

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

New contract
 OTR
 CO
 SS
 BW
 Emergency

Previous Contract/Project No.

Re-Bid
 Other

LIVING WAGE APPLIES: YES NO

Project No:

Term of Contract: 1 Years

Project Title: **Hazardous Materials State Certification Course**

Requisition Number: RQID2100546

Description: The purpose of this solicitation is to establish a contract for two (2) Hazardous Materials State Certification classes for Miami-Dade County Fire Rescue Department.

User Department(s): Fire

Issuing Department: Strategic Procurement

Contact Person: Kiara Moyer Lee

Phone: 305-375-2356

Estimated Value: \$70,000

Funding Source: General/Federal

Revenue Generating: No

ANALYSIS

Commodity/Service No: 92440 and 92425			
Trade/Commodity/Service Opportunities			
Contract/Project History of Previous Purchases For Previous Three (3) Years Check Here <input checked="" type="checkbox"/> if this is a New Contract/Purchase with no Previous History			
		<u>PREVIOUS CONTRACT</u>	<u>2ND YEAR</u>
		<u>3RD YEAR</u>	
Contractor:			
Small Business Enterprise:			
Estimated Value To Date:			
Comments:			
Continued on another page (s): <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			

RECOMMENDATION: No Measures

Basis of Recommendation: **As this is a federally funded no measures are being requested**

Signed: *Kiara L. Moyer Lee*

Date to SBD: 10/13/2022

SECTION 2

SPECIAL TERMS AND CONDITIONS

2.1 PURPOSE

The purpose of this solicitation is to establish a contract for two (2) Hazardous Materials State Certification classes for Miami-Dade County Fire Rescue Department. The Hazardous Materials certification course is intended to develop Hazardous Materials Technicians following guidelines set by NFPA 1072 and NFPA 472.

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 Purchase Order (PO) issued by the Internal Services Department, Strategic Procurement Division, and shall remain in effect for a one (1) year period.

2.3 METHOD OF AWARD

Award of this contract will be made to the lowest priced responsive, responsible bidder. Awarded Bidder may be deemed in default if the Awarded Bidder fails to deliver the service(s) in a timely manner, or the course(s) provided do not meet the Scope of Services. The County shall have the right to negotiate with the next lowest responsive, responsible Bidder.

SUBMITTAL REQUIREMENTS

Bidder(s) shall comply with each requirement below. Failure to meet any sub-section may result in the bidder being deemed non-responsive.

2.3.1 Bidder or Bidder's Subcontractor(s) shall be regularly engaged in the business of providing training courses and/or certifications to be considered for award. Bidder or Bidder's Subcontractor(s) shall provide two (2) different references demonstrating that they have successfully certified Hazardous Materials Technicians within the last 5 years. In lieu of the references from the Bidder or Bidder's Subcontractor, the County will consider the references from the Bidder's key personnel in accordance with Resolution No. 1122-21.

The reference should include the customer's company name, the contact's name, title, address, telephone number, and e-mail address of the contact person who can verify that the Bidder/key personnel/Subcontractor has successfully provided the services. These references shall ascertain to the County's satisfaction that the Bidder/key personnel/Subcontractor has sufficient expertise in the industry and its firm is properly equipped to perform the required services.

2.3.2 Bidder(s) shall provide the contact information for the main point of contact that will be assigned to this project. The designated representative shall be available during the County's business hours (8:00a.m. to 5:00p.m.), Mondays through Fridays.

2.4 PRICES

Prices shall remain fixed and firm during the term of the contract.

2.5 INSURANCE

The following clause replaces the insurance requirements listed in Section 1, General Terms and Condition, Paragraph 1.22A:

SECTION 3

SCOPE OF WORK

3.1 SCOPE OF WORK

Miami Dade Fire Rescue (MDFR) is required to have State certified Hazardous Materials training. Each course shall be a four (4) week intensive program designed to train and prepare approximately forty-eight (48) fire service personnel to respond to both accidental and intentional release of a hazardous materials or the intentional release of a weapons of mass destruction onto a highly populated area.

3.2 SPECIFICATIONS

The course shall cover a multitude of topics that should be considered when responding to the release of hazardous materials. The first course shall consist of two (2) weeks of training with a two (2) week break followed by the remaining two (2) weeks of training. Once the first class is completed, the second four (4) week class will follow in the same format as the first. The scheduling between classes will be approximately a month.

Each course shall be 160 hours of instructor led trainings, consisting of both lecture and hands on training to reinforce knowledge and retention. Awarded Bidder shall provide all training materials to be used in the administration of each course. Following the SERC Haz-Mat Technician Training Guidelines and completing the SERC Haz-Mat Technician Task Book, must be included in the course curriculum. Some focus areas will include risk and threat analysis found on scene, chemical and physical properties of hazardous materials, Personal Protective Equipment (PPE) selection based on hazards and risk, atmospheric detection equipment and tactical procedures for mitigation control. These topics are just a few covered in the course curriculum.

Awarded Bidder shall evaluate participants through written examination and performance objective to gauge mastery. Participants must pass the state 100-question examination with a grade of at least 70.

All hazardous training materials shall be removed by the Bidder upon completion of each course. Awarded Bidder shall make every effort to avoid damage to County property. Awarded Bidder shall be solely financially responsible for any damages caused by the Awarded Bidder's personnel during the administration of this course.

SECTION 4
BID SUBMITTAL

	TO BE COMPLETED BY ALL BIDDERS
Paragraph Reference	Bidder Requirements
2.3.1	<p>Bidder or Bidder's Subcontractor(s) shall be regularly engaged in the business of providing these audio visual services to be considered for award. Bidder or Bidder's Subcontractor(s) shall provide two (2) different references demonstrating that they have successfully certified Hazardous Materials Technicians within the last 5 years. In lieu of the references from the Bidder or Bidder's Subcontractor, the County will consider the references from the Bidder's key personnel in accordance with Resolution No. 1122-21.</p> <p>The reference should include the customer's company name, the contact's name, title, address, telephone number, and e-mail address of the contact person who can verify that the Bidder/key personnel/Subcontractor has successfully provided the services. These references shall ascertain to the County's satisfaction that the Bidder/key personnel/Subcontractor has sufficient expertise in the industry and its firm is properly equipped to perform the required services.</p> <p>Reference Company Name No. 1: _____ Is reference for the Bidder, Subcontractor, or key personnel: _____ If Subcontractor, then identify the name of the Subcontractor: _____ If key personnel, then identify the name of the key personnel: _____</p> <p>Contact's name: _____ Title: _____ Address: _____ Phone Number: _____ Email: _____</p> <p>Reference Company Name No. 2: _____ Is reference for the Bidder, Subcontractor, or key personnel: _____ If Subcontractor, then identify the name of the Subcontractor: _____ If key personnel, then identify the name of the key personnel: _____</p> <p>Contact's name: _____ Title: _____ Address: _____ Phone Number: _____ Email: _____</p>

<p>2.3.2</p>	<p>Bidder(s) shall provide the contact information for the main point of contact that will be assigned to this project.</p> <p>Contact's name: _____ Title: _____ Address: _____ Phone Number: _____ Email: _____</p>	
<p>2.3.3</p>	<p>Bidder(s) shall provide the contact information for a service representative who shall be available 24 hours a day for County personnel to contact for support and service for the duration of the contract.</p> <p>Contact's name: _____ Title: _____ Address: _____ Phone Number: _____ Email: _____</p>	