DEPARTMENTAL INPUT
CONTRACT/PROJECT MEASURE ANALYSIS AND RECOMMENDATION

X New  OTR  ☐ Sole Source  ☐ Bid Waiver  ☐ Emergency  Previous Contract/Project No.  Contract 6824-4/13-4
☐ Re-Bid  Other

LIVING WAGE APPLIES: NO

Requisition No./Project No.: RQID1300034  TERM OF CONTRACT 4 YEARS, WITH 1 OTR FOR A FOUR YEAR PERIOD

Requisition /Project Title: Batteries – General Purpose

Description: The purpose of this solicitation is to establish a contract for the purchase of general purpose and alkaline batteries of various sizes for various Miami-Dade County departments in conjunction with the County's needs on an as needed when needed basis.

Issuing Department: Various Departments  Contact Person: Various  Phone: Various

Estimate Cost: $390,000.00  Funding Source: Internal Services Fund, Fire District, Revenue Generating General Funds, MDT Operating and Proprietary Funds

ANALYSIS

Commodity Codes: 450-06

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

<table>
<thead>
<tr>
<th>Contractor:</th>
<th>EXISTING</th>
<th>2ND YEAR</th>
<th>3RD YEAR</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mercedes Electric Supply, Inc.</td>
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<tr>
<td>American Fasteners Corp.</td>
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</tbody>
</table>

Small Business Enterprise:

Contract Value: $114,369.12

Comments:

Continued on another page (s): ☐ YES  ☐ NO

RECOMMENDATIONS

<table>
<thead>
<tr>
<th>SBE</th>
<th>Set-aside</th>
<th>Sub-contractor goal</th>
<th>Bid preference</th>
<th>Selection factor</th>
</tr>
</thead>
</table>

Basis of recommendation:

Date sent to SBD: 12/12/12

Date returned to DPM:

Revised April 2005
MIAMI-DADE COUNTY, FLORIDA

INVITATION TO BID

TITLE:
Batteries – General Purpose

FOR INFORMATION CONTACT:
Sherry Y. Crockett, CPPB, 305-375-4693, Crocket@miamidade.gov

IMPORTANT NOTICE TO BIDDERS:

- READ THIS ENTIRE DOCUMENT, THE GENERAL TERMS AND CONDITIONS, AND HANDLE ALL QUESTIONS IN ACCORDANCE WITH THE TERMS OUTLINED IN PARAGRAPH 1.2(D) OF THE GENERAL TERMS AND CONDITIONS.

- FAILURE TO SIGN BID SUBMITTAL FORM IN SECTION 4 WILL RENDER YOUR BID NON-RESPONSIVE

MIAMI-DADE COUNTY
INTERNAL SERVICES DEPARTMENT
PROCUREMENT MANAGEMENT DIVISION
MIAMI-DADE COUNTY, FLORIDA

INVITATION TO BID

Bid Number:

Bid Title: Batteries – General Purpose

Procurement Officer: Sherry Y. Crockett, CPPB

Bids will be accepted until 2:00 p.m. on , 2012

Bids will be publicly opened. 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: The Clerk of the Board business hours are 8:00am to 4:30pm, Monday through Friday. Additionally, the Clerk of the Board is closed on holidays observed by the County. Each Bid submitted to the Clerk of the Board shall have the following information clearly marked on the face of the envelope: the Bidders name, return address, Bid number, opening date of the Bid and the title of the Bid. Included in the envelope shall be an original and two copies of the Bid Submittal, plus attachments if applicable.

All Bids received time and date stamped by the Clerk of the Board prior to the bid submittal deadline shall be accepted as timely submitted. The circumstances surrounding all bids received and time stamped by the Clerk of the Board after the bid submittal deadline will be evaluated by the procuring department, in consultation with the County Attorney’s Office, to determine whether the bid will be accepted as timely.

NOTICE TO ALL BIDDERS:

- FAILURE TO SIGN THE BID SUBMITTAL FORM WILL RENDER YOUR BID NON-RESPONSIVE.

- THE BID SUBMITTAL FORM CONTAINS IMPORTANT CERTIFICATIONS THAT REQUIRE REVIEW AND COMPLETION BY ANY BIDDER RESPONDING TO THIS SOLICITATION.

MIAMI-DADE COUNTY
INTERNAL SERVICES DEPARTMENT
PROCUREMENT MANAGEMENT DIVISION
All general terms and conditions of Miami-Dade County Procurement Contracts for Invitations to Bid are posted online. Persons and Companies 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 standard general terms and conditions are considered non-negotiable subject to the County's final approval.

All applicable terms and conditions pertaining to this solicitation and resultant contract may be viewed online at the Miami-Dade County Procurement Management website by clicking on the below link:

SECTION 2
SPECIAL CONDITIONS

BATTERIES – GENERAL PURPOSE

2.1 PURPOSE: TO ESTABLISH A CONTRACT FOR THE COUNTY:

The purpose of this solicitation is to establish a contract for the purchase of general purpose and alkaline batteries of various sizes for various Miami-Dade County departments in conjunction with the County's needs on an as needed when needed basis.

2.2 TERM OF CONTRACT: FIVE (5) YEARS

This contract shall commence on the first calendar day of the month succeeding approval of the contract by the Board of County Commissioners, or designee, unless otherwise stipulated in the Notice of Award Letter which is distributed by the County's ISD/Procurement Management services, and contingent upon the completion and submittal of all required bid documents. The contract shall expire on the last day of the last month of the contract term.

2.3 OPTION TO RENEW FOR FIVE (5) YEARS:

At the completion of the five (5) years of the original contract term, Miami-Dade County shall have the option to renew for an additional five (5) years, maintaining the same pricing structure and purchasing format as explained on the next paragraph. Continuation of the contract beyond the initial period is a County prerogative not a right of the bidder. This prerogative may be exercised only when such continuation is clearly in the best interest of the County.

2.4 METHOD OF AWARD: To Two (2) Multiple Vendors By Group

Award of this contract will be made to the two (2) lowest priced responsive, responsible vendors on a group-by-group basis. To be considered for award by group, the vendor shall offer prices for all items within a given group. The County will then select the vendors for award for each group by totaling either the unit prices for all of the items within each group, or if so structured, by totaling the extended pricing for each item within each group. If a vendor fails to submit an offer for all items within the group, its offer for that specific group may be rejected.

While the method of award prescribes the method for determining the lowest responsive, responsible vendor, the County will award this contract to the designated lowest vendor as the primary vendor and will award this contract to the designated second lowest vendor as the secondary vendor respectively. If the County exercises this right, the primary vendor shall have the primary responsibility to initially perform the service or deliver the goods identified in this contract. If the primary vendor fails to perform it may be terminated for default and the County shall have the option to seek the identified goods or services from the secondary vendor. During the term of the contract, the County may also make award to the third lowest vendor as tertiary if the primary and secondary vendors do not perform.

Award to multiple vendors is made for the convenience of the County and does not exempt the primary vendor from fulfilling its contractual obligations. Failure of any vendor to perform in accordance with the terms and conditions of the contract may result in the vendor(s) being deemed in breach of contract. The County may terminate the contract for default and charge the vendor re-procurement costs, if applicable.
2.5 **PRICES SHALL BE FIXED AND FIRM FOR TERM OF CONTRACT:**

If the vendor is awarded a contract under this solicitation, the prices proposed by the vendor shall remain fixed and firm during the term of contract.

2.6 **METHOD OF PAYMENT: INVOICES FOR COMPLETED PURCHASES**

The vendor(s) shall submit an invoice(s) to the County user department(s) after purchase has been completed, whether the specific item(s) were picked up by authorized County personnel or delivered to the site by the vendor. In addition to the general invoice requirements set forth below, the invoices shall reference the corresponding delivery ticket number or packing slip number that was signed by an authorized representative of the County user department at the time the items were delivered and accepted. Submittal of these periodic invoices shall not exceed thirty (30) calendar days from the delivery of the items. Under no circumstances shall the invoices be submitted to the County in advance of the delivery and acceptance of the items.

All invoices shall contain the following basic information:

I. **Vendor Information:**
   - The name of the business organization as specified on the contract between Miami-Dade County and vendor
   - Date of invoice
   - Invoice number
   - Vendor’s Federal Identification Number on file with Miami-Dade County

II. **County Information:**
   - Miami-Dade County Release Purchase Order or Small Purchase Order Number

III. **Pricing Information:**
   - Unit price of the goods, services or property provided
   - Extended total price of the goods, services or property
   - Applicable discounts

IV. **Goods or Services Provided per Contract:**
   - Description
   - Quantity

V. **Delivery Information:**
   - Delivery terms set forth within the Miami-Dade County Release Purchase Order
   - Location and date of delivery of goods, services or property
2.7 CONTACT PERSON

For any additional information regarding the terms and conditions of this solicitation and resultant contract, Contact: Sherry Y. Crockett, CPPB at (305) 375-4693 or via email — Crocket@miamidade.gov with a copy to the Clerk of the Board at clerkbcc@miamidade.gov. Administrative Order 3-27, Cone of Silence, prohibits oral communication regarding a bid during the period the Cone is in effect. The County reserves the right to change the contact person throughout the term of the agreement. Any changes will be communicated in writing to Vendors as needed.
SECTION 3
TECHNICAL SPECIFICATIONS

BATTERIES – GENERAL PURPOSE

3.1 SCOPE OF WORK

This solicitation is for the purchase of Dry Cell Batteries, non-rechargeable. Bidder may provide pricing for any of the following manufacturers: Duracell, Energizer, JBRO, Rayo-Vac, Ultra Life, Madiran, Motorola, AMS, Powersonic, Vinnic, G.N. National, Alexander and Multiplier.

TWO DIFFERENT GROUPS OF BATTERIES

GROUP A

Alkaline Batteries of various sizes.

GROUP B

General Purpose Batteries of various sizes.

3.2 MANUFACTURERS DATE

All dry cell non-rechargeable batteries supplied in accordance with this bid shall be of current manufacturer date. Primary non-rechargeable batteries over 4 months old will not be accepted by Miami-Dade County.

3.3 PACKAGING

The Bidder shall indicate in section four (4) the package size. No Batteries shall be shipped individually. They shall be packaged in the manufacturer's original packaging.
Submit Bid To:
CLERK OF THE BOARD
Stephen P. Clark Center
111 NW 1st Street
17th Floor, Suite 202
Miami, Florida 33128-1983

PLEASE QUOTE PRICES F.O.B. DESTINATION, FREIGHT ALLOWED, LESS TAXES,
DELIVERED IN MIAMI-DADE COUNTY, FLORIDA.

NOTE: Miami-Dade County is exempt from all taxes (Federal, State, Local). Bid price should be
less all taxes. Tax Exemption Certificate furnished upon request.

Issued by: ISD/PM Date Issued: This Bid Submittal Consists of

Sealed bids subject to the Terms and Conditions of this Invitation to Bid and the accompanying Bid Submittal.
Such other contract provisions, specifications, drawings or other data as are attached or incorporated by
reference in the Bid Submittal, will be received at the office of the Clerk of the Board at the address shown
above until the above stated time and date, and at that time, publicly opened for furnishing the supplies or
services described in the accompanying Bid Submittal Requirement.

Title:
BATTERIES – GENERAL PURPOSE

A Bid Deposit in the amount of N/A the total amount of the bid shall accompany all bids.

A Performance Bond in the amount of N/A the total amount of the bid will be required upon execution of the
contract by the successful bidder and Miami-Dade County.

DO NOT WRITE IN THIS SPACE

ACCEPTED ______ HIGHER THAN LOW _____
NON-RESPONSIVE _____ NON-RESPONSIBLE _____
DATE B.C.C. _______ NO BID _____
ITEM NOS. ACCEPTED ________
COMMODITY CODE: 450-06

Procurement Contracting Officer: Sherry Y. Crockett, CPPB

RETURN ONE ORIGINAL AND TWO COPIES OF BID SUBMITTAL PAGES AND AFFIDAVITS.

FAILURE TO SIGN THE BID SUBMITTAL FORM IN SECTION 4 WILL RENDER YOUR BID
NON-RESPONSIVE.
4.1 PRICING

GROUP A – ALKALINE BATTERIES OF VARIOUS SIZES

<table>
<thead>
<tr>
<th>Item #</th>
<th>Estimated Quantity</th>
<th>Description</th>
<th>Unit Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>300 Each</td>
<td>Alkaline Size N 1.5 Volts</td>
<td>$_________</td>
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<td></td>
<td></td>
<td>Brand:</td>
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<td></td>
<td></td>
<td>Manufacture:</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Package Size/Model No:</td>
<td></td>
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<tr>
<td>2.</td>
<td>110,000 Each</td>
<td>Alkaline Size AAA 1.5 Volts</td>
<td>$_________</td>
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<td>Brand:</td>
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<td></td>
<td></td>
<td>Package Size/Model No:</td>
<td></td>
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<tr>
<td>3.</td>
<td>100,000 Each</td>
<td>Alkaline Size AA 1.5 Volts</td>
<td>$_________</td>
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<td>Brand:</td>
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<td>Manufacture:</td>
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<td></td>
<td>Package Size/Model No:</td>
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<tr>
<td>4.</td>
<td>45,000 Each</td>
<td>Alkaline Size C, 1.5 Volts</td>
<td>$_________</td>
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<td></td>
<td>Package Size/Model No:</td>
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<tr>
<td>5.</td>
<td>35,000 Each</td>
<td>Alkaline Size D, 1.5 Volts</td>
<td>$_________</td>
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<td>Brand:</td>
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<td>Manufacture:</td>
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<td>Package Size/Model No:</td>
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<tr>
<td>6.</td>
<td>10,500 Each</td>
<td>Alkaline Size 2-5/8&quot; x 2/58&quot; x 4 13/32&quot; 6 Volts</td>
<td>$_________</td>
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<td>Package Size/Model No:</td>
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<td>7.</td>
<td>25,000 Each</td>
<td>Alkaline Size 1-1/32&quot; x 1-29/32&quot; 9 Volts</td>
<td>$_________</td>
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<td>Manufacture:</td>
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<td>Package Size/Model No:</td>
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</table>
GROUP B – GENERAL PURPOSE BATTERIES OF VARIOUS SIZES

<table>
<thead>
<tr>
<th>Item #</th>
<th>Estimated Quantity</th>
<th>Description</th>
<th>Unit Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>1,000 Each</td>
<td>Batteries General Purpose Size AA 1.5 Volts</td>
<td>$_________</td>
</tr>
<tr>
<td></td>
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<td>Brand:</td>
<td></td>
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<td></td>
<td></td>
<td>Manufacture:</td>
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<td></td>
<td></td>
<td>Package Size/Model No:</td>
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<tr>
<td>2.</td>
<td>1000 Each</td>
<td>Batteries General Purpose Size AAA 1.5 Volts</td>
<td>$_________</td>
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<td>Brand:</td>
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<td>Manufacture:</td>
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<td></td>
<td></td>
<td>Package Size/Model No:</td>
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<tr>
<td>3.</td>
<td>100 Each</td>
<td>Batteries General Purpose Size C, 1.5 Volts</td>
<td>$_________</td>
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<td>Brand:</td>
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<td>Package Size/Model No:</td>
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<tr>
<td>4.</td>
<td>100 Each</td>
<td>Batteries General Purpose, Heavy Duty Size D, 1.5 Volts</td>
<td>$_________</td>
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<td>Package Size/Model No:</td>
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<tr>
<td>5.</td>
<td>1000 Each</td>
<td>Industrial Batteries Size 2-5/8&quot; x 2-5/8&quot; x 4-13/32&quot; 6 Volts</td>
<td>$_________</td>
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<td>Brand:</td>
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<td>Package Size/Model No:</td>
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<tr>
<td>6.</td>
<td>850 Each</td>
<td>Batteries General Purpose, Size 5-11/32&quot;Long x 2-27/32&quot;Wide x 4-15/16&quot; High (NEDA 918), 6 Volts, Knurled – Nut + Screw Terminals</td>
<td>$_________</td>
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<td>Brand:</td>
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<td></td>
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<td></td>
<td>Package Size/Model No:</td>
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<tr>
<td>7.</td>
<td>200 Each</td>
<td>Batteries Size 7-1/14&quot; x 6-7/16&quot;, 7-1/2&quot; Volt Emergency Lights, Portable Lights Fisher Porter Tide Gauge</td>
<td>$_________</td>
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<td>Brand:</td>
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<td>Package Size/Model No:</td>
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<tr>
<td>8.</td>
<td>150 Each</td>
<td>Batteries General Purpose 1-1/32&quot; x 21/32&quot; x 1-29/32&quot;</td>
<td>$_________</td>
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<td></td>
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<td>Package Size/Model No:</td>
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</tbody>
</table>
INSTRUCTIONS: COMPLETE PART I OR PART II, WHICHEVER APPLIES

PART I:

LIST BELOW THE DATES OF ISSUE FOR EACH ADDENDUM RECEIVED IN CONNECTION WITH THIS BID

Addendum #1, Dated ______________________
Addendum #2, Dated ______________________
Addendum #3, Dated ______________________
Addendum #4, Dated ______________________
Addendum #5, Dated ______________________
Addendum #6, Dated ______________________
Addendum #7, Dated ______________________
Addendum #8, Dated ______________________

PART II:

☐ NO ADDENDUM WAS RECEIVED IN CONNECTION WITH THIS BID

FIRM NAME: _________________________________________________________________

AUTHORIZED SIGNATURE: ___________________________ DATE: _____________

TITLE OF OFFICER: _________________________________________________________
Bid Title: BATTERIES – GENERAL PURPOSE

By signing this Bid Submittal Form the Bidder certifies that it satisfies all legal requirements (as an entity) to do business with the County, including all Conflict of Interest and Code of Ethics provisions in Section 2-11 of the Miami-Dade County Code. Any County employee or member of his or her immediate family seeking to contract with the County shall seek a conflict of interest opinion from the Miami-Dade County Ethics Commission prior to submittal of a Bid response or application of any type to contract with the County by the employee or his or her immediate family and file a copy of that request for opinion and any opinion or waiver from the Board of County Commissioners with the Clerk of the Board. The affected employee shall file with the Clerk of the Board a statement in a form satisfactory to the Clerk disclosing the employee’s interest or the interest of his or her immediate family in the proposed contract and the nature of the intended contract at the same time as or before submitting a Bid, response, or application of any type to contract with the County. Also a copy of the request for a conflict of interest opinion from the Ethics Commission and any corresponding opinion, or any waiver issued by the Board of County Commissioners, must be submitted with the response to the solicitation.

In accordance with Sec. 2-11.1(s) of the County Code as amended, prior to conducting any lobbying regarding this solicitation, the Bidder must file the appropriate form with the Clerk of the Board stating that a particular lobbyist is authorized to represent the Bidder. Failure to file the appropriate form in relation to each solicitation may be considered as evidence that the Bidder is not a responsible contractor. The Bidder confirms that this Bid is made without prior understanding, agreement, or connection with any corporation, firm, or person submitting a Bid for the same goods and/or services and in all respects is without collusion, and that the Bidder will accept any resultant award. Further, the undersigned acknowledges that award of a contract is contingent upon vendor registration. Failure to register as a vendor within the specified time may result in your firm not being considered for award.

Pursuant to Miami-Dade County Ordinance 94-34, any individual, corporation, partnership, joint venture or other legal entity having an officer, director, or executive who has been convicted of a felony during the past ten (10) years shall disclose this information at the time of bid or proposal submission.

☐ Place a check mark here only if bidder has such conviction to disclose.

By executing this proposal through a duly authorized representative, the proposer certifies that the proposer is not on the Scrutinized Companies with Activities in Sudan List or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, as those terms are used and defined in sections 287.135 and 215.473 of the Florida Statutes. In the event that the proposer is unable to provide such certification but still seeks to be considered for award of this solicitation, the proposer shall execute the proposal through a duly authorized representative and shall also initial this space: ___________. In such event, the proposer shall furnish together with its proposal a duly executed written explanation of the facts supporting any exception to the requirement for certification that it claims under Section 287.135 of the Florida Statutes. The proposer agrees to cooperate fully with the County in any investigation undertaken by the County to determine whether the claimed exception would be applicable. The County shall have the right to terminate any contract resulting from this solicitation for default if the proposer is found to have submitted a false certification or to have been placed on the Scrutinized Companies for Activities in Sudan List or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List.

LOCAL PREFERENCE CERTIFICATION: For the purpose of this certification, a “local business” is a business located within the limits of Miami-Dade County (or Broward County in accordance with the Interlocal Agreement between the two counties) that conforms with the provisions of Section 1.10 of the General Terms and Conditions of this solicitation and contributes to the economic development of the community in a verifiable and measurable way. This may include, but not be limited to, the retention and expansion of employment opportunities and the support and increase to the County’s tax base.

☐ Place a check mark here only if affirming bidder meets requirements for Local Preference. Failure to complete this certification at this time (by checking the box above) may render the vendor ineligible for Local Preference.

LOCALLY-HEADQUARTERED BUSINESS CERTIFICATION: For the purpose of this certification, a “locally-headquartered business” is a Local Business whose “principal place of business” is in Miami-Dade County, as defined in Section 1.10 of the General Terms and Conditions of this solicitation.

☐ Place a check mark here only if affirming bidder meets requirements for the Locally-Headquartered Preference (LHP). Failure to complete this certification at this time (by checking the box above) may render the vendor ineligible for the LHP. The address of the locally-headquartered office is ________________________.
LOCAL CERTIFIED SERVICE-DISABLED VETERAN BUSINESS ENTERPRISE CERTIFICATION: A Local Certified Service-Disabled Veteran Business Enterprise is a firm that is (a) a local business pursuant to Section 2-8.5 of the Code of Miami-Dade County and (b) prior to bid submission is certified by the State of Florida Department of Management Services as a service-disabled veteran business enterprise pursuant to Section 295.187 of the Florida Statutes.

☐ Place a check mark here only if affirming bidder is a Local Certified Service-Disabled Veteran Business Enterprise. A copy of the certification must be submitted with this proposal.

COUNTY USER ACCESS PROGRAM (UAP): Joint purchase and entity revenue sharing program
For the County’s information, the bidder is requested to indicate, at ‘A’ and ‘B’ below, its general interest in participating in the Joint Purchase Program of the County User Access Program (UAP) described in Section 2.21 of this contract solicitation, if that section is present in this solicitation document. Bidder participation in the Joint Purchase portion of the UAP is voluntary, and the bidder’s expression of general interest at ‘A’ and ‘B’ below is for the County’s information only and shall not be binding on the bidder.

A. If awarded this County contract, would you be interested in participating in the Joint Purchase portion of the UAP with respect to other governmental, quasi-governmental or not-for-profit entities located within the geographical boundaries of Miami-Dade County?
   Yes ________   No ________

B. If awarded this County contract, would you be interested in participating in the Joint Purchase portion of the UAP with respect to other governmental, quasi-governmental or not-for-profit entities located outside the geographical boundaries of Miami-Dade County?
   Yes ________   No ________

Firm Name: ___________________________________________________________

Street Address: _______________________________________________________

Mailing Address (if different): _________________________________________

Telephone No.: _______________________________ Fax No.: ______________

Email Address: ______________________________________________________

FEIN No. ____________ Prompt Payment Terms: ____% ____ days net ____ days (Please see paragraph 1.2 H of General Terms and Conditions)

Signature: __________________________________________________________ (Signature of authorized agent)

**“By signing this document the bidder agrees to all Terms and Conditions of this Solicitation and the resulting Contract.”**

Print Name: ________________________________________________________  Title: __________________________________________________________

THE EXECUTION OF THIS FORM CONSTITUTES THE UNEQUIVOCAL OFFER OF PROPOSER TO BE BOUND BY THE TERMS OF ITS PROPOSAL. FAILURE TO SIGN THIS SOLICITATION WHERE INDICATED ABOVE BY AN AUTHORIZED REPRESENTATIVE SHALL RENDER THE PROPOSAL NON-RESPONSIVE. THE COUNTY MAY, HOWEVER, IN ITS SOLE DISCRETION, ACCEPT ANY PROPOSAL THAT INCLUDES AN EXECUTED DOCUMENT WHICH UNEQUIVOCALLY BINDS THE PROPOSER TO THE TERMS OF ITS OFFER.

- 10 -
APPENDIX

AFFIDAVITS

FORMAL BIDS
Miami-Dade County
Internal Services Department
Procurement Management Division
Affirmation of Vendor Affidavits

In accordance with Ordinance 07-143 amending Section 2-8.1 of the Code of Miami-Dade County, effective June 1, 2008, vendors are required to complete a new Vendor Registration Package, including a Uniform Affidavit Packet (Vendor Affidavits Form), before being awarded a new contract. The undersigned affirms that the Vendor Affidavits Form submitted with the Vendor Registration Package is current, complete and accurate for each affidavit listed below.

Federal Employer Identification Number (FEIN):

<table>
<thead>
<tr>
<th>Contract No.:</th>
<th>Contract Title:</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Affidavits and Legislation/ Governing Body

1. **Miami-Dade County Ownership Disclosure**
   Sec. 2-8.1 of the County Code

2. **Miami-Dade County Employment Disclosure**
   County Ordinance No. 90-133, amending Section 2-8-1[2][2] of the County Code

3. **Miami-Dade County Employment Drug-free Workplace Certification**
   Section 2-8.1.2(b) of the County Code

4. **Miami-Dade County Disability Non-Discrimination**
   Article 1, Section 2-8.1.5 Resolution R102-00 amending R-385-95

5. **Miami-Dade County Debarment Disclosure**
   Section 10.38 of the County Code

6. **Miami-Dade County Vendor Obligation to County**
   Section 2-8.1 of the County Code

7. **Miami-Dade County Code of Business Ethics**
   Article 1, Section 2-8.1[6] and 2-11(b)(1) of the County Code through (6) and (9) of the County Code and County Ordinance No 00-1 amending Section 2-11.1(c) of the County Code

8. **Miami-Dade County Family Leave**
   Article V of Chapter 11 of the County Code

9. **Miami-Dade County Living Wage**
   Section 2-8.9 of the County Code

10. **Miami-Dade County Domestic Leave and Reporting**
    Article 8, Section 11A-60 11A-67 of the County Code

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 ______________________________
Print or Stamp of Notary Public ______________________________
Serial Number ______________________________
Expiration Date ______________________________
Notary Public Seal ______________________________

Page 1 of 3
Revised 1/12/12
FAIR SUBCONTRACTING PRACTICES
(Ordinance 97-35)

In compliance with Miami-Dade County Ordinance 97-35, the Bidder shall submit with the bid proposal a detailed statement of its policies and procedures (use separate sheet if necessary) for awarding subcontractors in accordance with Section 1, Paragraph 1.15

☐ NO SUBCONTRACTORS WILL BE UTILIZED FOR THIS CONTRACT

________________________  __________________________
Signature                  Date
SUBCONTRACTOR/SUPPLIER LISTING
(Miami-Dade County Code Sections 2-8.1, 2-8.8 and 10-34)

In accordance with Sections 2-8.1, 2-8.8 and 10.34 of the Miami-Dade County Code, this form must be submitted as a condition of award by all bidders/respondents on County contracts for purchase of supplies, materials or services, including professional services which involve expenditures of $100,000 or more, and all bidders/respondents on County or Public Health Trust construction contracts which involve expenditures of $100,000 or more. The bidder/respondent who is awarded this bid/contract shall not change or substitute first tier subcontractors or direct suppliers or the portions of the contract work to be performed or materials to be supplied from those identified, except upon written approval of the County. The bidder/respondent should enter the word "NONE" under the appropriate heading of this form if no subcontractors or suppliers will be used on the contract.

In accordance with Ordinance No. 11-90, an entity contracting with the County shall report the race, gender and ethnic origin of the owners and employees of all first tier subcontractors/suppliers. In the event that the successful bidder demonstrates to the County prior to award that the race, gender, and ethnic information is not reasonably available at that time, the successful bidder shall be obligated to exercise diligent efforts to obtain that information and provide the same to the County not later than ten (10) days after it becomes available and, in any event, prior to final payment under the contract.

(Please duplicate this form if additional space is needed.)

---

**Business Name and Address of First Tier Subcontractor/Subconsultant**

Principal Owner

Scope of Work to be Performed by Subcontractor/Subconsultant

---

**Business Name and Address of First Tier Direct Supplier**

Principal Owner

Supplies/Materials/Services to be Provided by Supplier

---

**Principal Owner**

(Enter the number of male and female owners by race/ethnicity)

<table>
<thead>
<tr>
<th>Gender</th>
<th>Race/Ethnicity</th>
</tr>
</thead>
<tbody>
<tr>
<td>M</td>
<td>F</td>
</tr>
<tr>
<td>White</td>
<td>Black</td>
</tr>
<tr>
<td>Hispanic</td>
<td>Asian/Pacific Islander</td>
</tr>
<tr>
<td>Native American/Alaskan</td>
<td>Other</td>
</tr>
</tbody>
</table>

**Employee(s)**

(Enter the number of male and female employees and the number of employees by race/ethnicity)

<table>
<thead>
<tr>
<th>Gender</th>
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<td>Other</td>
</tr>
</tbody>
</table>

---

Mark here if race, gender and ethnicity information is not available and will be provided at a later date. This data may be submitted to Contracting/User department or on-line to the Small Business Development Division of the Regulatory and Economic Resources Department at [http://new.miamidade.gov/business/business-development.asp](http://new.miamidade.gov/business/business-development.asp).

I certify that the representations contained in this Subcontractor/Supplier Listing are to the best of my knowledge true and accurate.

Signature of Bidder/Respondent

Print Name

Print Title

Date