DEPARTMENTAL INPUT

CONTRACT/PROJECT MEASURE ANALYSIS AND RECOMMENDATION

☑ New  ☐ OTR  ☐ Sole Source  ☐ Bid Waiver  ☐ Emergency

☑ Re-Bid  ☐ Other

Previous Contract/Project No.: 5938-3/12-3
Requisition No./Project No.: ROID1300060

LIVING WAGE APPLIES: ☐ YES  ☐ NO
TERM OF CONTRACT: ☐ YEAR(S) WITH ☐ YEAR(S) OTR

Requisition/Project Title: TARPAULIN COVERS AND ACCESSORIES

Description:
The purpose of this solicitation is to establish a contract for the purchase, repair and install Tarpaulin Covers and Accessories for trash trucks in conjunction with the County's needs on an as needed when needed basis.

Issuing Department: Various
Contact Person: Lourdes Farley
Phone: (305) 375-3045

Estimate Cost: $442,877.80 (five years)
Funding Source: GENERAL  ☐ FEDERAL  ☐ OTHER  ☐ See Attached

ANALYSIS

Commodity Codes: 936-78, 450-77, 065-25

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

Contractor: Evora Enterprises, Inc. dba Tarps & Beyond
Small Business Enterprise:

Contract Value: $83,350.00

2nd Year

3rd Year

Comments:

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

RECOMMENDATIONS

SBE  Set-aside  Sub-contractor goal  Bid preference  Selection factor

Basis of recommendation:

Signed: Lourdes Farley  Date sent to SBD: 3/20/13

Date returned to DPM:

RECEIVED:

DEPT. BUSINESS DEV.
2013 MAR 20  PM 6:24
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REQUISITION ID: RQID1300060  LINE NO: 001  BPO LN:  BUYER: 635
COMMODITY:  936-78  MAINTENANCE AND REPAIR OF TARPAULINS, TENT
QUANTITY:  1.00  STATE TAX:  LOCAL TAX:
PURCHASE U/M: EA  UNIT COST:  350,000.0000
EST TOTAL COST:  350,000.00
BLOCK FUNCTION: (SPEC ID TO COPY, ISRT, DLET, DUP)
SPECIFICATION INFO
REBID OF BID 5938-3/12 FOR A 5 YEAR PERIOD AT 70K PER YEAR FOR A TOTAL OF $ 350,000.00.
MIAMI-DADE COUNTY, FLORIDA

INVITATION TO BID

TITLE:
TARPAULIN COVERS AND ACCESSORIES

FOR INFORMATION CONTACT:
LOURDES FARLEY, (305) 375-3045, farley@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
INVITATION TO BID

Bid Number: 5938-0/18

Bid Title: Tarpaulin Covers and Accessories

Procurement Contracting Associate: Lourdes Farley

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.
SECTION 1
GENERAL TERMS AND CONDITIONS

TARPAULIN COVERS AND ACCESSORIES

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 TERMS AND CONDITIONS

TARPAULIN COVERS AND ACCESSORIES

2.1 PURPOSE: TO ESTABLISH A CONTRACT FOR THE COUNTY
The purpose of this solicitation is to establish a contract for the purchase, repair and install Tarpaulin Covers and Accessories in conjunction with the County's needs on an as needed basis.

2.2 TERM OF CONTRACTSIXTY (60) MONTHS
This contract shall commence upon the date of the purchase order and shall remain in effect until such time as the commodities, equipment and/or services acquired in conjunction with this invitation to Bid, have been completed and accepted by the County's authorized representative and shall remain in effect for sixty (60) months upon completion of the expressed and/or implied warranty periods, and shall expire on the last day of the sixty (60) period. It shall be the sole prerogative of Miami Dade County to review the initial sixty (60) months on an annual basis.

2.3 PRICES
The initial contract prices resultant from this solicitation shall prevail for a twelve (12) month period from the contract's initial effective date. Prior to completion of each twelve (12) month period, the County may consider an adjustment to prices based on changes in the following price index; Consumer Price Index (CPI) Urban Consumer Miami / Fort Lauderdale, Other Goods, Series ID: CUURA320SAGC,CUUSA320SAGC to be supplied upon request on Renewal Year. The adjustments may be upward or downward.

http://data.bls.gov/pdq/SurveyOutputServlet?jsessionid=ED747467CB0CC33202110326C16D9E7A.tc_instance5

It is the bidders' responsibility to request any price adjustment under this provision. For any adjustment to be considered, the bidder(s) request for adjustment should be submitted thirty (30) calendar days prior to twelve (12) month period.

2.4 METHOD OF AWARD: Two (2) Lowest Priced Bidders by Group
2.4.1 Award of this contract will be made up to two (2) responsive, responsible Bidders per each group whose offer represents the lowest price for each Group. While the method of award prescribes the method for determining the lowest priced responsive, responsible Bidder, if the County decides to award this contract, it will award this contract to the designated lowest priced Bidder per group as the primary Bidder of that group and will award this contract to the designated second lowest priced Bidder per group as secondary Bidder.

If the County exercises this right, the primary Bidder shall have the responsibility to initially perform. If the primary Bidder of a given group fails to perform at any time, it may be terminated for default and the County will have the option to seek the goods and services from the secondary Bidder of that same group, who will then become the primary.

Award to multiple Bidders is made for the convenience of the County and does not exempt the primary Bidders from fulfilling their contractual obligations. Failure of any Bidder to perform in accordance with the terms and conditions of the contract may result in the Bidder being deemed in breach of contract. The County may terminate the contract for default and charge the Bidder re-procurement costs, if applicable.
2.4.2 The Bidder shall be regularly engaged in the business of providing similar products and services described in this solicitation. Therefore, the Bidders shall provide at least two (2) references with their bid submittal. The reference must be from a customer that is purchasing, or has purchased, similar goods and services from the Bidder within the past five years.

The Bidder shall submit their reference’s contact information in Section 4, Bid Submittal Form, which shall include the reference’s company name, contact name, telephone number, and e-mail address of the person who can verify to the County that the Bidder has successfully provided similar products and services. The County may contact the Bidder’s reference, or request additional information from the Bidder, to ascertain that the Bidder has sufficient experience and expertise in the industry to meet the scope of work and all requirements of this solicitation.

2.5 CONTACT PERSON
For any additional information regarding the terms and conditions of this solicitation and resultant contract, Contact: Lourdes Farley, at (305) 375-3045 email – farley@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.

2.6 COMPLIANCE WITH FEDERAL STANDARDS
All items to be purchased under this contract shall be in accordance with all governmental standards, to include, but not be limited to, those issued by the Occupational Safety and Health Administration (OSHA), the National Institute of Occupational Safety Hazards (NIOSH), and the National Fire Protection Association (NFPA).

2.7 PURCHASE OF OTHER ITEMS NOT LISTED WITHIN THIS SOLICITATION BASED ON PRICE QUOTES
While the County has listed all major items within this solicitation which are utilized by County departments in conjunction with their operations, there may be similar items that must be purchased by the County during the term of this contract. Under these circumstances, a County representative will contact the primary contractor to obtain a price quote for the similar items. If there are multiple bidders on the contract, the County representative may also obtain price quotes from these bidders. The County reserves the right to award these similar items to the primary contract contractor, another contract contractor based on the lowest price quoted, or to acquire the items through a separate solicitation.

2.8 AVAILABILITY OF CONTRACT TO OTHER COUNTY DEPARTMENTS
Although this Solicitation is specific to four (4) County Departments, it is hereby agreed and understood that any County department or agency may avail itself of this contract and purchase any and all items specified herein from the successful bidder(s) at the contract price(s) established herein. Under these circumstances, a separate purchase order shall be issued by the County, which identifies the requirements of the additional County departments or agencies.
2.9 "EQUAL" PRODUCT CAN BE CONSIDERED UPON RECEIPT OF SPECIFIED DATA

The manufacturer's name, brand name and/or model number information contained in this solicitation are being used for the sole purpose of establishing the minimum requirement of level of quality, standard of performance, and design and is in no way intended to prohibit the offer of another manufacturer's items of equal material unless otherwise indicated on the Bid/Proposal Submission Form.

This specific solicitation requires submission of the following documentation to enable County evaluation of "equal" products:

  X : Product Information Sheets
  X : Product Samples Upon Specific Request
     : Product labels
     : Performance Test Results

If an "equal" product may be considered by the County in accordance with the Bid Submission Form, the unit shall be equal in quality and standards of performance to the item specified in the solicitation. Where an "or equal" item is offered, and product information sheets are required, the initial offer must be accompanied with two (2) complete sets of product information sheets (such as factory specifications, standard manufacturer information sheets, catalogues, and brochures), and if required, two (2) copies of performance test results of the unit offered as an equal. Also, for product information submittals, all supporting documentation submitted by the Bidder must in total meet the required specifications set forth in this solicitation. Where the standard product literature submitted with the offer provides information that does not comply with the specifications, the Bidder shall state, in an official letter on corporate letterhead as part of their initial offer, the differences between the item they are specifically offering, and the equipment described by the standard product literature, to substantiate compliance to all of the specifications set forth in this solicitation. In such cases, any offer submitted with standard product literature but without the letter explaining compliance will result in the rejection of the offer for not meeting the solicitation specifications.

If samples of all "or equal" items bid are required for evaluation, such items are to be provided at no cost to the County, and should be submitted with the initial offer, or at the time of specific request. Failure to meet this requirement may result in your offer being rejected. All samples become the property of Miami-Dade County.

For "equal" products to be evaluated based on submission of product labels, the initial offer should be accompanied with labels indicating the specification and ingredients for each "or equal" item offered. Failure to meet this requirement may result in your offer being rejected.

The County shall be sole judge of equality, based on the best interests of the County, and its decision in this regard shall be final. Items labeled "No Substitute" on the County's Bid/Proposal Submission Form are the only products that will be accepted under this solicitation.
2.10 WARRANTY SHALL BE ONE YEAR FROM DATE OF ACCEPTANCE

A. Type of Warranty Coverage Required

In addition to all other warranties that may be supplied by the bidder, the bidder shall warrant its products and/or service against faulty labor and/or defective material, for a minimum period of one (1) year after the date of acceptance of the labor, materials and/or equipment by the County. This warranty requirement shall remain in force for the full one (1) year period; regardless of whether the bidder is under contract with the County at the time of defect. Any payment by the County on behalf of the goods or services received from the bidder does not constitute a waiver of these warranty provisions.

B. Correcting Defects Covered Under Warranty

The bidder shall be responsible for promptly correcting any deficiency, at no cost to the County, within three (3) calendar days after the County notifies the bidder of such deficiency in writing. If the bidder fails to honor the warranty and/or fails to correct or replace the defective work or items within the period specified, the County may, at its discretion, notify the bidder, in writing, that the bidder may be debarred as a County bidder and/or subject to contractual default if the corrections or replacements are not completed to the satisfaction of the County within two (2) calendar days of receipt of the notice. If the bidder fails to satisfy the warranty within the period specified in the notice, the County may (a) place the bidder in default of its contract, and/or (b) procure the products or services from another vendor and charge the bidder for any additional costs that are incurred by the County for this work or items; either through a credit memorandum or through invoicing.
3.1 **SCOPE**
It is the intention of these specifications to purchase, repair, and install Tarpaulin Covers and Accessories on trash trucks with a Donovan Mighty Mesh Tarp Material or approved equal. This specification is organized into four groups:

- Group I – Purchase and Install
- Group II – Repairs and Hourly Rate
- Group III – Removal, Purchase and Install
- Group IV – Purchase of Additional Items

3.2 **SIZES REQUIRED (NOTE: MANUAL OR ELECTRIC (which one (?) COVERS MAY BE REQUIRED)**
Forty-four and one half (44 ¹⁄₂) feet by twenty (20) feet two (2) inches (for Steco Trailer) and twenty-one (21) foot dump body trash truck, and forty (40) cubic yard roll-off truck.

3.3 **GROUP I - PURCHASE AND INSTALL**

**MANUAL OPERATED COVERS**
Tarp covers shall cover the full length of the bodies. The overall assembly shall be of such strength and durability as to reasonably cover a full load of bulky material (i.e. tree limbs or metal items) and be able to withstand inclement weather conditions for a minimum of one (1) year.

All tarp frame roller assembly metal brackets and accessories (i.e. belts and washers) shall be of such quality and grade as to withstand the normal use of the specified operation. When in an open position the cover unit shall be supported in such a manner that it will not bend or break while the truck is being loaded.

The throw-out unit must be constructed in such a manner as to withstand normal operation use of the unit which is the dumping of heavy material into the truck. The springs are to be of sufficient strength to enable the operator to throw the cover back with a minimum amount of effort. The crank handle must have a securing apparatus or device to ensure safety.

3.4 **ROLLER UNIT**
Two (2) self-aligning bearings, sealed, no fittings. Steel tubing roller assembly with rods on each end. Brake assembly to cover unit with hand crank. Four (4) rope hook tie-down welded to the body. One (1) nine (9) inch rubber tie for dogging down the handle.
3.5 COVER UNIT
Side arms will be steel pipe with performed steel tubing across the back. Reverse wound springs to throw cover over body. The anchor point for the springs will be approximately five (5) inches in diameter by four (4) inches deep. Ninety (90) degree elbows or performed tubing will be part of rear cross bar.

3.5.1 COVER
Will be Donovan Mighty Mesh or approved equal, extra wide tarpaulin, with nylon shock cords which enable the loads to be completely covered and secured.

3.5.2 COVER MECHANISM
Two (2) inch outside diameter head roller with one (1) inch diameter shafts on each end, mounted in one (1) inch ball bearing flange units each end.

Heavy duty torsion springs will be mounted under the bed to return arms.

Side arms will be one and three quarter (1 3/4) inch pipe.

Cross over pipe will be one and twelve (1 & 12) inch outside diameter pipe with performed radius each side.

Eighteen (18) inch extension at the front of the bed is required to protect the head roller.

Side arms shall be bent so that they are hidden below the top of the bed for protection.

A four (4) foot drive chain shall be used so that the hand crank is readily accessible.

A hand crank will be equipped with a special brake to stop it from freewheeling and locks the cover open.

Sixteen (16) ounce heavy duty neoprene's nylon mesh eight (8) foot wide with pockets each end, folded and stitched, sides double folded and double stitched.
3.5.3 **ELECTRICALLY OPERATED TWELVE (12) VOLT D.C. COVERS Roll of T CONTAINER COVER**

Outside elevator tubes will be fabricated of four (4) inch by two (2) inch reinforced with one quarter (¼) inch side plates.

Inside elevator tubes will be fabricated of three (3) inch by two and a half (2 ¼) inch steel tube with rack gear to drive the elevator up or down.

Head roller assembly will be fabricated of two (2) inch outside diameter tube with one (1) inch shafts each end.

Head Rollers will be driven by a twelve (12) volt D.C. motor with chain drive and sealed one (1) inch ball bearings at each end with a chain drive guard.

The elevator will be driven up and down by the twelve (12) volt motor via rack and pinion gear with sealed pillow block bearings on each end and chain drive protected by a chain guard.

The crossover pipe will be fabricated of one and a half (1 ½) inch tube of sixteen (16) gauge.

Material will be canvas of sixteen (16) ounce weight that is neoprene coated, nylon mesh type, nine (9) foot to six (6) foot long to cover a peaked load. It will be attached to the head roller and crossover pipe with double stitched pocket and clamped to each.

Torsion spring will be made from five eighths (5/8) inch diameter spring steel. Torsion spring assembly extension will be fabricated of three (3) inch pipe with heavy plate to attach to the frame.

The elevator control box will be eight (8) inch by eight (8) inch by four (4) inch PVC with all water tight fittings. Inside the elevator box will be two (2) sets of solenoids completely wired with remote control stitch, motor, and battery wires.

3.6 **FURNISH AND INSTALL REQUIREMENTS**

The specifications and/or statement of work contained within this solicitation describe the various functions and classes of work required as necessary for the completion of the project. Any omissions of inherent technical functions or classes of work within the specifications and/or statement of work shall not relieve the bidder from furnishing, installing or performing such work where required to the satisfactory completion of the project.
## 3.7 GROUP II – REPAIRS AND HOURLY RATE

### 3.7.1 REPAIRS LOCATIONS

The County may require the contractor to perform on-site repairs to existing tarpaulin covers and mechanisms currently attached to County vehicles (see attached Miami-Dade County list for Internal Services Department/Fleet Shop locations). The contractor must be equipped with portable equipment to perform such repairs. Installation of new tarpaulin covers and mechanisms will normally be completed at the vendor’s place of business.

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<th>Address</th>
<th>Phone #</th>
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<td>Ramon Goizuetta, Alfonso Bradley</td>
<td>10740 NW 211th St, 33189</td>
<td>251-3125</td>
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<td>Jorge Prieto</td>
<td>5975 Miami Lakes Dr., 33014</td>
<td>557-9644</td>
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<td>2950 NW 83rd St, 33147</td>
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<td>Shop 3-Auto – (1st shift), Assistant Facility Supv.</td>
<td>Mark Surgeon</td>
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<td>470-1787</td>
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<td>Geoffrey Murray, Wilson Green (Military)</td>
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### Heavy Equipment Operations

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<td>Ronald Kleinop, Svc Mgr Nestor Suarez, Asst. to SM</td>
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<tr>
<td>Asst. Facility Supervisor</td>
<td>Timothy Phillips</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Shop 3-Main (1st shift), Facility Supervisor</td>
<td>Jesus Rodriguez</td>
<td>8801 NW 58th St, 33178</td>
<td>591-9515</td>
<td>591-8132</td>
<td>591-8134</td>
<td>030</td>
<td>ID02247585</td>
</tr>
<tr>
<td>Facility Supervisor – Vehicle Maintenance</td>
<td>Jose Rodriguez</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Assistant Facility Supervisor - Parts</td>
<td>John N. Gonzalez</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Assistant Facility Supervisor - (2nd shift)</td>
<td>Luis Garcia</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Shop 3A-Northest, (1st), Facility Supervisor</td>
<td>Manuel Simone</td>
<td>18701 NE 6th Ave, 33179</td>
<td>652-0764</td>
<td>770-3142</td>
<td>031</td>
<td>ID02247619</td>
<td>05</td>
</tr>
<tr>
<td>Assistant Facility Supervisor – (2nd shift)</td>
<td>Danny Gendelis</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Shop 3B-SW (1st shift), Facility Supervisor</td>
<td>Vicente Paredes</td>
<td>7900 SW 107th Ave., 33173</td>
<td>279-9050</td>
<td>279-7418</td>
<td>032</td>
<td>ID02247635</td>
<td>06</td>
</tr>
<tr>
<td>Assistant Facility Supervisor - (2nd shift)</td>
<td>Vivekanand Kalraja</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Shop 3C-Coast, (1st shift) Facility Supervisor</td>
<td>Juan Erbella</td>
<td>8801 NW 58th St, 33178</td>
<td>477-1008</td>
<td>499-5466</td>
<td>038</td>
<td>ID02247036</td>
<td>22</td>
</tr>
<tr>
<td>Assistant Facility Supervisor</td>
<td>Thomas Joseph</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Shop 3D (1st) Facility Supervisor</td>
<td>Jeffrey Major</td>
<td>10830 SW 211th St., 33189</td>
<td>253-5397</td>
<td>253-5397</td>
<td>035</td>
<td>ID02247601</td>
<td>13</td>
</tr>
<tr>
<td>Assistant Facility Supervisor - (2nd shift)</td>
<td>Daniel Irving</td>
<td>(305) 969-4534</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>3D Tire Shop, Facility Supervisor</td>
<td>Jeffrey Major</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Tire Shop, Assistant Facility Supervisor</td>
<td>Jose Busto</td>
<td>8801 NW 58th St, 33178</td>
<td>470-1769</td>
<td>468-2569</td>
<td>039</td>
<td>ID02247049</td>
<td>21</td>
</tr>
<tr>
<td>Floater, Facility Supervisor, HE</td>
<td>Kenneth Hackfort</td>
<td>8801 NW 58th St, 33178</td>
<td>591-9515</td>
<td>470-1613</td>
<td>035</td>
<td>ID02247577</td>
<td>25</td>
</tr>
<tr>
<td>Floater, Facility Supervisor, HE</td>
<td>Vincent Lopez</td>
<td>8801 NW 58th St, 33178</td>
<td>591-9515</td>
<td>470-1613</td>
<td>035</td>
<td>ID02247577</td>
<td>25</td>
</tr>
</tbody>
</table>

#### 3.7.2 HOURLY RATE
The hourly rate quoted shall be deemed to provide full compensation to the contractor for labor, equipment use, travel time, and any other element of cost or price. This rate is assumed to be at straight-time for all labor, except as otherwise noted. The contractor shall comply with minimum wage standards, and/or any other wage standards specifically set forth in this solicitation and resultant contract, and any other applicable laws of the State of Florida. If overtime is allowable under this contract, it will be covered under a separate item in the special clauses.

#### 3.8 GROUP III – REMOVAL, PURCHASE AND INSTALL (See Section 4, Bid Submittal For)

#### 3.9 GROUP IV – PURCHASE OF ADDITIONAL ITEMS (See Section 4, Bid Submittal For)
3.10 **CLEAN-UP**
All unusable materials and debris shall be removed from the premises at the end of each workday, and disposed of in an appropriate manner. Upon final completion, the contractor shall thoroughly clean up all areas where work has been involved as mutually agreed with the associated user department's project manager.

3.11 **WORK ACCEPTANCE**
This project will be inspected by an authorized representative of the County. This inspection shall be performed to determine acceptance of work, appropriate invoicing, and warranty conditions.

3.12 **NOTIFICATION PRIOR TO COMMENCEMENT OF WORK SHALL BE FIVE (5) DAYS**
The County will give a minimum lead time of five (5) calendar days to the vendor prior to the desired starting date for any specific assignment; provided however, that such notification shall be superseded by any emergency work that may be required in accordance with provisions included elsewhere in this solicitation and resultant contract. When possible, longer lead times will be given.

3.13 **COMPLETION OF WORK FROM DATE OF NOTICE TO PROCEED**
The vendor shall state in its offer the number of calendar days from the date of the Notice To Proceed in which it will guarantee to complete the work, repair, and/or service. A verbal instruction from an authorized County representative shall constitute sufficient notice to the vendor to commence work. The completion date shall not exceed five (5) calendar days after the effective date of the Notice to Proceed.

All work shall be performed in accordance with good commercial practice. The work schedule and completion dates shall be adhered to by the vendor(s); except in such cases where the completion date will be delayed due to acts of nature, strikes, or other causes beyond the control of the vendor. In these cases, the vendor shall notify the County of the delays in advance of the original completion date so that a revised delivery schedule can be appropriately considered by the County.

Should the vendor(s) to whom the contract(s) is awarded fail to complete the work within the number of days as stated in its offer, or the "not-to-exceed" timeframe cited above, it is hereby agreed and understood that the County reserves the authority to cancel the contract with the vendor and to secure the services of another vendor to complete the work. If the County exercises this authority, the County shall be responsible for reimbursing the vendor for work which was completed and found acceptable to the County in accordance with the contract specifications. The County may, at its option, demand payment from the vendor, through an invoice or credit memo, for any additional costs over and beyond the original contract price which were incurred by the County as a result of having to secure the services of another vendor. If the incumbent vendor fails to honor this invoice or credit memo, the County may terminate the contract for default.
3.14 **LABOR, MATERIALS, AND EQUIPMENT SHALL BE SUPPLIED BY THE CONTRACTOR**

The contractor shall furnish all labor, material and equipment necessary for satisfactory contract performance. When not specifically identified in the technical specifications, such materials and equipment shall be of a suitable type and grade for the purpose. All material, workmanship, and equipment shall be subject to the inspection and approval of the County's Project Manager.
Submit Bid To:
CLERK OF THE BOARD
Stephen P. Clark Center
111 NW 1st Street
17th Floor, Suite 202
Miami, Florida 33128-1983

SECTION 4
BID SUBMITTAL FORM

BID NO.: 5938-0/18
OPENING: 2:00 P.M.
, 2013

MIAMI-DADE COUNTY

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: L. Farley
ISD/PMS Date Issued: This Bid Submittal Consists of

Pages 12 through 20

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.

TARPAULIN COVERS AND ACCESSORIES

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: 936-78, 450-77, 065-25

Procurement Contracting Associate: Lourdes Farley

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.
<table>
<thead>
<tr>
<th>ITEM</th>
<th>DESCRIPTION</th>
<th>ESTIMATED QUANTITY</th>
<th>UNIT PRICE</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>Manual Operated Tarp Cover for twenty-one (21) foot dump body trash truck, complete including installation.</td>
<td>14</td>
<td>$________ Ea</td>
</tr>
<tr>
<td></td>
<td>Manufactured by: Donovan Mighty Mesh Tarp Material or Approved Equal</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>If bidding on an equal, please provide:</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Manufacturer:</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Make and Model No.:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2.</td>
<td>Electronically Operated Tarp Cover for twenty-one (21) foot dump body trash truck, complete including installation.</td>
<td>10</td>
<td>$________ Ea</td>
</tr>
<tr>
<td></td>
<td>Manufactured by: Donovan Mighty Mesh Tarp Material or Approved Equal</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>If bidding on an equal, please provide:</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Manufacturer:</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Make and Model No.:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>3.</td>
<td>Electrically Operated Tarp Cover for forty (40) cubic yard roll-off truck, complete including installation.</td>
<td>8</td>
<td>$________ Ea</td>
</tr>
<tr>
<td></td>
<td>Manufactured by: Donovan Mighty Mesh Tarp Material or Approved Equal</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>If bidding on an equal, please provide:</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Manufacturer:</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Make and Model No.:</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

TOTAL GROUP I - ITEMS 1 THRU 3 $________
GROUP II – Repairs and Hourly Rate

<table>
<thead>
<tr>
<th>ITEM</th>
<th>DESCRIPTION</th>
<th>ESTIMATED # OF HOURS</th>
<th>UNIT PRICE</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>Repairs will include pricing for parts and labor to Tarp Cover Mechanism: Hourly rate Location of nearest repair facility:</td>
<td>108 Hrs.</td>
<td>$________ Hourly Rate</td>
</tr>
</tbody>
</table>

TOTAL GROUP II - Item 1 $________
**MIAMI-DADE COUNTY**

**SECTION 4**

**BID NO.: 5938-0/18**

**BID SUBMITTAL FOR:**

**TARPAULIN COVERS AND ACCESSORIES**

**FIRM NAME:**

---

**GROUP III – Removal, Purchase and Install**

<table>
<thead>
<tr>
<th>ITEM</th>
<th>DESCRIPTION</th>
<th>ESTIMATED QUANTITY</th>
<th>UNIT PRICE</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>a) 14’ tarp x 8’ wide.</td>
<td>39</td>
<td>$ Ea.</td>
</tr>
<tr>
<td>2.</td>
<td>b) 16’ tarp x 8’ wide.</td>
<td>39</td>
<td>$ Ea.</td>
</tr>
<tr>
<td>3.</td>
<td>c) 18’ tarp x 8’ wide.</td>
<td>39</td>
<td>$ Ea.</td>
</tr>
<tr>
<td>4.</td>
<td>d) 20’ tarp x 8’ wide.</td>
<td>39</td>
<td>$ Ea.</td>
</tr>
<tr>
<td>5.</td>
<td>e) 23’ tarp x 8’ wide.</td>
<td>10</td>
<td>$ Ea.</td>
</tr>
<tr>
<td>6.</td>
<td>f) 24’ tarp x 8’ wide.</td>
<td>10</td>
<td>$ Ea.</td>
</tr>
<tr>
<td>7.</td>
<td>g) 25’ tarp x 8’ wide.</td>
<td>10</td>
<td>$ Ea.</td>
</tr>
<tr>
<td>8.</td>
<td>h) Donovan Mighty Mesh Tarp or approved equal Approximately 40’ 4” x 58” overall (40’4” x 46” where it attaches plus 12” of overhang flap) for Steco or Warren Transfer Trailer.</td>
<td>9</td>
<td>$ Ea.</td>
</tr>
<tr>
<td>9.</td>
<td>For all other size tarps vendor will fabricate. Price proposed shall include:</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**TOTAL GROUP III – ITEMS 1 THRU 9**

$
<table>
<thead>
<tr>
<th>ITEM</th>
<th>DESCRIPTION</th>
<th>ESTIMATED QUANTITY</th>
<th>UNIT PRICE</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>Neoprene coated nylon mesh, heavy duty.</td>
<td>10 Sq. Ft</td>
<td>$________ Per Sq. Ft</td>
</tr>
<tr>
<td>2.</td>
<td>Canvas, Olive Drab #10, 12 oz. Army Duck.</td>
<td>8 Sq.Ft.</td>
<td>$_______ Per Sq. Ft.</td>
</tr>
<tr>
<td>3.</td>
<td>Tarp vinyl coated waterproof 16-18 oz.</td>
<td>10 Sq. Ft.</td>
<td>$_______ Per Sq. Ft.</td>
</tr>
<tr>
<td>4.</td>
<td>Boat Cover Acrylic, water repellent 8.</td>
<td>10 Sq. Ft.</td>
<td>$_______ Per Sq. Ft.</td>
</tr>
<tr>
<td>5.</td>
<td>Shade Cloth Screen 40-70% shade black mesh.</td>
<td>10 Sq. Ft.</td>
<td>$_______ Per Sq. Ft.</td>
</tr>
<tr>
<td>6.</td>
<td>Shade Cloth Screen 60-70% shade.</td>
<td>15 Sq. Ft.</td>
<td>$_______ Per Sq. Ft.</td>
</tr>
<tr>
<td>7.</td>
<td>Tennis Windbreak Fabric, Green, Grommets every 18&quot; w/ventilation holes.</td>
<td>20 Sq. Ft.</td>
<td>$_______ Per Sq. Ft.</td>
</tr>
<tr>
<td>8.</td>
<td>Additional Grommets installed on tarp.</td>
<td>100 Ea.</td>
<td>$_______ Ea.</td>
</tr>
<tr>
<td>9.</td>
<td>¼&quot; x 2 Ft. short cord.</td>
<td>100 Ea.</td>
<td>$_______ Ea.</td>
</tr>
</tbody>
</table>

**TOTAL GROUP IV – ITEMS 1 THRU 9**  
$________

Note: Number of calendar days from the date of notice to proceed (Per Section 3, Para. 3.12)  
_____ days
# BIDDERS CHECKLIST

Pursuant to Section 2, Paragraph 2.4.2; provide two business references by completing the information below:

<table>
<thead>
<tr>
<th>BIDDERS CHECKLIST</th>
<th>Please initial below as submitted:</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>1. Reference No. 1</strong></td>
<td></td>
</tr>
<tr>
<td>Company Name:</td>
<td></td>
</tr>
<tr>
<td>Contact Person's Name:</td>
<td></td>
</tr>
<tr>
<td>Phone Number:</td>
<td></td>
</tr>
<tr>
<td>E-mail:</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>2. Reference No. 2</strong></td>
<td></td>
</tr>
<tr>
<td>Company Name:</td>
<td></td>
</tr>
<tr>
<td>Contact Person's Name:</td>
<td></td>
</tr>
<tr>
<td>Phone Number:</td>
<td></td>
</tr>
<tr>
<td>E-mail:</td>
<td></td>
</tr>
</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: ________________________________________________
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 Intercity 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.
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. 98-138, amending Section 2-8.1(c)(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 of the County Code |
| 5. Miami-Dade County Debarment Disclosure Section 10.98 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 Ethics Article 1, Section 2-8.1(9) and 8-11(1)(1) of the County Code through 9(5) and 9(6) of the County Code and County Ordinance No 98-1 amending Section 2-11.1(c) of the County Code |
| 8. Miami-Dade County Family Leave Article 5 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 ________________________________
Date ________________________________
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 ________________________________
Serial Number ________________________________

Print or Stamp of Notary Public ________________________________
Expiration Date ________________________________
Notary Public Seal ________________________________
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
<table>
<thead>
<tr>
<th>Business Name and Address of First Tier Subcontractor/Subcontractor</th>
<th>Principal Owner</th>
<th>Scope of Work to be Performed by Subcontractor/Subcontractor</th>
<th>Gender</th>
<th>Race/Ethnicity</th>
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<th>Race/Ethnicity</th>
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<tr>
<th>Business Name and Address of First Tier Direct Supplier</th>
<th>Principal Owner</th>
<th>Required/Optional Services to be Provided by Supplier</th>
<th>Gender</th>
<th>Race/Ethnicity</th>
<th>Gender</th>
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I certify that the representations contained in this Subcontractor/Supplier listing are to the best of my knowledge true and accurate.

Signature of Biddor/Respondent: ____________________________
Print Name: ____________________________
Print Title: ____________________________
Date: ____________________________
Hello Vivian,

Attached SBD’s input document and ITB’s draft for referenced requisition.

SBD’s input documents.pdf

Tarps (Draft.pdf).pdf

Thank you,

Lourdes Farley
Miami-Dade County
Internal Services Department- Procurement Management
Ph: (305) 375-3045 - Fax: (305) 372-6128
e-mail: farley@miamidade.gov
Visit our website at: www.miamidade.gov/dpm

"Delivering Excellence Every Day"