



DOC. NO.: CICC 7040-0/07

**INITIAL SUBMISSION DATE:
October 18,2002**

**MIAMI-DADE COUNTY, FLORIDA
NOTICE TO QUALIFIED CONTRACTORS
REQUEST TO PARTICIPATE
TO ESTABLISH A POOL OF CONSTRUCTION CONTRACTORS**

**T I T L E
MISCELLANEOUS CONSTRUCTION CONTRACT FOR QUALIFIED COMMUNITY
SMALL BUSINESS ENTERPRISE GENERAL BUILDING/ENGINEERING AND
SPECIALTY TRADE CONTRACTORS FOR A FIVE (5) YEAR PERIOD FOR
VARIOUS COUNTY DEPARTMENTS**

THE FOLLOWING ARE REQUIREMENTS OF THIS SOLICITATION, AS NOTED BELOW:

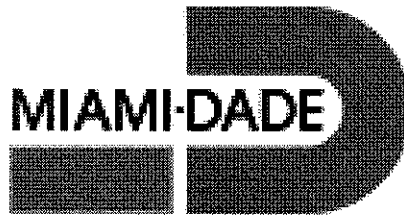
AFFIDAVITS:	ATTACHED
BID DEPOSIT AND PERFORMANCE BOND:	SEE SECT. 2.0, para's. 2.12 & 2.13
CATALOGUE AND LISTS:	N/A
CERTIFICATE OF COMPETENCY:	SEE SECT. 2.0, para. 2.14
EQUIPMENT LIST:	N/A
INSURANCE	SEE SECT 2.0, para. 2.11
LIVING WAGE	N/A
PRE-BID CONFERENCE/WALK-THRU:	SEE SECT. 2.0, para. 2.3
RACE-CONSCIOUSNESS MEASURE:	SEE SECT. 2.0, para. 2.2
SAMPLES/INFORMATION SHEETS:	N/A
SECTION 3 - MDHA:	N/A
SITE VISIT/AFFIDAVIT:	N/A
SURCHARGE FEE:	N/A
WRITTEN WARRANTY:	SEE SECT 2.0, para. 2.19

**FOR INFORMATION CONTACT:
LAURIE JOHNSON – CONTRACT ADMINISTRATOR
305-375-2606**

IMPORTANT NOTICE TO POTENTIAL RESPONDENTS

THIS CONTRACT IS A SET-ASIDE SOLELY FOR “COMMUNITY SMALL BUSINESS ENTERPRISE (CSBE) LEVEL I, LEVEL II, AND PROVISIONS FOR INCLUSION OF LEVEL III CONSTRUCTION CONTRACTORS” AS PER RESO. (R-299-02)

**MIAMI-DADE COUNTY
OFFICE OF CAPITAL IMPROVEMENTS CONSTRUCTION COORDINATION**



MIAMI-DADE COUNTY, FLORIDA

**NOTICE TO QUALIFIED CONTRACTORS
REQUEST TO PARTICIPATE**

**Doc. Number: CICC 7040-0/07
Title: Miscellaneous Construction Contract**

**Participant Submittals will be received
Monday thru Friday
8:00 a.m. to 5:00 p.m.**

**At the:
Office of Capital Improvements
111 N.W. 1st Street, 21st Floor, Suite 2130
Miami, Florida 33128-1983**

Submittals will be opened and reviewed, as received, on a continuing basis. The County provides equal access and does not discriminate on the basis of disability in its programs or services. It is our policy to make all communication available to the public, including those who may be visually or hearing impaired. If you require information in a non-traditional format please call 305-375-5278.

Instructions: Each package submitted to the Office of Capital Improvements shall have the following information clearly marked on the face of the envelope: the Contractor's name, return address, telephone number, fax number, solicitation number (CICC 7040 0/07), submission date and the title of the solicitation. Included in the envelope shall be an original submission package, plus attachments if applicable. Failure to comply with this requirement may result in your submission being delayed or not considered for participation in the program.

Notice to Qualified Contractors **REQUEST TO PARTICIPATE**

Miami-Dade County is soliciting interested certified contractors to perform Miscellaneous Construction Contracts (MCC) for various Departments throughout Miami-Dade County. Those contractors accepting a contract will be required to furnish all labor, material, and equipment to perform the work as stated on work orders issued by the County.

Project Name: Miscellaneous Construction Contract
Project Number: CICC 7040-0/07
Location: Various Countywide
Description: Work orders, below \$1,000,000.00 in value, will be issued for proposals from small contractors qualified for work in specific trade categories and general contractor category from various Miami-Dade County Departments.
Funding Source: Various

MIAMI-DADE CONTRACTOR'S CERTIFICATION IS REQUIRED IN ONE OR MORE OF THE FOLLOWING:

- State of Florida, General Building or Engineering license registered with Miami-Dade County
- As administered by the Miami-Dade County Public Works Department:
 - 01 - General Engineering
 - 02 - Plant Construction
 - 03 - Pipe Lines
 - 04 - Structural
 - 05 - Sea Walls & Small Docks
 - 06 - Pile Driving & Foundations
 - 07 - Paving
 - 08 - Concrete Work
 - 09 - Excavating & Grading
 - 10 - Land Clearing & Grubbing
 - 11 - Soil Compaction & Tamping
 - 12 - Railroad Construction
 - 13 - Underground Electrical & Communication Conduits
 - 14 - Fuel Transmission & Distribution Lines
 - 16 - Asphalt Sealing (not roadway pavement)
 - 17 - Direct Cable Burial (CATV)
- As administered by the Miami-Dade County Building Code Compliance Office (General Categories listed. For listing of sub-categories refer to Section 3.0, paragraph 3.2)
 - 1- Electrical (11 sub-categories)
 - 2- Plumbing (8 sub-categories)
 - 3- Mechanical (34 sub-categories)
 - 4- Liquefied Petroleum
 - 5- Building (3 sub-categories)
 - 6- Building Specialties (47 sub-categories) (from caulking to waterproofing)
 - 7- Maintenance (4 sub-categories)

NOTE: Vendors doing roof replacement must submit proof of Certified Manufacturers Roofing System Installer Certificate with the number of warranty years of roofing system with each Request for Price Quotation (RPQ)

MINIMUM QUALIFICATION REQUIREMENTS

Certified Level One or Level Two, "CSBE", General Building, General Engineering, or Specialty Trade Contractor. Level Three CSBE's may be included in the event CSBE legislation amendments allow for their inclusion.

QUALIFICATIONS OF CONTRACTORS (at the time of RPQ)

- (a) That the Contractor will have available to perform the work at the proper time or times, in a high quality manner, minimizing inconvenience to the public, with adequate equipment and facilities, listing such equipment and facilities in such detail that they can be quickly and accurately checked;

- (b) That the contractor can dedicate assets and resources to the project to work expeditiously no less than 40 hours per week from issuance to completion of a given work order;
- (c) If the Contractor is a corporation, the names of all corporate officers and the name of the executive who will give his personal attention to the work;
- (d) Detailed financial information relating to the resources of the Contractor.
- (e) Adherence to all requirements as specified in the Notice to Qualified Contractors

To request a copy of any ordinance, resolution and /or administrative order required, the Contractor must contact the Clerk of the Board at (305) 375-5126.

CONTRACT DOCUMENTS are open to public inspection and may be obtained from the Office of Capital Improvements 111 N.W. 1st Street, 21st Floor, Suite 2130, Miami Fl. 33128

RESPONSE PROCEDURE: Qualified contractors are encouraged to submit the REQUEST TO PARTICIPATE FOR QUALIFIED CONTRACTORS package to the **Office of Capital Improvements 111 N.W. 1st Street, 21st Floor, Suite 2130, Miami Fl. 33128.** The phone number for the OCI is (305) 375-2724 and the fax is (305) 372-6130. To expedite this procedure, a faxed copy of the REQUEST TO PARTICIPATE FOR QUALIFIED CONTRACTORS package completed, signed, and received prior to the above deadline, will be acceptable.

At the time of submitting this Request To Participate, the Contractor must submit a copy of their trade license / occupational license and general liability insurance certificate or insurance binder. Within 10 working days of award of a work order and prior to the issuance of any work, the responding contractors will be required to submit proof of any additional insurance, and other documentation as specified in the contract. Failure to submit this documentation will delay all assignments for work orders or future RPQ's until these requirements are met.

Upon written notice stating a specific rationale such as, but not limited to, funding reductions, poor work quality or inconsistent work, the County in its sole judgment has the right to render a contractor as inactive and to cease issuing work orders to any contractor whether or not the contract amount or term has been utilized to its maximum capacity.

CICC 7040-0/07

REQUEST TO PARTICIPATE FOR PRE-QUALIFIED CONTRACTORS

All CSBE participants are assigned a CSBE Number, identified trade or general categories and CSBE level

Company Name: _____

Date: _____

CSBE Assigned Number: _____

Qualified CSBE Trade Category(s) (if more than one, list all): _____

Contractor's License Number(s): _____ Expiration Date: _____

_____ Expiration Date: _____

_____ Expiration Date: _____

Miami-Dade CSBE Level: _____

Bonding Capacity : \$ _____

Note: A bond may not be required for work orders less than \$200,000.00

Contact Person (print or type): _____ Phone: _____

Address: _____
(number & street) (suite) (city) (state) (zip)

YES NO

My firm / personnel will submit for background security investigations for any work to be performed within high security areas of Miami-Dade County (a checked NO will not exclude a firm from bidding in other than secured areas)

By signing below, I certify that I have received a copy of the contract documents and have thoroughly reviewed the information contained therein. I further certify, that all information provided herein is accurate, that I agree to the terms and conditions as specified in the Contract Documents, and will actively participate in the RPQ bidding process and accept work if selected under this process.

Type / Print Owner / Principal: _____

Signature of Owner / Principal: _____ Date: _____

FIRM'S RESPONSIBILITY AFFIDAVIT

STATE OF FLORIDA)
)SS:
COUNTY OF MIAMI-DADE)

The undersigned, being first duly sworn, states as follows:

GENERAL

1. I am a duly authorized representative of the Firm submitting a bid, proposal or other document to Miami-Dade County with the intention of being awarded a contract (referred to in this affidavit as the "Respondent").
2. This Affidavit is made of my personal knowledge. I understand that Miami-Dade County will rely on the representations made in this affidavit in determining my eligibility and responsibility to enter into a contract with Miami-Dade County. By executing this affidavit, the Respondent agrees to provide to Miami-Dade County such documentation or other proof as Miami-Dade County may require to verify the accuracy and completeness of any of the representatives.
3. The Respondent is duly authorized to submit this bid or proposal, and if awarded the contract, to enter into the contract and perform the services or supply the goods contemplated in the contract.

OWNERSHIP DISCLOSURE

4. If the contract or business transaction is with a corporation, the full legal name and business address shall be provided for each officer and director and each stockholder who holds directly or indirectly five percent (5%) or more of the corporation's stock. If the contract or business transaction is with a trust, the full legal name and address shall be provided for each trustee and each beneficiary. All such names and addresses are (Post Office addresses are not acceptable). The full legal names and business address of any other individual (other than subcontractors, materialmen, suppliers, laborers, or lenders) that have, or will have, any interest (legal, equitable beneficial or otherwise) in the contract or business transaction with Miami-Dade County are (Post Office addresses are not acceptable). In addition to Pre-Qualification Certification requirements, a business, alone or as a member of a group, shall own or control only one firm including affiliates in the EDP Pool. This information shall be supplied on the attached Ownership Disclosure form and signed by the Respondent.

EMPLOYMENT DISCLOSURE

5. The following information and attachments are provided and are in compliance with all items in County Ordinance No. 90-133, amending Section 2.8-1; Subsection (d)(2):

- a. Does your firm have a collective bargaining agreement with its employees?
 Yes No
- b. Does your firm provide paid health care benefits for its employees?
 Yes No
- c. Provide a current breakdown (number of persons) of your firm's work force and ownership as to race, national origin and gender:
- | | | | | | |
|------------------|-------|--------|-------|----------|-------|
| White: | _____ | Males: | _____ | Females: | _____ |
| Asian: | _____ | Males: | _____ | Females: | _____ |
| Black: | _____ | Males: | _____ | Females: | _____ |
| American Indian: | _____ | Males: | _____ | Females: | _____ |
| Hispanics: | _____ | Males: | _____ | Females: | _____ |
| Aleut (Eskimo): | _____ | Males: | _____ | Females: | _____ |
| _____: | _____ | Males: | _____ | Females: | _____ |

EMPLOYMENT DRUG FREE WORKPLACE

6. The Respondent provides a drug-free workplace in full compliance with Section 2-8.1.2 of the Code of Miami-Dade County.

EMPLOYMENT FAMILY LEAVE

7. That in compliance with Ordinance No. 91-142 of the Code of Miami-Dade County, Florida, the following information is provided and is in compliance with all items in the aforementioned Ordinance:

An employee who has worked for the above firm for at least one (1) year shall be entitled to ninety (90) days of family leave during any twenty-four (24) month period, for medical reasons, for the birth or adoption of a child, or for the care of a child, spouse or other close relative who has a serious health condition without risk of termination of employment or employer retaliation.

ARREARS WITH THE COUNTY

8. That in compliance with Ordinance No. 95-178 and Section 2-8.1(c) of the Code of Miami-Dade County, the Proposer has paid all delinquent and currently due fees or taxes, including but not limited to real estate and personal property taxes, registered in the name of Proposer and which are collected in the normal course by the Miami-Dade County Tax Collector, and that County issued parking tickets for vehicles registered in the name of the above proposer, and which are collected in the normal course by the Miami-Dade Clerk of the Circuit and County Courts, have been paid.

That in compliance with Ordinance No. 99-162 and Section 2-8.1 of the Code of Miami-Dade County, the Proposer is not in arrears in any payment under contract, promissory note or other loan document with Miami-Dade County, or any of its agencies or instrumentalities, including the Public Health Trust, either directly or indirectly through a firm, corporation, partnership or joint venture in which the individual or entity has a controlling financial interest as that term is defined in Section 2-11.1(b)(8) of the Code of Miami-Dade County.

CODE OF BUSINESS ETHICS

9. I, being duly sworn, hereby state and certify that this firm has adopted a Code of Business Ethics that is fully compliant with the requirements of Section 2-8.1(i) of the Code of Miami-Dade County as amended. I further acknowledge that failure to comply with the adopted Code of Business Ethics shall render any contract with Miami-Dade County voidable, and subject this firm to debarment from County work pursuant to Section 10-38 (h)(2) of the Code of Miami-Dade County as amended. I further acknowledge that failure to submit this affidavit shall render this firm ineligible for contract award.

NO CRIMINAL RECORD

10. The Respondent has not been convicted of a felony during the past ten (10) years, nor does it, as of the date of the bid or proposal submission, have an officer, director or executive who has been convicted of a felony during the past ten (10) years.

DEBARMENT AND SUSPENSION DISCLOSURE

11. The Respondent, and its officers, principals, stockholders, subcontractors or its affiliates are not debarred or suspended from contracting with Miami-Dade County.

NON -DISCRIMINATION BASED ON DISABILITY

12. The Respondent is in compliance with and agrees to continue to comply with and assure any subcontractor, or third party contractor under this project complies with all applicable laws forbidding discrimination based on disability including, but not limited to those provisions pertaining to employment, provision of programs and services, transportation, communications. Access to facility, renovations and new construction as set forth in the Americans with Disabilities Act of 1990 (ADA), the Rehabilitation Act of 1973, the Federal Transit Act and the Fair Housing Act.

PUBLIC ENTITY CRIMES

13. The Respondent has not been convicted of a public entity crime and may submit a bid in accordance with Section 287.133 of the Florida Statutes.

FAIR SUBCONTRACTING

14. Consistent with Section 2-8.8 of the Code of Miami-Dade County, the Respondent has adopted subcontracting policies and procedures which (a) notifies the broadest number of local subcontractors of the opportunity to be awarded a subcontract; (b) invites local subcontractors to submit bids in a practical, expedient way; (c) provides local subcontractors access to information necessary to prepare and formulate a subcontracting bid; (d) allows local subcontractors to meet with appropriate personnel of the Respondent to discuss the Respondent's requirements; and (e) awards subcontracts based on full and complete consideration of all submitted proposals and in accordance with the Respondent's stated objectives.

LIVING WAGE (IF APPLICABLE)

15. If applicable, the Respondent is in full compliance with Section 2-8.9 of the Code of Miami-Dade County, and should he or she be awarded the contract, understands his or her obligation to pay the wage rates set forth in that Section.

FAIR WAGE (IF APPLICABLE)

16. If applicable, the Respondent is in full compliance with Section 2-11.16 of the Code of Miami-Dade County, and should he or she be awarded the contract, understands his or her obligation to pay the project minimum wage rates set forth in that Section and the labor provisions of the contract documents.

I STATE NOTHING FURTHER IN THIS AFFIDAVIT.

Signature: _____
Position/Title: _____
Name of Firm: _____

The foregoing was sworn and subscribed before me this _____ day of _____, _____ by _____, who is personally known to me or who has produced _____ as identification who being duly sworn, deposes and says that the above is true to the best of his knowledge, information and belief.

My Commission expires: _____
NOTARY PUBLIC
STATE OF FLORIDA

Section 3 Economic Opportunity and Affirmative Marketing Plan (Plan)

(To be completed by bidders who have not previously submitted this document under CICC #7360-0/08)

Firm Name _____ **Contact Name** _____

The individual above, (consultant), is responsible for planning, implementing and tracking firm's Section 3 (S-3) and affirmative marketing training, employment and contracting goals applicable to Miami-Dade Housing Agency (MDHA) projects and must comply with United States Housing and Urban Development's (USHUD) S-3 regulation at 24 CFR Part 135 (fax MDHA (305) 644-5394 to obtain a copy).

Recruitment Procedures Required to Fill Vacant or New Consultant/Subconsultant Positions Resulting from MDHA Awards (Applicable to Single Trade and Multi-Trade Projects)

1. Fax (305) 644-5394, MDHA Quality Assurance and Compliance, for employment referrals from public housing, Section 8 and other housing program recipients, and low-income persons, minorities and women.
2. Advertise at job site and surrounding neighborhood for targeted workers (see #1 above) and use *Document 00404, "Section 3 Language for News Ads, Flyers and Job Notices"* in all job notices & flyers.
3. Schedule a time and place convenient for public housing, other S-3 residents (listed under no. 1 above), minorities and women to complete job applications.
4. Contact YWCA of Greater Miami, Inc. at (305) 377-9922, or fax (305) 373-9922, for HUD Youthbuild employment referrals.
5. Send notices about S-3 training and employment obligations and opportunities required for Miami-Dade Housing Agency projects to labor organizations, where applicable (review *Section 3 Clause*).
6. Present *Document 00401, "Section 3 Resident Preference Claim Form"* to all job applicants, explaining S-3 residents will receive preference in the recruitment process, if they meet minimum job eligibility criteria.
7. Ensure applicants that claim a S-3 preference provide proof as described in Document 00401, or complete *Document 00402, "Section 3 Resident or Employee Household Income Certification Form"* (Public housing residents must receive the highest preference points during the interview/selection process.)
8. Consultant and subconsultants are required to: (a) establish files to document all recruitment efforts and results when filling vacancies or new positions in connection with MDHA projects; (b) use Document 00403, "Training & Employment Outreach Documentation" form to document agency referral responses, and (c) produce evidence of recruitment efforts to MDHA as requested.
9. Consultant is responsible for collection of subconsultant(s) training and employment documentation outreach efforts (described under no. 8), new hire reports (required) and weekly employment forms (only when subconsultant(s) hire workers for vacant or new positions in connection with MDHA awards).

Forms described above, under nos. 2 and 6-8, are post-award forms, applicable to successful MDHA bidder only, and will be distributed at each pre-construction meeting (fax MDHA (305) 644-5394 to obtain copies).

Consultant's Recruitment of Section 3, Small, Minority and Women-Owned Businesses (Solicitation Requirements Applicable to Multi-Trade Projects Only)

Consultant will follow Plan's affirmative marketing steps for each MDHA award, when he or she subcontracts work, to award a minimum goal of 10% of the overall award amount to S-3 businesses, where feasible, and ensure small, minority and women-owned businesses are used (definitions of a S-3 business and a small, minority and/or women-owned business may overlap, permitting S-3 and affirmative marketing goals in these awards to be simultaneously met). Consultants who subcontract work are required to provide MDHA with a written explanation if the S-3 minimum subcontracting goal is not met.

Consultant shall demonstrate compliance in solicitation to the business categories, listed above, by following the steps described on page two of this Plan and providing evidence to MDHA when requested.

1. Refer any interested subconsultants that may meet the criteria to become a certified S-3 business to *MDHA Quality Assurance and Compliance* (Compliance) for S-3 business application assistance.
2. Fax (305)-644-5394, *Compliance*, for current MDHA S-3 business lists and solicit to firms on these lists.
3. Contact *Department of Business Development* (DBD), (305) 349-5965 or fax (305) 349-5915 to obtain lists of small, minority and/or women-owned businesses. Solicitations and awards must be made, where feasible, to various minority-owned firms, including minorities other than firm's own minority, and to women firms.
4. Advertise for S-3 subconsultants/subcontractors (subs) in construction trade journals, such as "The Dodge Reports", and post notices and distribute flyers at work site and surrounding neighborhood. The purpose of such advertisements is to make prospective subs aware of the Section 3 preference requirements applicable to MDHA project awards.
5. Fax, send or deliver "***Subconsultant Solicitation to Section 3, Small, Minority and Women Businesses***" form, to all prospective subconsultant firms solicited for each MDHA award.
6. Allow each subconsultant *a minimum of five business days* to respond to consultant's solicitation request. Include all "***Letters of Intent***" forms received from S-3, small, and minority, and women-owned subconsultants. Request subconsultants not interested or unavailable to bid to provide consultant with "***Certificate of Unavailability***" form .
7. Use the "***Outreach Documentation Form***" to document recruitment and follow-up with subconsultants. Make a second attempt to solicit to any S-3 firms who did not respond to the first solicitation attempt, using a variety of communication methods, i.e. facsimile, telephone, pager, e-mail, etc.
8. Consultants are required to negotiate with S-3 businesses, first and small, minority and women-owned businesses, second, if the subconsultant's bid amount would make the project infeasible.
9. Submit the following evidence to MDHA when requested during pre-award phase, and during post-award phase prior to selection of any new subcontractors: (1) Refer to nos. 3-8 above and bid document under "Contractors Recruitment of S-3, Small, Minority and Women businesses", page one, para. one), (2) *Document 00430, "List of Subcontractors/Subconsultants"*, and, (3) from consultant/contractor and its subconsultants or subcontractors, *Documents 00450, 00452 and 00453, "Estimated Workforce Breakdown", "Employee List" and "Consultant/Subconsultant Certification"*.
10. For each MDHA project award, retain documentation of outreach efforts and responses received from any organizations and subconsultants contacted for three years after project is completed.

Sign and Print Firm Official's Name and Title

Submission Date

Firm Name/Address

Firm Telephone and Fax Numbers: _____

**SECTION 1
GENERAL TERMS AND CONDITIONS**

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GENERAL TERMS AND CONDITION

1.1 DEFINITIONS

Submittal – shall refer to any documents submitted in response to this solicitation.

Respondent – shall refer to anyone submitting documents in response to this solicitation.

Solicitation – shall mean this request for documentation, including any and all addenda.

County – shall refer to Miami-Dade County, Florida

CICC – shall refer to Miami-Dade County's Office of Capital Improvements Construction Coordination.

DPM – shall refer to Miami-Dade County's Department of Procurement Management

Enrolled Vendor – **EFFECTIVE JULY 1, 2002**, shall refer to a firm that has completed the necessary documentation in order to receive Bid notifications from the County, but has not yet registered.

Registered Vendor – shall refer to a firm that has completed the Miami-Dade County Business Entity Registration Application and has satisfied all requirements to enter in to business agreements with the County.

For additional information about on-line vendor enrollment or vendor registration contact the Vendor Information Center at 111 N.W. 1st Street, Suite 112, Miami, FL 33128, Phone 305-375-5773. EFFECTIVE JULY 1, 2002, vendors will be able to enroll and register online by visiting our web site at <http://www.co.miami-dade.fl.us/dpm>.

1.2 INSTRUCTIONS TO RESPONDENTS

Contractor Qualification

It is the policy of the County to encourage full and open competition among all available qualified vendors. All vendors/contractors regularly engaged in the type of work and have been certified as a Community Small Business Enterprise as specified in this Solicitation are encouraged to respond to this Solicitation. Vendors/contractors may enroll with the County to be included on a mailing list for selected categories of goods and services. To be eligible for award of a contract (including small purchase orders), vendors/contractors must complete a "Miami-Dade County Business Entity Registration Application". Only Registered vendors/contractors can be awarded County contracts. Vendors/contractors are encouraged to register with the County anytime by contacting the Vendor Information Center at 305-375-5287. The County endeavors to obtain the participation of all qualified minority and disadvantaged business enterprises. For information and to apply for certification, contact the Department of Business Development, at 175 N.W. 1st Avenue, 28th Floor, Miami, FL 33123-1844, or telephone at 305-349-5960. County employees wishing to do business with the County are referred to Section 2-11.1(d) of the Miami-Dade County Code.

Vendor Registration

To receive work under this contract, the County requires that vendors complete a Miami-Dade County Business Entity Registration Application with all required disclosure affidavits. The Miami-Dade County Business Entity Registration Application must be returned to the Department of Procurement Management (DPM), Bids and Contracts Division prior to being assigned any work under this contract. In the event the Miami-Dade County Business Entity Registration Application is not properly completed and returned prior to the setting of the rotation, the County may not include the contractor in the lottery to establish rotation position and will place the contractor at the end of the rotation list as of the date this document is received. The contractor may obtain the Miami-Dade County Business Entity Registration Application and all affidavits by downloading them from DPM's website at

