



INVITATION TO QUOTE
 City of North Miami
 Purchasing Department
 776 NE 125th Street Room 303
 North Miami, Florida 33161

**THIS IS NOT
AN ORDER**

QUOTATION NO.: 18-17-18
TITLE: Boat Storage Rental Services

DUE DATE: April 27, 2018

TIME: 3:30 PM

CONTACT PERSON: Marie Charles
PHONE: (305) 895.9886
E-MAIL: purchasing@northmiamifl.gov

QUOTES SHOULD BE SUBMITTED TO:

City of North Miami
 Purchasing Department
 776 NE 125 ST – 3rd Floor
 Room 303
 North Miami, FL 33161

Or via e-mail to: purchasing@northmiamifl.gov

NOTES:

- 1. All prices shall be F.O.B. Destination delivery point including all costs and freight unless otherwise specified**
- 2. Failure to complete and sign this form renders your bid/quotation non-responsive and ineligible for award**

Price Form:

The prices listed below shall include the total cost to complete the Services including, but not limited to, materials, labor, equipment, bonds, insurances, etc., as necessary to ensure proper delivery of Services and/or products requested by the City of North Miami.

Item	Description	Cost Per Month
1	33 feet Deep Impact Dry Rack Storage	\$
2	33 feet Contender Dry Rack Storage	\$
Grand Total :		\$

Method of Award: Award will be made to the lowest responsive and responsible bidder whose proposal is in the best interest of the City.

Local preference will be applied as applicable (see below)

Addenda Received: Yes No If yes, please indicate the number of addenda received: ____

All Addenda are posted on the City's website at:
http://www.northmiamifl.gov/departments/purchasing/current_bids_proposals.aspx

It is hereby certified and affirmed that the respondent shall accept any awards made as a result of this quotation. Respondent further agrees that prices quoted will remain fixed for a period of sixty (60) days from date quotation is due.

Authorized Signature: _____ Title: _____

Print/Type Name: _____ Phone: _____

E-mail: _____ Fax: _____

Firm Name: _____ F.E.I. ID No.: _____

Address: _____ City: _____ State: _____

1. DEADLINE FOR QUESTIONS:

Any questions or clarifications regarding this Invitation to Quote shall be submitted in writing to the Purchasing Department via email at purchasing@northmiamifl.gov by no later than **Wednesday, April 18, 2018 at 3:30 PM**. Respondent(s) must clearly understand that the only official answer or position of the City will be the one received in writing. All questions and/or requests for clarification received by the City on a timely basis, shall be answered by means of addenda posted on the City's webs

2. BID SPECIFICATION (CRITERIA)

Due to logistical requirements, the storage facility must be located within the City of North Miami limits. The marina must provide full service to include and provide warranty repair work on the police boat engines. In addition, the facility must also provide ability to refuel police vessels and 24 hour launch capabilities.

3. REFERENCES/EXPERIENCE AND QUALIFICATIONS

At a minimum, please provide at least three (3) references of clients to which the vendor has provided similar services (see attached form A-14). Current contact information must be provided. References should include full written details of services provided similar to the ones described herein. Only one reference may be used for services performed on behalf of the City of North Miami.

4. TERM OF CONTRACT

The Contract will commence upon the date established in the City's Notice of Award, which will be contingent upon the completion and submittal of all required solicitation documents. The initial term of this Contract will be for one (1) year with an option to renew for one (1) additional year.

5. INSURANCE AND INDEMNIFICATION

The Contractor must submit, prior to signing of Contract, a Certificate of Insurance naming the City of North Miami as additional insured for Commercial General Liability and/or Auto Liability Insurance. Contractor shall guarantee all required insurances remain current and in effect throughout the term of Contract. All insurance policies required by the Contract shall be maintained in full force and effect throughout the term period. 11

The insurance carriers shall have a minimum of B+ rating based on the latest rating publication of Property and Casualty Insurers of A.M. Best Company (or its equivalent). All insurers must be lawfully admitted to conduct business within the State of Florida. Required insurance coverage must be approved by the City's Risk Management prior to commencement of Project. Contractor may produce any insurance under a "blanket" or "umbrella" insurance policy, provided that such policy or a certificate of such policy shall specify the amount(s) of the total insurance allocated to this Project. Coverage limits shall equal or exceed the amount(s) required by this agreement and shall not be reduced for claims made for other projects undertaken by Contractor.

Respondents must submit with their response, proof of insurance meeting or exceeding the following coverage or a letter of intent to provide the following requirements if awarded a Contract:

5.1 COMMERCIAL GENERAL LIABILITY

With project dedicated minimum limits of \$1,000,000 per occurrence for bodily injury and property damage. This coverage shall also include personal and advertising injury, medical payments and products completed operations to be maintained for 3 years after completion of Project.

5.2 COMMERCIAL AUTOMOBILE LIABILITY

With minimum limit of \$1,000,000 covering any auto including non-owned, hired or leased

5.3 WORKER'S COMPENSATION

As required by the State of Florida with statutory limits, and Employer's Liability with a minimum limit of \$1,000,000 per accident for bodily injury or disease.

Both Commercial General and Automobile Liability insurance policies shall name the City of North Miami as "additional insured". All insurance required herein shall be written as primary policies, not contributing to or in excess of any coverage that the City may carry.

Contractor shall indemnify and hold harmless the City and its officers, employees, agents and instrumentalities from any and all liability, losses or damages, including attorneys' fees and costs of defense, which the City or its officers, employees, agents or instrumentalities may incur as a result of claims, demands, suits, causes of actions or proceedings of any kind or nature arising out of, relating to or resulting from the performance of an Agreement by the Contractor or its employees, agents, servants, partners principals or Subcontractors.

Contractor shall pay all claims and losses in connection therewith and shall investigate and defend all claims, suits or actions of any kind or nature in the name of the City, where applicable, including appellate proceedings, and shall pay all costs, judgments, and attorney's fees which may issue thereon.

Contractor expressly understands and agrees that any insurance protection required by this Agreement or otherwise provided by Contractor shall in no way limit the 12 responsibility to indemnify, keep and save harmless and defend the City or its officers, employees, agents and instrumentalities as herein provided.

The Contractor must submit, no later than ten (10) days after award and prior to commencement of any Work, a Certificate of Insurance naming the City of North Miami as additional insured.

6. LOCAL VENDOR PREFERENCE

The evaluation of competitive Solicitations is subject to Section 7-151, City Code which, except where contrary to federal and state law, or any other funding source requirements, provides that preference be given to local businesses. To satisfy this requirement, the Respondent shall submit in writing its compliance with any two of the following objective criteria (**see Form A-3**).

A local business shall be defined as:

- a) A business located in the City with a current City business tax receipt issued prior to the City's issuance of the solicitation for supplies or services; and/or
- b) Has at least ten (10) percent of its total workforce residing in the City prior to the City's issuance of the solicitation for supplies or services; and/or
- c) Subcontracts at least ten (10) percent of the contractual amount of a City project with subcontractors who are physically located within the City (**must submit Form A-3(a)** as part of the Proposal).

The local business preference is used to assign a preference of ten (10) percent of the total evaluation point, or ten (10) percent of the total price to those Respondents who qualify for this preference.

The Respondent seeking local business reference has the burden to show that it qualifies for the preference, by submitting supporting documentation, to the satisfaction of the City. Failure to do so may result in being considered ineligible for local business preference.

The offeror, supplier, or contractor seeking the local business preference has the burden to show that it qualifies for the preference, to the satisfaction of the City.

All referenced forms can be found on the City's website at <http://www.northmiamifl.gov/departments/purchasing/forms.aspx>

ADDITIONAL INFORMATION:

Award of this bid will be made to the lowest responsive and responsible bidder, whose quote is in the best interest of the City. All vendors must be registered with the Florida Department of State Division of Corporations (Sunbiz) and with the City of North Miami.