DEPARTMENTAL INPUT
CONTRACT/PROJECT MEASURE ANALYSIS AND RECOMMENDATION

Revis 1

[ ] Accessing contract [ ] OTR [ ] CO [ ] SS [ ] BW [ ] Emergency

Previous Contract/Project No: 1B7611-3/13-3

[ ] Re-Bid [ ] Other

LIVING WAGE APPLIES: YES [ ] NO

Requisition/Project No: ROI1300564

TERM OF CONTRACT: 5 YEARS

Requisition/Project Title: Sound System Services and Supplies

Description: The purpose of this solicitation is to pre-qualify vendors for professional turnkey sound system services, equipment, labor and supplies for various Miami-Dade County departments on an as needed basis

Funding Source: VARIOUS
User Department(s): VARIOUS

Issuing Department: ___________________________ Contact Person: R. Campbell Phone: 305-375-3233
Estimated Cost: $435,000.00

ANALYSIS

<table>
<thead>
<tr>
<th>Commodity No.: 985, 985-12</th>
<th>SIC:</th>
</tr>
</thead>
</table>

Trade/Commodity/Service Opportunities

Contract/Project History of Previous Purchases For Previous 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 2ND YEAR 3RD YEAR</th>
</tr>
</thead>
<tbody>
<tr>
<td>Small Business Enterprise:</td>
<td>N/A</td>
</tr>
<tr>
<td>Contract Value:</td>
<td>$147,190.00</td>
</tr>
</tbody>
</table>

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>
<tbody>
<tr>
<td>%</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>%</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>%</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>%</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Basis of Recommendation: ___________________________

Signed: ___________________________
Date to DBD: February 1, 2013

Date Returned to DPM: ___________________________

Page 1 of 1

2/1/2013
BID NO.: RQID13000054

OPENING: 2:00 P.M.
, 2013

MIAMI-DADE COUNTY, FLORIDA

INVITATION TO BID

TITLE:
SOUND SYSTEM SERVICES, EQUIPMENT, LABOR AND SUPPLIES

FOR INFORMATION CONTACT:
Roma Campbell, Procurement Contracting Officer1, at 305-375-3233,
rcamp@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: RQID1300054

Bid Title: Sound System Services, Equipment, Labor and Supplies

Procurement Officer: R. Campbell

Bids will be accepted until 2:00 p.m. on , 2013

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
SECTION 1
GENERAL TERMS AND CONDITIONS

SOUND SYSTEM SERVICES, EQUIPMENT, LABOR AND SUPPLIES

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

SOUND SYSTEM SERVICES, EQUIPMENT, LABOR AND SUPPLIES

2.1 PURPOSE:

The purpose of this solicitation is to pre-qualify vendors for professional turnkey sound system services, equipment, labor and supplies for various Miami-Dade County departments on an as 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 Procurement Management Division, and contingent upon the completion and submittal of all required bid documents. The contract shall expire on the last day of the five (5) year period.

2.3 OPTION TO RENEW: INTENTIONALLY OMITTED

2.4 METHOD OF AWARD USING PRE-QUALIFICATION:

Award of this contract will be made to all responsive, responsible vendors, which meet the minimum requirements set forth in this solicitation and comply with all other requirements. The minimum qualifications are as follows:

1. Vendors shall maintain an office staffed by competent company representatives authorized to discuss matters pertaining to the contracted items and who are cognizant of the industry and industry standards. Vendors shall provide contact information to include: Name of contact, e-mail address, phone number and fax number for Primary (required) and Secondary (optional) staff within your company who will be responsible for providing a response to spot market quotes issued by Miami-Dade County.

Pre-qualified vendors are eligible to participate in subsequent spot-market quotations as required by the County, on an as-needed or periodic basis. Spot-market pricing procedures may be initiated either by the using County department or by Procurement Management Division. In general, written spot-market quotes will be gathered from all prequalified vendors. Spot market quotations will include the technical specifications, any additional terms and conditions, specific warranty requirements and other requirements specific to the sound system services, equipment, labor and supplies being purchased. The County reserves the right to verify the information submitted by the bidder and to obtain and evaluate additional information, as it deems necessary, to ascertain the bidder's conformance to the minimum requirements.

It shall be the sole prerogative of the County as to the total number of pre-qualified vendors on this contract. During the term of this contract, the County reserves the right to add or
SOUND SYSTEM SERVICES, EQUIPMENT, LABOR AND SUPPLIES

delete vendors as it deems necessary. If the County elects to add vendors, they must meet the same minimum requirements established in this solicitation.

2.5 PRICES:

The prices offered shall remain fixed and firm until the delivery or pick-up and acceptance of the order is completed and invoiced at the original price quoted to the County through the Request for Quote process. The prices quoted shall be inclusive of all costs, fees, materials, labor and transportation necessary to pick-up, deliver and produce a finished product involved in providing these services and supplies. No changes or additions shall be allowed without prior written consent from the user department.

2.6 METHOD OF PAYMENT: INVOICES FOR COMPLETED PURCHASES:

The vendor shall submit an invoice 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
SECTION 2
SPECIAL CONDITIONS

SOUND SYSTEM SERVICES, EQUIPMENT, LABOR AND SUPPLIES

- 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, please contact R. Campbell via e-mail at rcamp@miamidade.gov with a copy to the Clerk of the Board at clerk BCC@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

SOUND SYSTEM SERVICES, EQUIPMENT, LABOR AND SUPPLIES

3.1 SCOPE OF WORK

The purpose of this solicitation and resulting contract is to establish a pool of pre-qualified vendors to provide professional turnkey sound system services, equipment, labor and supplies for various Miami-Dade County departments on an as needed when needed basis. The initial award process provides for the submission of documents and forms intended to verify that the vendor meets or exceeds the minimum criteria set forth in Section 2, Paragraph 2.4.1.

3.2 SERVICES, REQUIREMENTS AND SUPPLIES

a. Vendors shall be available evenings, weekends and holidays for special events.

b. Vendors shall supply uniforms with company logos, and ensure all staff appears professional and on time at all events and crew calls.

c. Professional grade brand sound system equipment only (at the time of quotes department will provide all specifications for the type of equipment, services, supplies they require).
Submit Bid To:
CLERK OF THE BOARD
Stephen P. Clark Center
111 NW 1st Street
17th Floor, Suite 202
Miami, Florida 33128-1983

MIAMI-DADE COUNTY

BID NO.: RQID1300054

SECTION 4
BID SUBMITTAL FORM

OPENING: 2:00 P.M., 2013

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: Roma Campbell
ISD/PM Date Issued: This Bid Submittal Consists of Pages 5 through 9

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:
SOUND SYSTEM SERVICES, EQUIPMENT, LABOR AND SUPPLIES
A Bid Deposit in the amount of NA the total amount of the bid shall accompany all bids.

A Performance Bond in the amount of NA 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: 985, 985-12

Procurement Contracting Officer: R. CAMPBELL

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-RESPONSITIVE.
4.0 CHECKLIST OF REQUIREMENTS:

<table>
<thead>
<tr>
<th>Reference Section</th>
<th>Summarized Requirements: Refer to the details in Section 2, Paragraph 2.4 and its sub-paragraphs to verify that the information provided will suffice as proof of meeting the requirements of this solicitation.</th>
<th>Initial as completed</th>
</tr>
</thead>
<tbody>
<tr>
<td>Section 2, Paragraph 2.4.(i)</td>
<td>Primary Contact Information:</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Primary Contact:</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Primary Address:</td>
<td></td>
</tr>
<tr>
<td></td>
<td>E-Mail Address:</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Contact Telephone Number:</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Cellular Phone Number (if applicable)</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Company Main Phone Number:</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Facsimile:</td>
<td></td>
</tr>
<tr>
<td>Section 2, Paragraph 2.4.(i)</td>
<td>Secondary Contact Information (optional):</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Secondary Contact:</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Secondary Address:</td>
<td></td>
</tr>
<tr>
<td></td>
<td>E-Mail Address:</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Contact Telephone Number:</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Cellular Phone Number (if applicable)</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Company Main Phone Number</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Facsimile:</td>
<td></td>
</tr>
</tbody>
</table>

Note: All vendors are requested to submit with their bid submission, documents as evidence of compliance with the minimum qualification requirements; however, Miami-Dade County may, at its sole discretion, allow the bidder to complete or supplement the qualification requirements information/documents during the bid evaluation period.
SECTION 4
BID SUBMITTAL FOR:
SOUND SYSTEM SERVICES, EQUIPMENT, LABOR AND SUPPLIES

ACKNOWLEDGEMENT OF ADDENDA

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: Sound System Services, Equipment, Labor and Supplies

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 submission 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.

LOCAL-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 interest 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.
APPENDIX

AFFIDAVITS
FORMAL BIDS
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**

Contract No.: ________________

Identification Number (FEIN): ________________________________

Contract Title: ________________________________

**Affidavits and Legislation/ Governing Body**

<table>
<thead>
<tr>
<th>1. Miami-Dade County Ownership Disclosure</th>
<th>6. Miami-Dade County Vendor Obligation to County</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sec. 2-8.1 of the County Code</td>
<td>Section 2-8.1 of the County Code</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>County Ordinance No. 90-133, amending Section 2-8-1(6)(2) of the County Code</td>
<td>Article 1, Section 2-8.1(f) and 5-11(b)(1) of the County Code through (f) and (g) of the County Code and County Ordinance No.80-1 amending Section 2-11.1(c) of the County Code</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Section 2-8.1(2)(a) of the County Code</td>
<td>Article V of Chapter 11 of the County Code</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Article 1, Section 2-8.1.5 Resolution R182-00 amending R-385-95</td>
<td>Section 2-8.9 of the County Code</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>5. Miami-Dade County Debarment Disclosure</th>
<th>10. Miami-Dade County Domestic Leave and Reporting</th>
</tr>
</thead>
<tbody>
<tr>
<td>Section 10.38 of the County Code</td>
<td>Article 8, Section 11A-50 11A-67 of the County Code</td>
</tr>
</tbody>
</table>

---

**Notary Public Information**

Notary Public – State of ____________________________ County of ____________________________

Subscribed and sworn to (or affirmed) before this ____________________________ day of, ______________ 20 __________.

by ____________________________

He or she is personally known to me [ ] or has produced Identification [ ]

Type of identification produced ____________________________

Signature of Notary Public ____________________________

Serial Number ____________________________

Print or Stamp of Notary Public ____________________________

Expiration Date ____________________________

Notary Public Seal ____________________________

Revised 1/12/12
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
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. 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 shall 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.)

<table>
<thead>
<tr>
<th>Business Name and Address of First Tier Subcontractor/Subconsultant</th>
<th>Principal Owner</th>
<th>Scope of Work to be Performed by Subcontractor/Subconsultant</th>
<th>Principal Owner (Enter the number of male and female owners by race/ethnicity)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td>Gender</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>M</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Business Name and Address of First Tier Direct Supplier</th>
<th>Principal Owner</th>
<th>Supplies/Materials/Services to be Provided by Supplier</th>
<th>Employee(s) (Enter the number of male and female employees and the number of employees by race/ethnicity)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td>Gender</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>M</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/Utilization department or on-line to the Small Business Development Division of the Regulatory and Economic Resources Department at https://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
--- | --- | --- | ---

SUB 100 Rev. 6/12
MIAMI-DADE COUNTY BID NO.: -OTR

Note: This affidavit will be requested from all bidders once bids are received and evaluated.