

DEPARTMENTAL INPUT
CONTRACT/PROJECT MEASURE ANALYSIS AND RECOMMENDATION

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

Previous Contract/Project No.

Contract

6583-1/19-1

☒ Re-Bid

☐ Other

LIVING WAGE APPLIES: ☐ YES ☒ NO

Requisition No./Project No.: **RTQ-01142**
RQID1900038

TERM OF
CONTRACT

8 years

Requisition /Project Title: **WATER SERVICE LINE PARTS AND ACCESSORIES - PRE-QUALIFICATION**

Description:

The purpose of this solicitation is to establish a contract for the purchase of water service line parts and accessories for throughout Miami Dade County (County) departments.

Issuing Department: **WASD**

Contact
Person:

Susan Pascul

Phone:

(786) 552-8254

Estimate Cost: **\$7,500,000.00**

GENERAL FEDERAL

OTHER

Funding Source:

X

ANALYSIS

Commodity Codes:

890-45

998-79

934-62

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

EXISTING

2ND YEAR

3RD YEAR

Contractor:

Small Business Enterprise:

Contract Value:

Comments:

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

RECOMMENDATIONS

SBE

Set-aside

Sub-contractor goal

Bid preference

Selection factor

Basis of
recommendation:

Signed: **Shereece George**

Date sent to SBD:

Date returned to DPM:

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 water service line parts and accessories 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) shall be the Original Equipment Manufacturer, agent, distributor or reseller of the Original Equipment Manufacturer (OEM) referenced in Section 3 of this solicitation.

Vendor(s) shall provide proof from the manufacturers and/or an approved representative of the OEM brands proposed, designating the Bidder as an, agent, distributor or reseller. Proof may be provided in any of the following forms:

1. A letter of authorization dated within one (1) year of the Bidders submittal signed by an authorized company representative.

2. Indication on the manufacturer's website, listing the Bidder as an agent, distributor or reseller.
 3. Executed agreements between the Bidder and the manufacturer to sell the brands listed in the submittal.
 4. Any other verifiable documentation where the OEM/ Agent/ Distributor provides the Bidder authorization to sell the products listed in the submittal.
- C. Vendor(s) must be regularly engaged in the business of providing water service products and accessories to include water service line pipe, fittings, washers, and saddles. Vendor(s) shall provide current references on company letterhead, signed from customers for whom the vendor has successfully provided products and accessories that are similar to those described in this solicitation, during the last three (3) years. The references shall outline the specific water service products and/or accessories that were purchased. 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.

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

2.7 **WARRANTY**

In addition to all other warranties that may be supplied by the manufacturer, the vendor shall warrant its products against defective material for a minimum period of one (1) year after the date of acceptance. This warranty requirement shall remain in force for the full warranty period; regardless of whether the vendor is under contract with the County at the time of defect. Any payment by the County on behalf of the goods received from the vendor does not constitute a waiver of warranty provisions.

The vendor shall be responsible for promptly correcting any deficiency, at not cost to the County within ten (10) calendar days after the County notifies the vendor of such deficiency in writing. If the vendor fails to honor the warranty or fails to replace the defective items with the period specified, the County may at its discretion, place the vendor in default of its contract and/or procure the products from another vendor and charge the vendor for any re-procurement costs that are incurred by the County.

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 water service line parts and accessories. These items include but are not limited to, water service line pipe, fittings, washers, and saddles. All items furnished shall meet the standard of the American National Standard Institute (ANSI), American Water Works Association (AWWA) and American Society for Testing and Materials (ASTM).

3.2 PRODUCT SPECIFICATION

Where applicable, all fittings shall conform to "ANSI / AWWA "standard C800-01, Underground Service Valves and fittings", or latest revision. This standard covers all fittings and valves listed herein and for use with buried service lines from the main to the meter valve and or meter setting appurtenances: valves include corporation and curb valves, fittings include various couplings and adapters. Where applicable, all HDPE pipe shall conform to AWWA C901 standards, be NSF certified, and conform to NSF-14. HDPE pipe shall conform to the applicable standards of ASTM D3350, D1505, D1238, D638, D2837, D790, D746, D2239, D1248 or latest revision. HDPE pipe shall be ENDOTINDUSTRIES, "EndoPure (color coded blue) pipe" or an equal as approved by the County during this solicitation's technical evaluation. Materials destined to be in contact with potable water shall conform to NSF 61, and be manufactured from copper alloy No. C83600, in accordance with chemical and mechanical requirements of ASTM B62 or ASTM B584 or latest revision, 85% of copper and 5% percent each of tin, lead and zinc. All Cast brass fittings and couplings shall conform to AWWA Standard C800-01, (ASTM B-62, UNS C83600-83-5-5-5). All sealing washers, o-rings and gaskets shall be BUNA-N, EPDM, or SBR rubber. All exposed threads shall be covered with a protective coating

3.3 SAMPLES MAY BE REQUIRED DURING EVALUATION

After the County opens spot market quotation, the bidders may be requires to submit a sample of the goods to be supplied for evaluation by, and at no cost to the County. If samples are required, the County will notify the bidder of such on writing and will specify the deadline for submission of the samples. Each individual sample shall be clearly labeled with the bidder's 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 shall not consider the bidders submittal for that item; provided however, that in the event of a group or aggregate award, the bidder's submittal will not be eligible for that group or in the aggregate as applicable. All samples shall become the property of Miami-Dade County.

The county reserves the right to perform its own testing procedures or to send any and all samples to a certifiable laboratory for analysis. Any costs for testing shall be borne by bidder. On the basis of this testing and analysis, the County shall be the sole judge of the acceptability of the sample in conformance with the bid specifications and its decision shall be final. Any sample submitted shall create an express warranty that the whole of the goods and/or services to be provided by the bidder during the contract period shall conform to the sample submitted. The bidder 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

3.4 MAGNUFACTURES

The following is a representative listing of the water service line parts and accessories manufacturer/brand names presently in use throughout the County.

- Ford Meter Box Company
- JCM-Smith Blair
- Dresser
- Endot
- C.B.
- Allied Wholesale
- James Jones
- Mueller
- Buy Wholesale
- American Value

SECTION 4
SUBMITTAL FORM

VENDOR: _____

| <u>QUALIFICATION CRITERIA</u> | | |
|---|---|--------------------------|
| Refer to the Qualification Criteria Section to ensure that Submittal and attachments comply with solicitation requirements. | | |
| Reference | Vendor Requirements | Copy Attached |
| 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) shall be the Original Equipment Manufacturer, agent, distributor or reseller of the Original Equipment Manufacturer (OEM) referenced in Section 3 of this solicitation.</p> <p>Vendor(s) shall provide proof from the manufacturers and/or an approved representative of the OEM brands proposed, designating the Bidder as an, agent, distributor or reseller. Proof may be provided in any of the following forms:</p> <ol style="list-style-type: none"> 1. A letter of authorization dated within one (1) year of the Bidders submittal signed by an authorized company representative. 2. Indication on the manufacturer's website, listing the Bidder as an agent, distributor or reseller. 3. Executed agreements between the Bidder and the manufacturer to sell the brands listed in the submittal. 4. Any other verifiable documentation where the OEM/ Agent/ Distributor provides the Bidder authorization to sell the products listed in the submittal. | <input type="checkbox"/> |

SOLICITATION TITLE: WATER SERVICE LINE PARTS AND ACCESSORIES - PRE-QUALIFICATION

| | | |
|---------|---|--------------------------|
| 2.4 (C) | Vendor(s) must be regularly engaged in the business of providing water service products and accessories to include water service line pipe, fittings, washers, and saddles. Vendor(s) shall provide current references on company letterhead, signed from customers for whom the vendor has successfully provided products and accessories that are similar to those described in this solicitation, during the last three (3) years. The references shall outline the specific water service products and/or accessories that were purchased. 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. | <input type="checkbox"/> |
|---------|---|--------------------------|