



**BID NO. 8239-0/24; LOT CLEARING SERVICES - PRE-QUALIFICATION OF VENDORS**

**ROADMAP**

**CONTRACT OVERVIEW:**

This contract allows for the pre-qualification of vendor to provide lot clearing services. The scope of work consists of lot clearing services in the following three categories: (1) tractor mowing, chipping, trimming, weed eating and light disposal of solid waste products; (2) mechanical clearing, chipping, trimming, weed eating and light disposal of solid waste products; and (3) loading, hauling and light or heavy disposal of solid waste products.

**CONTRACT TERM:** 7/1/2014 - 6/30/2024

**OTR YEAR:** N/A

**TOTAL CONTRACT VALUE:** \$3,630,000.00

**COMMODITY:** 988-36, 988-56 and 910-27

**PROCUREMENT CONTRACTING OFFICER:**

Jennyfer Calderon  
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 Email: [jcalder@miamidade.gov](mailto:jcalder@miamidade.gov)

**EVENT LOG**

ADD NO. ↓	DATE ISSUED ↓	EVENT ↓	AGENT ↓
5	9/16/2016	The following vendors have been <b>removed from the Pool</b> until updated insurance certificate is submitted and approved: <ul style="list-style-type: none"> <li>• McIntyre Maintenance, Inc.</li> <li>• Suarez and Son, Corp.</li> <li>• Tip Top Enterprises, Inc.</li> </ul>	Jennyfer Calderon
4	1/06/2016	The following vendor has been added to the Pool of Vendors. Greco International Corp. FIEN no.: 650633935 01	Jennyfer Calderon
3	11/13/2015	The following vendor has been added to the Pool of Vendors. A Native Tree Services FIEN no.: 592613393 01	Jennyfer Calderon
2	7/16/2014	Suarez and Son, Corp. has been added to the contract	Lina Bonilla
1	7/2/2014	Issue original roadmap	Lina Bonilla

**PART #1: AWARDED VENDOR(S)**

Vendor	Fein / Suffix	Mailing Address	Contact Nam	Phone Number	Fax Number	E-mail Address
A Native Tree Service, Inc	592613393 / 01	15733 SW 117 AVE Miami, FL 33177	Cathy Evensen	305-238-1178	305-238-8878	<a href="mailto:nativetree@nativetree.com">nativetree@nativetree.com</a>
Greco International Corporation	650633935 / 01	12595 SW 137 Ave #210 Miami, FL 33186	Nick Vergoulis	305-252-4633	305-252-3272	
McIntyre Maintenance, Inc.	721585022 / 01	26235 SW 130 Place Homestead, FL 33032	Wendoline McIntyre	305-258-5590	305-258-9447	<a href="mailto:cedricmcintyre@bellsouth.net">cedricmcintyre@bellsouth.net</a>
Suarez and Son, Corp.	134210557 / 01	3620 SW 60 Avenue Miami, FL 33155	Eric Suarez	305-667-7711	305-667-5377	<a href="mailto:suareznson@hotmail.com">suareznson@hotmail.com</a>



<b>Thomas Maintenance Services, Inc.</b>	592118932 / 01	16205 SW 117 Avenue, Unit 7 Miami, FL 33170	Melvin Thomas	305-253-7433	305-253-7065	<a href="mailto:thomasmaintserv@aol.com">thomasmaintserv@aol.com</a>
<b>Tip Top Enterprises, Inc.</b>	591589301 / 01	18101 SW 98 Court Miami, FL 33157	Justin Porter	305-255-8198	305-255-4653	<a href="mailto:tiptop@tiptopentinc.com">tiptop@tiptopentinc.com</a>
<b>Weed-A-Way, Inc.</b>	650894412 / 01	5900 Dewey Street Suite 202 Hollywood, FL 33023	Monday Okotogbo	786-663-5802	954-374-6562	<a href="mailto:weedaway@msn.com">weedaway@msn.com</a>
<b>Ynigo Landscaping and Lawn Services, Inc.</b>	743157248 / 02	20280 SW 190 Street Perrine, FL 33187	Pedro Ynigo	305-971-9853	786-242-8011	<a href="mailto:ynigolandscaping@gmail.com">ynigolandscaping@gmail.com</a>

**PART #2: ITEMS AWARDED**

Lot clearing services in the following three categories:

- Category 1:** Tractor mowing, chipping, trimming, weed eating and light disposal of solid waste products;
- Category 2:** Mechanical clearing, chipping, trimming, weed eating and light disposal of soiled waste products; and
- Category 3:** Loading, hauling and light or heavy disposal of solid waste products.

**PART #3: 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). Additional vendors that meet the pre-qualification requirements may be added by ISD Procurement Management via addendum. Always check the addenda log table before requesting a quote.

Request for Quotes may be issued for immediate services, or to establish pricing for a specified time period. Departments are to utilize the above vendor contact information for the issuance of all RFQ's. These contacts listed above 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 contacts for the vendors listed, 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. Bid tabulations MUST be provided to vendors upon request, prior to award.

The user department is responsible to verify the Vendor's insurance and require license to make sure they are in compliance and up-to-date prior to award.

**METHOD OF AWARD**

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

**LICENSES, PERMITS AND FEES**

Vendors shall obtain and pay for all licenses, permits and inspection fees required to complete an awarded project; and shall comply with all laws, ordinances, regulations and building code requirements applicable to the work. Damages, penalties and or fines imposed on the County, or on the vendor, for failure to obtain required licenses, permits or fines shall be borne by the vendor. Vendor shall submit to the using department the required licenses and / or permits defined in the Request for Quotations.

**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.

**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.



## PART #4: APPLICABLE ORDINANCES

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

The Local Preference, Locally Headquartered Business, Cone of Silence, UAP & Inspector General Ordinances shall be applicable to each solicitation issued under this contract.

### 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 a "principal place of business" has 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 (a), (b), and (c) above for Broward County shall be considered a local business pursuant to this Section.

### Cone of Silence

All quotations are subject to the Cone of Silence pursuant to Section 2-11.1(t) of the County Code, Request to Quotes are subject to the Cone of Silence. A copy of the Section may be obtained online at <http://library.municode.com/index.aspx?clientId=10620>.

### 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 Small Business Development SBD) 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 Internal Services Department at 305-375-3111 or access [www.miamidade.gov/sbd](http://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.

**Departments using Federal Funds**

The County uses a variety of funding sources, including grants to pay for products and services that may prohibit the application of measures (Section 2.2); local preference (Section 1.10); IG (Section 1.26) and; UAP (Section 2.21). When a issuing a Request to Quote, (RTQ) you must identify the section(s) that are not applicable to the product and / or service being purchased in the form.