



BID NO.: 9748-1/20

**OPENING: 2:00 P.M.
WEDNESDAY
APRIL 17, 2013**

MIAMI-DADE COUNTY, FLORIDA

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

TITLE:

**CLOSED CIRCUIT TELEVISION (CCTV) CAMERAS AND
ASSOCIATED EQUIPMENT PRE-QUALIFICATION POOL**

FOR INFORMATION CONTACT:

KIMBERLY CRAIG, 305-375-1443, kcraig@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: 9748-1/20

Bid Title: Closed Circuit Television (CCTV) Cameras and Associated Equipment
Pre-Qualification Pool

Procurement Officer: Kimberly Craig

Bids will be accepted until 2:00 p.m. on April 17, 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

**CLOSED CIRCUIT TELEVISION (CCTV) CAMERAS AND ASSOCIATED EQUIPMENT
PRE-QUALIFICATION POOL**

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/itb-terms-conditions.asp>

SECTION 2
SPECIAL CONDITIONS

**CLOSED CIRCUIT TELEVISION (CCTV) CAMERAS AND ASSOCIATED EQUIPMENT
PRE-QUALIFICATION POOL**

2.1 PURPOSE: TO PRE-QUALIFY VENDORS

The purpose of this solicitation is to pre-qualify vendors for future pricing competition. This initial solicitation provides for the submission of documents and forms intended to verify that the vendor meets or exceeds the minimum criteria set forth elsewhere in this solicitation. All vendors which meet or exceed the criteria established in this solicitation shall be placed on a Pre-Qualification List that may be accessed by County department(s) in order to obtain price quotations for the provision of replacement of closed circuit television (CCTV) cameras and associated equipment.

2.2 TERM OF CONTRACT: FIVE (5) YEARS

This contract shall 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. The contract shall expire on the last day of the last month of the five (5) year contract term.

2.3 OPTION TO RENEW (OTR) FOR ONE TWO (2) YEAR TERM

Prior to or upon completion of the initial term, the County shall have the option to renew this Pre-Qualification Pool for one two (2) year term. In order to continue participating in the Pre-Qualification Pool, vendors shall maintain, for the entirety of the stated additional period, compliance with the Pre-Qualification Criteria outlined in this solicitation. Continuation of the Pre-Qualification Pool beyond the initial term and any option subsequently exercised is a County prerogative and not a right of any vendor. This prerogative may be exercised only when such continuation is clearly in the best interest of the County.

2.4 METHOD OF AWARD USING PRE-QUALIFICATION AND SUBSEQUENT SPOT MARKET PROCEDURES

Award of this contract will be made to all responsive, responsible vendors who meet the minimum qualifications set forth below. As a condition for being included in the pool of pre-qualified vendors, vendors must complete the Bid Submittal Package in Section 4 of this solicitation and provide all required information for evaluation. Vendors who meet the minimum qualifications shall then be deemed to be pre-qualified to participate in subsequent spot market purchases issued by user department(s) in the form of a Request for Quotation (RFQ) as required by the County on either an as-needed or periodic basis. When such RFQs are initiated, the pre-qualified vendors shall be invited to offer a fixed price for a specific individual purchase, or specific purchasing period. The vendor then offering the lowest fixed price shall be awarded for the specific period or specific purchase. The award to one vendor for a specific period or individual action does not preclude the remaining pre-qualified vendors from submitting spot market offers for other specific purchases.

It shall be the sole prerogative of the County as to the number of vendors who will be initially included under this contract. During the term of this contract, the County reserves the right to add or delete vendors as it deems necessary in its best interests. Vendors subsequently added to the pool must meet the same minimum qualifications established for the original competition.

SECTION 2
SPECIAL CONDITIONS

**CLOSED CIRCUIT TELEVISION (CCTV) CAMERAS AND ASSOCIATED EQUIPMENT
PRE-QUALIFICATION POOL**

2.4.1 PRE-QUALIFICATION CRITERIA

Pre-qualification under this solicitation will be made to all responsive, responsible vendors who meet the following minimum qualifications:

- i. Vendors shall provide contact information to include: Name of contact, email address, phone number, firm website, and fax number for Primary (required) and Secondary (Optional) staff within their company who will be responsible for providing a response to spot market quotes issues by the County. These services shall typically be required Monday through Friday within the business hours of 8:00 a.m. and 5:00 p.m. (Eastern Standard Time).
- ii. Vendors must have supplied CCTV cameras and associated equipment to their respective client base for a minimum of two (2) years. Vendors must be able to demonstrate that they have provided such equipment to at least three (3) client references and provide this information with their bid submittal.

2.5 METHOD OF PAYMENT: PERIODIC INVOICES FOR COMPLETED PURCHASES

Vendors receiving an award as the result of a RFQ shall submit an invoice(s) to the County user department(s) after purchase has been completed, whether the specific item(s) were picked up by authorized County personnel or delivered to the site by the vendor. In addition to the general invoice requirements set forth in Section 1.34, the invoices shall reference the corresponding delivery ticket number or packing slip number that was signed by an authorized representative of the County user department at the time the items were delivered and accepted. Submittal of these periodic invoices shall not exceed thirty (30) calendar days from the delivery of the items. Under no circumstances shall the invoices be submitted to the County in advance of the delivery and acceptance of the items.

2.6 CONTACT PERSON

For any additional information or questions regarding the terms and conditions of this solicitation and resultant pre-qualification pool, please contact Kimberly Craig via e-mail at kcraig@miamidade.gov with a copy to the Clerk of the Board at clerk_BCC@miamidade.gov. Administrative Order 3-27, Cone of Silence, prohibits oral communication regarding a bid during the period the Cone is in effect. The County reserves the right to change the contact person throughout the term of the agreement. Any changes will be communicated to vendors as needed.

2.7 EXEMPTION FROM CERTAIN CLAUSES

- i. The contract to be awarded under this solicitation may be accessed by County departments that are federally funded or which are using funds provided under a federally funded program. Any federally funded agency or department using this contract to purchase CCTV Cameras and associated equipment may not be subject to the following clause(s), as applicable:
 - Section 1.35: County User Access Program (UAP)

SECTION 2
SPECIAL CONDITIONS

**CLOSED CIRCUIT TELEVISION (CCTV) CAMERAS AND ASSOCIATED EQUIPMENT
PRE-QUALIFICATION POOL**

- ii. The contract to be awarded under this solicitation is for the purchase of CCTV cameras and associated equipment only. Installation will be completed by appropriate County personnel. Awarded vendors supplying CCTV cameras and associated equipment only may not be subject to the following clause(s), as applicable:
 - Section 1.21 (Insurance Requirements)

2.8 DELIVERY REQUIREMENTS

To be specified in the individual Requests for Quotations issued by the County.

2.9 WARRANTY REQUIREMENTS

Written warranties will be applicable to specific orders as determined by the County. If applicable, the warranty requirements will be specified in the spot-market quotation and should be submitted by the pre-qualified vendor with its spot-market offer. If the vendor fails to satisfy the warranty requirements with its spot-market offer, the County may allow five (5) business days to submit the information. Failure to meet this requirement may result in rejection of all offers. The vendor hereby agrees to investigate any or all complaints resulting in items and/or products supplied by the vendor and must agree to accept the return of any items and/or products not found acceptable by the County. Refunds shall be by either check or credit memorandum, whichever method is selected by the County. If additional warranties are offered, the vendor shall attach said warranty documentation to any spot-market quotation.

2.10 DAMAGED GOODS WHEN SHIPPING IS PROVIDED BY THE VENDOR

The vendor shall be responsible for filing, processing, and collecting all damage claims against the shipper.

SECTION 3
TECHNICAL SPECIFICATIONS

**CLOSED CIRCUIT TELEVISION (CCTV) CAMERAS AND ASSOCIATED EQUIPMENT
PRE-QUALIFICATION POOL**

3.1 SUBMISSION OF DOCUMENTS AND FORMS

The pre-qualification process provides for the submission of documents and forms intended to verify that vendors meet the minimum criteria set forth in Section 2.4.1. All vendors which meet or exceed the criteria established shall be placed on a Pre-Qualification List that may be accessed by County department(s) in order to obtain price quotations for the provision of replacement of Closed Circuit Television (CCTV) cameras and associated equipment.

3.2 SCOPE

The resultant pre-qualification pool may be used by the County to obtain new Closed Circuit Television (CCTV) cameras and associated equipment for the replacement or upgrade of existing CCTV systems.

Required CCTV cameras and equipment may include, but are in no way limited to, the products specified below:

BOSH CAMERAS

VG4-161-PT00P – 24V-PENDANT –FXD
VG4-161-PT100W-24V-WALLMOUNT-FXD
VG4-161-322-PT00W-24V-WALL-FXD
VG4-161-CTO-CEILING MOUNT-FXD
VG4-161-PCOOP-24V-PENDANT-FXD-CLEAR DOME
VG4-164-ET01P
VG4-162-ETO1W
VG4-161-PCOOP
VG4-322-ECSOP
VG4-322-PTSOW
VG4-523-ECS1W
VG4-161-ETOOP
VG4-322-ETS1P
VDN-498V06-21
VDN-498V03-21

DATA INTERFACE UNITS

LTC8016/90 –BLINX PTZ INTERFACE
LTC8786/60- BIPHASE PTZ INTERFACE
ENVC2460
LTC9450/20CH-55P
LTC9450/20CH-38P
LTC9450/20CH-55P
LTC9349/20CH-55
LTC9349/20CH-38
LTC8016/90 BILINX DATA INTERFACE

SECTION 3
TECHNICAL SPECIFICATIONS

**CLOSED CIRCUIT TELEVISION (CCTV) CAMERAS AND ASSOCIATED EQUIPMENT
PRE-QUALIFICATION POOL**

CAMERA MODULES

VG4-MCAM-61, FXD COLOR, LENS 2.7-13.5

VG4-MCAM-64, FXD, LENS 5-50

VG4-MCAM-62, FXD, LENS 2.7-13.5

VG4-MCAM-22, PTZ, 16X

VG4-MCAM-20, PTZ, 26X

CCTV cameras and associated equipment by manufacturers other than BOSCH are allowed, and additional items may be added by the County at any time during the term of the contract. Additional information and requirements will be provided in the subsequent spot market quotation requests issued by the authorized County department(s).

SECTION 4
BID SUBMITTAL FORM

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

OPENING: 2:00 P.M.
WEDNESDAY
APRIL 17, 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:
Kimberly
Craig

ISD/PM

Date Issued:
March 28, 2013

This Bid Submittal Consists of
Pages **6** through **12**, and
Affidavits Pages **1** through **3**.

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:
**CLOSED CIRCUIT TELEVISION (CCTV) CAMERAS AND ASSOCIATED
EQUIPMENT PRE-QUALIFICATION POOL**

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.

DO NOT WRITE IN THIS SPACE	
ACCEPTED _____	HIGHER THAN LOW _____
NON-RESPONSIVE _____	NON-RESPONSIBLE _____
DATE B.C.C. _____	NO BID _____
ITEM NOS. ACCEPTED _____	
COMMODITY CODE: 65539, 84084	
Procurement Contracting Officer: Kimberly Craig	

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.

**SECTION 4
 BID SUBMITTAL FOR:
 CLOSED CIRCUIT TELEVISION (CCTV) CAMERAS AND ASSOCIATED EQUIPMENT
 PRE-QUALIFICATION POOL**

FIRM NAME: _____

4.1 CONTACT INFORMATION

Per Section 2.4.1, please provide contact information for the Primary (Required) and Secondary (Optional) staff within your Company who will be responsible for providing a response to Requests for Quotations (RFQ) issued by Miami-Dade County. These services shall typically be required Monday through Friday within the business hours of 8:00 AM and 5:00 P.M. (Eastern Standard Time). A working website address is also required.

PRIMARY CONTACT (REQUIRED)	
Name:	
Title and/or Job Function:	
Business Address:	
Local or Toll Free Telephone Number:	
Local or Toll Free Fax Number:	
Mobile Telephone Number:	
E-mail Address:	
Website Address:	
SECONDARY CONTACT (OPTIONAL)	
Name:	
Title and/or Job Function:	
Business Address:	
Local or Toll Free Telephone Number:	
Local or Toll Free Fax Number:	
Mobile Telephone Number:	
E-mail Address:	
Website Address:	

**SECTION 4
BID SUBMITTAL FOR:
CLOSED CIRCUIT TELEVISION (CCTV) CAMERAS AND ASSOCIATED EQUIPMENT
PRE-QUALIFICATION POOL**

FIRM NAME: _____

4.2 RESPONSE FORM

Per Section 2.4.1, please provide three customer references for which your firm has been providing CCTV cameras and associated equipment for a minimum of two (2) years.

**Business
Reference # 1**

Entity Name: _____
Address: _____

Contact Name: _____
Title: _____
Telephone: _____ Years dealing with your firm: _____
E-mail Address: _____

**Business
Reference # 2**

Entity Name: _____
Address: _____

Contact Name: _____
Title: _____
Telephone: _____ Years dealing with your firm: _____
E-mail Address: _____

SECTION 4
BID SUBMITTAL FOR:
CLOSED CIRCUIT TELEVISION (CCTV) CAMERAS AND ASSOCIATED EQUIPMENT
PRE-QUALIFICATION POOL

FIRM NAME: _____

Business
Reference # 3

Entity Name: _____

Address: _____

Contact Name: _____

Title: _____

Telephone: _____ Years dealing with your firm: _____

E-mail Address: _____

SECTION 4
BID SUBMITTAL FOR:

CLOSED CIRCUIT TELEVISION (CCTV) CAMERAS AND
ASSOCIATED EQUIPMENT PRE-QUALIFICATION POOL

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: Closed Circuit Television (CCTV) Cameras and Associated Equipment Pre-qualification pool

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.

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.

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
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

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 _____