

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

☐ New Contract    ☐ OTR    ☐ Sole Source    ☐ Bid Waiver    ☐ Emergency  
☒ Re-Bid    ☐ Other

Previous Contract/Project No.  
6969-0/14

LIVING WAGE APPLIES: ☐ YES    ☒ NO

Requisition No./Project No.: **RTQ-01055**

TERM OF  
CONTRACT

**8 years**

Requisition /Project Title: **WELL DRILLING SERVICES - Prequalification**

Description: This Request to Qualify (RTQ) will establish a pool of pre-qualified vendors for future pricing competition for the purchase of well drilling services for the Miami Dade County.

Issuing Department: **WASD**

Contact  
Person:

**Susan Pascul**

Phone:

**(786) 552-8254**

Estimate Cost: **\$5,000,000.00**

GENERAL    FEDERAL

OTHER

Funding Source: **X**

**ANALYSIS**

Commodity Codes:

**968-93**

**545-96**

**962-96**

**962-61**

Contract/Project History of previous purchases three (3) years  
Check here ☐ if this is a new contract/purchase with no previous history.

**EXISTING**

**2<sup>ND</sup> YEAR**

**3<sup>RD</sup> YEAR**

Contractor:

Multiple Vendors

Small Business Enterprise:

Contract Value:

Comments:

Continued on another page (s): ☐ Yes    ☐ No

**RECOMMENDATIONS**

**SBE**

Set-aside

Sub-contractor goal

Bid preference

Selection factor

**X**

Basis of  
recommendation:

Market Research identified several vendors who can provide the required goods/services to perform these services. If competition yields any SBE vendors who meet the specified qualifications, Bid Preference is recommended.

Date sent to SBD: 10/31/2018

Signed:

Shereece George

Date returned to DPM:

Revised April 2005

## **SECTION 2**

### **SPECIAL TERMS AND CONDITIONS**

#### **2.1 PURPOSE**

This Request to Qualify (RTQ) will establish a List of Prequalified Vendors (List) that will be used to solicit Well Drilling Services for Miami-Dade County (County). Placement on the List is **not** a contract between the County and the Vendor, but an acknowledgement that the Vendor meets the qualifications as outlined throughout this RTQ. Vendor Submittals will continue to be accepted throughout the term of the RTQ for placement on the List.

#### **2.2 DEFINITIONS**

**Invitation to Quote (ITQ)** – Shall refer to the solicitation of quotes from the List for specific services and awarded based on lowest price, or other quantifiable criteria.

**List of Prequalified Vendors (List)** – Shall refer to business entities/individuals determined by the County's Internal Services Department, Strategic Procurement Division, as meeting the minimum standards of business competence, financial ability, and/or product quality for placement on the List, and who may submit quotes/proposals, at the time of need.

**Vendor** – Shall refer to a business entity/individual responding to this RTQ.

**Submittal** - Shall refer to the forms submitted in response to this RTQ.

**Work Order Proposal Request (WOPR)** – Shall refer to the solicitation of offers from the List for specific services and evaluated and awarded based on best value.

#### **2.3 TERM**

This List shall be established on the first calendar day of the month succeeding approval 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 List shall expire on the last day of the eight (8) year term.

#### **2.4 QUALIFICATION CRITERIA**

Vendors shall meet the following criteria to be considered for placement on the List; and for participation in future competitions:

- A. Vendor(s) shall provide the contact information of a designated representative to provide the County with support and information concerning orders placed and to receive future spot market competitions. Vendor shall provide the representative's name, phone number, and email address.
- B. Vendor(s) must be regularly engaged in providing Well Drilling services. Vendor(s) shall provide current references on company letterhead, signed from customers for whom the vendor has successfully provided services that are similar to those described in this solicitation, during the last three (3) years. The references shall outline the specific Well Drilling services that were performed. The reference letters should include the customer's entity name (letterhead), and the name, title, telephone number,

and e-mail address of the representative. These references should ascertain to the County's satisfaction that the Vendor has sufficient expertise in providing the required services.

- C. Vendors shall provide the name of a State of Florida licensed Geologist, who will affix their seal onto their interpretations of lithologic, lithostratigraphic, or paleontologic descriptions and any plans prepared. A copy of the license shall be included in the vendor's submittal. The licensed Geologist may be subcontracted with the vendor and listed on the Subcontractor/Supplier Listing Form in Section 4 of this solicitation.
- D. In accordance with Florida Statutes Section 373.323 vendors must hold and maintain a valid Water Well contractors' license to perform the work listed throughout this solicitation. A copy of the license shall be included with the vendor's submittal. The Water Well license shall be in the name of the vendor to be prequalified.

Vendors shall provide all of the specified information, documents and attachments listed above with their Submittal as proof of compliance with the requirements of this RTQ. However, the County may, at its sole discretion and in its best interest, allow Vendors to complete, supplement or supply the required documents throughout the term of the RTQ. It shall be the sole right of the County to determine the number of Vendors who will be included in the List. During the term of the RTQ, the County reserves the right to add or delete Vendors as it deems necessary and in its best interest.

## **2.5 INSURANCE**

Insurance is not required in order to be prequalified under this RTQ. Insurance requirements will be detailed in the subsequent ITQ or WOPR.

## **2.6 SPOT MARKET QUOTES**

Vendors on the List will be invited to participate in spot market competitions, as needed. The spot market competitions will be in the form of an ITQ or WOPR that will include the specific goods and/or services required, and may include provisions, as applicable, such as:

- Small Business Measures
- Warranty Requirements
- Liquidated Damages
- Living Wage

For federally funded programs, additional provisions may apply in accordance with the funding source. The following provisions from Section 1, General Terms and Conditions shall be exempted from such solicitations, as indicated in the ITQ or WOPR.

- Local Preferences
- User Access Program (UAP) Fee
- Small Business Enterprises (SBE) Measure
- Local Certified Service-Disabled Veteran's Business Enterprise Preference
- First Source Hiring Referral Program
- Prompt Payment Terms
- Office of Inspector General Fee

### **SECTION 3**

#### **SCOPE OF WORK**

#### **3.1 SCOPE OF WORK**

It is the intent of this solicitation to identify and make available to the County vendors capable of providing Well Drilling services. These services include but are not limited to, the installation of permanent monitoring wells of less than 300 feet deep (or shallow temporary wells), refurbishment of wells, development of wells, and well abandonment, advancement of soil borings. ITQ's / WOPR's may also be issued for other ancillary services such as exploratory borings and rock sample collection services, including the collection of cuttings, core boring, and split spooning.

#### **3.2 DESCRIPTION OF SERVICE TYPES**

- A. **Abandonment of a well:** a well that has been permanently discontinued for use or which is in such a state of disrepair that it cannot be used for its intended purpose or for observation purposes. This is accomplished by pouring neat cement grout into the casing of the well so the well does not serve as a preferential conduit for contamination of the groundwater. As per the DEP SOPs PCS-006, "When abandoning monitoring wells, the well pad and manhole must be removed but the casing must be left in place unless there is evidence that the monitoring well was improperly constructed. The casing should be filled with grout, the manhole should be removed, and the area that was formerly occupied by the well pad should be repaired so that the concrete or asphalt is flush with the surface. A well abandonment form should be submitted to the permitting agency by the water well contractor. "Neat Cement Grout" means a mixture of water and Portland cement (American Concrete Institute Type I, Type II, or Type III); or a mixture of water and Portland cement of a type or kind approved by the permitting authority; or a mixture of water, Portland cement of a type or kind approved by the permitting authority, and an amount of those additives approved for use in cement grouts and approved by the permitting authority.
- B. **Refurbishment of a well:** repairs or any action which involves the physical alteration or replacement of any part of a well, but does not include the alteration or replacement of any portion of a well which is above ground surface. This is necessary to fix any problem within the well and may include fixing the casing, grout, scrubbing the well, etc to improve its performance.
- C. **Developing a well** means to pump water out of the well until the water is clear of any visible suspended particulate matter present in the well due to the drilling activity. Properly development is needed to produce a more representative groundwater sample.
- D. **Rock sampling** refers to the collection of core samples during drilling, for lithology determination and/or for laboratory analyses of the rock.

#### **3.3 WELL DRILLING SERVICES**

Vendors may be required to provide the following services. The subsequent ITQ's / WOPR's will define in detail the County's needs.

- A. Lay an impermeable barrier (such as visqueen) over the borehole as well as beneath the understructure of the rig where contaminating fluids may drip or spill onto the adjacent ground.
- B. Utilize measures to prevent water or foreign materials from draining back into the borehole around the drilling string.

- C. All joints should be threaded PVC and have a rubber O-ring seal per (ASTM F480).
- D. Complete the well to grade or as otherwise specified by the County's Project Manager.
- E. Install wells in road right-of-ways flush with the ground/road surface and provide no hazard to pedestrians or vehicles. Vendor(s) may be asked to finish the well above grade.
- F. Supply two sets of keys per locking well cap
- G. Rehabilitate, clean well of debris, bacterial slime and emulsify and remove oils
- H. Well Development - Well development is an essential part of well construction and failure to properly develop the well will result in the work being rejected.
  - Pumping should be at rate of 40 gpm or higher for a minimum period of one hour or more when needed. Development of the well shall not occur sooner than 48 hours after the last grout has been applied. A well will not be accepted as developed until the turbidity is equal to or less than 5 NTU.
  - Air lifting to develop a well shall be performed with air compressors of suitable size and for the length of time required to develop the well regardless of the formation conditions. No glues or lead are to be used in monitoring well construction. The driller may be required to swab wells or acidize the formation at the discretion of the County, to remove turbidity from the well filter pack and casing.
- I. Logging and Videotaping of Wells – Logging and videotaping are utilized to aid in the inspection and diagnoses of wells.
  - To log the well is to send different geophysical tools down the borehole for different purposes, such as: seeing the conditions of the borehole, taking pictures of the walls of the well with a digital camera, to obtain induction logs, water quality logs to determine conductivity, resistivity, pH, temperature, flow meter to determine groundwater flow, and other measurements as may be described in a specific project.
  - To video the well is to send a special video camera down the well to see the condition of the casing to verify the integrity of the well.

### **3.4 DRAWINGS/SITE PLANS/MONITOR**

Site drawings are required to obtain permits. Drawings must indicate the Right-of-Way, location of each well, and include the utility location service's clearance (i.e. "ticket") number on the drawing. In addition, each set shall show the specifications of the well construction. If multiple wells are to be installed over an area, an overall site map is also required. At the completion of the work, as-built drawings showing any deviation from the construction drawings, plans, and specifications shall be prepared by the vendor.

In most instances, any needed drawings, plans, and site plans will be prepared by staff geologists of the County Department. In addition, County staff will perform any related services including interpretations of lithologic, lithostratigraphic, or paleontologic descriptions for the well drilling services. However, there may be some County Departments that do not have geologist(s) on staff. In those instances, the particular ITQ / WOPR will include provisions that provide for these requirements.

### **3.5 EQUIPMENT**

The following is a listing of the equipment that each vendor must either own or have the ability to readily obtain in order to be able to respond to ITQ's / WOPR:

- Well drilling equipment (rig) capable of drilling, coring and split spoon sampling by means of auger, reverse air rotary, roto sonic and/or pneumatic methods to a depth of 300 feet.
- Equipment for installation of PVC and stainless steel wells from 2" to 12" in diameter, open hole, or screened with filter packing.
- Equipment for grouting and circulating the wells by means of pumps, compressors, and other associated equipment for well development.
- Logging and Videotaping Equipment
- Depending on the nature of the project, additional types of equipment might be required and specified in a RFQ.

### **3.6 STANDARD PRACTICES**

In addition to any other federal, state, and county requirements described in this solicitation, the vendor must perform all services under this solicitation in accordance with the Florida Department of Environmental Protection (DEP) Chapters 62-531 and 62-532 entitled "Water Well Contractor Licensing Requirements" and "Water Well Permitting and Construction Requirements" respectively, the DEP SOPs for the design, installation and placement of monitoring wells, and guidelines outlined in ASTM D 5092-90, Standard Practice and Installation of Groundwater Monitoring Wells. The vendor can find the above requirements by accessing the following links: [Chapter 62-531](#), [Chapter 62-532](#), [DEP SOPs for the design, installation and placement of monitoring wells and guidelines](#), and [ASTM 5092-90](#). These standards include casing material, screen slot size, and the methods of installation. The solicitation includes several methods of installation and well materials for monitoring and exploratory wells. Acceptable well drilling methods for monitoring wells include: 1) Auger drilling; 2) Reverse-air rotary drilling; and, 3) Sonic drilling, with reverse-air rotary as the preferred method in most cases.

### **3.7 MONITORING WELL SITE ACCESS AND SAFETY**

It is the vendor's responsibility to replace/repair all public and private improvements (e.g. sidewalk, driveways, streets, utilities, infrastructure, etc.) that have been damaged or destroyed during well drilling services to their original condition. Work that extends beyond one day shall require that the bore hole be covered to prevent damage to the bore hole and/or accidents to persons or animals. For well site in wetlands, it shall be the vendor's responsibility to access the site with the least amount of damage to wetlands. All site plans for proposed monitoring wells within wetlands shall be reviewed by the PERA Wetlands and Forest Resources Section so that a determination can be made if a permit is required. Typically, a Class IV Wetland Permits are required for alterations to freshwater wetlands. Airboats or helicopters may be necessary to locate drilling equipment in such areas to minimize disturbance.

### **3.8 DECONTAMINATION**

Formation drilling equipment must be decontaminated before a drilling event. If equipment is not adequately cleaned between successive drilling events, or between boreholes, contaminants may be introduced into the successive well(s) via the drilling equipment. Decontamination of equipment should include a steam wash with potable water. If visible residue remains, scrubbing with a non-phosphate detergent may be required to remove the residue.

**SECTION 4**  
**SUBMITTAL FORM**

**VENDOR:** \_\_\_\_\_

<b><u>QUALIFICATION CRITERIA</u></b>		
Refer to the Qualification Criteria Section to ensure that Submittal and attachments comply with solicitation requirements.		
<b>Reference</b>	<b>Vendor Requirements</b>	<b>Copy Attached</b>
2.4 (A)	<p>Vendor(s) shall provide the contact information of a designated representative to provide the County with support and information concerning orders placed and to receive future spot market competitions. Vendor shall provide the representative's name, phone number, and email address. The representative provided must be available via phone and/or email to provide support and to receive spot market quotations and orders from the County.</p> <p>Representative Name: _____</p> <p>Phone Number: _____</p> <p>E-Mail Address: _____</p>	
2.4 (B)	<p>Vendor(s) must be regularly engaged in providing Well Drilling services. Vendor(s) shall provide current references on company letterhead, signed from customers for whom the vendor has successfully provided services that are similar to those described in this solicitation, during the last three (3) years. The references shall outline the specific Well Drilling services that were performed. The reference letters should include the customer's entity name (letterhead), and the name, title, telephone number, and e-mail address of the representative. These references should ascertain to the County's satisfaction that the Vendor has sufficient expertise and success providing the required services.</p>	<input type="checkbox"/>
2.4 (C)	<p>Vendors shall provide the name of the Geologist, licensed to practice in the State of Florida, who will affix their seal onto their interpretations of lithologic, lithostratigraphic, or paleontologic descriptions and any plans prepared. A copy of the license shall be included in the vendor's submittal.</p>	<input type="checkbox"/>
2.4 (D)	<p>In accordance with Florida Statutes Section 373.323 vendors must hold and maintain a valid water well contractors' license to perform the work listed throughout this solicitation. A copy of the license shall be included with the vendor's submittal.</p>	<input type="checkbox"/>

