



The School Board of Miami-Dade County, Florida
 SCHOOL BOARD ADMINISTRATION BUILDING
 Bureau of Procurement and Materials Management
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BID/RFP ADDENDUM

Date: June 4, 2012
 Addendum No. 1

BID/RFP No.: 046-MM03

BID/RFP TITLE: Water-Based Fire Protection Systems Inspection, Maintenance and Services Contract

This addendum modifies the conditions of the above referenced BID/RFP as follows:

Specifications: Section 1.5.1 PROCEDURES FOR FIRE PUMP CONTROLLERS AND TRANSFER SWITCH REPAIRS has been added.

The attached pages containing clarifications, additional information and requirements constitutes an integral part of the referenced bid.

- 1 If your bid/proposal has not been mailed, substitute the pages marked REVISED and mail your entire bid/proposal package. **REMEMBER TO SIGN THE BIDDER QUALIFICATION FORM.**

OR

2. If your bid/proposal has been mailed, sign and return this addendum form with the revised pages by the time and date indicated on the Bidder Qualification Form. **BY SIGNING THIS ADDENDUM, THE VENDOR AGREES TO THE TERMS AND CONDITIONS CONTAINED IN THE BIDDER QUALIFICATION FORM AND ALL RELATED BID DOCUMENTS.**

I acknowledge receipt of Addendum Number

PLEASE NOTE: If your firm has mailed a copy of this bid/proposal to another vendor, it is your responsibility to forward them a copy of this addendum.

(PLEASE TYPE OR PRINT BELOW)

LEGAL NAME OF BIDDER: _____

MAILING ADDRESS: _____

CITY, STATE ZIP CODE: _____

TELEPHONE NUMBER: _____ E-MAIL I.D. _____ FAX # _____

BY: SIGNATURE (Manual): _____
 OF AUTHORIZED REPRESENTATIVE

NAME (Typed): _____ TITLE: _____
 OF AUTHORIZED REPRESENTATIVE

MIAMI-DADE COUNTY PUBLIC SCHOOLS
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PART 1 - GENERAL

1.1 SUMMARY

It is the intent of this contract to maintain fully operational and trouble free water-based fire protection systems at all times in compliance with OEM standards at Miami-Dade County Public Schools (M-DCPS) facilities. These are minimum inspection, testing, corrective and preventive maintenance frequencies, responsibilities, and reporting procedures. The minimum standards as noted herein are intended as guidelines for the Vendor. The awarded Vendor shall be responsible to inspect, test, correct, and perform preventive and corrective maintenance on these systems in compliance with current applicable codes, regulations, rules, standards, and statutes. Emergency maintenance repairs due to external forces such as lightening, flood or other natural disasters, repairs due to vandalism, parts replacement and labor associated with these emergency services are an additional cost to M-DCPS under Section 2.2, ADDITIONAL SERVICES. This contract shall secure firm prices for the term of the contract for corrective and preventive maintenance, required inspections, repairs, materials, labor, training and written reports of water-based fire protection systems and associated accessories as specified hereunder. All services performed by the vendor shall comply with the requirements of the references listed under Section 1.3, unless otherwise specifically addressed by this contract.

1.2 INITIAL PERFORMANCE REQUIREMENTS

Vendor shall complete within 45 days after issuance of purchase orders by M-DCPS, Procurement Management Services **all inspections, assessments, and testing needed to remedy corrective repairs to bring the systems to OEM standards.** Vendor shall submit a Form A (via email or fax), indicating costs for **initial immediate repairs** (broken, leaking, and/or non-operational parts); repairs due to external forces such as lightening, flood, or other natural disasters; and repairs due to vandalism. When submitting the initial repairs Form A (including for rusted and/or corroded fire sprinkler heads); vendor shall indicate the **exact location** of each needed repair i.e., building number; room number; floor number; north, east, south, west of building; inside/outside of building, etc. Initial repair Form A's will only be accepted upon MDCPS' verification of said needed repairs. Any emergency repairs shall be reported within 24 hours via phone call, writing, facsimile, e-mail, and/or other electronic means on quotation Form "A", as appropriate.

Vendors shall not submit Form A's for devices or parts that will not cause the immediate non-operation of fire sprinkler system. However, devices or parts which the vendor and MDCPS deem as a future problem, shall be corrected under the guidelines of preventive and/or corrective maintenance. Vendor shall immediately submit Form A's required for initial repairs, upon completion of inspection, and not hold to submit with 1st quarter inspection reports and invoices. Vendor shall have **30** days after issuance of initial repair purchase order to complete repairs as outlined on Form A; otherwise all repair costs will be incurred by vendor. All future repair costs will be incurred by vendor and subject to Sections F. Corrective Maintenance and G. Preventative Maintenance.

During the first inspection, vendor shall document on Supplemental Inspection Report Form, the total number of fire sprinkler heads, standpipes, fire pumps, deluge systems, backflow preventers, missing escutcheon covers, and the existence or non-existence of jockey pumps and backflow double check valve assemblies at each school/facility.

Note: Previous years' Form A's of returning vendors shall be null and void at the commencement of new term bid contract. Furthermore, said vendors shall only have **30** days to re-assess systems and submit initial immediate repairs report, instead of the 45 days allowed for new vendors.

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1.3 REFERENCE

- A. All work shall conform to the general provisions of this Contract, including General and Special Conditions and Technical Specifications contained herein.
- B. All work including, but not limited to inspections, testing, corrective and preventive maintenance shall be performed in accordance with the following codes, regulations, rules, standards and/or statutes.
 - 1. Florida Building Code (FBC)
 - 2. Occupational Safety and Health Act (OSHA), CFR 29 1900 - 1910.END – Current Standards
 - 3. National Fire Protection Association (NFPA) 13 - Current, Standard for the Installation of Fire sprinkler Systems
 - 4. NFPA 25 (Current) - Standard for the Inspection, Testing, and Maintenance of Water-Based Fire Protection Systems
 - 5. NFPA 25 (Current) - Standard for the Care, Use, and Service Testing of Fire Hose, Including Couplings and Nozzles
 - 6. State Fire Marshal Rule (SFM), Chapter 4A-46, Fire Protection System Contractors and Systems (Current)
 - 7. Florida Statutes (FS), Chapter 633, Fire Prevention and Control (Current)
 - 8. Underwriters Laboratories (UL)
 - 9. Factory Mutual (FM)
 - 10. Original Equipment Manufacturer (OEM)
 - 11. NFPA 72 National Fire Alarm and Signaling Code
- C. In case any of these codes, regulations, rules, standards, and/or statutes are revised and reissued, all work performed shall conform to the revised code, regulation, rule, standard, and/or statute **without** additional cost to M-DCPS.

1.4 RELATED TECHNICAL SPECIFICATIONS:

The following related sections of the M-DCPS Master Specification Guidelines are included as technical specifications for work that may be performed when requested by M-DCPS under Section 2.2, ADDITIONAL SERVICES.

- 1. 02221 EXCAVATING, BACKFILLING, AND COMPACTION FOR UTILITIES
- 2. 02511 ASPHALTIC CONCRETE PAVING
- 3. 02513 PORTLAND CEMENT CONCRETE PAVING
- 4. 02529 CONCRETE SIDEWALKS, STRAIGHT CURBS, CURBS, GUTTERS, AND WHEEL STOPS
- 5. 02580 PAVEMENT MARKING
- 6. 02931 TREE AND PLANT PROTECTION

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- 7. 02935 SODDING
- 8. 15300 FIRE PROTECTION (GENERAL REQUIREMENTS)
- 9. 15320 FIRE PUMP AND CONTROLS
- 10. 15330 AUTOMATIC FIRE SPRINKLER PIPING
- 11. 15375 STANDPIPE AND HOSE SYSTEMS
- 12. 15501 WET AUTOMATIC FIRE SPRINKLER SYSTEMS
- 13. 16721 FIRE ALARM DETECTION SYSTEM

1.5 DEFINITIONS

- A. Authorized M-DCPS Representative: The Authorized M-DCPS Representative shall be the Supervisor of Central Inspections or Coordinator of water-based contracts.
- B. Contract Effective Date: The date of award by the School Board.
- C. Facility: All building structures at a single location, which is designated as a school, an administrative or ancillary site.
- D. Water-Based Fire Protection Systems Services Contract: This Contract is an agreement between the fire protection system service vendor and M-DCPS for the Vendor to provide an all-inclusive bid price for required inspections, tests, corrective and preventive maintenance. **This Contract is all-inclusive of required inspections, tests, corrective and preventive maintenance.** Except where noted under additional service line items and/or at the discretion of MDCPS.
- E. Inspections:
 - 1. All fire sprinkler, standpipe, fire pump, valves, valve components, trim, deluge systems (including panel and automatic detection devices), FDC, and fire hose system inspections shall be performed according to NFPA 25 standards.
 - 2. Weekly Fire Pump inspections shall include **all system components** including (but not limited to): valves, tanks, piping, pump suction/discharge/ bypass valves, suction & system line pressure gauges, suction reservoir, and sensing lines.
 - 3. All Deluge and Pre-Action Systems, panels, components, and automatic detection equipment must be inspected according to NFPA 25 standards.
 - 4. **Vendor must leave a copy of the fire sprinkler system report at the facility site (in a binder labeled "Fire Sprinkler Inspections" upon completion of inspection and before leaving school/facility site.**
 - 5. Vendor shall provide each site with an original of NFPA 25 (current edition).
- F. Corrective Maintenance: Items are inclusive of Inspection Bid Price.
 - 1. Trouble-shooting
 - 2. Adjust, Repair, Rebuild or Replace Fire Pump Controller and all related components.
 - 3. Adjust, Repair or Rebuild Fire Pumps (and all related components) due to wear and tear.

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4. Adjust, Repair or Replace Deluge System, Control Panel and all related components (including batteries).
5. Adjust, Repair or Replace **all** internal & external related components of fire line Backflow Preventers.
6. Adjust, Repair or Replace Standpipe system and **all** related components.
7. Adjust, Repair or Replace post indicator valves (PIV) and all related components.
8. Adjust, Repair, Rebuild or Replace **all** fire sprinkler system & fire pump controller switches (including, but not limited to): tamper, flow, transfer, isolating, pressure, start or stop, and mercooid switches.
9. Adjust, Tighten, Replace or Repack **all** valves (including but not limited to): check, butterfly, circulation relief, deluge, drain & test, angle, 3-way, inspector's test, air relief, and OS&Y valves (any size).
10. Adjust, Tighten, Repair or Replace drive coupling, pressure transducer, fuel transfer pump, suction/discharge pipes, fittings, and bypass valves.
11. Adjust, Tighten or Replace fire pump packing, bearings, main shaft, LH sleeve, RH sleeve, nuts and bolts.
12. Adjust or Replace **all** pressure gauges, suction gauges, gaskets and mechanical tees.
13. Adjust fire pump test header to open position
14. Replace **all** leaking, rusted or corroded fire sprinkler pipes, pipe fittings, couplings, and coupling guard.
15. Replace **all** leaking, rusted, loaded, and corroded fire sprinkler heads.
16. Replace main contactor w/coil, power monitor, and start relay.
17. Replace pressure sensing lines.
18. Replace or Repair rusted components of fire pump assembly.
19. Replace or Refasten damaged or loose pipe hangers and seismic braces.
20. Replace all worn fire hoses, valves, nozzles, and hose rack assembly.
21. Replace burned-out bulbs on fire pump controller.
22. Replace spare fire sprinkler heads, box and wrench.
23. Replace FDC caps.
24. Clean clogged fire pump impellers

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Notes

- **Labor fees shall be inclusive on all emergency corrective maintenance costs.**
- **Corrective maintenance work includes ALL parts, components and devices associated with a fire sprinkler system, but are not limited to the above mentioned items.**
- **Hi-Lift rental costs shall be incurred by the vendor.**
- **Subcontractor costs incurred by the vendor shall be paid by the vendor.**
- **Fire sprinkler pipe leaks above tiled ceilings are inclusive of inspection bid price.**

G. **Preventive Maintenance:** Items are inclusive of Inspection Bid Price

1. Annually, or as needed, lubricate, adjust and activate control valve stems, fire pump bearings, fire pump motor bearings, fire department connection (FDC) swivels, rotors, post indicator valves (PIV) , and all related fire sprinkler components.
2. Annually or as needed adjust or replace packing glands on valves, pumps, and all related fire sprinkler components; replace gland nuts and bolts at any sign of wear or corrosion.
3. Maintain by clearing (if obstructed), fire pump drain lines and impellers, circulation relief valves (CRV), and CRV drain line as needed and appropriate.
4. Replace leaking, rusted and corroded fire sprinkler pipes.
5. Replace all leaking, rusted, loaded and corroded fire sprinkler heads.
6. Replace outdated and/or defective pressure gauges, suction gauges and gaskets as needed and appropriate.
7. Annually or as needed, adjust tamper and flow switches (including target flag on PIV).
8. During annual inspections, all fire sprinkler heads, pipes, pipe fittings, couplings, coupling guards and valves shall be checked, repaired and/or replaced.
9. During each testing, corrective maintenance, preventive maintenance, and annual inspection, FDC connections shall require flushing of the line for a minimum of ten (10) minutes, and recapped with a red colored aluminum exterior eyelet mounted cap.
10. Inspection, adjustments, replacement, or additions of all backflow preventer components according to NFPA 25 standards.
11. Check fire pump and its drive at the coupling for proper angular and parallel alignment, and adjust to maintain proper alignment annually or as needed.
12. Inspecting, Tagging, and Replacing of all worn fire hoses, fire valves, nozzles, and hose racks.

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13. Hydrostatically test fire hoses as required by NFPA 25.
14. Replacing burnt-out bulbs on fire pump controller as needed.
15. Cleaning strainers annually or as needed.
16. Adjust fire pump test header.
17. Install as needed, signage/identification tags at control valves, main drains and inspector test valves.
18. Replacing Deluge Panel batteries as needed.
19. **Reported deficiencies must be repaired before next required inspections to facilitate prompt payment.**

Notes

- **Preventative maintenance work includes ALL parts, components and devices associated with a fire sprinkler system, but are not limited to the above mentioned items.**
- **Hi-Lift rental costs shall be incurred by the vendor.**
- **Subcontractor costs incurred by the vendor shall be paid by the vendor.**
- **Fire sprinkler pipe leaks above tiled ceilings are inclusive of inspection bid price.**

- H. **Emergency:** A situation or occurrence of a serious nature as designated by the Authorized M-DCPS Representative including but not limited to **major** leaks, vandalism, external forces such as lightning, flood or other natural disaster, disruption of the educational process, any life threatening situation for building occupants, or for **reasons other than those mentioned under Corrective and Preventative Maintenance.** Emergencies include but are not limited to:
1. Complete system failure
 2. Fire sprinkler system leaks which floods the surrounding area
 3. Fire sprinkler system repairs located above **hard** ceilings.
 4. Repairs to broken underground fire mains
 5. Repairs required as a result of vandalism, fire or other natural disaster
 6. Response time to an emergency designated by the Authorized M-DCPS Representative shall be within one (1) hour and not exceed four (4) hours.
- I. **M-DCPS:** Miami-Dade County Public Schools.
- J. **OEM:** Original Equipment Manufacturer

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- K. Qualifier: The person who possesses a certificate of competency issued by the State Fire Marshal's office as a Fire Protection System Contractor I or II, per FS 633 and SFM Rule 4A-46.
- L. School Board: The Board of elected officials who are directly responsible to the public for the enforcement of all policies and procedures for M-DCPS.
- M. Subcontractor: A Subcontractor is a person or entity who enters into a contract with the awarded Vendor for the performance of any part of an awarded Vendor's work at no cost or responsibility to M-DCPS. Subcontractor costs shall be paid by the vendor.
- N. Trouble-shooting: Systematic search for the source of problem so it can be solved; requires identification of malfunctions within a system.
- O. Vandalism: Willful or malicious destruction or defacement of MDCPS property.
- P. Service Call: Request for vendor to assess and repair reported deficiencies at MDCPS schools/facilities in a prompt and efficient manner. All service requests must be responded to within 4 hours of initial call.
- Q. New Vendor: Owner/Company who was not previously awarded any portion of Water-Based Fire Protection System Term-Bid Contract.
- R. System Descriptions as defined by NFPA 25:
1. Wet-Pipe Fire Sprinkler System: A sprinkler system employing automatic sprinklers attached to a piping system containing water and connected to a water supply so that water discharges immediately from sprinklers opened by heat from a fire.
 2. Dry Pipe Fire Sprinkler System: A sprinkler system employing automatic sprinklers that are attached to a piping system containing air or nitrogen under pressure, the release of which (as from opening of a sprinkler) permits the water pressure to open a valve, known as a dry pipe valve, and the water then flows into the piping system and out the opened sprinklers.
 3. Preaction Fire Sprinkler System: A sprinkler system employing automatic fire sprinklers attached to a piping system that contains air that might or might not be under pressure, with a supplemental fire detection system installed in the same areas as the sprinklers.
 4. Deluge Fire Sprinkler System: A sprinkler system employing open sprinklers that are attached to a piping system that is connected to a water supply through a valve that is opened by the operation of a detection system installed in the same areas as the sprinklers. When this valve opens, water flows into the piping system and discharges from all sprinklers attached thereto.
 5. Wet Standpipe Systems: A standpipe system having piping containing water at all times.
 - a. Class I: A Class I standpipe system provides 65mm (2 ½ in.) hose connections or 65mm (2 ½ in.) hose stations supplied from a standpipe or combined riser in order to supply water for use by fire departments and those trained in handling heavy fire streams.

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- b. Class II: A Class II standpipe system that provides 40 mm (1 ½ in.) hose stations to supply water for use primarily by the building occupants or by the fire department during initial response.
 - c. Class III: A Class III standpipe system that provides 40 mm (1 ½ in.) and 65 mm (2 ½ in.) hose connections or 40mm (1 ½ in.) and 65 mm (2 ½ in.) hose stations supplied from a standpipe or combination riser in order to supply water for use by building occupants and a larger volume of water for use by fire departments and those trained in handling heavy fire streams.
- S. Vendor: Vendor shall be the contractor or service company who is awarded this Contract, also referred to as Fire Protection System Contractor.

1.5.1 PROCEDURES FOR FIRE PUMP CONTROLLERS AND TRANSFER SWITCH REPAIRS

Repairs to Fire Pump Controllers and/or Transfer Switch due to external forces such as lighting, and vandalism are not covered by the base contract only if the following is provided to MDCPS. If this criteria is met A-forms can be submitted for review.

1. Lighting verification by a factory authorized representative of the panel.
2. An MDCPS representative is brought on site and can verify a lighting event in the school or area.
3. Other systems in the school show signs of verified lighting damage.
4. Vandalism can be verified by a photo or physical evidence.

Power fluctuations or surges are NOT considered an external force and ARE covered under the base contract. If a surge does strike a panel surge suppression must be installed during the repair of the panel under the base contract.

1.6 PURPOSE

It is the intent of this Contract to inspect, test and perform corrective and preventive maintenance of water-based fire protection systems in compliance with referenced codes, regulations, rules, standards and/or statutes. This Contract shall secure firm prices for the term of the Contract for required inspections, testing, corrective and preventive maintenance including labor, and written reports of water-based fire protection systems and associated accessories as specified herein. All services performed by the Vendor shall comply with the requirements of the references listed under Section 1.3, REFERENCE. All other services including but not limited to emergencies, repairs due to external forces such as lightning, flood or other natural disaster, repairs due to vandalism, parts replacement and labor associated with these services are an additional cost to M-DCPS under Section 2.2, ADDITIONAL SERVICES.

1.7 VENDOR QUALIFICATION

- A. The Vendor shall possess an occupational license for the purpose of fire protection system services and be certified by the SFM as a Fire Protection System Contractor I or II, per FS 633 and SFM Rule 4A-46. The qualifier at all times shall be a full-time employee or officer of the Vendor.
 1. Individuals inspecting and/or testing the District's Water-Based Fire Protection Systems shall possess a valid and subsisting Inspectors Certificate issued by State Fire Marshal's Office. The Vendor's inspectors shall be full-time employees.

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2. Fire protection system mechanics shall possess a Journeyman Fire Sprinkler Certificate of Competency issued by Miami-Dade County or the equivalent issued by other Florida counties. The Vendor's mechanics shall be full-time employees.
- B. Contractor must possess a valid Contractor Prequalification Certificate at the time of bid. Contractor's who have been prequalified pursuant to State Requirements for Educational Facilities (SREF [1999]), Chapter 6-2, Section 4.1(8), Florida Statute 1013.47(2), and M-DCPS' Board Rule 6Gx13-7 D-1.05, will be permitted to perform work classified under this bid. A copy of the Certificate of Contractor Prequalification or proof of status issued by the Office of Contractor Prequalification is required to be submitted with the bid.
- C. Vendor shall maintain offices, and personnel within the State of Florida. Vendor shall be accessible by a local or toll free telephone number during regular business hours. Local or toll free contact number for emergencies shall be available twenty-four (24) hours a day, seven (7) days per week.
- D. Each contractor is required, and shall have the capability, to simultaneously perform all work described herein at multiple locations throughout Miami-Dade County on a timely basis.
- C. **Vendor shall have on hand all necessary equipment, tools and materials needed to meet the service requirements under this Contract.**
- D. Vendor shall submit two (2) letters of reference from service contract customers where work similar in scope has been performed for a period of not less than two (2) years. These two (2) references shall be from customers with multiple facilities, similar in nature to M-DCPS, where the Vendor provided services as defined in Section 1.5, DEFINITIONS.

1.8 SUBCONTRACTING

- A. Subcontracting shall be allowed for the purpose of inspecting, testing, and/or maintenance repairs of water-based fire protection systems under this Contract.
- B. Any subcontractor hired by the awarded bid vendor, is the sole responsibility of the bid vendor to regulate and guarantee work. The awarded bid vendor is also responsible to pay subcontractor(s) expenses at no cost to M-DCPS. In addition, the awarded bid vendor is responsible to ensure that their subcontractor(s) meet M-DCPS bid qualifications as does a vendor.
- C. The vendor is responsible for all payments, invoicing and documentation of their subcontractors. M-DCPS will **NOT** be held responsible for **ANY** subcontractor's contract (i.e. payment, to subcontractor, awarding of work to subcontractor, etc.)
- D. No purchase orders or payments will be issued to anyone other than the awarded vendor.

1.9 QUALITY ASSURANCE

- A. Notification of System Failure:

Should any action performed by Vendor result in a fire protection system failure, the Vendor shall immediately inform, by phone and followed by facsimile or e-mail, the M-DCPS Authorized Representative of the anticipated down time period. The Vendor shall make every effort to expedite repairs and minimize down time period.

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- B. System Condition:
1. **Anytime services are provided, the Vendor shall ensure that the fire protection systems are left in an operable condition.**
 2. The Vendor shall ensure that the fire protection system is properly tagged after the conclusion of each inspection, test or maintenance in accordance with SFM Rule 4A-46.
- C. Vendor Response:
- The Vendor shall respond to verbal or e-mail service requests from an M-DCPS Authorized Representative within two (2) hours and arrive at requesting facility site within four (4) hours of initial request. The Vendor shall submit quotations to authorized M-DCPS representatives within 24 hours.** Any unwarranted service calls will be at cost of \$150.00 to MDCPS. Vendor shall, upon receipt of a purchase order for service under this contract, commence work immediately or as specified by the purchase order. **Failure to respond in a timely manner to M-DCPS requests for service may constitute grounds for termination of this Contract.** See Section 1.14, M-DCPS RESERVES THE RIGHT: (D).
- D. Any change in the Vendor's occupational license, qualifier or qualified personnel status shall be reported in writing to the M-DCPS Authorized Representative within five (5) working days of its occurrence.

1.10 SITE INVESTIGATIONS

- A. **Prospective Vendors are encouraged to make site inspections of listed facilities to familiarize themselves with the unique environment where the work is to take place. Failure to consider the type of equipment and/or systems, safety considerations, or any conditions unique to an M-DCPS facility shall not entitle the Vendor to additional payment after bid award.**
- B. Site inspection of water-based fire protection systems and associated equipment to ascertain the bid price of each listed location shall be the responsibility of the Vendor. Inspection costs for new facilities added to the contract, shall commensurate with the existing prices according to the appropriate category, i.e.: Elementary, Middle, and Senior High Schools. Bid pricing shall include all existing and future buildings on facility site. If a new building is added to an existing facility site, the vendor is required to inspect the new and old buildings.
- C. The Vendor shall contact each M-DCPS site's administrator or principal to coordinate a site inspection or repair at a minimum of **48 hours in advance** of their intended visit, and send a weekly site inspection and/or repair schedule to the Department of Central Inspections.
- D. Upon award of bid, vendor shall be required to provide each site location with a notebook binder for water-based inspection reports to be added as inspections are performed. Said log book shall be retained at each site location (in the Main Office) for review by the Fire Safety Inspector.
- E. Bid price of each listed location shall include all required inspections, testing, corrective and preventive maintenance of the system per referenced codes, regulations, rules, standards and/or statutes. Inspection costs for new facilities added to the contract, shall commensurate

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with the existing prices according to the appropriate category, i.e.: Elementary, Middle, and Senior High Schools. **Bid pricing shall include all existing and potential future buildings on facility site.** In the event a new building is added to an existing facility site, the vendor is required to inspect the new and old buildings at no additional cost to MDCPS.

1.12 REQUIRED BID DOCUMENTATION

- A. As part of the bid submittal, Vendors and/or their subcontractors are to submit the following documents:
1. Copy of Vendor's Occupational License. See Section 1.7, VENDOR QUALIFICATION, (A).
 2. Copy of Vendor's Fire Protection System Contractor I or II Certificate. See Section 1.7, VENDOR QUALIFICATION, (A).
 3. List of emergency telephone numbers and twenty-four (24) hour contact number, if applicable. See Sections 1.7, VENDOR QUALIFICATION, (B).
 4. Two (2) references from existing service contract customers. See Section 1.7, VENDOR QUALIFICATION, (D).
 5. Bid proposal forms.
 6. If using a subcontractor(s) the awarded vendor must submit a signed agreement with said subcontractor(s) showing the length of the agreement.
 7. A valid e-mail address.
 8. A copy of vendor's M-DCPS Contractor Prequalified Certificate, obtained through the Office of Compliance and Business Services.
- B. All documents supplied must meet with the approval of M-DCPS Procurement Management Services and/or Maintenance Operations before the Vendor is recommended for award. M-DCPS will be the sole judge as to the adequacy of the submitted documents.
- C. Failure to provide the required documentation may result in Vendor's bid being rejected as non-responsive.

1.13 SUBMITTALS AFTER AWARD

- A. The Vendor shall submit in writing to M-DCPS the names of all individuals in their employ that are to perform services on water-based fire protection systems at M-DCPS facilities, within 5 business days of award. Vendor shall immediately update any change in the list of individuals that perform inspection, testing, corrective and preventive maintenance of fire protection systems and shall report in writing such changes to the M-DCPS Authorized Representative within five (5) working days of its occurrence.
- B. Copy of Inspector Certificate issued by the State Fire Marshal's Office for those individuals who will be inspecting and testing the District's Water-Based Fire Protection Systems. See Section 1.7, VENDOR QUALIFICATION, (A).

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- C. Copy of each mechanics Journeyperson Fire Sprinkler Certificate of Competency issued by Miami-Dade County or the equivalent issued by other Florida counties.
- D. Copy of a blank service order (service ticket or work order), blank inspection and test form(s) and a blank 4A-46 tag. The Vendor may mark these void.
- E. Vendor shall submit an additional copy of satisfactory evidence of adequate insurance coverage in accordance with FS 633.521 and requirements found elsewhere in these bid documents to Maintenance Operations, Central District Alarms.
- F. Other requirements as provided under the “Instructions to Bidders and Special Conditions”.
- G. Upon request Vendor shall supply product data for fire protection system components provided under this Contract, including but not limited to the following:
 - 1. Piping including fittings, etc.
 - 2. Backflow preventers.
 - 3. Valves.
 - 4. Specialty valves, accessories, and devices.
 - 5. Alarm devices. Include electrical data.
 - 6. Air compressors.
 - 7. Fire department connections. Include type of fire department connection; number, size, type, and arrangement of inlets; size and direction of outlet; and finish.
 - 8. Fire department roof Siamese Connection. Include type of fire department connection; number, size, type, and arrangement of outlets; and finish.
 - 9. Hose valves. Include size, type, and finish.
 - 10. Hose valves and racks, hoses, and nozzles. Include size, type, and finish of hose valves; type and length of hoses; finish of hose couplings; type, material, and finish of nozzles; and finish of rack.
 - 11. Fire sprinklers, escutcheons, and guards. Include fire sprinkler flow characteristics, mounting, finish, and other data.
- H. All documents supplied must meet with the approval of the M-DCPS Procurement Management Services and Maintenance Operations. M-DCPS will be the sole judge as to the adequacy of the submitted documents.
- I. The vendor must submit an updated subcontractor(s) agreement once the length of the agreement has expired or if an agreement is terminated or otherwise noted.

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1.14 SERVICES NOT INCLUDED

- A. Carbon dioxide (CO₂), clean agent, dry chemical, halon, and wet chemical automatic fire suppression systems found in computer rooms, food labs, kitchen hoods, and spray booths, are not within the scope of this Contract.
- B. Initial immediate repairs shall be forwarded to the Authorized M-DCPS Representative by use of quotation form "A", as appropriate.

1.15 M-DCPS RESERVES THE RIGHT:

- a. To repair, replace, alter, and/or retrofit systems as needed to comply with current referenced codes, regulations, rules, standards and statutes.
- b. To solicit up to three (3) additional proposals for repairs not covered in all-inclusive price, when MDCPS deems the awarded vendor's cost is exorbitant.
- c. At M-DCPS's sole discretion, to adjust this contract for any single facility, when any water-based fire protection system covered under this contract is replaced, and/or new construction or modifications increases or decreases the number of fire sprinkler heads and/or standpipes as per line item for like facility. In no instance shall an increase or decrease be greater than 25% of the annualized cost of the contract.
- d. At its sole option, to add or delete from this contract, any site(s) with a water-based fire protection system.

The Vendor will be notified, in writing of any changes to the sites given in these specifications.

- 1. Should a facility be deleted, the Vendor will be given thirty (30) days written notice of intent to remove the facility from the contract, and the contract price for that site will be deducted from future payments to the Vendor on a prorated basis.
 - 2. Should a facility be added to this contract, the contract price for that facility will be based upon similar equipment already under contract. In the event that no similar equipment exists under this contract, M-DCPS will negotiate with the Vendor an acceptable cost for the duration of the contract. M-DCPS will be the sole judge as to the existence of similar equipment under this contract.
- E. To award to the next low bidder or re-bid as appropriate and terminate any work awarded under this Contract in the event of default as indicated in Section V, Awards, Paragraph E, Default, of the Instructions to Bidders.
 - F. To cancel this Contract in its entirety, or any awarded group or any single facility covered under this Contract, upon thirty (30) days written notice to the Vendor.
 - F. In the event the Vendor fails or neglects to perform any required services properly and diligently in an acceptable manner and in compliance with this Contract, M-DCPS shall notify the Vendor in writing, listing the specific services to be performed and a specified time frame for completion. If the services are not performed within the time specified in an acceptable manner, M-DCPS may, seven (7) days after written notice to the Vendor of the deficiencies, accomplish the required services by any method M-DCPS deems necessary. The cost

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thereof will be deducted from the Contract price and may become due from the Vendor to M-DCPS; and/or at M-DCPS option, M-DCPS may declare that portion of the contract awarded to the vendor in default and proceed with termination in accordance with Section 1.15, M-DCPS RESERVES THE RIGHT:, (D).

- H. **No inspections shall be performed on any approved legal holiday, and/or School Board approved holiday, during FCAT testing, or other School Board approved closures, (i.e. Winter and Spring Recess), unless authorization is given and prior arrangements have been made.**

1.16 FACILITY USE, CLEAN UP, PROTECTION, AND SAFETY

- A. The Vendor shall not utilize restrooms, cafeteria, M-DCPS equipment, materials and tools without prior permission from the site administrator.
- B. The Vendor shall remove all tools, equipment, and material from premises immediately upon completion of work.
- C. The Vendor shall leave the work area ready for use and occupancy without the need of further cleaning of any kind.
- D. The Vendor shall ensure protection of the existing equipment, structure, and building occupants.
- F. The Vendor shall not obstruct passageways or other means of egress.
- G. Inspection, testing and maintenance activities shall be conducted in a safe manner and in accordance with all applicable codes, regulations, rules, standards and statutes including but not limited to OSHA and FBC.
- G. The inspection, testing, and maintenance of water-based fire protection systems may involve or result in a system being out of service. The procedures outlined in NFPA 25, Chapter 14, Impairments, shall be followed when such impairment to a water-based fire protection system occurs.
- H. All personnel employed by the vendor, including any subcontractor and subcontractor's employees when applicable, shall display at all times an identification badge which shall include the employees name, the employers name and either a physical description or a photograph of the employee. Employees without proper identification shall not be permitted to work on M-DCPS property.
- I. The vendor's employees, subcontractors and its employees, and any other personnel including material suppliers engaged in any activities encompassed by this Term Bid are strictly forbidden from participating in any manner and form of interaction with students of M-DCPS. Violation of this provision shall result in removal of the individual(s) involved from the school site, the project, and further, the vendor shall be prohibited from employing the individual in any future work with M-DCPS performed under this term bid.

1.17 INVOICING

- A. All invoices shall be forwarded via e-mail to centralinspections@dadeschools.net or a flash drive can be submitted to Central Inspections per billing cycle.

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1. The original invoice shall be sent to:

**MIAMI-DADE COUNTY PUBLIC SCHOOLS
MAINTENANCE OPERATIONS, CENTRAL INSPECTIONS
ATTN: CENTRAL INSPECTIONS ADMINISTRATOR
12525 N.W. 28 AVENUE, ROOM 144
MIAMI, FLORIDA 33167-2507**

- B. All invoices for services as described in Section 1.6, PURPOSE shall be submitted for payment quarterly at the end of each quarter.
- C. Along with the quarterly invoices, the Vendor shall submit reports of all inspections and tests, corrective and preventive maintenance conducted via e-mail or flash drive.

Note: Invoices not submitted in accordance with these provisions will not be processed for payment and will be returned to the Vendor.

- D. Invoices for additional services performed under Section 2.2, ADDITIONAL SERVICES shall be submitted within five working days of completion.
- E. Unauthorized Work:

The Vendor shall not be paid for any services:

1. Performed outside the scope of this Contract
2. Not authorized by the M-DCPS Authorized Representative
3. Not covered by a M-DCPS purchase order
4. **M-DCPS does not pay an overtime rate for any services rendered under this contract**

1.18 MAINTENANCE

- A. Any parts requested by M-DCPS shall be turned in within five working days to Central Inspections. Parts will be tagged with facility name, address, and date replaced. Accompanying the parts will be the service ticket documenting the reasons why the parts were replaced.

PART 2 - EXECUTION

2.1 INSPECTION, TESTING, CORRECTIVE AND PREVENTIVE MAINTENANCE

- A. Inspection, testing, corrective and preventive maintenance will commence immediately upon issuance of a purchase order to the Vendor by Procurement Management Services. All work shall be scheduled at least 48 hours in advance with the site administrator or principal. The site administrator or principal can only authorize work after regular business hours.

During the initial (first) inspection, testing, corrective and preventive maintenance the Vendor shall quantify and identify the manufacturer and model of all fire sprinkler heads at each facility. This information shall be submitted in writing with the first quarterly billing.

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- B. All components and systems shall be inspected and tested to verify that they function as intended. Frequency of inspection and tests shall be in accordance with NFPA 25, or upon M-DCPS Authorized Representative request, and that of any applicable standards referenced herein.
- C. **Components or portions of water-based fire protection systems that require valves to be opened or closed shall be returned to service with verification that all valves are restored to their normal operating position. Plugs or caps for auxiliary drains or test valves shall be replaced.**
- D. Test results shall be compared with those of the original acceptance test (if available) and/or with the most recent test results (if available).
- H. The form for the submission of inspection, testing, corrective and preventive maintenance results will be stipulated to the Vendor(s) subsequent to Board Award. M-DCPS reserves the right to revise the form and content of the report any time during the term of this contract. Copies of the completed and properly executed forms shall be submitted to the site and placed in the vendor supplied log book at each inspection or no later than the next scheduled inspection.

2.2 ADDITIONAL SERVICES (See Section 1.5, DEFINITIONS, (D))

- A. Additional services may be used at the discretion of M-DCPS to repair, replace, install and/or expand Water-based fire protection systems in any of its facilities. Any Vendor who submits a bid and is found to be qualified to perform the services under this contract, regardless of whether the Vendor is awarded this contract in part, or in its entirety, will be placed in a pool from which quotes for services described in this Section. Additional tests to Water-Based Fire Protection Systems shall be authorized by the Department of Central Inspections. **Any additional tests not in accordance with the current Water Based Fire Protection System Contract, and/or any unauthorized additional tests or services, will be at cost to the requestor of said tests and services.**
- B. Inspection of Work

M-DCPS reserves the right to inspect the Vendor's work at any time to assure compliance with all terms and conditions of the Contract. All work will be inspected pursuant to the Uniform Building Code as outlined by the FBC. The Vendor will provide M-DCPS with a written request for inspection at least 48 hours prior to the requested inspection date. Vendor will have personnel present during the scheduled inspections.
- C. Corrections of Work and Warranty
 - 1. The Vendor shall warrant the work and shall remedy any defects due to faulty materials or workmanship, which appears during the progress of the work or, within one (1) year from the date of completion. Neither the final payment nor any provision in the Contract documents shall relieve the Vendor of the responsibility for negligence, defects of manufacture, faulty materials and/or workmanship within the extent and period provided by law. Upon written notice, the Vendor shall remedy any defects due thereto and pay all expenses for any damage to other work resulting there from. The expiration date of the one (1) year warranty period shall be one (1) year from date of final acceptance by the Board.

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2. If the Vendor, after notice, fails to proceed promptly with the terms of the warranty, M-DCPS may have the defects corrected and the Vendor will be liable for all expense incurred. Such action by the Board shall not relieve the Vendor of further warranty liability.
 3. The provisions of this Article apply to work performed by subcontractors, as well as to work performed by direct employees of the Vendor.
- D. Vendor shall note its established labor rates on the bid proposal forms.
- E. Material/part cost for additional services shall be as follows:
1. Fire protection system parts (OEM):
 - a. Vendor shall note a discount percentage off the published price list on the bid proposal form. At no cost, the Vendor shall supply the M-DCPS Authorized Representative and Procurement office (Buyers) each with the manufacturer's most recent original published price list. It is the responsibility of the vendor to provide the District updated price list from the manufacturer as they are issued. Failure to do so will result in the most current version of the price list submitted to the District to be used. Additionally, it is requested that the vendor supply the District with a price list in the form of a flash drive. It must be formatted as either 1 or 2 below:
 1. "Microsoft Excel"
No Header or Footer
Portrait only – no landscape
This is the preferred format
 2. "Word for Windows"
Font: Times New Roman 12
Portrait only – no landscape
 - b. Vendor shall complete and submit Form A for all additional service quotes. (See attached form.)
 2. Miscellaneous Materials (non-OEM, i.e. pipe, fittings etc.):
 - a. Vendor shall note a discount percentage off the published price list on the bid proposal form.
 3. Invoices and Payment for Additional Services
 - a. Vendor shall invoice additional services based on the actual on-site labor hours expended and materials utilized.
 - b. **The invoice document shall contain the following information:**
 - 1) M-DCPS's Purchase Order number and/or release number.
 - 2) Description of work.
 - 3) Start date and completion date.
 - 4) Work location where services were rendered.
 - 5) OEM model number, part number, description of materials utilized, quantities and unit prices.
 - 6) Labor hours and unit price.

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- c. An original copy of service ticket and/or time sheets shall document the labor invoiced and shall accompany the invoice. This document(s) shall indicate each person name and/or ID number, dates and times services were provided. **Service tickets should be signed at the end of the workday by work location staff to facilitate prompt payment.**
- d. **Invoices not submitted in accordance with these provisions will not be processed for payment and will be returned to the Vendor.**

2.3 NON-EXCLUSIVITY

M-DCPS reserves the right to perform, or cause to be performed, the work and services herein described in any manner it sees fit, including, but not limited to, award of other contracts, or to perform the work with its own employees.

2.4 LIST OF FACILITIES INCLUDED IN THIS CONTRACT

The following tables include all the facilities which are to be included in this Contract. The contents provided in the tables are intended to be only a guide. M-DCPS has attempted to provide the most accurate and complete information in the tables. However there may be omissions and/or errors in these tables. Each Vendor shall be responsible for field verifying each facility for its content prior to submitting a bid proposal.

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FORM A

FROM: _____ TO: _____
 _____ VIA FAX: _____

FACILITY NAME: _____

SUBJECT: FIRE PROTECTION SYSTEM QUOTATION DATE: _____

Types of Services: ___ Additions ___ Emergency ___ Vandalism
 ___ Repairs due to external forces such as lightning, flood or other natural disaster

Brief description of work to be done: _____

Parts Needed:

Manufacturer	Model #	Part #	Description	List Price	Quantity	Price (% off List)	Extended Amount

Lic. JP/Mechanic FP Labor Hours _____ x _____ /Hr. \$ _____
 Lic. JP/Mechanic Hours _____ x _____ /Hr. \$ _____
 Apprentice/Junior Mechanic Hours _____ x _____ /Hr. \$ _____
 Laborer/Helper Hours _____ x _____ /Hr. \$ _____

PARTS	\$ _____
MISC.	\$ _____
LABOR	\$ _____
TOTAL QUOTE	\$ _____

VERIFIED BY _____

M-DCPS (Blanket) PO # _____
 M-DCPS Release # _____
 M-DCPS W/O # _____

PLEASE FAX BACK TO REQUESTER: _____
 Name

_____ Fax Number

Note: Vendor may not proceed with work without first receiving a Purchase Order # or Confirmation # from the Procurement Management Services.