



**BID NO.: 8622-0/18**

**OPENING: 2:00 P.M.  
WEDNESDAY  
October 16<sup>th</sup>, 2013**

**MIAMI-DADE COUNTY, FLORIDA**

**I N V I T A T I O N  
T O B I D**

**TITLE:  
RETROREFLECTIVE AND NONRETROREFLECTIVE  
SIGN MATERIAL**

**FOR INFORMATION CONTACT:  
Jennyfer Calderon, Procurement Contracting Associate  
305-375-5312  
[jcalder@miamidade.gov](mailto:jcalder@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: 8622-0/18**

**Bid Title: Retroreflective and Nonretroreflective  
Sign Material**

**Procurement Associate: Jennyfer Calderon**

**Bids will be accepted until 2:00 p.m. on October 16<sup>th</sup>, 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**

**RETROREFLECTIVE AND NONRETROREFLECTIVE SIGN MATERIAL**

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:

<http://www.miamidade.gov/procurement/library/boilerplate/general-terms-and-conditions-r13-7.pdf>

**SECTION 2**  
**SPECIAL CONDITIONS**

**RETROREFLECTIVE AND NONRETROREFLECTIVE SIGN MATERIAL**

**2.1 PURPOSE**

The purpose of this solicitation is to establish a contract for the purchase of retroreflective and nonretroreflective sign material in conjunction with the County's needs.

**2.2 TERMS OF CONTRACT**

This contract will 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. This contract shall remain in effect for four (4) years; provided that the services rendered by the Bidder during the contract period are satisfactory and that County funding is available as appropriated on an annual basis and upon completion of the expressed and/or implied warranty period.

**2.3 METHOD OF AWARD**

Award of this solicitation will be made to the lowest priced responsive, responsible bidder by group in the aggregate and who meets the minimum qualifications listed below. In order to be considered for award, bidders must submit an offer for all items listed within each group. If a bidder fails to submit an offer for all items, within the group, its offer for that group may be rejected.

Minimum qualifications:

- a. Bidder shall provide a list of no less than three (3) Commercial Business and/or Government Agency references that can confirm the bidder has successfully provided similar sign material to the ones specified in the solicitation. The following information shall be provided: Company name, contact person and title, mailing address, telephone number, and e-mail address.

**2.4 PRICES**

The initial contract prices resultant from this solicitation shall prevail for no less than a twelve (12) month period from the contract's initial effective date. The pricing adjustment may be upward or downward but shall not be in the excess of the Producer Price Index (PPI), for the Chemicals and Allied Products' special purpose coatings; including marine, industrial and construction coatings.

It is the bidders' responsibility to request any pricing adjustment under this provision. For any adjustment to be considered, the bidders' request should be submitted no less than 90 calendar days prior to expiration of the then current twelve (12) month period. If no adjustment request is received, the County will assume that the bidder has agreed that the next twelve-month period will be without any upward price adjustment. The County reserves the right to negotiate lower pricing based on market research information or other factors that influence price. The County reserves the right to apply any reduction in pricing for the additional twelve-month period based on the downward movement of the applicable index.

The County reserves the right to reject any price adjustments submitted by the bidders and/or to terminate the contract with the bidders based on such price adjustments.

**SECTION 2**  
**SPECIAL CONDITIONS**

**RETROREFLECTIVE AND NONRETROREFLECTIVE SIGN MATERIAL**

The bidders' price quoted shall be inclusive of all costs, charges, and fees involved in providing the specified services. Additional charges of any kind added to the invoice submitted by the bidders will be disallowed.

**2.5 "EQUAL" PRODUCT(S)**

The brand name and/or model number contained in this solicitation are being used for the sole purpose of establishing the minimum requirement and 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.

For an "equal" product to be considered by the County, the unit shall be equal in quality and standards of performance to the item specified in the solicitation. Where an "equal" product is offered, product information sheets are required, the initial offer shall be accompanied with a complete set of product information sheets (such as factory specifications, standard manufacturer information sheets, catalogues, and/or brochures), and if required, two (2) copies of performance test results of the unit offered as an equal. All supporting documentation submitted must be in total meet of the required specifications set forth in this solicitation.

**2.6 SAMPLES**

Bidders may be required to submit a sample of the goods to be supplied for evaluation at no cost to the County. If samples are required, the County will notify the bidder of such in writing and will specify the deadline for submission of the samples. Each individual sample shall be clearly labeled with the bidder's name, bid number, bid title, manufacturer's name and brand name, and style number if applicable. If the bidder fails to submit the samples, properly labeled, within the specified date stipulated in the notice, the County may not consider the bidder's proposal for the item(s) provided; however, in the event of a group or aggregate award, the bidder's proposal may not be eligible for that group or in the aggregate as applicable.

The County reserves the right to perform its own testing procedures or to send any and all samples to a certifiable laboratory for analysis. Any costs for testing shall be borne by bidder. On the basis of this testing and analysis, the County shall be sole judge of the acceptability of the sample in conformance with the bid specifications and its decision shall be final. Any sample submitted shall create an express warranty that the whole of the goods to be provided by the bidder during the contract period shall conform to the sample submitted. The bidder shall be required to provide adequate restitution to the County, in the manner prescribed by the County, if this warranty is violated during the term of the contract.

All samples shall become the property of Miami-Dade County.

**2.7 DELIVERY**

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

**SECTION 2**  
**SPECIAL CONDITIONS**

**RETROREFLECTIVE AND NONRETROREFLECTIVE SIGN MATERIAL**

Certain County employees may be authorized in writing to pick-up materials under this contract. Bidder shall require presentation of this written authorization. The bidder shall maintain a copy of the authorization. Bidder shall contact the appropriate user department to confirm the authorization, if they are in doubt about authorization.

The bidder shall provide the warranty extended by the manufacturer for each item at time of delivery.

**2.8 ACCEPTANCE OF PRODUCT BY THE COUNTY**

The product(s) to be provided hereunder shall be delivered to the County, and maintained, in full compliance with the specifications and requirements set forth in this contract. If a bidder-provided product is determined to not meet the specifications and requirements of this contract, either prior to acceptance or upon initial inspection, the item will be returned, at bidder's expense, to the bidder. At the County's own option, the bidder shall either provide a direct replacement for the item, or provide a full credit for the returned item. The bidder shall be responsible for filing, processing, and collecting all damage claims against the shipper.

**2.9 ENVIRONMENTALLY ACCEPTABLE PACKAGING**

Effective June 16, 1992, all contracts in excess of ten thousand (\$10,000) dollars will be affected by Resolution Number R738-92 amending Miami-Dade County Administrative Order 3-2 (relating to the procurement of goods and services). As a waste management alternative, and as an additional means of reducing the volume and toxicity of waste and by-products entering Florida's solid waste stream, Miami-Dade County has instituted the following policy with regard to source reduction.

In order to discourage excessive packaging of a product solely for marketing purposes and to encourage packaging for purposes of ensuring durability, re-usability and recyclability. No goods shall be purchased if the goods constitute less than 90 percent (by volume) of the item being purchased or if the goods contain more than 10 percent package and packing material (by volume). No packaging shall be purchased which is not environmentally acceptable packaging.

For purposes of meeting the requirements of this resolution, "Environmentally Acceptable" shall be defined as; any item that is returnable for reuse or recycling, or which is recyclable.

In order to insure compliance with this resolution, bidders shall indicate in the space provided on the Bid/Proposal Submission Form or elsewhere as required by this solicitation, the method to be used for returning packaging materials to the distributor in conjunction with this solicitation and/or by completing the General Services Certification of Recycled Product Content Form indicating the ability of the materials to be recycled through existing recycling collection programs.

Appeals for waiver of these requirements may be made in writing to the County Manager through the Director of Procurement Management. No waiver shall be effective unless approved by a majority vote of the Board of County Commissioners. Offers failing to provide this information may result in being declared non-responsive; however the bidder shall be given the opportunity to provide the information during the offer evaluation period. At such time, the bidder shall be given fifteen (15) calendar days to submit this information.

**SECTION 2**  
**SPECIAL CONDITIONS**

**RETROREFLECTIVE AND NONRETROREFLECTIVE SIGN MATERIAL**

Bidders wishing to obtain a copy of the complete resolution should contact The Clerk of the Board at 305-375-5126.

**2.10 PURCHASE OF OTHER ITEMS**

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 awarded bidder for the applicable group 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 bidder, another contract bidder based on the lowest price quoted, or to acquire the items through a separate solicitation.

**2.11 INSURANCE REQUIREMENTS**

The Insurance Requirements set forth in Section 1.0, Paragraph 1.21, General Terms and Conditions, are not applicable to this solicitation.

**2.12 CONTACT PERSON**

For any additional information regarding the terms and conditions of this solicitation and resultant contract, Contact: Jennyfer Calderon at (305) 375-5312 email [jcalder@miamidade.gov](mailto:jcalder@miamidade.gov)

**SECTION 3**  
**TECHNICAL SPECIFICATIONS**

**RETROREFLECTIVE AND NONRETROREFLECTIVE SIGN MATERIAL**

**3.1 SCOPE OF WORK**

The purpose of this solicitation is to seek firm pricing to establish a term contract for retroreflective and nonretroreflective sign materials for Miami-Dade County.

**3.2 GENERAL**

The retroreflective and nonretroreflective sign material provided by the bidder shall conform to the State of Florida Department of Transportation (FDOT) Specifications, as described in section 993 and 994. The link below has been provided for ease of use:

<http://www.dot.state.fl.us/specificationsoffice/Implemented/SpecBooks/2014/Files/2014eBook.pdf>

**SECTION 4  
BID SUBMITTAL FORM**

**Submit Bid To:**  
**CLERK OF THE BOARD**  
**Stephen P. Clark Center**  
**111 NW 1<sup>st</sup> Street**  
**17<sup>th</sup> Floor, Suite 202**  
**Miami, Florida 33128-1983**

**OPENING: 2:00 P.M.**  
**October 16<sup>th</sup>, 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: **Jennyfer Calderon**      ISD/PM      Date Issued: **10/01/2013**      This Bid Submittal Consists of Pages 7 through 17 plus Affidavits

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:**  
**RETROREFLECTIVE AND NONRETROREFLECTIVE SIGN MATERIAL**

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.

<b>DO NOT WRITE IN THIS SPACE</b>	
ACCEPTED _____	HIGHER THAN LOW _____
NON-RESPONSIVE _____	NON-RESPONSIBLE _____
DATE B.C.C. _____	NO BID _____
ITEM NOS. ACCEPTED _____	
COMMODITY CODE: <b>550-45; 550-48; 550-50; 801</b>	
Procurement Contracting Officer: <b>Jennyfer Calderon</b>	

FIRM NAME \_\_\_\_\_

**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.**

**BID SUBMITTAL FOR: Retroreflective and Nonretroreflective Sign Material**

**FIRM NAME:** \_\_\_\_\_

**4.1 REFERENCES**

<b>Section 2 paragraph 2.3.a</b>	Provide three (3) references to which your firm have supplied retroreflective and nonretroreflective sign material.
<b>Client Reference #1</b>	
Company Name:	
Contact Name:	
Contact Title:	
Mailing Address:	
Telephone Number:	
E-mail address:	
<b>Client Reference #2</b>	
Company Name:	
Contact Name:	
Contact Title:	
Mailing Address:	
Telephone Number:	
E-mail address:	
<b>Client Reference #3</b>	
Company Name:	
Contact Name:	
Contact Title:	
Mailing Address:	
Telephone Number:	
E-mail address:	

**BID SUBMITTAL FOR: Retroreflective and Nonretroreflective Sign Material**

**FIRM NAME:** \_\_\_\_\_

**4.3 PRICE SUBMITTAL**

**Group I - Translucent Graphic Film**

Bidder providing an "Equal" product shall indicate manufacturer's brand *Name & Code*, and submit specification sheet(s) for approval. See Section 2.5

Item #	Annual Est. Qty.	Color	Sizes of Roll	Brand / Model No.		Cost per Roll
1	3 Rolls	Light Tomato Red	24" X 50 yds.	<input type="checkbox"/> 3M 3630-43 or 3632-44	<input type="checkbox"/> Equal product Name: _____ Code: _____	\$ _____
2	2 Rolls	Raspberry	48" X 50 yds.	<input type="checkbox"/> 3M 3630-133	<input type="checkbox"/> Equal product Name: _____ Code: _____	\$ _____
3	2 Rolls	Yellow	24" X 50 yds.	<input type="checkbox"/> 3M 3630-015 or 3632-015	<input type="checkbox"/> Equal product Name: _____ Code: _____	\$ _____

**Group II - Dual-Color Film**

Bidder providing an "Equal" product shall indicate manufacturer's brand *Name & Code*, and submit specification sheet(s) for approval. See Section 2.5

Item #	Annual Est. Qty.	Color	Sizes of Roll	Brand / Model No.		Cost per Roll
1	25 Rolls	Black	48" X 50 yds.	<input type="checkbox"/> 3M 3635-222	<input type="checkbox"/> Equal product Name: _____ Code: _____	\$ _____

**Group III - Graphic Film Series (Opaque)**

Bidder providing an "Equal" product shall indicate manufacturer's brand *Name & Code*, and submit specification sheet(s) for approval. See Section 2.5

Item #	Annual Est. Qty.	Color	Sizes of Roll	Brand / Model No.		Cost per Roll
1	10 Rolls	Matte White	48" X 50 yds.	<input type="checkbox"/> 3M 7725-20 or 7125-20	<input type="checkbox"/> Equal product Name: _____ Code: _____	\$ _____
2	5 Rolls	Tomato Red	48" X 50 yds.	<input type="checkbox"/> 3M 180C-13 or 7725-13 or 7125-13	<input type="checkbox"/> Equal product Name: _____ Code: _____	\$ _____

**BID SUBMITTAL FOR: Retroreflective and Nonretroreflective Sign Material**

**FIRM NAME:** \_\_\_\_\_

**Group IV - Fluorescent Graphic Film**

Bidder providing an "Equal" product shall indicate manufacturer's brand *Name & Code*, and submit specification sheet(s) for approval. See Section 2.5

Item #	Annual Est. Qty.	Color	Sizes of Roll	Brand / Model No.		Cost per Roll
1	5 Rolls	Bright Yellow	48" X 50 yds.	<input type="checkbox"/> 3M 180C-15 or 7725-15 or 7125-15	<input type="checkbox"/> Equal product Name: _____ Code: _____	\$ _____
2	5 Rolls	Dark Green	48" X 50 yds.	<input type="checkbox"/> 3M 180C-56 or 7725-56 or 7125-56	<input type="checkbox"/> Equal product Name: _____ Code: _____	\$ _____
3	5 Rolls	Intense Blue	48" X 50 yds.	<input type="checkbox"/> 3M 180C-47 or 7725-47 or 7125-47	<input type="checkbox"/> Equal product Name: _____ Code: _____	\$ _____
4	2 Rolls	Bright Green	48" X 50 yds.	<input type="checkbox"/> 3M 7725SE-406	<input type="checkbox"/> Equal product Name: _____ Code: _____	\$ _____

**Group V – ASTM Type I - Reflective Sheeting**

Bidder providing an "Equal" product shall indicate manufacturer's brand *Name & Code*, and submit specification sheet(s) for approval. See Section 2.5

Item #	Annual Est. Qty.	Color	Sizes of Roll	Brand / Model No.		Cost per Roll
1	5 Rolls	White	24" X 50 yds.	<input type="checkbox"/> 3M 3230	<input type="checkbox"/> Equal product Name: _____ Code: _____	\$ _____
2	5 Rolls	White	48" X 50 yds.	<input type="checkbox"/> 3M 3230	<input type="checkbox"/> Equal product Name: _____ Code: _____	\$ _____
3	5 Rolls	Red	24" X 50 yds.	<input type="checkbox"/> 3M 3232	<input type="checkbox"/> Equal product Name: _____ Code: _____	\$ _____
4	5 Rolls	Red	48" X 50 yds.	<input type="checkbox"/> 3M 3232	<input type="checkbox"/> Equal product Name: _____ Code: _____	\$ _____
5	2 Rolls	Green	24" X 50 yds.	<input type="checkbox"/> 3M 3237	<input type="checkbox"/> Equal product Name: _____ Code: _____	\$ _____

**BID SUBMITTAL FOR: Retroreflective and Nonretroreflective Sign Material**

**FIRM NAME:** \_\_\_\_\_

6	5 Rolls	Green	48" X 50 yds.	<input type="checkbox"/> 3M 3237	<input type="checkbox"/> Equal product Name: _____ Code: _____	\$ _____
7	2 Rolls	Blue	24" X 50 yds.	<input type="checkbox"/> 3M 3235	<input type="checkbox"/> Equal product Name: _____ Code: _____	\$ _____
8	2 Rolls	Blue	48" X 50 yds.	<input type="checkbox"/> 3M 3235	<input type="checkbox"/> Equal product Name: _____ Code: _____	\$ _____

**Group VI - Removable Graphic Film with Comply Adhesive for Digital Printing**

Bidder providing an "Equal" product shall indicate manufacturer's brand *Name & Code*, and submit specification sheet(s) for approval. See Section 2.5

Item #	Annual Est. Qty.	Color	Sizes of Roll	Brand / Model No.	Cost per Roll
1	10 Rolls	White	48" X 50 yds	<input type="checkbox"/> 3M 3545C	<input type="checkbox"/> Equal product Name: _____ Code: _____ \$ _____
2	10 Rolls	Clear Overlay	48" X 50 yds	<input type="checkbox"/> 3M 8909 overlamine	<input type="checkbox"/> Equal product Name: _____ Code: _____ \$ _____

**Group VII – Florida DOT Approved Reflective Raised Pavement Markers Class B**

Indicate manufacturer's brand *Name & Code* for the product submitted for approval.

Item #	Annual Est. Qty.	Color	Manufacturer's Brand Name & Code	Unit Cost
1	7,000 Each	1-Color bi-directional reflectorized faces – white, red and yellow	Name: _____ Code: _____	\$ _____
2	200 Each	1-Color bi-directional reflectorized faces – blue	Name: _____ Code: _____	\$ _____
3	5,000 Each	2-Color bi-directional reflectorized faces – any combination of white, red and yellow	Name: _____ Code: _____	\$ _____
4	7,000 Each	Mono-directional reflectorized face – white, red and yellow	Name: _____ Code: _____	\$ _____

**BID SUBMITTAL FOR: Retroreflective and Nonretroreflective Sign Material**

**FIRM NAME:** \_\_\_\_\_

**Group VIII – ASTM Type IV – Fluorescent Wide Angle Prismatic Retroreflective Sheeting**

Indicate manufacturer's brand *Name & Code* for the product submitted for approval.

Item #	Annual Est. Qty.	Type - Color	Size of Roll	Manufacturer's Brand Name & Code	Cost per Roll
1	15 Rolls	Type A (yellow-green)	12" x 50 yds.	Name: _____ Code: _____	\$ _____
2	5 Rolls	Type A (yellow-green)	36" x 50 yds.	Name: _____ Code: _____	\$ _____
3	2 Rolls	Type B (yellow-green)	12" x 50 yds.	Name: _____ Code: _____	\$ _____
4	10 Rolls	Type B (yellow-green)	24" x 50 yds.	Name: _____ Code: _____	\$ _____
5	2 Rolls	Type B (yellow-green)	36" x 50 yds.	Name: _____ Code: _____	\$ _____

**Group IX - ASTM Type XI – Wide Angle Prismatic Reflective Sheeting**

Indicate manufacturer's brand *Name & Code* for the product submitted for approval.

Item #	Annual Est. Qty.	Type - Color	Size of Roll	Manufacturer's Brand Name & Code	Cost per Roll
1	5 Rolls	Type A (white, red, green, blue, yellow)	5" x 50 yds.	Name: _____ Code: _____	\$ _____
2	25 Rolls	Type A (white, red, green, blue, yellow)	18" x 50 yds.	Name: _____ Code: _____	\$ _____
3	5 Rolls	Type A (white, red, green, blue, yellow)	24" x 50 yds.	Name: _____ Code: _____	\$ _____
4	10 Rolls	Type A (white, red, green, blue, yellow)	30" x 50 yds.	Name: _____ Code: _____	\$ _____
5	2 Rolls	Type B (white, red, green, blue, yellow)	18" x 50 yds.	Name: _____ Code: _____	\$ _____
6	2 Rolls	Type B (white, red, green, blue, yellow)	24" x 50 yds.	Name: _____ Code: _____	\$ _____
7	2 Rolls	Type B (white, red, green, blue, yellow)	30" x 50 yds.	Name: _____ Code: _____	\$ _____
8	5 Rolls	Type B (white, red, green, blue, yellow)	36" x 50 yds.	Name: _____ Code: _____	\$ _____

**BID SUBMITTAL FOR: Retroreflective and Nonretroreflective Sign Material**

**FIRM NAME:** \_\_\_\_\_

**Group X – ASTM Type IV – High Performance with Pressure-Sensitive Adhesive Backing**

Indicate manufacturer's brand *Name & Code* for the product submitted for approval.

Item #	Annual Est. Qty.	Type - Color	Size of Roll	Manufacturer's Brand Name & Code	Unit Price per Roll
1	8 Rolls	White, Red, Green, Blue, Yellow, and Brown	3" x 50 yds.	Name: _____ Code: _____	\$ _____
2	5 Rolls	White, Red, Green, Blue, Yellow, and Brown	9" x 50 yds.	Name: _____ Code: _____	\$ _____
3	15 Rolls	White, Red, Green, Blue, Yellow, and Brown	18" x 50 yds.	Name: _____ Code: _____	\$ _____
4	15 Rolls	White, Red, Green, Blue, Yellow, and Brown	24" x 50 yds.	Name: _____ Code: _____	\$ _____
5	8 Rolls	White, Red, Green, Blue, Yellow, and Brown	30" x 50 yds.	Name: _____ Code: _____	\$ _____
6	6 Rolls	White, Red, Green, Blue, Yellow, and Brown	36" x 50 yds.	Name: _____ Code: _____	\$ _____
7	10 Rolls	White, Red, Green, Blue, Yellow, and Brown	30" x 30 yds.	Name: _____ Code: _____	\$ _____

**Group XI -Electronically Cuttable Film for Use on Reflective Sheeting**

Bidder providing an "Equal" product shall indicate manufacturer's brand *Name & Code*, and submit specification sheet(s) for approval. See Section 2.5

Item #	Annual Est. Qty.	Type - Color	Size of Roll	Brand / Model No.	Cost per Roll
1	90 Rolls	Green Perforated	30" x 50 yds.	<input type="checkbox"/> 3M 1177C <input type="checkbox"/> Equal product Name: _____ Code: _____	\$ _____
2	10 Rolls	Red Perforated	30" x 50 yds.	<input type="checkbox"/> 3M 1172C <input type="checkbox"/> Equal product Name: _____ Code: _____	\$ _____
3	8 Rolls	Blue Perforated	30" x 50 yds.	<input type="checkbox"/> 3M 1175C <input type="checkbox"/> Equal product Name: _____ Code: _____	\$ _____
4	5 Rolls	Orange Perforated	30" x 50 yds.	<input type="checkbox"/> 3M 1174C <input type="checkbox"/> Equal product Name: _____ Code: _____	\$ _____

**BID SUBMITTAL FOR: Retroreflective and Nonretroreflective Sign Material**

**FIRM NAME:** \_\_\_\_\_

5	5 Rolls	Brown Perforated	30" x 50 yds.	<input type="checkbox"/> 3M 1179C	<input type="checkbox"/> Equal product Name: _____ Code: _____	\$ _____
6	10 Rolls	Black Perforated	30" x 50 yds.	<input type="checkbox"/> 3M 1178C	<input type="checkbox"/> Equal product Name: _____ Code: _____	\$ _____
7	5 Rolls	Clear Perforated	30" x 50 yds.	<input type="checkbox"/> 3M 1170C	<input type="checkbox"/> Equal product Name: _____ Code: _____	\$ _____

BID SUBMITTAL FOR: Retroreflective and Nonretroreflective Sign Material

FIRM NAME: \_\_\_\_\_

SECTION 4  
BID SUBMITTAL FOR:  
RETROREFLECTIVE AND NONRETROREFLECTIVE SIGN MATERIAL  
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:** RETROREFLECTIVE AND NONRETROREFLECTIVE SIGN MATERIAL

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 bidder registration. Failure to register as a bidder 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 bidder 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 bidder 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 1.35 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**





**SUBCONTRACTOR/SUPPLIER LISTING**  
 (Miami-Dade County Code Sections 2-8.1, 2-8.8 and 10-34)

Firm Name of Prime Contractor/Respondent \_\_\_\_\_ FEIN # \_\_\_\_\_  
 Project/Contract Number \_\_\_\_\_

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 or 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 should 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.)

Business Name and Address of First Tier Subcontractor/ Subconsultant	Principal Owner	Scope of Work to be Performed by Subcontractor/ Subconsultant	Principal Owner (Enter the number of male and female owners by race/ethnicity)								Employee(s) (Enter the number of male and female employees and the number of employees by race/ethnicity)							
			Gender		Race/Ethnicity						Gender		Race/Ethnicity					
			M	F	White	Black	Hispanic	Asian/Pacific Islander	Native American/Native Alaskan	Other	M	F	White	Black	Hispanic	Asian/Pacific Islander	Native American/Native Alaskan	Other
Business Name and Address of First Tier Direct Supplier	Principal Owner	Supplies/Materials/ Services to be Provided by Supplier	Principal Owner (Enter the number of male and female owners by race/ethnicity)								Employee(s) (Enter the number of male and female employees and the number of employees by race/ethnicity)							
			Gender		Race/Ethnicity						Gender		Race/Ethnicity					
			M	F	White	Black	Hispanic	Asian/Pacific Islander	Native American/Native Alaskan	Other	M	F	White	Black	Hispanic	Asian/Pacific Islander	Native American/Native Alaskan	Other

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/User department or on-line to the Small Business Development Division of the Regulatory and Economic Resources Department at <http://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 \_\_\_\_\_