the initial scheduled delivery date for the item. The Bidder shall not invoice the County for back ordered items until such back orders are delivered and accepted by the County's authorized representative. It is understood and agreed that the County may, at its discretion, verbally cancel back orders after the grace period identified in this paragraph has lapsed, seek the items from another Bidder, and charge the incumbent Bidder under this contract for any directly associated re-procurement costs.

Can your firm mee the backorder requirement as indicated in Section 2.13 in its entirety? Yes

No

SECTION 3 – TECHNICAL SPECIFICATIONS

3.1 GROUP 1: PURCHASE OF MATTRESSES, BOX SPRINGS, AND BED FRAMES - NON FEDERAL FUNDS

Items to be provided:

3.1.1 MATTRESS

Imperial Two-Sided Tight Top Mattress – size: twin, 39" x 75"; Quilt Top: .6 oz. Freudenberg FR Fiber (x2); 3/4" 1.2-36 Compression High-Density Polyurethane Foam (x2); Comfort Layers: 1" 1.2-36 Compression High-Density Polyurethane Foam (x2); 2 oz. Poly Bonded Fiber Insulator Pad (x2); Innerspring: 416 Bonnell 5-Turn coils, 13-gauge; Foundation: Semi-Flex/Power Stack Wood and Wire Extra-Support Foundation; Edge System: 6-Gauge Border Wire with Edge Clip Technology. Construction methods shall meet or exceed all applicable Federal and State flame retardancy regulations.

Can your firm provide the item listed in Section 3.1.1? Yes No

3.1.2 BOX SPRING

Size: Twin – 39" x 75"; Cover: Continental style heavy duty non-skid top panel with matching borders and corner guards; Unit: 56 coil, with 3 gauge border rod; Lumber: 1" + 3/4" Kiln-Dried Semi-Hardwood. Construction methods shall meet or exceed all applicable Federal and State flame retardancy regulations.

Can your firm provide the item listed in Section 3.1.2? Yes No

3.1.3 BED FRAME

Metal frame, keyhole assembly, adjustable to twin/full size, with 1-5/6" casters on each leg; Manufacturer: Crate & Barrel, part #: 101567 or approved equal. Construction methods shall meet or exceed all applicable Federal and State flame retardancy regulations.

Can your firm provide the item listed in Section 3.1.3? Yes No

3.2 GROUP 2: PURCHASE OF MATTRESS REFURBISHMENT SERVICES-NON FEDERAL FUNDS

Service to be provided:

3.2.1 REFURBISHMENT SERVICES

The Awarded Bidder shall evaluate all mattress cores to determine structural integrity for damage and refurbishing suitability. All refurbished mattresses must meet the below minimum standards:

Mattresses shall be covered with flame retardant which shall not be affected by exposure to water or any severe conditions, covered with a transparent (see-through) vinyl non-slip ticking, be easily searched for contraband, covered to only have one end closure seam located on the bottom of one end, extending the full width, sewn thread shall be nylon, non-allergenic, bacteria resistant, anti-

fungal, fluid and stain proof, vinyl shall be compatible with cushioning and reinforced to prevent cracking, core fillers inserts shall utilize flame-resistant cushioning, and shall be fire resistant, and meet the ASTM F1870-16 Standards for selection of fire test methods for the assessment of upholstered furnishings in detention and correctional facilities.

Chemical treatments are required on all refurbished mattresses and must be performed only after the mattress cover has been removed. Any type of chemical treatment must be able to penetrate the **core of the mattress** destroying bacteria, viruses, and pathogens. Refurbished mattress cores that do not meet the County's minimum standards for length, width and height shall be safely and properly disposed of by the awarded Bidder at no additional cost to the County. All chemicals used or any method of treatment must be approved by the department project manager or designated staff.

A. Treatment methods that can be utilized but are not limited to include:

1. **Chemical:** Must be in liquid form. E.g., STERI-FAB. Aerosol sprays shall not be used. Before application, Awarded Bidder shall submit Material Data Safety Sheets for any and all chemicals to be used for treatment to the County for approval.
2. **Liquid sprays:** Must include a simple but positive means of detection or verification by means of an ultra violet lamp unit. Liquid sprays requiring premixing or dilution shall not be used.
3. **Dry Heat:** A minimum temperature 230 degrees Fahrenheit or may reduce to 205 depending on the type of mattress.
4. **Steam:** Any method of steam may be used provided it has first been approved by the department.

B. Once the mattresses are sanitized, they are to be recovered and sealed with a new outer cover made of Spectex CR safeguard vinyl for Clearview mattress. Spectex CR is an 11.5 ounce extruded Polyvinyl chloride (PVC) with a scrim designed to enhance the strength of the material.

C. Refurbished mattresses shall be warranted with the new cover for five months. The mattress shall have an estimated useful life of five years.

D. Records shall be kept by the Awarded Bidder for a period of not less than one year, and the records shall be available to the County upon request

Can your firm provide refurbishment services in its entirety as indicated in Section 3.2.1? ___ Yes ___ No

CONTRACTOR QUALIFICATIONS QUESTIONNAIRE

This questionnaire will assist SBD in identifying the qualified contractors that can provide the aforementioned good(s)/service(s). Indicate yes "Y" or no "N" on the empty line on the left side of this questionnaire and forward it completely filled out to this e-mail address: jdavis@miamidade.gov

or via fax (305) 375-3160 attention Jacqueline Stewart.

_____ PROPOSER (PRIME) has experience completing projects with a similar size and scope as this project, meets the requirements of the PROPOSER (if any) and can perform the work as required.

_____ PRIME **DOES NOT** have experience providing the required good(s) and/or services required by this solicitation.

I certify that to the best of my knowledge all the information provided is verifiable and correct.

Name of Firm: _____ Certification #: _____

Representative's Name: _____

Title: _____ Signature: _____

Please respond by **5:00 PM, MONDAY, APRIL 20, 2020.**

Any questions feel free to contact me at (305) 375-3164.

PLEASE LIST YOUR FIRMS HISTORY OF SIMILAR PROJECTS, REASON(s) WHY YOUR FIRM DOES NOT MEET THE EXPERIENCE REQUIREMENTS (IF APPLICABLE) AND ANY COMMENTS YOU MAY HAVE ON THE NEXT PAGE

SIMILAR PROJECTS AS PRIME OR SUB-CONTRACTOR

Please attach a copy of your firms resume or list your firm's history of "Projects with Similar Scopes of Services"

Project Title: _____

Client Name: _____

Contact #: (____) _____ - _____ / _____

Contract Amount: \$ _____

Scope of Service(s):

Project Title: _____

Client Name: _____

Contact #: (____) _____ - _____ / _____

Contract Amount: \$ _____

Scope of Service(s):

Project Title: _____

Client Name: _____

Contact #: (____) _____ - _____ / _____

Contract Amount: \$ _____

Scope of Service(s):
