



**CONTRACT NO. 6097-0/15
INVASIVE SPECIES CONTROL SERVICES – PREQUALIFICATION POOL**

ROADMAP

Contract Overview:

This contract provides Miami-Dade County with a pool of pre-qualified vendors to obtain price quotations for the provision of invasive species control services. The invasive species control services to include treatment, monitoring, and reporting. Invasive species are referred to exotic plants and animals that have adapted to a region that they are not a native of.

Contract Term: 05/06/2013 till 11/30/2020

Commodity Codes: 988-89; Weed and Vegetation Control Services

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EVENT LOG

ADD NO. ↓	DATE ISSUED ↓	EVENT ↓	AGENT ↓																				
11	5/17/2016	EXCAVA LANDCLEARING LLC FEIN No.:455127646-01 has met all requirements to be added to the pool of vendors.	Jennyfer Calderon																				
10	01/24/16	Lake and Wetland Management Inc. has meet all requirements to be added to the pool of vendors.	Pamela Jones																				
9	1/21/2015	MILBORNE LLC FEIN No.: 452992296-01 has met all requirements to be added to the pool of vendors.	Jennyfer Calderon																				
8	11/23/2015	<p>A 5-year extension has been executed with additional time and expenditure as follows: Contract now expires on 11/30/2020.</p> <table border="1"> <thead> <tr> <th align="center">DEPT</th> <th align="center">Existing Allocation</th> <th align="center">Additional Allocation</th> <th align="center">Modified Allocation</th> </tr> </thead> <tbody> <tr> <td align="center">Parks</td> <td align="right">\$680,000</td> <td align="right">\$123,000</td> <td align="right">\$803,000</td> </tr> <tr> <td align="center">Public Works</td> <td align="right">\$94,000</td> <td align="right">\$210,000</td> <td align="right">\$304,000</td> </tr> <tr> <td align="center">Seaport</td> <td align="right">\$24,000</td> <td align="right">\$0</td> <td align="right">\$24,000</td> </tr> <tr> <td align="center">TOTAL</td> <td align="right">\$798,000</td> <td align="right">\$333,000</td> <td align="right">\$1,131,000</td> </tr> </tbody> </table>	DEPT	Existing Allocation	Additional Allocation	Modified Allocation	Parks	\$680,000	\$123,000	\$803,000	Public Works	\$94,000	\$210,000	\$304,000	Seaport	\$24,000	\$0	\$24,000	TOTAL	\$798,000	\$333,000	\$1,131,000	Jennyfer Calderon
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7	6/22/2015	<p>The insurance has been approved for following vendors and has been added back to the BPO:</p> <ul style="list-style-type: none"> • INSTITUTE FOR REGIONAL CONSERVATION 	Jennyfer Calderon																				
6	5/27/2015	<p>The insurance has been approved for following vendors and have been added back to the BPO:</p> <ul style="list-style-type: none"> • AQUAGENIX • GINLEY LAWN SERVICE & LANDSCAPING 	Jennyfer Calderon																				
5	5/07/2015	<p>Six-month extension has been executed. New expiration date is 11/30/2015. The following vendors have been marked for deletion, pending for insurance approval. Once the insurance is approved, they will be added to the BPO:</p> <ul style="list-style-type: none"> • AQUAGENIX • GINLEY LAWN SERVICE & LANDSCAPING • INSTITUTE FOR REGIONAL CONSERVATION 	Jennyfer Calderon																				
4	9/23/2014	The Institute For Regional Conservation has been added to the contract.																					



3	7/8/2014	Change and added local contacts to Deangelo Brothers, Inc.	
2	5/23/2013	Ginley Lawn Service & Landscaping, Inc. has been added to the contract.	
1	5/9/2013	Publish original roadmap	

PART #1: PRE-QUALIFIED VENDORS

This contract established a pre-qualified pool of vendors for participation in future spot market competitions for provision of invasive species control services. The pool will be open for Submitters to qualify at any time after the initial RTQ opening date.

Vendor	FEIN : Suffix	Contact Name	Phone Number	Fax Number	E-mail Address
Clarke Aquatic Services, Inc.	134306095 : 01	Frank Clarke	407-944-0520 (off)	407-944-0709	fclarke@clarke.com
Deangelo Brothers, Inc. dba Aquagenix	232332783 : 01	Tedd Kenny Roger Vick	561-881-1291 (off) 561-718-6962 (cell) 561-722-1196 (cell)	561-881-1293	Tedd.Kenny@dbiservices.com rvick@dbiservices.com
Excava Landclearing LLC	455127646-01	Etienne Coulombe	954-336-3892 (off) 954-336-3897		
Ginley Lawn Service & Landscaping, Inc.	262018967 : 01	Ginley Saldinas	786-234-6584 (cell)	305-969-7097	eframpr@gmail.com
Milbore LLC	452992296 : 01	Robert Miller	786-231-6621 (off)	786-231-6623	rmiller@milbornellc.com
Lake and Wetland Management, Inc.	650325948 01	Jennifer Bustos Fitz	561-735-3732	561-735-0516	office@lakeandwetland.com
The Institute For Regional Conservation	742336458 : 02	Sarah Martin	305-247-6547 (off) 305-505-9192 (cell)	N/A	martin@regionalconservation.org

PART #2: INSTRUCTIONS FOR EACH SOLICITATION

This contract requires each acquisition to go through a competitive, spot market Request for Quote (RFQ), prior to the award of a Work Order (WO). The above pre-qualified vendors are authorized to respond to all County requests and are to be included in each RFQ issued against the contract. Failure to utilize the above pre-qualified vendors may result in cancellation or rejection of a RFQ solicitation. It is highly recommended that the RFQ's be issued via e-mail for tracking and reporting purposes.

QUOTATION DIRECTIVES

- Each quotation must be open and competitive.
- Quotes may be issued for immediate deliveries, or to establish pricing for items that may be ordered within a specified time period.
- Bid tabulations **MUST** be provided to vendors upon request, prior to award.
- All quotations are subject to the Cone of Silence. Per section 2-11.1(t) of the County code.
- Local and Disabled Veteran Preferences are not applicable if the lowest priced vendor is a certified SBE or Micro/SBE.

METHOD OF AWARD

RFQ's may be awarded to the vendors with the lowest price in the aggregate, per-group, or in a per-item basis.

USER DEPARTMENT RESPONSIBILITY

It is the responsibility of the user Department to ensure compliance with the above-mentioned procedures. Purchase under this contract will be subject to random review or audit by County authorities, including the Procurement Management Services Division, Audit and Management, and the Office of the Inspector General.

Prior to award, the User Department shall:



- Request a copy as proof of applicable license and/or certification.
- Verify insurance compliance.

RECORD RETENTION

For each purchase order issued under this contract, the user department shall maintain a record of the purchase including: market research performed, all quotes sought, all quotes obtained, required exception forms, and any other documentation supporting each purchase to ensure compliance and to establish the necessary accountability for audit. The record shall be maintained by the user department in a location (either electronic or paper) easily accessible for review or audit in accordance with the County Records Retention regulations.

The following language, if applicable, should be defined in the RFQ.

- a. Pre-quotation Conference (Section 2, Paragraph 2.3)
- b. Site Visits (Section 2, Paragraph 2.6)
- c. Liquidated Damages (Section 2, Paragraph 2.7)
- d. Warranty (Section 2.9)

PART #3: APPLICABLE ORDINANCES

Each Solicitation shall be consistent with the Master Procurement Implementing Order (I.O.) NO.3-38.

The following ordinances shall be applicable to each solicitation issued under this contract: Local Preference, SBE, Cone of Silence, County User Access Program (UAP), and Office Inspector General.

Local Preference Consideration

The evaluation of competitive solicitations is subject to Section 2-8.5 of the Miami-Dade County Code, which, except where contrary to federal or state law, or any other funding source requirements, provides that preference be given to local businesses. A local business, for the purposes of this Section, shall be defined as a Proposer which meets all of the following:

1. A business that has a valid occupational license, issued by Miami-Dade County at least one year prior to bid or proposal submission, that is appropriate for the goods, services or construction to be purchased:
2. A business that has a physical business address located within the limits of Miami-Dade County from which the vendor operates or performs business (Post Office Boxes are not verifiable and shall not be used for the purpose of establishing said physical address.); and
3. A business that contributes to the economic development and well-being of Miami-Dade County 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 in the County’s tax base. To satisfy this requirement, the vendor shall affirm in writing its compliance with either of the following objective criteria as of the proposal submission date stated in the solicitation:
 - a. The Vendor has at least ten (10) permanent full time employees, or part time employees equivalent to 10 FTE (“Full Time Equivalent” employees working 40 hours per week) that live in Miami-Dade County, or at least 25% of its employees that live in Miami-Dade County, or
 - b. The Vendor contributes to the County’s tax base by paying either real property taxes or tangible personal property taxes to Miami-Dade County, or
 - c. Some other verifiable and measurable contribution to the economic development and well-being of Miami-Dade County.

Additionally, a Locally-Headquartered Business shall mean a Local Business as defined above which has a “principal place of business” in Miami-Dade County. “Principal place of business” means the nerve center or the center of overall direction, control, and coordination of activities of the bidder. If the bidder has only one business location, such business location shall be its principal place of business.

In the case of Requests for Quotes (RFQ’s) which are based on price and/or hourly rate, the following shall apply:

Local Preference: If a low bidder is not a local business and a local business submits a bid within 10% of the non-local low bidder, the non-local low bidder and all local businesses within 10% of the non-local low bidder; shall have the opportunity of submitting a best and final offer. The offer shall be equal to or lower than the low bid.

Locally Headquartered Businesses: If a low bidder is not a local business and a locally headquartered business submits a bid within 15% of the non-local low bidder, the non-local low bidder and all locally headquartered business within 15% of the non-local low bidder shall have the opportunity of submitting a best and final offer. The offer shall be equal to or lower than the low bid. If a low bidder is a local business and a locally headquartered business submits a bid within 5% of the local, the local low bidder and all locally headquartered business within 5% of the local low bidder shall have the opportunity of submitting a best and final offer. The offer shall be equal to or lower than the low bid.

Interlocal Agreement

At this time, there is an interlocal agreement in effect between Miami-Dade and Broward Counties until September 30, 2015; Therefore, a vendor which meets the requirements of (1), (2), and (3) above for Broward County shall be considered a local business pursuant to this Section.

Small Business Contract Measures

A Small Business Enterprise (SBE) bid preference applies to this solicitation. A 10% bid preference shall apply to contracts \$1 million or less and 5% on contracts greater than 1\$ million. A SBE/Micro Business Enterprise must be certified by the Department of Business Development (DBD) for the type of goods and/or services the Enterprise provides in accordance with the applicable Commodity Code(s) for this solicitation. For certification information, contact the Department of Business Development at 305-375-3111 or access www.miamidade.gov/sbd.

The SBE/Micro Business Enterprise must be certified for the commodity listed above by bid submission deadline, at contract award for the duration of the contract to remain eligible for the preference.