

DEPARTMENTAL INPUT

CONTRACT/PROJECT MEASURE ANALYSIS AND RECOMMENDATION

☒ New
☐ OTR
☐ Sole Source
☐ Bid Waiver
☐ Emergency

Contract Previous Contract/Project No.

☐ Re-Bid
☐ Other

Requisition No./Project No.: RQMT1800038

LIVING WAGE APPLIES: ☐ YES ☒ NO

TERM OF CONTRACT YEAR(S) WITH YEAR(S) OTR

Requisition /Project Title: Pickup Trucks

Description:

The purpose of this solicitation is to establish a contract to purchase up to seven (7) new, 2019 model year or newer, Pickup Trucks for Miami-Dade County (County) on behalf of the Department of Transportation and Public Works for non-revenue use. This purchase will be funded by Federal Transit Administration funds.

Issuing Department: DTPW
 Contact Person: Angela Mathews
 Phone: (786) 469-5424

Estimate Cost: 138,600

Funding Source:

☐ GENERAL

☐ FEDERAL

☐ OTHER

ANALYSIS

Commodity Codes:	070-48			
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

RECOMMENDATION

	Set-aside	Sub-contractor goal	Bid preference	Selection factor
SBE				
Basis of recommendation: <div style="border: 1px solid black; height: 30px; margin-top: 5px;"></div>				
Signed: J. Lee		Date sent to SBD: 8/30/18		
		Date returned to DPM: 		

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

The purpose of this solicitation is to establish a contract to purchase up to seven (7) new, 2019 model year or newer, 1/2 ton Standard Cab 4X2 Pickup Trucks (Trucks) for Miami-Dade County (County) on behalf of the Department of Transportation and Public Works for non-revenue use. This purchase will be funded by Federal Transit Administration funds.

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, Procurement Management Division. The contract shall expire on the last day of the twelve month.

2.3 OPTION TO RENEW

Intentionally Omitted

2.4 METHOD OF AWARD

Award of this contract will be made to the responsive and responsible Bidder who submits the lowest price for the item listed in this solicitation, and meets the following minimum requirements.

Minimum Requirements

2.4.1 The Bidder shall be the manufacturer of the truck, or an approved dealer thereof. The Bidder shall upload to BidSync authenticating documentation of such manufacturer or dealer status. Failure to meet this requirement may result in Bidder's offer being rejected.

2.4.2 The Bidder's authorized service facility, capable of performing warranty repairs and supplying parts, shall be located within three (3) hours or less drive time from both locations listed below. These locations represent the northernmost and southernmost points of DTPW's current bus routes.

Northernmost bus route: 200 Southwest 21st Terr., Fort Lauderdale, FL 33312

Southernmost bus route: 5407 Overseas Hwy, Marathon, FL 33050

The drive time will be calculated by the County using Google Maps, weekday - noon driving times. Bidders who currently do not have a facility meeting the criteria above shall upload to BidSync a statement with their bid submittal affirming either a facility will be opened, or a contract will be executed with such facility after the award recommendation is signed, and before a purchase order is issued by the County. Failure to meet this requirement may result in Bidder's offer being rejected.

2.4.3 Motor Vehicle Dealer License:

In accordance with Chapter 320 of the Florida Statutes, SS320.27, Bidders submitting a bid in conjunction with this solicitation must be licensed by the state of Florida as motor vehicle dealers.

Bidders shall upload to BidSync a copy of their valid dealer license. Bidders may be given the opportunity to submit a copy of the dealer license to the County during the bid evaluation period. Thereafter, failure to meet this requirement may result in Bidder's offer being rejected.

2.5 **PRICES**

If the Bidder is awarded a contract as a result of this solicitation, the price offered by the Bidder shall remain fixed and firm during the term of contract. Prices offered shall include freight, manuals, warranties, and all other special conditions required in this Section, and all equipment as specified in Section 3.

2.6 **SPECIAL CONDITIONS FOR BIDDING MOBILE EQUIPMENT**

2.6.1 The use of a manufacturer's name, brand name and/or model number within this solicitation is for the sole purpose of establishing minimum requirements of levels of quality, standards of performance and design. These references are in no way intended to prohibit the offer of other manufacturer's brands of equal material, quality, design and standards of performance. When an equal product is offered, the Bidder may be required to furnish the factory information sheets (specifications, brochures, etc.) that show the offered product meets the required specifications. If required, the Bidder will be given up to ten (10) calendar days to submit the information to the County during the bid evaluation period. Failure to meet this requirement may result in that bid being rejected. The County shall be sole judge of equality or similarity and its decision shall be final.

2.6.2 Bidder shall upload to BidSync the Manufacturer's standard information sheets, catalogues, brochures and all supporting documentation submitted must show the product meets the required specifications. Bids that are submitted with standard product literature which offer technical data or product descriptions indicating the item or product does not meet the required specifications must be accompanied by a letter on the Bidder's company letterhead identifying those differences and describing how compliance with the required specifications will be accomplished. Failure to comply with this requirement may result in the rejection of that offer for failure to meet the required specifications.

Photographs and picture illustrations that are part of standard product literature will not be used in determining product compliance with the technical specifications set forth in this solicitation.

2.6.5 After offers have been evaluated by the County, the apparent lowest Bidder may be required to demonstrate the equipment which has been proposed for evaluation by the Bidder, at no cost to the County. Should the equipment offered be a custom fabrication or one time build item, the County, at its discretion, may accept a demonstration of similar equipment manufactured. The purpose of the demonstration is to observe the equipment in an operating environment and verify its capability, suitability, and adaptability in conformance with the performance requirements stipulated in this solicitation. If a demonstration is required, the County will notify the Bidder of such in writing and will specify the date, time and location of the demonstration. If the Bidder fails to perform the demonstration on the date stipulated in the notice, the County may elect to reject the offer or to re-schedule the demonstration, whichever course is determined by the County to be in the County's best interest. The County shall be the sole judge of the acceptability of the equipment in conformance with this solicitation and its decision shall be final. Regardless of the unit demonstrated the final delivered product must conform fully to all solicitation requirements.

- 2.6.6 The equipment used for the demonstration will be the same as the manufacturer's model identified in the Bidder's offer and meet all specification requirements unless similar equipment is accepted for demonstration purposes as cited above. When similar equipment is not accepted for demonstration the equipment used in the demonstration shall create an express warranty that the actual equipment provided by the Bidder during the contract period shall conform to the equipment used in the demonstration. Should that equipment be new, not previously demonstrated and conform with all technical specifications and requirements, the County reserves the right to purchase that equipment upon successful completion of the demonstration and approval of the Board of County Commissioners, or designee as applicable.
- 2.6.7 The equipment furnished by the Bidder shall be 2019 or newer. Demonstrators are not acceptable. Any optional components that are required in accordance with the work tasks described in these technical specifications or within this solicitation shall be considered standard equipment for the purposes of this solicitation. Any optional components that are recommended by the vehicle's manufacturer for the application intended must be included and will be considered standard equipment for the purposes of this solicitation. The application and usage of all components, sub-components or parts must be in accordance with their manufacturers' recommendations as well as the recommendations of all associated component manufacturers. Omission of any essential detail from these specifications does not relieve the Bidder from furnishing a complete and ready to work unit. The silence of specifications on any point shall mean that only the best commercial practices of the industry shall apply and all interpretations of the technical specifications shall be so governed. The unit shall conform to all applicable OSHA, State and Federal and ANSI requirements and standards, and DOT regulations. All components and included craftsmanship are to be in accordance with current SAE standards and recommended practices. The engineering, materials, and workmanship shall exhibit a high level of quality and appearance consistent with or exceeding best industry standards.
- 2.6.8 During the term of the contract the County may, before or after delivery and acceptance of the initial equipment order, make changes to the required equipment or equipment options supplied provided; such changes are mutually agreed between the awarded Bidder and the County, and, all changes in per unit pricing are no more than the actual change in per unit cost that is documented by the Bidder, and, that the net amount of any such changes is no more than ten percent (10%) of the per unit price awarded.
- 2.6.9 The awarded Bidder shall supply and be responsible for all the vehicle's and equipment's warranty. This warranty must cover the entire unit bumper to bumper without deductible and have a minimum term from equipment acceptance of twelve (12) months or 12,000 miles, whichever comes first. When equipment or component manufacturers provide a warranty with coverage in excess of that stipulated herein, that additional coverage shall not be diminished by the requirements of this paragraph. The administration of delayed in-service warranty starts is specifically included. The Bidder agrees to third-party warranty claim administration and filing at the discretion of the County.

Manufacturer's standard warranty. The warranty terms shall be subject to Delay In Start Warranty Program (commence when the Truck is put into service), if available from the Truck's manufacturer.

It is the sole responsibility for the awarded Bidder to register all trucks and component warranty with the perspective manufacturers when required.

- 2.6.10 The awarded Bidder shall be responsible for promptly correcting any warranted deficiency, at no cost to the County, at a warranty service center that meets the criteria stated in paragraph 2.4.2 within five calendar days after the County notified the awarded Bidder of such deficiency verbally or in writing. If the awarded Bidder fails to honor the warranty and/or fails to correct or replace the defect within the period specified, the County may, at its discretion, notify the awarded Bidder in writing that the awarded Bidder may be subject to contractual default, and/or debarment as a County vendor, if the corrections, replacement or repairs are not completed to the satisfaction of the County within five (5) calendar days of receipt of notice. If the awarded Bidder fails to satisfy the warranty within the period stipulated in the notice, the County may (a) place the awarded Bidder in default of its contract, and/or (b) procure the products or services from another vendor and charge the awarded Bidder for any additional costs that are incurred by the County for the work or items; either through a credit memorandum or through invoicing. If the awarded Bidder fails to honor these re-procurement costs, the County may suspend the vendor from submitting offers on County contracts for a minimum period of sixty (60) months.
- 2.6.11 All prices are to be quoted F.O.B. destination. Deliveries are authorized at Internal Services Department, Fleet Management, located at 6100 SW 87th Ave Miami, FL 33173 or at another location that may be so designated on the purchase order, between the hours of 8:00 A.M. and 2:00 P.M. weekdays. Contact number (305) 270-6367 forty eight (48) hours prior to delivery.
- 2.6.12 Delivery is required within 180 days from the date that the County department orders the equipment by sending a printed Purchase Order to the awarded Bidder. All deliveries are to be made in accordance with the best commercial practices. All equipment delivered must be in full compliance with the specifications and requirements of this solicitation and resultant contract, and must be in excellent condition ready to work condition. Upon verification of compliance with these requirements the County will accept the delivered equipment. See paragraph 2.6.14 for delivery defect correction requirements.
- 2.6.13 Upon failure to deliver the equipment in accordance with best commercial practices, excellent ready to work condition, and full compliance with the specifications and requirements to the County within the number of days stipulated in paragraph 2.6.12, the awarded Bidder shall be subject to charges for liquidation damages in the amount of \$ 20.00 for each and every business day that the equipment is not delivered in acceptable condition. This charge for liquidation damages is in addition to other remedies and timetable requirements listed herein.
- 2.6.14 The awarded Bidder shall be responsible for promptly correcting any equipment delivery deficiency, at no cost to the County, within ten (10) calendar days after the County notifies the awarded Bidder of such deficiency in writing. If the awarded Bidder fails to correct or replace the defect within the period specified, the County may, at its discretion, notify the awarded Bidder it may be subject to contractual default, and/or debarment as a County vendor if the corrections are not completed to the satisfaction of the County within ten (10) days after receipt of notice. If the awarded Bidder fails to satisfy the delivery requirements within the period stipulated in the notice, the County may (a) place the awarded Bidder in default of its contract, and/or (b) procure the products or services from another

vendor and charge the awarded Bidder for any additional costs that are incurred by the County either through a credit memorandum or through invoicing.

2.6.15 The County shall issue payment after completion of both items below:

2.6.15.1 The delivered unit is successfully inspected for compliance with all specifications and requirements and is accepted (including delivery of the required manuals).

2.6.15.2 All documentation described in the Purchase Order and below have been received.

- A. Application for certificate of title and/or vehicle registration HSMV-82040)
- B. Certificate of Motor Vehicle Sale Tax Exemption (MVC form DR-41A),
- C. Motor Vehicle Dealer Title Reassignment Supplement (DHSMV 82994)
- D. Manufacturer's statement of origin to a motor vehicle.
- E. The service policy shall be made out in the name of: Miami-Dade County, Florida.

The invoice is to be made out in triplicate to the name of the department as indicated on the purchase order and mailed to the same address as shown on the purchase order. The vehicle key numbers are to be noted on the invoice. These documents must be dated to coincide with the delivery of the equipment. Send all above documents to:

Miami-Dade County
Material's Management
2225 N.W. 72 Avenue
Miami, Florida 33122

2.6.16 The awarded Bidder shall supply the County with one (1) owner's manual per each vehicle. These are to be supplied by the awarded Bidder with the first unit delivered for the components supplied by both the truck and body manufacturer when such is appropriate. Manuals may be on CD, online, or in hard copy form. CD or on-line media is preferred. The County reserves the right to withhold any or all payment until such time these manuals are presented to, and accepted by, the County.

2.6.17 Alternate Bids as noted in Bid Section 1.3 (F) are not permitted as part of this solicitation.

2.6.18 For specialty or custom built trucks, the awarded Bidder may be required to conduct a Pre-Construction Conference with up to five (5) County officials designated to represent the County prior to the manufacturing or assembly of the equipment which is specified in this solicitation. The awarded Bidder may select the location of this Pre-Construction Conference subject to concurrence by the County. Any costs incurred by these County officials in conjunction with the Pre-Construction Conference will be borne by the County.

2.6.19 For specialty or custom built trucks, the awarded Bidder may be required to conduct an on-site production/prototype inspection of the first unit manufactured at times which are mutually convenient to the awarded Bidder and the County officials attending. This inspection shall be performed prior to the final assembly of the equipment in order to evaluate the placement of controls and lines, structural changes and general construction techniques. The awarded Bidder shall provide reasonable notice to the County prior to the scheduling of the on-site production inspection.

The County reserves the right to require modifications to the equipment if such modifications are necessary in order to bring the equipment into compliance with the technical specifications, the awarded Bidder's offer, or best commercial practices.

The County reserves the right to require multiple production inspections where multiple locations or companies are involved with the construction of a final unit.

Any costs incurred by these County Officials in conjunction with on-site production/prototype inspection will be borne by the County.

2.7 DISADVANTAGED BUSINESS ENTERPRISE (DBE)

Upon notification by the County, the apparent lowest responsive, responsible Bidder shall:

1. Submit a completed Prime and Subcontractors Information Form for its company and one for each subcontractor who submitted a bid to the awarded Bidder, and
2. Complete registration in Miami-Dade County's DTPW-Disadvantaged Business Enterprise (DBE) Compliance Software. In order to complete or update your registration, please go to: <https://dtpw.eComply.us>. Be sure to disable your pop-up blocker settings, and utilize Google Chrome or an updated browser.

2.8 SAFE OPERATION OF MOTOR VEHICLE

2.8.1 Distracted Driving

The Contractor agrees to adopt and enforce workplace safety policies to decrease crashes caused by distracted drivers, including policies to ban text messaging while using an electronic device supplied by an employer, and driving a vehicle the driver owns or rents, a vehicle Contractor owns, leases, or rents, or a privately-owned vehicle when on official business in connection with the work performed under this agreement.

2.8.2 Seat Belt Use

The Contractor is encouraged to adopt and promote on-the-job seat belt use policies and programs for its employees and other personnel that operate company-owned vehicles, company-rented vehicles, or personally operated vehicles. The terms "company-owned" and "company-leased" refer to vehicles owned or leased either by the Contractor or the County.

SECTION 3 – TECHNICAL SPECIFICATIONS**3.0 SCOPE OF WORK**

These specifications are for up to seven (7), 1/2 ton Standard Cab 4X2 Pickup Trucks (Trucks) for use by Miami-Dade County, Department of Transportation and Public Works to transport employees and equipment to and from work sites throughout Miami-Dade.

Each Truck shall be 2019 model year or newer, equipped with all of the manufacturer's standard equipment for retail sales, and shall meet all the specifications listed below. The Trucks are to be delivered complete and in "ready-to-work" condition.

3.1 BODY

3.1.1 Factory installed HVAC system.

3.1.2 The interior of the Truck shall be a dark color vinyl with rubber or vinyl flooring.

3.1.3 Manufacturers Tinted glass on all windows and windshield.

3.1.4 AM-FM radio. OEM satellite radio, navigation systems, cellular communication systems (such as OnStar, Bluetooth, etc.), if furnished as standard equipment for retail sales should be deleted if possible.

3.1.5 Standard bed.

3.1.6 Each Truck shall have two (2) complete sets of keys upon delivery.

3.1.7 OEM rear view camera.

3.2 ENGINE

Manufacturer's standard gasoline engine.

3.3 CHASSIS, FRAME, SUSPENSION AND STEERING

3.3.1 GVWR: As recommended by the OEM.

3.3.3 Wheelbase: As recommended by the OEM.

3.4 DRIVE SYSTEM

Manufacturer's standard automatic transmission.

3.5 FUEL

Manufacturers' standard fuel tank delivered with no less than ½ tank of fuel.

3.6 EXHAUST

Manufacturer's standard system.

3.7 BRAKES

All wheel Anti-lock Braking System (ABS) brakes

3.8 WHEELS AND TIRES

Alloy wheels may be deleted for steel wheels if they are standard for retail sales, no other deletes are permitted. The Trucks shall be delivered with a full size spare tire if available. Trucks which carry the manufacturer's spare in an exterior location shall be furnished with a coated cable and keyed lock to secure the spare.

3.9 ELECTRICAL

Manufacturer's standard alternator and battery.

3.10 LIGHTS AND REFLECTORS

Lights and reflectors shall meet F.M.V.S.S. and Florida D.O.T regulations.

3.11 PAINT AND COATINGS

3.11.1 The complete exterior of the Trucks with the exception of trim and accessories is to be painted the OEM standard white.

3.11.2 Spray-on bedliner (OEM, Rhino, Line-x or County approved equal), black in color and applied to all interior surfaces of the pickup bed.

3.12 ADDITIONAL ITEMS

3.12.1 Provide and install the widest heavy duty OEM running board to assist with safe ingress and egress to cab.