Solicitation RTQ-00935

Welding Repairs and Related Services

Solicitation Designation: Public

Miami-Dade County
# Solicitation RTQ-00935
## Welding Repairs and Related Services

<table>
<thead>
<tr>
<th>Solicitation Number</th>
<th>RTQ-00935</th>
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<tbody>
<tr>
<td>Solicitation Title</td>
<td>Welding Repairs and Related Services</td>
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<tr>
<td>Solicitation Start Date</td>
<td>May 3, 2019 4:06:36 PM EDT</td>
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<td>Solicitation End Date</td>
<td>May 17, 2019 6:00:00 PM EDT</td>
</tr>
<tr>
<td>Question &amp; Answer End Date</td>
<td>May 10, 2019 6:00:00 PM EDT</td>
</tr>
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</table>
| Solicitation Contact | Debra S. Butler  
Procurement Contracting Officer 1  
ISD - Procurement Management Services  
305-375-5663  
Debra.Butler@miamidade.gov |
| Solicitation Contact | Vanessa Stroman  
Procurement Contracting Manager  
ISD - Procurement Management Services  
305-375-4263  
Vanessa.Stroman@miamidade.gov |
| Contract Duration | See Bid Documents |
| Contract Renewal | See Bid Documents |
| Prices Good for | See Bid Documents |
| Solicitation Comments | **** SEE BID DOCUMENTS **** |

## Item Response Form

<table>
<thead>
<tr>
<th>Item</th>
<th>RTQ-00935--01-01 - Welding Repairs and Related Services</th>
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<tr>
<td>Quantity</td>
<td>1 each</td>
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| Delivery Location | Miami-Dade County  
No Location Specified |

| Qty | 1 |
| Description | **** SEE BID DOCUMENTS **** |
SOLICITATION NO.: RTQ-00935
Welding Repairs and Related Services
May 17, 2019

MIAMI-DADE COUNTY, FLORIDA
REQUEST TO QUALIFY

TITLE:
Welding Repairs and Related Services

FOR INFORMATION CONTACT:
Debra S. Butler, 305-375-5663, Debra.Butler@miamidade.gov

IMPORTANT NOTICE TO BIDDERS/PROPOSERS:

- READ THE ENTIRE SOLICITATION DOCUMENT, THE GENERAL TERMS AND CONDITIONS (SECTION 1), AND SUBMIT ALL QUESTIONS/CLARIFICATION IN ACCORDANCE WITH THE TERMS OUTLINED IN PARAGRAPH 1.2(D) OF THE GENERAL TERMS AND CONDITIONS.

- THE SOLICITATION SUBMITTAL FORM CONTAINS IMPORTANT INFORMATION THAT REQUIRES REVIEW AND COMPLETION BY ANY BIDDER/PROPOSER RESPONDING TO THIS SOLICITATION.

- FAILURE TO COMPLETE AND SIGN THE SOLICITATION SUBMITTAL FORM WILL RENDER BIDDER’S/PROPOSER’S BID/PROPOSAL NON-RESPONSIVE.
SECTION 1

GENERAL TERMS AND CONDITIONS:

All general terms and conditions of Miami-Dade County Procurement Contracts are posted online. Bidders/Proposers that receive an award from Miami-Dade County through Miami-Dade County's competitive procurement process must anticipate the inclusion of these requirements in the resultant contract. These general terms and conditions are considered non-negotiable.

All applicable terms and conditions pertaining to this solicitation and resultant contract may be viewed online at the Miami-Dade County’s, Strategic Procurement Division’s webpage by clicking on the below link:


NOTICE TO ALL BIDDERS/PROPOSERS:

Electronic bids/proposals are to be submitted through a secure mailbox at BidSync (www.bidsync.com) until the date and time as indicated in this solicitation document. It is the sole responsibility of the Bidder/Proposer to ensure their proposal reaches BidSync before the solicitation closing date and time. There is no cost to the Bidder/Proposer to submit a bid/proposal in response to a Miami-Dade County solicitation via BidSync. Electronic submissions may require the uploading of electronic attachments. The submission of attachments containing embedded documents or proprietary file extensions is prohibited. All documents should be attached as separate files.

For information concerning the scope of work/technical specifications, please utilize the question/answer feature provided by BidSync at www.bidsync.com within the solicitation. Questions of a material nature must be received prior to the cut-off date specified in the solicitation. Material changes, if any, to the solicitation terms, scope of services, or bidding procedures will only be transmitted by written addendum. (See addendum section of BidSync site).

Please allow sufficient time to complete the online forms and upload of all bid/proposal documents. Bidders/Proposers should not wait until the last minute to submit their bid/proposal. The deadline for submitting information and documents will end at the closing time indicated in the solicitation. All information and documents must be fully entered, uploaded, acknowledged (“Confirm”) and recorded into BidSync before the closing time or the system will stop the process and the bid/proposal will be considered late and will not be accepted.

PLEASE NOTE THE FOLLOWING:

No part of Bidder’s/Proposer’s bid/proposal can be submitted via HARDCOPY, EMAIL, or FAX. No variation in price or conditions shall be permitted based upon a claim of ignorance. Submission of a bid/proposal will be considered evidence that the Bidder/Proposer has familiarized themselves with the nature and extent of the work, and the equipment, materials, and labor required. The entire bid/proposal must be submitted in accordance with all specifications contained in the solicitation electronically.
SECTION 2
SPECIAL TERMS AND CONDITIONS

2.1 PURPOSE
This Request to Qualify (RTQ) will establish a Prequalified Pool of Vendors (Pool) that will be used to solicit spot market quotes, in the form of an Invitation to Quote (ITQ) or Work Order Proposal Request (WOPR), for welding repairs, machine shop, metal fabrication and vehicle component fabrication services for Miami-Dade County (County). Placement in the Pool 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 be accepted throughout the term of the RTQ for placement in such Pool.

2.2 DEFINITIONS
Invitation to Quote (ITQ) – Shall refer to the solicitation of quotes from the Pool for specific goods and/or services; and awarded based on lowest price, or other quantifiable criteria.

Prequalified Pool of Vendors (Pool) – 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 in the Pool, and which may submit quote or proposal, at the time of need.

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

Submittal - Shall refer to all information, attachments and forms submitted in response to this RTQ.

Work Order Proposal Request (WOPR) – Shall refer to the solicitation of offers from the Prequalified Pool of Vendors for specific goods and/or services; and evaluated and awarded based on best value.

2.3 TERM
The Pool 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 Pool shall expire on the last day of the five-year term.

2.4 GROUPS
Group 1: Vehicle and Vehicle Component Fabrication, including Welding Repair Services

Group 2: Expedited Repair Services - The Internal Services Department (ISD) will issue an annual ITQ for expedited vehicle and vehicle component fabrication and welding repair services that are usually valued under $2000 for each repair. Group 2 will be awarded annually based on the results of the ITQ, and pricing within this group will be valid for a twelve month period.

Group 3: Machine Shop and Metal Fabrication, including Welding Repair Services

2.5 QUALIFICATION CRITERIA FOR ALL GROUPS
Vendor shall meet the following criteria to be considered for placement in the Pool and for participation in future spot market competitions:

1. Vendor shall provide three (3) signed professional references on the referenced company’s letterhead, to demonstrate that the Vendor is regularly engaged in the business of providing welding repairs, machine shop, metal fabrication and/or vehicle component fabrication services. The County, at its sole discretion must be able to ascertain from Vendor provided references, the vendor has a satisfactory history of performing welding repairs and related service, with sufficient experience and capacity to provide the required services.

2. Vendor must provide the contact information of a designated representative who will provide the County with support and information concerning orders placed. The vendor shall provide the representative’s name, title, phone number, and email address.

3. Vendor is required to complete the Submittal form in Section 4.
2.6 ADDITIONAL QUALIFICATION CRITERIA FOR GROUPS 1 AND 2
Vendor shall meet the following criteria to be considered for placement in the Pool and for participation in future spot market competitions:

1. Vendor shall own or operate a fully equipped, secure service facility capable of accommodating various County vehicles including, but not limited to, refuse packers (35ft. L x 12½ ft. H x 9½ ft. W) and/or Trailers (42ft. L x 12½ ft. H x 8ft. W) while performing the required services as needed. The vendor’s facility shall be fenced and/or have a locked lot or warehouse. To demonstrate this, the vendor shall submit the following items:
   a. A valid business tax receipt or occupational license.
   b. An exterior and interior photo of the vendor’s service facility.
   c. A full inventory list of all owned and/or leased equipment on-site, as described in Section 3.2.1 and required in Section 4.1.

Vendor 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 which will be included in the Pool. 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.

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

2.8 SPOT MARKET QUOTES
Vendors in the Pool will be invited to participate in future spot market competition, as needed. The spot market competition 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 Enterprise (SBE) Measures
- Warranty Requirements
- Liquidated Damages
- Living Wage

For federally funded projects/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
- SBE Measures
- Local Certified Veteran Business Enterprise Preference
- First Source Hiring Referral Program
- SBE Prompt Payment Terms
- Office of Inspector General Fee
SECTION 3
SCOPE OF WORK/TECHNICAL SPECIFICATIONS

3.1 SCOPE OF WORK
Vendors shall be capable of providing various welding repairs, machine shop, and metal fabrication for mobile equipment, stationary facilities, or vehicle component fabrication and/or related services, for multiple County departments, on an as-needed basis.

3.2 GOODS/SERVICES TO BE PROVIDED FOR GROUPS 1 AND 2
Vendors will be required to participate in future spot market quotes, via an ITQ or WOPR, to provide services under one of the following groups.

Group 1 Vehicle and Vehicle Component Fabrication, including Welding Repair Services:
Repairs under this group shall include, but are not limited to the following services: Component replacement, shaping, bending, welding, fastening and machining service in order to produce a finished product / project. The finished product/project may include work done to various categories of mobile equipment such as repairing or replacing sections, complete walls, floors or any other variety of welding repairs. Work may be performed in equipment such as vans, buses, refuse trucks, trash trucks, truck tractors, truck trailers, semi-trailers, assorted utility trailers, dump trucks, cranes and other mobile equipment and/or construction equipment on an as needed basis. The quality of the finished work must meet all applicable industry, vehicle manufacturer, American Welding Society (AWS), National Institute for Automotive Service Excellence (ASE), or the American National Standards Institute (ANSI) standards.

Group 2 Expedited Repair Services:
Repairs under this group shall include, but are not limited to the following services: Surface preparation, bending, shaping, sandblasting, machining, welding, fastening, metal spraying, ceramic coating and painting. Repairs shall also include all expendable supplies and/or materials used during the process (abrasives, gasses, welding wire, etc.). ISD will issue an annual ITQ for expedited vehicle and vehicle component fabrication and welding repair services; that are usually valued under $2000 for each repair. Group 2 will be awarded annually based on the results of the ITQ, and pricing within this group will be valid for a twelve month period.

3.2.1 TECHNICAL REQUIREMENTS FOR GROUPS 1 AND 2
Vendors shall affirm that they have sufficient organizational resources to satisfactorily perform the required welding repairs and related services for Groups 1 and 2. Below is a sample list of the type of equipment necessary to perform the required services.

1. Drill press(s)
2. Lathe(s) with a minimum capacity of 13”x40”
3. Milling Machine(s)
4. Hydraulic Press(s) with 100 ton minimum capacity
5. Forming Press with 100 ton minimum capacity
6. Shears with 8 foot cutting length capacity and minimum ¼” thickness
7. Roller (capable of handling up to ¼” thick steel and up to 3’ wide pieces)
8. Bench and cylindrical grinder(s)
9. Vertical and horizontal band Saw(s)
10. Oxygen-Acetylene welding equipment
11. Arc (stick) welding equipment
12. Multi-process welding machine (Stick/Tig/Mig)
13. Plasma cutter, EDM, Water Jet or equivalent with ½” minimum capability
14. Service truck equipped for mobile welding service
15. Sandblasting or equivalent surface preparation equipment
16. Forklift or shop crane
The County may elect to conduct a site inspection of the Vendor's service facility at any time during the RTQ evaluation period and/or the ITQ/WOPR evaluation process. Offers will only be considered from Vendors who are regularly engaged in the business of providing and/or performing the services as described in this solicitation.

3.3 GOODS/SERVICES TO BE PROVIDED FOR GROUP 3
Vendors will be required to participate in future spot market quotes, via an ITQ or WOPR, to provide services under the following group.

Group 3 Machine Shop and Metal Fabrication, including Welding Repair Services:
Repairs under this group shall include, but are not limited to the following services: Shaping, bending, sandblasting, welding, fastening, machining, metal spraying, ceramic coating and painting, among other functions, in order to produce a finished project. The finished projects may include enclosures, gates, equipment supports, stacks, ducts, or any other metal fabrication as required by a County Department, for its operating plants, stations, and other facilities. The materials involved may include carbon steel, stainless steel, and aluminum, among others. The work may involve installation and/or dismantling of existing metal components at the various facilities of the various Departments. The quality of the finished work must meet all applicable industry standards.

3.4 EMERGENCY REQUIREMENTS
Vendor(s) shall be available to provide emergency welding repair services to the County, 24 hours per day and 7 days per week. Emergency services under this pool may include, but are not limited to an unexpected breakdown of critical equipment, or any work requiring immediate repair services to protect County property and/or to address public safety concerns. Emergency services do not include routine or preventative maintenance services.
## SECTION 4
### SUBMITTAL FORM

<table>
<thead>
<tr>
<th>Reference Section</th>
<th>Refer to Sections 2.5.1 – 2.5.3</th>
<th>Copy Attached</th>
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<tbody>
<tr>
<td>2.5.1</td>
<td>Vendor shall provide three (3) signed professional references on the referenced company’s letterhead, to demonstrate that the Vendor is regularly engaged in the business of providing welding repairs, machine shop, metal fabrication and/or vehicle component fabrication services. The County, at its sole discretion, shall be able to ascertain from Vendor provided references, that the vendor has a satisfactory history of performing welding repairs and related service, with sufficient experience and capacity to provide the required services.</td>
<td>□</td>
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<tr>
<td>2.5.2</td>
<td>Vendor shall provide the contact information of a designated representative who will provide the County with support and information concerning orders placed. The vendor shall provide the representative’s name, title, phone number, and email address.</td>
<td>□</td>
</tr>
<tr>
<td>2.5.3</td>
<td>Vendor is required to complete the Submittal form in Section 4.</td>
<td>Check to Affirm □</td>
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To ensure that Submittal complies with solicitation requirements.

Vendor/Company Name:  
Authorized Representative Name:  
FEIN:  
Title:  

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Miami-Dade County  
5/3/2019 2:08 PM
SECTION 4.1
SUBMITTAL FORM

Vendor/Company Name: FEIN:
Authorized Representative Name: Title:

ADDITIONAL QUALIFICATION CRITERIA FOR GROUPS 1 AND 2 (only)
Vendor Must Complete To Be Considered For Placement Within These 2 Groups
To ensure that Submittal complies with solicitation requirements.

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<thead>
<tr>
<th>Reference Section</th>
<th>Refer to Sections 2.6.1 and 3.2.1</th>
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<tr>
<td>2.6.1</td>
<td>Vendor shall own or operate a fully equipped, secure service facility capable of accommodating various County vehicles including, but not limited, to refuse packers (35ft. L x 12½ft. H x 9½ft. W) and/or Trailers (42ft. L x 12½ft. H x 8ft. W) while performing the required services as needed. The vendor’s facility shall be fenced and/or have a locked lot or warehouse. To demonstrate this, the vendor shall submit the following items:</td>
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<td>c. A full inventory list of all owned and/or leased equipment on-site, as described in Section 3.2.1 and required in Section 4.1.</td>
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Solicitation RTQ-00935
Miami-Dade County
5/3/2019 2:08 PM
Miami-Dade County

Contractor Due Diligence Affidavit

Per Miami-Dade County Board of County Commissioners (Board) Resolution No. R-63-14, County Vendors and Contractors shall disclose the following as a condition of award for any contract that exceeds one million dollars ($1,000,000) or that otherwise must be presented to the Board for approval:

1. Provide a list of all lawsuits in the five (5) years prior to bid or proposal submittal that have been filed against the firm, its directors, partners, principals and/or board members based on a breach of contract by the firm; include the case name, number and disposition;

2. Provide a list of any instances in the five (5) years prior to bid or proposal submittal where the firm has defaulted; include a brief description of the circumstances;

3. Provide a list of any instances in the five (5) years prior to bid or proposal submittal where the firm has been debarred or received a formal notice of non-compliance or non-performance, such as a notice to cure or a suspension from participating or bidding for contracts, whether related to Miami-Dade County or not.

All of the above information shall be attached to the executed affidavit and submitted to the Procurement Contracting Officer (PCO)/ AE Selection Coordinator overseeing this solicitation. The Vendor/Contractor attests to providing all of the above information, if applicable, to the PCO.

Contract No.:

Federal Employer Identification Number (FEIN):

Contract Title:

Printed Name of Affiant:

Printed Title of Affiant:

Signature of Affiant:

Name of Firm:

Address of Firm:

State:

Zip Code:

Notary Public Information

Notary Public – State of __________________________ County of __________________________

Subscribed and sworn to (or affirmed) before me this __________ day of, __________________________ 20__

by __________________________ He or she is personally known to me or has produced identification

Type of identification produced

______________________________

Signature of Notary Public

Serial Number

Print or Stamp of Notary Public

Expiration Date

Notary Public Seal

5/3/2019 2:08 PM
# Question and Answers for Solicitation #RTQ-00935 - Welding Repairs and Related Services

<table>
<thead>
<tr>
<th>Overall Solicitation Questions</th>
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<tbody>
<tr>
<td>There are no questions associated with this Solicitation.</td>
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**Question Deadline: May 10, 2019 6:00:00 PM EDT**