

ISSUING DEPARTMENT INPUT DOCUMENT

CONTRACT/PROJECT MEASURE ANALYSIS AND RECOMMENDATION

New
 OTR
 Sole Source
 Bid Waiver
 Emergency
 Previous Contract/Project No. RQSW2000003

Contract
 Re-Bid
 Other – Access of Other Entity Contract
 LIVING WAGE APPLIES: YES NO

Requisition No./Project No.: RQSW2100081
 TERM OF CONTRACT 5 YEAR(S) WITH YEAR(S) OTR

Requisition /Project Title: Mechanical and Vacuum Street Sweeping Services

Description: This request is to establish a term contract to provide steet sweeping services to DSWM at the landfill stations and transfer stations. This project was solicited in 2020, but DSWM rejected the offers due to budget constraints.

Issuing Department: ISD
 Contact Person: Dakota Thompson
 Phone: 305-3752356

Estimate Cost: 700,000.

Funding Source:
 GENERAL x
 FEDERAL
 OTHER

ANALYSIS

Commodity Codes:	968-74			
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	Subcontractor Goal	Bid Preference	Selection Factor
SBE				

Basis of Recommendation:

Signed: Dakota Thompson	Date sent to SBD: 01/19/21
	Date returned to SPD:

SECTION 2
SPECIAL TERMS AND CONDITIONS

2.1 PURPOSE

The purpose of this solicitation is to establish a contract for the provision of mechanical or vacuum street sweeping services for the Miami-Dade County Department of Solid Waste Management (DSWM).

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 five (5) year term.

2.3 METHOD OF AWARD

Mechanical or Vacuum Street Sweeping – Landfills and Transfer Stations

This solicitation shall be used for the purchase of mechanical or vacuum street sweeping services for various Department of Solid Waste Management sites. Award will be made to the lowest priced responsive, responsible Bidder who submits an offer on all items listed and whose offer represents the lowest price when all items are added in the aggregate and who meets the requirements listed below. If a Bidder fails to submit an offer on all items, its overall offer may be rejected.

Qualifications

1. Bidder shall provide three signed professional references on the reference company's letterhead to demonstrate that the Bidder is regularly engaged in the business of street sweeping services and has been engaged for a minimum of one (1) year. The County must be able to ascertain from the Bidder provided references, to its satisfaction and at the County's sole discretion, that Bidder holds sufficient experience and capacity in providing street sweeping services.
2. Bidder shall provide proof of ownership or lease of at least two street sweepers. The Bidder must submit, with the bid package, a copy of the street sweepers' registrations as proof of ownership or a copy of a current lease agreement for the sweepers. If the Bidder has additional sweepers that will be used, they must be permitted as well prior to their use.
3. Bidder must possess a General Hauler Permit pursuant to Section 15.17 of the Miami-Dade County Code at the time of Bid Submittal. Proof may be satisfied through an approved, first-tier subcontractor.
4. Bidder shall provide the contact information of a designated representative to provide the County with support concerning the requested services. The Bidder shall provide the representative's name, phone number, and email address.

Bidder shall provide all of the specified information, documents and attachments listed above with their bid package as proof of compliance with the requirements of this solicitation. 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.

2.4 PRE-BID CONFERENCE AND SITE VISITS (RECOMMENDED)

A pre-bid conference will be held on _____, 2021, at 10:00 a.m. at the Department of Solid Waste Management's South Dade Landfill, 23707 SW 97th Avenue, Miami, FL. During this meeting, the scope of services for the various locations will be discussed. Site visits may also take place immediately after at the North Dade Landfill, Northeast Transfer Station, West Transfer Station, and Central Transfer Station, if deemed necessary. It is recommended potential Bidders attend this conference and site visits as the Cone of Silence is lifted during the course of the conference and site visits so that informal communication can take place.

2.5 PRICES

The price submitted shall be inclusive of all costs associated with the provision of the street sweeping services, including, but not limited to, labor, tools, equipment, fuel, materials, water, and disposal. The prices resultant from this solicitation shall remain fixed and firm for a minimum of twelve (12) months. Thereafter, Miami-Dade County will entertain price adjustments based on the Consumer Pricing Index (CPI) on a yearly basis. However, it shall be the responsibility of the Awarded Bidder to submit CPI supporting documentation to the County at least ninety (90) days prior to the end of the twelve (12) month period. The County may consider an adjustment to prices based on the Consumer Price Index (CPI) percentage change as calculated by the US Department of Commerce for all Urban Consumers in the Miami-Ft. Lauderdale area.

Payment to the Awarded Bidder shall be based on the number of sweeps per site in accordance with the logs submitted.

2.6 METHOD OF PAYMENT

In addition to the terms and conditions stated in Section 1.0 paragraph 1.2.H- Prompt Payment Terms, the County will pay the Awarded Bidder per sweep for the service in accordance with the required weekly sweeping logs. The Awarded Bidder shall submit monthly invoices for the preceding month's work, along with copies of all weekly sweeping logs associated with that month's invoice.

2.7 ADDITION/DELETION/SERVICE ADJUSTMENTS OF LOCATIONS

Additions

Although this contract identifies specific locations to be serviced, it is hereby agreed and understood that the County may add other locations. The Awarded Bidder shall be invited to submit price quote(s) for any additional locations. If these quote(s) are determined to be fair and reasonable, then the additional work will be awarded to the Awarded Bidder. Any additional locations shall be added to this contract by formal modification.

The County may obtain price quotes for the additional locations from other Bidders in the event that fair and reasonable pricing is not obtained from the Awarded Bidder, or for other reasons at the County's discretion.

Deletions

Locations may be deleted when such services are no longer required during the contract period upon provision of a seven (7) calendar-day written notice to the Awarded Bidder. All changes will be memorialized by a formal modification.

Service Adjustments

The County reserves the right to increase or decrease the service frequency as deemed necessary during the contract period upon the provision of a seven (7) calendar-day written notification to the Awarded Bidder.

2.8 INSURANCE

Section 1.22, Insurance Requirements, of the General Terms and Conditions is hereby amended to replace paragraph A with the following:

The contractor shall furnish to the Outreach, Compliance and Support Team of SPD, 111 NW 1st Street, Suite 1300, Miami, Florida 33128, Certificate(s) of Insurance which indicate that insurance coverage has been obtained which meets the requirements as outlined below:

1. Worker's Compensation Insurance for all employees of the Bidder as required by Florida Statute 440. Failure to maintain such insurance throughout the term of the contract/pool shall be a cause for debarment under Section 10-38 of the Code of Miami-Dade County.
2. Commercial General Liability Insurance in an amount not less than \$1,000,000 per occurrence, and \$2,000,000 in the aggregate. **Miami-Dade County must be shown as an additional insured with respect to this coverage.**
3. Automobile Liability Insurance covering all owned, non-owned and hired vehicles used in connection with the work, in an amount not less than \$1,000,000 combined single limit per occurrence for bodily injury and property damage.

2.9 DISPOSAL FACILITY FEE

In accordance with Section 15-25.2 of the Miami-Dade County Code, it shall be unlawful for any Private Hauler operating in the Disposal Facility Fee Area, which was configured on February 1996 by Miami-Dade County Ordinance 96-30, to either collect, transport, or deliver Solid Waste for disposal without payment of the Disposal Facility Fee to Miami-Dade County; this fee currently does not apply to the construction and demolition roll off service, recycling service or compactor leasing service, but the Section 15-25-2 of the Miami-Dade County Code may be amended from time to time.

The Disposal Facility Fee is an amount equal to fifteen percent (15%) of the Private Hauler's total gross monthly receipts for solid waste collection and disposal services for

all applicable accounts. By the twenty-fifth (25th) day of each month, all Private Haulers operating in the Disposal Facility Fee Area must file a report with the Department of Solid Waste Management and pay all Disposal Facility Fees owed for the preceding month; the report may be audited by Miami-Dade County. Downloadable forms can be found at www.miamidade.gov/solidwaste.

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SECTION 3
SCOPE OF WORK/TECHNICAL SPECIFICATIONS

3.1 SCOPE OF WORK

The Awarded Bidder shall furnish all labor, tools, equipment, fuel, materials, water, and disposal needed to provide mechanical or vacuum street sweeping services for the interior of existing DSWM locations and the surrounding streets, as listed and in accordance with the scheduled frequency and times outlined in Section 3.2.1 below.

3.2 SERVICES TO BE PROVIDED

3.2.1

The Awarded Bidder shall be required to provide mechanical or vacuum street sweeping services via the use of a fully operational mechanical or vacuum street sweeper. Debris to be picked up includes, but is not limited to, sand, gravel, glass, nails, bottles, cans, vegetation, mud, and litter. The Awarded Bidder shall perform manual sweeping (ground labor, blowers, shovels, etc.) if the debris cannot be removed with mechanical or vacuum sweeping or in the event of obstructions caused by vehicles, cans, etc. to ensure all areas are properly swept. It shall be the sole responsibility of the Awarded Bidder to provide a water source, if needed, at no additional cost to the County. Bidder shall have access to use the fire hydrant at each location, if available, to obtain water as long as they use their own water meter.

The area swept must result in being left free of dirt, litter, debris, and obstructions while mitigating dust from becoming airborne and preventing street drains from becoming clogged. Appearance is important and the County may be making periodic spot checks to ensure acceptable service delivery. County staff will communicate any service deficiencies to the Awarded Bidder in writing and/or by phone. Although sweeping shall normally consist of a single pass over an area (i.e. one full sweep of the location), the Awarded Bidder may be required to make an additional pass if so requested by the County.

In the event that an item is too large to be removed – i.e. tree limbs, construction or contractor debris, the Awarded Bidder must contact the County immediately.

The sweeping shall take place as outlined in the below table. However, additional services may be requested for the awarded locations if deemed necessary by the County. The County reserves the right to change the schedule upon notification to the Awarded Bidder within seven (7) calendar days.

3.2.2 LOCATIONS

Locations			
Location Name	Estimated Miles per Sweep *	Location Address	Street Sweeping Days and Times
Central Transfer Station	2	1150 NW 20 Street Miami, FL 33127	Wednesday, between the hours of 6:00 pm – 5 am and Sunday between the hours of 5:30 pm and 12:00 am
North Dade Landfill	5	21500 NW 47 Avenue Miami Gardens, FL 33055	Wednesday and Saturday, between the hours of 6:00 pm – 5:00 am
Northeast Transfer Station	6	18701 NE 6 Avenue Miami, FL 33179	Wednesday, between the hours of 6:00 pm – 5 am and Sunday, between the hours of 5:30 pm – Sunday 12:00 am
South Dade Landfill	6	23707 SW 97 Avenue Homestead, FL 33032	Wednesday and Saturday, between the hours of 6:00 pm - 5:00 am
West Transfer Station	4	2900 SW 72 Avenue Miami, FL 33155	Wednesday, between the hours of 6 pm - 5 am and Sunday, between the hours of 5:30 pm and 12:00 am
Roadway Streets	4	NW 97 Avenue, From NW 58 Street to NW 74 Street Miami, FL 33178	Wednesday, between 12:00 am and 4:00 am

***Note: The number of miles represents estimated quantities that include parking areas for some locations.**

The Awarded Bidder shall be required to provide the County with a weekly sweeping log by close of business on the Monday immediately following the provision of the sweeping services for the prior week. The Awarded Bidder shall notify the County immediately if weather conditions prevent them from providing the services.

The Awarded Bidder will be responsible for properly disposing of all collected debris, including the payment of disposal fees. The County will not be responsible for payment of disposal fees associated with this contract.

3.2.3 MANAGEMENT OF TRAFFIC (MOT)

Traffic shall be maintained in accordance with the requirements of the State of Florida Department of Transportation (FDOT). No Street shall be completely blocked, nor blocked more than one-half at any time, keeping the other one-half open for traffic, without specific approval. Detouring shall be limited to mechanical or vacuum street sweeping hours and normal traffic patterns shall be re-established at the end of each workday.

Planning, maintenance, and control of traffic shall be provided at the vendor's expense. All costs of maintaining the vehicle, pedestrian and bicycle traffic throughout the work are the vendor's responsibility. The vendor shall provide and maintain in safe condition, access to streets, businesses, parking lots, and residences. The vendor shall provide the signs to advise motorists, pedestrian, and bicyclists of the proper access to streets, businesses, parking lots and residences, as applicable.

3.2.4 MAPS

Please see Attachment A that contains maps of the locations that require sweeping services. The highlighted areas on the maps shall be swept in accordance with the estimated mileage provided.

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SECTION 4
SUBMITTAL FORM

Bidder: _____

4.1 BID/SUBMITTAL REQUIREMENTS

<u>QUALIFICATION CRITERIA</u> TO BE COMPLETED BY ALL BIDDERS		
Reference Section	Requirements	Copy Attached
2.3.1	Bidder shall provide three signed professional references on the reference company's letterhead to demonstrate the Bidder is regularly engaged in the business of street sweeping services and has been engaged for a minimum of one (1) two year. The County must be able to ascertain from the Bidder provided references, to its satisfaction and at the County's sole discretion, that Bidder holds sufficient experience and capacity in providing street sweeping services.	<input type="checkbox"/>
2.3.2	Bidder shall provide proof of ownership or lease of at least two street sweepers. The Bidder must submit, with the bid package, a copy of the street sweepers' registrations as proof of ownership or a copy of a current lease agreement for the sweepers. If the Bidder has additional sweepers that will be used, they must be permitted as well prior to their use.	<input type="checkbox"/>
2.3.3	Bidder must possess a General Hauler Permit pursuant to Section 15.17 of the Miami-Dade County Code at the time of Bid Submittal. Proof may be satisfied through an approved, first-tier subcontractor.	<input type="checkbox"/>
2.3.4	Bidder shall provide the contact information of a designated representative to provide the County with support concerning the requested services. The Bidder shall provide the representative's name, phone number, and email address.	<input type="checkbox"/>

4.2 PRICING

**MECHANICAL OR VACCUM STREET SWEEPING
LANDFILLS AND TRANSFER STATIONS**

ITEM	LOCATION NAME	LOCATION ADDRESS	ESTIMATED NUMBER OF SWEEPS FOR FIVE-YEARS	PRICE PER MILE
1	Central Transfer Station	1150 NW 20 Street Miami, FL 33127	520	\$
2	North Dade Landfill	21500 NW 47 Avenue Miami Gardens, FL 33055	520	\$
3	Northeast Transfer Station	18701 NE 6 Avenue Miami, FL 33179	520	\$
4	South Dade Landfill	23707 SW 97 Avenue Homestead, FL 33032	520	\$
5	West Transfer Station	2900 SW 72 Avenue Miami, FL 33155	520	\$
6	Roadway Streets	NW 97 Avenue, From NW 58 Street to NW 74 Street Miami, FL 33178	260	\$