



**BID NO.: 8666-0/18**

**OPENING: 2:00 P.M.**  
Wednesday  
**May 1, 2013**

**MIAMI-DADE COUNTY, FLORIDA**

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

**TITLE:**

**Parking Control Systems**

**FOR INFORMATION CONTACT:**

**Mary Hammett, 305-375-5471, mhammet@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: 8666-0/18**

**Bid Title: Parking Control System**

**Procurement Contracting Officer I: Mary Hammett**

**Bids will be accepted until 2:00 p.m. on Wednesday May 1, 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**

**TITLE: Parking Control System**

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/general-terms-and-conditions-itb.pdf>

**SECTION 2**  
**SPECIAL CONDITIONS**  
**Parking Control Systems**

**2.1 PURPOSE**

The purpose of this solicitation is to establish a contract for the purchase of on-going monthly maintenance, repair services, and software upgrades for parking control systems located throughout Miami-Dade County.

**2.2 CONTRACT TERM**

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 Internal Services Department and contingent upon the completion and submittal of all required bid documents. This contract shall remain in effect for five (5) years.

**2.3 METHOD OF AWARD****Group A: Maintenance, Repair, and Emergency Services**

This group will be utilized to procure on-going monthly maintenance and repair services for various sites within Miami Dade County.

Award of Group A will be made to the two (2) lowest priced responsive, responsible Bidder(s) who submits an offer on all items listed. If a Bidder fails to submit an offer for all items within the group, its offer for that specific group may be rejected. Bidders shall be designated as primary and secondary based on pricing. Award to multiple bidders is made for the convenience of the County. The lowest priced Bidder shall have the initial responsibility to perform under the awarded group; failure to perform may result in the Bidder being deemed in breach of contract. In order to be considered for award Bidder(s) must also meet the following requirements:

**Requirements:**

- a. Bidders shall provide a list of no less than three (3) client references from companies or organizations who can confirm that the Bidder has provided maintenance and repair services to Federal APD Parking Control systems. The following information shall be provided: Contact Person, Telephone Number and/or E-mail Address, locations serviced and length service.

**Group B: Software**

Bidder(s) who meet the following qualification criteria will be placed on a list for participation in future competitions for purchases for software upgrades on an as needed basis.

**Requirements:**

- a. Bidders shall provide a list of no less than three (3) client references from companies or organizations who can confirm that the Bidder has provided software upgrades to their Federal APD Parking Control systems. The following information shall be provided: Contact Person, Company Name, Telephone Number and/or E-mail Address.

**SECTION 2**  
**SPECIAL CONDITIONS**  
**Parking Control Systems**

- b. Bidder shall be authorized by the original equipment manufacturer (OEM) to sell and install upgrades to the APD systems located throughout the County. A letter verifying this requirement shall be provided with the bid submittal.

Bidders shall submit all the specified information, documents and attachments listed above with their bid submittal form as proof of compliance to the requirements of this solicitation. However, the County may at its sole discretion and in its best interest, may allow Bidders to complete, supplement or supply the required documents.

It shall be the sole prerogative of the County as to the number of Bidders who will be included under this group. During the term of this contract, the County reserves the right to add or delete Bidders as it deems necessary and in its best interests. Any Bidder being added to group B must meet the same minimum qualifications established herein.

**2.4 PRICES (GROUPS A ONLY)**

The initial contract prices resultant from this solicitation shall remain fixed for no less than 12 months. Bidders may request, on an annual basis, a price adjustment ninety (90) days prior to the completion of each year of the contract term. It is the bidder's responsibility to request any pricing adjustment under this provision. The County may consider an adjustment to price based on the Consumer Price Index (CPI) percentage change as calculated by the US Department of Commerce of all Urban Consumers in the Miami-Ft. Lauderdale area. This adjustment cannot exceed the most current Living Wage adjustment as published by the Small Business Development Division of the Department of Regulatory and Economic Resources.

If no adjustment is requested, the County will assume that the awarded Bidder(s) have agreed that the next term will remain at the current price. Any adjustment request received after the commencement of a new year may not be considered.

The County reserves the right to reject any price adjustments submitted by the awarded Bidder(s) or to negotiate lower pricing during the contract period based on market conditions or other factors that influence price. The County also reserves the right to apply any reduction in pricing based on the downward movement of the applicable index.

**2.5 MIAMI-DADE COUNTY LIVING WAGES (GROUP A ONLY)**

If the total contract value, per term, exceeds \$100,000 the provisions of Section 2-8.9 (Living Wages) of the code of Miami-Dade County (Code) as amended by Ordinance [Governing Legislation], will apply. A copy of this code Section may be obtained online at [www.miamidade.gov](http://www.miamidade.gov) A copy of the Administrative Order may be obtained on line at <http://www.miamidade.gov/apopdfodoc/aopdf/pdf/A03-30.pdf>

**2.6 CONTACT PERSON**

For any additional information regarding the terms and conditions of this solicitation and resultant contract, Contact: Mary Hammett, at (305)375-5471  
[email-mhammet@miamidade.gov](mailto:email-mhammet@miamidade.gov)

**2.7 WORK ACCEPTANCE**

The maintenance and repair work will be inspected by an authorized County representative.

**SECTION 2**  
**SPECIAL CONDITIONS**  
**Parking Control Systems**

The inspections shall be performed to determine acceptance of work, appropriate invoicing, and warranty conditions.

**2.8 ADDITIONAL SITES MAY BE ADDED**

Although this solicitation and resultant contract identifies specific sites to be serviced, it is hereby agreed and understood that any additional site may be added to this contract at the option of the County. When required by the pricing structure of the contract, awarded Bidder(s) under this contract shall be invited to submit price quotes for these additional sites. If these quotes are determined to be fair and reasonable, then the additional work will be awarded to the current contract awarded Bidder(s) that offers the lowest acceptable pricing. If this contract has a single awarded Bidder, the additional site(s) shall be added to this contract by formal modification of the award sheet. If there are multiple awarded Bidders under this contract, and the additional effort is to be assigned to only one of these awarded Bidders, a separate release order will be issued.

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

**Parking Control Systems**

**3.1 SCOPE OF WORK**

The purpose of this solicitation is to establish a contract for the purchase of on-going monthly maintenance, repair services, and software upgrades for parking control systems located throughout Miami-Dade County.

**3.2 GROUP A**

**A. REGULAR MAINTENANCE**

The awarded Bidder(s) shall provide monthly maintenance to the following parking control systems:

Parking Garage C	Parking Garage E	Parking Garage G
Parking Garage D	Administrative Tenant Parking	Employee Parking

The prices offered shall be inclusive of all labor, programming and travel time required to complete the following:

<p><b><u>Splitter</u></b> Clean dust and dirt from internal devices Check Wires and connections Inspect equipment labels (Readable, visible)</p> <p><b><u>Burster/Parker</u></b> Clean dust and dirt from burster and parker Clean rollers using denatured alcohol Check wires and connections</p> <p><b><u>Transporter</u></b> Clean dust and dirt from transporter Clean rollers, ticket path and photo-sensors using denatured alcohol Clean magnetic head and check magnetic head movement Inspect belts tension and appearance Inspect nylon drive gears Check quality of thermal print on ticket (Pressing ticket pushbutton)</p>	<p><b><u>Gate Verifier</u></b> Clean dust and dirt from internal devices Check wires and connections Check communication of omega controller and power pad</p> <p><b><u>Transporter</u></b> Clean dust and dirt from transporter Clean rollers, ticket path and photo-sensors using denatured alcohol Clean magnetic head and check magnetic head movement Inspect belts tension and appearance Inspect nylon drive gears</p> <p><b><u>Power Pad (Fee Computer)</u></b> Clean dust and dirt from key board Clean and verify display operations (All letters, umbers, character functioning) Check for stuck or worn keypad buttons Verify communication (Fiber optic transmission)</p> <p><b><u>Validator</u></b> Clean dust and dirt from transporter Clean rollers, ticket path and phone-sensors using denatured alcohol Clean magnetic head and check magnetic ahead movement Inspect belts tension and appearance Verify reading tickets</p>
<p><b><u>Automated Pay Station (APS)</u></b> Clean dust and dirt from internal devices Check and verify user interface LCD display</p>	<p><b><u>Scan Net</u></b> Verify connectivity Test reports</p>

SECTION 3

TECHNICAL SPECIFICATIONS

**Parking Control Systems**

<p>Check door alignment with internal devices (Latch secured)</p> <p><u>Power pad (Fee computer)</u> Clean, air blow out and inspect printer Test print receipt function</p> <p><u>Printer</u> Clean, air blow out and inspect printer Test printer receipt function</p> <p><u>Transporter</u> Clean dust and dirt from transporter Clean rollers, ticket path and photo-sensors using denatured alcohol. Clean magnetic head and check magnetic head movement. Inspect belts tension and appearance Inspect nylon drive gears Verify reading tickets</p>	
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The awarded Bidder shall perform monthly diagnostic checks, operational tests, routine cleaning and lubrication of parts. When faulty/defective components are found during monthly maintenance visit, the awarded Bidder(s) is required to report such defects to the designated County representative(s).

**B. REPAIR SERVICE**

The hourly rate quoted shall provide full compensation to the awarded bidder(s) for labor and travel time. This rate is assumed to be at straight-time for all labor. OEM Parts shall be used to repair the County’s parking control system.

**C. EMERGENCY SERVICES**

Bidder(s) shall provide 24 hours, 7 days a week emergency service to the County under the contract. Response time for emergency repairs shall not exceed 4 hours from time of notification. Bidders may begin to charge the hourly emergency service rate once they begin to inspect the equipment that had malfunctioned. Bidder shall report faulty information to the County’s representative prior to repair(s) to obtain approval.

**SECTION 3****TECHNICAL SPECIFICATIONS****Parking Control Systems****3.3 Reports**

A detailed report shall be completed every time the bidder provides maintenance, repair and emergency service. This report shall indicate the service provided, the completion date, the condition of the equipment, recommended repairs and it shall itemize replacement parts used. Unit prices for replacement parts shall be indicated on invoices.

**3.4 SPECIAL SECURITY REQUIREMENTS AT THE SEAPORT DEPARTMENT**

Miami-Dade County Seaport Department (Port Miami) operates under strict security regulations. These regulations involve the issuance of special identification (ID) cards (Port Miami ID Cards and TWIC Cards). Port Miami ID cards are issued to individuals who are employed, hired or who are required to perform work in non-restricted areas at the Port. However, for access to the designated Restricted Access Areas (RAA's) of Port Miami frequently (more than 5 times within a 90-day period), TWIC cards are required. Port Miami ID cards are issued by the Seaport Department at no cost per applicant per year. However, the TWIC Cards are administered and issued by the Federal Government there is a cost for a 5-year period. Therefore, the awarded Bidder(s) shall obtain Port Miami ID cards for each of his /her employees and/or agents who will be performing services at Port Miami; and if required, shall also apply for TWIC cards for employees or company representatives who will be frequently visiting or performing services at the Port Miami Restricted Access Areas in excess of 5 times within a 90-day period. For more information concerning ID cards, you may contact the Port Miami ID Office at (305) 347-4955.

**3.5 ACCIDENT PREVENTION AND REGULATIONS AT THE SEAPORT DEPARTMENT**

All operations at the County's Seaport Department are under the direct control of Seaport Department personnel. Interference with vessels and vehicular traffic must be kept to a minimum. Ship berthing areas and roadways shall not be closed or opened by or for the awarded Bidder(s) unless express permission is given to the awarded Bidder(s) by the Seaport Engineer. The awarded Bidder(s) shall plan the scheduling of its work in collaboration with the Engineer in order to insure safety for, and minimum hindrance to, port operations. All equipment shall be withdrawn from work areas at the end of the workday in order to eliminate immediate or potential hazard to traffic and facilities. Materials stored at the Seaport by the awarded Bidder(s) shall be stored in a manner that minimizes any obstruction to water and ground traffic. All equipment and stored materials shall be marked by barriers with flashing lights at no additional cost to the County. The County accepts no responsibility for any damage or loss to materials stored by the awarded Bidder(s). The awarded Bidder(s) shall exercise careful control during all phases of the work to prevent damage to Seaport utilities: including, but not limited to, overhead lights and buried cables. Before commencing work in any given area, the awarded Bidder working in conjunction with the Engineer and the Dade County Seaport Department maintenance staff, shall endeavor to locate any possible utility conflicts. Should the awarded Bidder damage any Seaport utility through negligence, it shall promptly repair the damage at its own expense.

**SECTION 3**

**TECHNICAL SPECIFICATIONS**

**Parking Control Systems**

**3.6 Parking Garage C- Equipment List**

	<b>Quantity</b>	<b>Description</b>	<b>Item/Model / Part#</b>
<b>Entrance</b>	3	Ticket Splitters (Dispensers)	42-16928
	3	Traffic Gates	G-90
	6	Vehicle Loops	
<b>Exit</b>	3	Ticket Verifiers (Prepay/ Credit Card)	43-16920
	3	Traffic Gates	G-90
	6	Vehicle Loops	
<b>Garage</b>	7	Pay On Foot Machine (Cash / Credit Card)	
	1	Pay On Foot Machine (Credit Card Only)	
<b>Ticket Booth</b>	1	Power Pad 4 Computer	93-22084
	1	Ticket Validator	82-20428
	1	Printer	Epson -M62UA
	1	Power Power / Communication Interface Modules	
	Misc.	Communication/Network/Port Controller Modules	

**3.7 Parking Garage D – Equipment list**

	<b>Quantity</b>	<b>Description</b>	<b>Item/ Model /Part#</b>
<b>Entrance</b>	2	Ticket Splitters (Dispensers)	
	2	Traffic Gates	G-90
	4	Vehicle Loops	
<b>Exit</b>	3	Ticket Verifiers (Prepay/ Credit Card)	
	3	Traffic Gates	G-90
	6	Vehicle Loops	
<b>Garage</b>	5	Pay On Foot Machine (Cash / Credit Card)	
<b>Ticket Booth</b>	2	Power pad 4 Computer	93-22084
	2	Ticket Validator	82-20428
	2	Printer	Epson - M62UA
	2	Power Power / Communication Interface modules	
	Misc.	Communication/Network/Port Controller Modules	

**SECTION 3**

**TECHNICAL SPECIFICATIONS**

**Parking Control Systems**

**3.8 Parking Lot E – Equipment List**

	<b>Quantity</b>	<b>Description</b>	<b>Item/Model /Part#</b>
<b>Entrance</b>	2	Ticket Splitters (Dispensers)	42-16928
	2	Traffic Gates	
	4	Vehicle Loops	
<b>Exit</b>	4	Ticket Verifiers (Prepay/ Credit Card)	
	4	Traffic Gates	G-90
	8	Vehicle Loops	
<b>Parking Lot</b>	3	Pay On Foot Machine (Cash / Credit Card)	
<b>Ticket Booth</b>	1	Power Pad 4 Computer	93-22084
	1	Ticket Validator	82-20428
	1	Printer	Epson -M62UA
	1	Power Power / Communication interface modules	
	Misc.	Communication/Network/Port Controller Modules	

**SECTION 3**

**TECHNICAL SPECIFICATIONS**

**Parking Control Systems**

**3.9 Parking Garage G – Equipment List**

	<b>Quantity</b>	<b>Description</b>	<b>Item/Model /Part #</b>
<b>Entrance</b>	3	Ticket Splitters (Dispensers)	
	3	Traffic Gates	G-90
	6	Vehicle Loops	
<b>Exit</b>	4	Traffic Gates	G-90
	8	Vehicle Loops	
<b>Garage</b>	5	Pay On Foot Machine (Cash / Credit Card)	
<b>Ticket Booth</b>	4	Power Pad 4 Computer	93-22084
	4	Ticket Validator	82-20428
	4	Printer	Epson -M62UA
	4	Power Power / Communication interface modules	
	Misc.	Communication/network/port controller modules	

**3.10 Administrative Tenant Parking Lot – Equipment List**

	<b>Quantity</b>	<b>Description</b>	<b>Item/Model / Part #</b>
<b>Entrance</b>	1	Traffic Gate	G-90
	2	Vehicle Loops	
<b>Exit</b>	1	Traffic Gate	G-90
	2	Vehicle Loops	

**3.11 Parking Garage G Employee Parking – Equipment List**

	<b>Quantity</b>	<b>Description</b>	<b>Model / Part #</b>
<b>Entrance</b>	1	Traffic gate	G-90
	2	Vehicle Loops	
<b>Exit</b>	2	Traffic gate	G-90
	4	Vehicle Loops	

**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.**  
**Wednesday**  
**May 1, 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: **MH**                      ISD/PM                      Date Issued: **04/08/2013**                      This Bid Submittal Consists of Pages **10** thru **15 +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:**  
**Parking Control System**

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>936-37</b>	
Procurement Contracting Officer I: <b>Mary Hammett</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**



**Parking Control System**

**Firm Name** \_\_\_\_\_

<b>Requirements : Group A</b>	<p>Bidders shall provide a list of no less than three (3) client references from companies or organizations who can confirm that the Bidder has provided maintenance and repair services to Federal APD Parking Control systems. The following information shall be provided: name, telephone and/or e-mail address, locations serviced and length service</p> <p><b>Reference No.1</b>                  Contact Person: _____ Length of Service _____                  E-mail: _____ Phone# _____                  Locations Services _____</p> <p><b>Reference No.2</b>                  Contact Person: _____ Length of Service _____                  E-mail: _____ Phone# _____                  Locations Services _____</p> <p><b>Reference No.3</b>                  Contact Person: _____ Length of Service _____                  E-mail: _____ Phone# _____                  Locations Services _____</p>
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<b>Group A: Maintenance, Repair and Emergency Services</b>			
Item No.	Estimated Annually QTY	Description	Unit Price
1.	12 months	Maintenance for Parking Garage C <small>Re: Section 3.2 &amp; 3.6</small>	\$ _____ Monthly Rate
2	12 months	Maintenance for Parking Garage D <small>Re: Section 3.2 &amp; 3.7</small>	\$ _____ Monthly Rate
3	12 months	Maintenance for Parking Garage E <small>Re: Section 3.2 &amp; 3.6</small>	\$ _____ Monthly Rate
4	12 months	Maintenance for Parking Garage G <small>Re: Section 3.2 &amp; 3.6</small>	\$ _____ Monthly Rate
5	12 months	Maintenance for Employee Parking Garage - <small>Re: Section 3.2 &amp; 3.6</small>	\$ _____ Monthly Rate
6	12 months	Maintenance for Administrative Tenet Parking Lot- <small>Re: Section 3.2 &amp; 3.6</small>	\$ _____ Monthly Rate
7	384 hours	Emergency Service- <small>Re: Section 3.2C</small>	\$ _____ Hourly Rate
8	624 hours	Repairs - <small>Re: Section 3.2B</small>	\$ _____ Hourly Rate
9	\$3,000	Parts	_____% Percentage Discount



**Parking Control System**

**Firm Name** \_\_\_\_\_

<b>Requirements : Group B</b>	<p>Bidders shall provide a list of no less than three (3) client references from companies or organizations who can confirm that the Bidder has provided software upgrades to their Federal APD Parking Control systems. The following information shall be provided: Contact Person, Company Name, Telephone Number and/or E-mail Address.</p> <p><b>Reference No.1</b>          Contact Person: _____          Company Name: _____          E-mail: _____ Phone# _____</p> <p><b>Reference No.2</b>          Contact Person: _____          Company Name: _____          E-mail: _____ Phone# _____</p> <p><b>Reference No.3</b>          Contact Person: _____          Company Name: _____          E-mail: _____ Phone# _____</p>
	<p><input type="checkbox"/> Bidder shall be authorized by the original equipment manufacturer (OEM) to sell and install upgrades to the APD systems located throughout the County. A letter verifying this requirement shall be provided with the bid submittal.</p>



BID SUBMITTAL FORM

Parking Control System

Firm Name \_\_\_\_\_

SECTION 4  
BID SUBMITTAL FOR:

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: \_\_\_\_\_



Parking Control System

Firm Name \_\_\_\_\_

Bid Title: Parking Control System

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 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 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.



Parking Control System

Firm Name \_\_\_\_\_

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 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 bid/contract awards 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 charge 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. 11-03, 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. It is the intent that the successful bidder/respondent to the County offer to send the race, gender, and ethnic information to the County not later than ten (10) days after it becomes available and, in separate writing to file on record 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/Alaskan	Other	M	F	White	Black	Hispanic	Asian/Pacific Islander	Native American/Alaskan

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