

This document is a draft Scope of Services/Technical Specifications for a future competitive contract Miami-Dade County anticipates entering into. Scope of Services/Technical Specifications is subject to change without notice.

THIS IS NOT AN ADVERTISEMENT

SECTION 2

ADDITIONAL/SPECIAL TERMS AND CONDITIONS

2.1 PURPOSE

This Request to Qualify (RTQ) will establish a Prequalified Pool of Suppliers/Vendors (Pool) that will be used to solicit iguana control services. Placement in the Pool is **not** a contract between the County and the Supplier/Vendor, but an acknowledgement that the Supplier/Vendor meets the qualifications as outlined throughout this RTQ. Supplier/Vendor Submittals are accepted throughout the term of the RTQ for placement in such Pool.

2.2 DEFINITIONS

Invitation to Quote (ITQ) – Shall refer to the solicitation of quotes from the Pool for specific goods and/or services; and awarded based on lowest price, or other quantifiable criteria.

Prequalified Pool of Suppliers/Vendors (Pool) – Shall refer to business entities/individuals determined by the County's Strategic Procurement Department, as meeting the minimum standards of business competence, financial ability, and/or product quality for placement in the Pool, and which may submit quote or proposal, at the time of need.

Submittal – Shall refer to all information, attachments and forms submitted in response to this RTQ.

Supplier/Vendor – Shall refer to a business entity/individual responding to this RTQ.

Work Order Proposal Request (WOPR) – shall refer to a competitive process involving the solicitation of proposals, by the Strategic Procurement Department, from the Pool for specific goods and/or services; and evaluated and awarded based on best value.

2.3 TERM

The Pool shall be established on the first calendar day of the month succeeding approval by the Board of County Commissioners, or designee, unless otherwise stipulated in writing by the County. The Pool shall expire on the last day of the last month of the five-year term.

2.4 QUALIFICATION CRITERIA

Vendor shall meet the following criteria to be considered for placement in the Pool and for participation in future solicitations:

- A. Vendor shall be regularly engaged in the business of providing iguana control and/or related services to be considered for award. Vendor shall provide two (2) different references from customers to whom the Vendor has provided and/or is currently providing iguana control and related services as described throughout this Solicitation. In lieu of the references from the Vendor, the County will consider the references from Vendor's key personnel in accordance with Resolution No. 1122-21.

The references should include the customer's company name, and the contact's name, title, address, telephone number, and e-mail address of the contact person who can verify that the Vendor/Vendor's key personnel has successfully provided the services. These references shall ascertain to the County's satisfaction that the Vendor has sufficient expertise in the industry and its firm is properly equipped to perform the required services.

- B. Vendor(s) shall provide a valid copy of their "Eradication and Control of Nonnative Species Conditional/Prohibited/Nonnative Species Permit" for the person and/or business issued by the Florida Fish and Wildlife Conservation Commission.

Supplier/Vendor shall provide all of the specified information, documents and attachments listed above with their Submittal as proof of compliance with the requirements of this RTQ. However, the County may, at its sole discretion and in its best interest, allow Suppliers/Vendors to complete, supplement or supply the required documents throughout the term of the RTQ. It shall be the sole right of the County to determine the number of Suppliers/Vendors which will be included in the Pool. During the term of the RTQ, the County reserves the right to add or delete Suppliers/Vendors as it deems necessary, and in its best interest.

2.5 ADDITIONAL GROUPS

The County reserves the right to add groups, with applicable vendor requirements to the pool as it deems necessary.

2.6 INSURANCE

Insurance is **not** required in order to be prequalified under this RTQ. Insurance requirements will be detailed in the subsequent ITQ or WOPR.

2.7 SPOT MARKET COMPETITION

Suppliers/Vendors in the Pool will be invited to participate in future spot market competition, as needed. The spot market competition will be in the form of an ITQ or WOPR that will include the specific goods and/or services required, and may include provisions, as applicable, such as:

- Small Business Enterprise (SBE) Measures
- Shannon Melendi Act
- Warranty Requirements
- Liquidated Damages
- Living Wage

For federally funded projects/programs, additional provisions may apply in accordance with the funding source. The following provisions from Section 1, General Terms and Conditions shall be exempted from such solicitations, as indicated in the ITQ or WOPR.

- Article 1.2(H) Prompt Payment Terms
- Article 1.11 Local Preference
- Article 1.29 Office of the Inspector General (*only the cost of the random audits, as specified*)
- Article 1.37 County User Access Program (UAP)
- Article 1.45 Small Business Enterprise (SBE) Measures
- Article 1.46 Local Certified Veteran's Business Enterprise Preference
- Article 1.47 Application of Preferences
- Article 1.49 First Source Hiring Referral Program (FSHRP)

Award of Spot Market Competitions over \$5,000,000

In accordance with Section 2-8.1(b)(5) of the Code of Miami-Dade County, as amended by Ordinance 23-28, any contract award for goods and services exceeding \$5,000,000 under this prequalification pool is subject to ratification by the Board of County Commissioners (Board). Any contract award not ratified by the Board, and such legislative action becomes final, the contract shall be deemed terminated. In such event, the Supplier/Vendor may be eligible for reasonable costs incurred prior to the notice of termination.

SECTION 3

SCOPE OF WORK/TECHNICAL SPECIFICATIONS

3.1 SCOPE OF WORK/TECHNICAL SPECIFICATIONS

It is the intent of this solicitation to identify and make available to the County, Vendors capable of providing Iguana Control services for multiple County departments, predominantly the Parks, Recreation and Open Spaces Department, on an "as needed basis". These services may include Green and Black Spiny-Tailed iguana population control services.

3.2 SERVICE LOCATIONS

Iguana control services are expected to be performed at various Miami-Dade County Park locations as stipulated in the subsequent spot market quote.

3.3 SERVICES TO BE PROVIDED, OPERATIONAL SPECIFICATIONS, AND CAPTURE METHODS

All methods used for trapping, euthanasia, and disposal must follow all federal, state, and local laws, ordinances, and guidelines. Guidelines of the Florida Fish and Wildlife Conservation Commission (or equivalent governing body) shall be closely followed regarding all population control methods used. It shall be the Vendor's sole responsibility to remain up-to-date with any changes in regulations that would affect services provided under this pool; inclusive of licensing and permitting requirements.

The shooting of iguanas, pellet gun or otherwise, is strictly prohibited through this Pool. Euthanasia of iguanas must be conducted off-site in a safe and careful manner.

It is expected that Vendors shall be responsible for setting and baiting appropriately sized and approved traps in an area known or suspected to have iguana(s) present. If there are iguana eggs identified at the Site, they shall be removed as well, as specified in the spot market quotation. PROS reserves the right to request physical and/or photographic carcass/egg verification at any time during the term of this Pool.

Following Florida law, all traps and snares must be checked at least once every twenty-four (24) hours. Any non-target wildlife captured shall be immediately released (unharmd) at the Site of capture.

Euthanasia of iguanas shall be humane as defined by, and follow regulations of, the American Association of Zoo Veterinarians, the American Veterinary Medical Association, and/or the Florida Fish and Wildlife Conservation Commission.

Number of traps, distribution of traps and placement per locations are subject to the approval of the Project Manager at the time of the spot market quote.

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SECTION 4
SUBMITTAL FORM

VENDOR: _____

SECTION 4
QUALIFICATION CRITERIA SUBMISSION

<u>QUALIFICATION CRITERIA</u> TO BE COMPLETED BY ALL VENDORS		
Refer to Section 2.4, Qualification Criteria, to ensure that Submittal complies with solicitation requirements.		
Reference Section	Requirements	Copy Attached
2.4 (A)	<p>Vendor shall be regularly engaged in the business of providing iguana control and/or related services to be considered for award. Vendor shall provide two (2) <i>different</i> references from customers to whom the Vendor has provided or is currently providing iguana control and related services as described throughout this Solicitation. In lieu of the references from the Vendor, the County will consider the references from Vendor's key personnel in accordance with Resolution No. 1122-21.</p> <p>The references should include the customer's company name, and the contact's name, title, address, telephone number, and e-mail address of the contact person who can verify that the Vendor/Vendor's key personnel has successfully provided the services. These references shall ascertain to the County's satisfaction that the Vendor has sufficient expertise in the industry and its firm is properly equipped to perform the required services.</p> <p>Reference Company No. 1:</p> <p>Company Name: _____</p> <p>Company Address: _____</p> <p>Contact's Name: _____ Title: _____</p> <p>Contact's Phone Number: ____ - ____ - _____</p> <p>Contact's Email: _____</p>	<input type="checkbox"/>

	<p>Reference Company No. 2:</p> <p>Company Name: _____</p> <p>Company Address: _____</p> <p>Contact's Name: _____ Title: _____</p> <p>Contact's Phone Number: ____ - ____ - _____</p> <p>Contact's Email: _____</p>	
2.4 (B)	<p>Vendor shall provide a valid copy of their "Eradication and Control of Nonnative Species Conditional/Prohibited/Nonnative Species Permit" for the person and/or business issued by the Florida Fish and Wildlife Conservation Commission.</p>	<input type="checkbox"/>