



**BID NO.: 8953-\*/\*\***

**OPENING: 2:00 P.M.  
WEDNESDAY  
[REDACTED], 2014**

**MIAMI-DADE COUNTY, FLORIDA**

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

**TITLE:  
SCRAP METAL RECYCLING SERVICES**

**DRAFT 01-10-2014**

**FOR INFORMATION CONTACT:  
Ana M. Rioseco, CPPB  
305-375-4425, ariosec@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: 8953-0/19**

**Bid Title: SCRAP METAL RECYCLING SERVICES**

**Procurement Officer: Ana M. Rioseco, CPPB**

**Bids will be accepted until 2:00 p.m. on [REDACTED], 2014**

**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

**SCRAP METAL RECYCLING SERVICES**

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**

**SCRAP METAL RECYCLING SERVICES**

**2.1 PURPOSE**

The purpose of this solicitation is to establish a revenue generating service contract for the removal and recycling service of various mixed scrap metals in conjunction with the County's needs.

**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 purchase order issued by the Internal Services Department, Procurement Management Services Division (ISD/PMS); 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 period.

**2.3 OPTION TO RENEW**

Intentionally Omitted

**2.4 METHOD OF AWARD: HIGHEST PERCENTAGE OFFERED PER TOTAL GROSS TON WEIGHT BASED ON THE AMERICAN METALS MARKET SALES DATA REPORT**

Award of this contract will be up to two (2) responsive, responsible bidders who offer the County the highest percentage of the American Metals Market (AMM) price data and meet the minimum requirement specified below. At the time of pick-up of the mixed scrap metal by the awarded bidder, this percentage will be multiplied by the American Metals Market (AMM) price data report listed for a gross ton (2,240 lbs.) under Scrap Metal, Ferrous, No. 2 Bundle, Consumers, Birmingham, as of the first day of the month (first issue of the month) in which the mixed scrap metal is picked up at a County facility.

2.4.1 While the award will be made up two bidders to assure availability of service, the responsive and responsible bidder offering the highest percentage will be designated as the primary awarded bidder, and given the first opportunity to perform all services under this contract. The responsive and responsible bidder guaranteeing the second highest percentage of the American Metals Market (AMM) Price data will be designated as the secondary awarded bidder, and shall be ready to fulfill the contract upon the County's notification should the primary bidder fail to perform. Award to multiple bidders is made for the convenience of the County and does not exempt the primary bidder from fulfilling its contractual obligations.

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

**SCRAP METAL RECYCLING SERVICES**

**2.4.2 Award Requirements:**

All bidders shall meet or exceed the following requirements to be considered for award:

- a. Bidder(s) shall be a certified Secondary Metals Recycler as described by Florida Statute 538, Part II, Department of Revenue, as of the bid opening date. A copy of a valid certificate (RD-11S) listing the bidder OR a copy of a Temporary Registration Certificate letter listing the bidder shall be submitted with their bid.
- b. When applicable, bidder(s) shall also provide a Materials Recovery Facility (MRF) / dealer certificate as described by the Florida Department of Environmental Protection, rule 62-722, FAC.

Bidders shall provide copies of such certifications with their bid. However, the County reserves the right to request such documentation during the evaluation period.

To ensure ongoing compliance, the County reserves the right to request a valid copy of such certifications as applicable at any time during the term of the contract as a condition of award.

**2.5 PRICES**

If a bidder is awarded a contract under this solicitation, the percentage offered by the bidder(s) shall remain fixed and firm during the term of contract.

**2.6 METHOD OF PAYMENT BY AWARDED BIDDER: CHECK AND STATEMENT FOR EACH PICK- UP**

Payment shall be made in full for each pick up within ten (10) business days from the date of the pickup. The payment amount shall be calculated based on the AMM price data report listed for a gross ton under Scrap Metal, Ferrous, No. 2 Bundle, Consumers, Birmingham, as of the first issue date of the month in which the mixed scrap metal is picked up at a County facility. The awarded bidder shall list on their payment statement the following calculation (see sample on bid submittal form):

- A. Multiply the AMM price per gross ton by the percentage offered to obtain the bid price per gross ton.
  - B. Divide the bid price per gross ton by 1.12 to obtain the bid price per net ton.
  - C. Divide the bid price per net ton by 2,000 to obtain the bid price per pound.
  - D. Multiply the bid price per pound by the number of pounds picked up as listed on the weight ticket(s) to obtain the total price owed to the County.
- 2.6.1 Payment shall be mailed in the form of a check to each individual County department. In accordance with Administrative Order No. 4-86, all checks shall be drawn only on United States banks in United States currency with the drawer's name and address imprinted on the check. All checks are to be made payable to the specific County Department for which the check is intended in accordance with Resolution No. R-755-13 dated 09/17/2013. Each check shall be mailed to the County department where the material was picked up from and addressed to the attention of the contract / project manager for each department (See Section 3, Paragraph 3.4) no later than ten (10) business days from the date of the pick-up receipt date.

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

**SCRAP METAL RECYCLING SERVICES**

Any non-payments or Insufficient Funds (ISF) / bounced checks may result in a non-performance. In addition, the awarded bidder may be charged service fees and/or liquidated damages per ISF check in accordance with Administrative Order 4-86 and Florida Statutes, Sections 68.065 and 125.0105.

**2.7 CONTACT PERSON**

For any additional information regarding the terms and conditions of this solicitation and resultant contract contact Ana M. Rioseco, at (305) 375-4425 or at [ariosec@miamidade.gov](mailto:ariosec@miamidade.gov).

**2.8 LIQUIDATED DAMAGES**

See section 2.6.1.

**2.9 INDEMNIFICATION AND INSURANCE**

**Note:** Insurance is required from the primary awarded Bidder. Secondary awarded Bidder will be required to comply with insurance requirements at the time when it performs services under this contract.

Insurance coverage shall meet the requirements as stipulated in Section 1.21.

**2.10 ACCIDENT PREVENTION AND REGULATIONS**

Precautions shall be exercised at all times for the protection of persons and property. All Contractors and Sub-Contractors shall conform to all OSHA, Federal, State and County laws, regulations, and requirements while performing under the Terms and Conditions of this contract. Any fines levied by the above-mentioned authorities because of inadequacies and/or failure to comply with these laws, regulations, and/or requirements shall be borne solely by the awarded bidder responsible for same. Some departments may require security clearance and/or safety training, which shall be the responsibility of the awarded bidder to obtain. Such requirements shall be identified by the user departments when requests for additional facilities or departments are made.

**2.11 LICENSES, PERMITS, AND FEES**

The awarded bidder shall obtain and pay for all licenses, permits, and fees required for this project; and shall comply with all laws, ordinances, and regulations requirements applicable to the work contemplated herein. Damages, penalties, and or fines imposed on the County or the awarded bidder due to failure of the awarded bidder to obtain required licenses, permits, or any other documentation shall be borne by the vendor.

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

**SCRAP METAL RECYCLING SERVICES**

**2.12 AVAILABILITY OF CONTRACT TO OTHER COUNTY DEPARTMENTS AND ADDITIONAL DEPARTMENTS/FACILITIES MAY BE ADDED OR DELETED**

2.12.1 Although this Solicitation is specific to the County Departments listed in Section 3 Technical Specifications, it is hereby agreed and understood by the awarded bidder that any County department or agency may avail itself of this contract and request any and all services specified herein from the awarded bidder at the same percentage established by this solicitation.

2.12.2 It is hereby agreed and understood by the awarded bidder that additional departments/facilities may be added to the contract at the option of the County. When such needs are identified, the awarded bidder shall extend to the County the same percentage as awarded.

2.12.3 It is hereby agreed and understood by the awarded Bidder that any County department may delete service for any or all facilities when such service is no longer required or for any other reason during the contract period; upon ten (10) calendar days after written notice to the awarded bidder. The awarded bidder shall remove all containers within this time frame.

**2.13 ADDITIONAL TYPES AND/OR SIZES OF CONTAINERS MAY BE SOLICITED**

Although this solicitation and resultant contract states specific types and/or sizes of containers (see Section 3 Technical Specifications), it is understood and agreed that the County may request additional types and/or sizes of containers from the awarded bidder with the same type of service.

**2.14 CLEAN-UP**

All materials and debris which falls on the surrounding area of the container(s) due to the pick-up process by the awarded bidder shall be removed from the premises and disposed of in the container by the awarded bidder. Upon final completion, the awarded bidder shall thoroughly clean up all areas where work has been involved as mutually agreed with the associated user department's project manager.

**2.15 LABOR, MATERIALS, AND EQUIPMENT SHALL BE SUPPLIED BY THE AWARDED BIDDER**

Unless otherwise provided in Section 3 Technical Specifications of this solicitation, the awarded bidder shall furnish all labor, materials, and equipment necessary for satisfactory contract performance. When not specifically identified in the technical specifications, such materials and equipment shall be of a suitable type and grade for the purpose. All material, workmanship, and equipment shall be subject to the inspection and approval of the County's Project Manager.

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

**SCRAP METAL RECYCLING SERVICES**

**2.16 LEGAL REQUIREMENT FOR POLLUTION CONTROL**

It is the intent of these specifications to comply with the Miami-Dade County Pollution Control Ordinance as stated in Chapter 24 of the Miami-Dade Code. This ordinance is made a part of these specifications by reference and may be obtained, if necessary, by the vendor through the Department of Environmental Resources Management (DERM), 701 NW 1<sup>st</sup> Court, Miami, Florida 33136, Telephone (305) 372-6789.

**2.17 NOTIFICATION PRIOR TO COMMENCEMENT OF WORK SHALL BE FIVE (5) DAYS**

The County will give a minimum lead time of five (5) business days to the awarded bidder prior to the desired starting date for any pick-up request; provided however, that such notification shall be superseded by any emergency work that may be required in accordance with provisions included elsewhere in this solicitation and resultant contract. When possible, longer lead times will be given.

**2.18 WORK DAY DEFINED**

Each user department shall communicate its schedule of operation to the awarded bidder. There are no hourly rates on this contract; all travel time, tolls, and other expenses shall be borne by the awarded bidder and will not be reimbursed by County.

**2.19 RESPONSIBILITY OF SUBSEQUENT CONTRACTS**

The awarded bidder shall be solely responsible for any and all contracts into which it may enter with purchasers of recyclable materials. Miami-Dade County shall not become a party to any contract between the awarded bidder and any purchaser of recyclable materials from the awarded bidder.

**2.20 COUNTY USER ACCESS PROGRAM (UAP)**

Intentionally Omitted

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

**SCRAP METAL RECYCLING SERVICES**

**3.0 SCOPE OF WORK**

The awarded Bidder shall provide and directly transport containers to and from each County facility to a certified facility, in the quantity and size for the period of time or on an on-call basis, as detailed in Section 3.4. The containers shall be 20 cubic yard or 40 cubic yard in size, capable of withstanding the anticipated use of safely containing and transporting mixed scrap metals.

The awarded Bidder shall independently (without the use of County equipment or personnel) and simultaneously (on the same service call) exchange full containers with empty containers in accordance with the service schedule to ensure **no** service interruptions to any facility, with the exception of one-time pick-ups and/or final pick-ups. Departments may change the number and sizes of the containers assigned to any of their facilities and/or increase, decrease, or cancel the service intervals at any time with due notice to the awarded bidder (see Sections 2, paragraph's 2.12 and 2.13). The service schedule is not a guaranty, but rather the departments' best estimate. No guaranty is made as to the frequency of pick-ups, nor the quantity, weight, type, quality, contaminants and/or content of metals placed in the awarded bidder's containers at any time.

A pick-up receipt for the materials picked up shall be provided by the awarded bidder's operator / driver to the contract / project manager at each site at the time of each pick-up. The receipt shall have the name and contact information of the awarded bidder and list at a minimum, but not limited to:

- County user department name and project manager's name.
- Pick up address and/or specific site location.
- Pick up date and time of day.
- Number and sizes of each container(s) picked up.
- A general description of the material picked up.
- An estimated weight and/or amount of the material picked up.
- The signature and printed name of the driver / operator picking up the material.

After commencement of services, unforeseen additional information may be required to be displayed on the pick-up receipt. For this reason, it is recommended that the awarded bidder create an electronic version of the receipt capable of such future modifications.

It is also anticipated that some departments may have a one-time or a once-a-year pickup service need. The awarded bidder further agrees to provide the services awarded at the same rates offered in the bid submittal page without leaving a container on site for a longer period than ninety (90) calendar days, unless agreed to by the awarded bidder and the department's contract / project manager.

In accordance with Miami-Dade County Administrative Order 8-2 any contract resulting from this solicitation will not be used by the County to dispose of surplus material.

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

**SCRAP METAL RECYCLING SERVICES**

**3.1 DEFINITIONS**

**3.1.1 MIXED SCRAP METAL**

Metal products that have surpassed their useful life, such as rail vehicle parts, track hardware parts and materials, automotive, heavy truck, and heavy equipment parts and metal sections, various empty tanks and cylinders with valves removed or conspicuously punctured, construction materials of solely metal content, various other miscellaneous metals, and metals that result as a by-product of refurbishing, remanufacturing, installation, removal, modification, and/or otherwise disposal of. These metals may contain the following, but not be limited to: derivative materials and contaminants such as gaskets, plastics, rubber, sealants, and various lubricants, oils, fuels, and/or other fluids contained in, attached to, or are a part of the mixed scrap metal.

**3.1.2 CONTAINER**

Open top, roll-off or similar type container, capable of being exchanged on site by a roll-off truck or similar, without the aid of additional equipment, and safely containing and transporting the various scrap metals described above. Sizes currently identified in this solicitation are: **20 cubic yard and 40 cubic yard.**

**3.1.3 SECONDARY METALS RECYCLER: REFER to Florida Statute 538, Part II.**

**3.2 VEHICLE REQUIREMENTS**

The awarded Bidder shall transport all containers in roll-off or other type of trucks capable of independently and safely exchanging and transporting the containers with a cover device and shall comply with all Federal, State, and local laws.

**3.3 MANDATORY SUBMITTAL OF THE AMM REPORT(S), WEIGHT TICKET(S), AND REVENUE PAYMENT STATEMENTS**

Each payment check shall be accompanied by:

- 1) A copy of the original corresponding pick up receipt (see above).
- 2) The corresponding weight ticket(s) verifying the weight of the empty container(s) and the weight amount of the mixed scrap metal picked up.
- 3) The appropriate copy of the AMM price data report page corresponding to the pick-up date.
- 4) The payment statement on company letterhead (see below).

Each weight ticket shall be dated no later than one (1) business day after the pick-up receipt date and shall contain contact information of the awarded bidder. The awarded bidder hereby agrees to make this information available to the County for verification purposes during the term of the contract as a condition of award. Each payment statement shall be formatted to clearly detail the following information including, but not limited to:

**SECTION 3  
TECHNICAL SPECIFICATIONS**

**SCRAP METAL RECYCLING SERVICES**

- County user department name and project manager’s name
- Pick up address and/or specific site location
- Pick up date
- Disposal / Sold date
- Number of container(s) picked up
- Size of container(s) picked up
- Total net ton weight of scrap metals sold per container (must match documentation)
- Total price per net ton sold, multiplied by percentage awarded, totaling the payment amount, showing a breakdown with subtotals per each container, if applicable.

After commencement of services, unforeseen additional information may be required to be displayed on the payment statements. For this reason, it is recommended that the awarded bidder create an electronic version of the statement capable of such future modifications.

**3.4 USER DEPARTMENT SERVICE INFORMATION & SCHEDULE**

**3.4.1 Miami-Dade Transit (MDT)**

Mail checks, weight tickets, and statements to:  
 Contact Person/Project Manager: TBA  
 Phone No: TBA E-mail: TBA  
 Address: 3401 NW 31<sup>st</sup> Street  
 Miami, FL 33142

Location	Address	Contact Person	Phone No.	Size	Quantity	Interval
Metrobus Central Operations	3431 NW 31 Street	TBA	TBA	20 cy	1	On Call
Metrobus Support Service Garage	3295 NW 31 Street	TBA	TBA	20 cy	1	On Call
Metrobus N.E Operations	360 NE 185 Street	TBA	TBA	20 cy	1	On Call
Metrobus Coral Way	2775 SW 74 Avenue	TBA	TBA	20 cy	1	On Call
Metrarail Vehicle Maintenance	6601 NW 72 Avenue	TBA	TBA	40 cy	1	On Call

**3.4.2 Public Works and Waste Management (PWWM)**

Mail checks, weight tickets, and statements to:  
 Contact Person/Project Manager: TBA  
 Phone No: TBA E-mail: TBA  
 Address: 9301 NW 58<sup>th</sup> Street  
 Miami, FL 33178

Location	Address	Contact Person	Phone No.	Size	Quantity	Interval
Road & Bridge Facility	9301 NW 58 Street	TBA	TBA	40 cy	1	On Call

**SECTION 3  
TECHNICAL SPECIFICATIONS**

**SCRAP METAL RECYCLING SERVICES**

**3.4.2.1 Public Works and Waste Management (PWWM)**

Mail checks, weight tickets, and statements to:  
 Contact Person/Project Manager: TBA  
 Phone No: TBA E-mail: TBA  
 Address: 2525 NW 62nd Street, 5th Floor  
 Miami, FL 33147

Location	Address	Contact Persons	Phone No.	Size	Quantity	Interval
Shop 3 Main	8801 NW 58 Street	TBA	TBA	20 cy	1	On Call
Shop 3A	18701 NE 6 Avenue	TBA	TBA	20 cy	1	On Call
Shop 3B	7900 SW 107 Avenue	TBA	TBA	20 cy	1	On Call
Shop 3C Construction/ Welding	8801 NW 58 Street	TBA	TBA	20 cy	1	On Call
Shop 3D	10820 SW 211 Street	TBA	TBA	20 cy	1	On Call
West Little River Trash and Recycling Center	1830 NW 79 Street	TBA	TBA	20 cy	1	On Call
Golden Glades Trash and Recycling Center	140 NW 160 Street	TBA	TBA	20 cy	1	On Call
Sunset Kendall Trash and Recycling Center	8000 SW 107 Avenue	TBA	TBA	20 cy	1	On Call
Snapper Creek Trash and Recycling Center	2200 SW 117 Avenue	TBA	TBA	20 cy	1	On Call
West Perrine Trash and Recycling Center	16651 SW 107 Avenue	TBA	TBA	20 cy	1	On Call
Moody Drive Trash and Recycling Center	12970 SW 268 Street	TBA	TBA	20 cy	1	On Call
South Miami Heights Trash and Recycling Center	20800 SW 11 Court	TBA	TBA	20 cy	1	On Call

**3.5.3 Port Miami**

Mail checks, weight tickets, and statements to:  
 Contact Person/Project Manager: TBA  
 Phone No: TBA E-mail: TBA  
 Address: 1015 No. American Way, 2<sup>nd</sup> Floor  
 Miami, FL 33132

Location	Address	Contact Person	Phone No.	Size	Quantity	Interval
Stockroom	1580 No. Cruise Boulevard	TBA	TBA	20 cy	1	On Call

**SECTION 3  
TECHNICAL SPECIFICATIONS**

**SCRAP METAL RECYCLING SERVICES**

**3.5.4 Miami-Dade Aviation Department (MDAD)**

Mail checks, weight tickets, and statements to:  
 Contact Person/Project Manager: TBA  
 Phone No: TBA E-mail: TBA  
 Address: **I Need an address please**  
**PLEASE INPUT CITY AND ZIP CODE**

Location	Address	Contact Person	Phone No.	Size	Quantity	Interval
International Airport	4321 NW 22 Street 3040 Building	TBA	TBA	40 cy	1	On Call

**3.5.4.1 Miami-Dade Aviation Department (MDAD)**

Mail checks, weight tickets, and statements to:  
 Contact Person/Project Manager: TBA  
 Phone No: TBA E-mail: TBA  
 Address: **I Need an address please**  
**PLEASE INPUT CITY AND ZIP CODE**

Location	Address	Contact Person	Phone No.	Size	Quantity	Interval
Opa Locka Airport	14201 NW 42 Avenue	TBA	TBA	40 cy	1	On Call

**3.5.5 Design and Construction Services (DCS) - Internal Services Department (ISD)**

Mail checks, weight tickets, and statements to:  
 Contact Person/Project Manager: TBA  
 Phone No: TBA E-mail: TBA  
 Address: 3501 NW 46 Street  
 Miami, FL 33142

Location	Address	Contact Person	Phone No.	Size	Quantity	Interval
Design and Construction Services	3501 NW 46 Street	TBA	TBA	30 cy	1	On Call

**3.5.5.1 Property Control & Business Supplies Division, ISD**

Mail checks, weight tickets, and statements to:  
 Contact Person/Project Manager: TBA  
 Phone No: TBA E-mail: TBA  
 Address: 2225 NW 77 Avenue  
 Miami, FL 33122

Location	Address	Contact Person	Phone No.	Size	Quantity	Interval
Property Control & Business Supplies Division	980 W 84 Street	TBA	TBA	20 cy	1	On Call

**SECTION 3  
TECHNICAL SPECIFICATIONS**

**SCRAP METAL RECYCLING SERVICES**

**3.5.5.2 Fleet Management Division, ISD**

Mail checks, weight tickets, and statements to:  
 Contact Person/Project Manager: TBA  
 Phone No: TBA E-mail: TBA  
 Address: 703 NW 25 Street  
 Miami, FL 33127

Location	Address	Contact Person	Phone No.	Size	Quantity	Interval
Shop 1 Main	703 NW 25 Street	TBA	TBA	xx cy	1	Bi-Weekly

**3.5.5.3 Fleet Management Division, ISD**

Mail checks, weight tickets, and statements to:  
 Contact Person/Project Manager: TBA  
 Phone No: TBA E-mail: TBA  
 Address: 201 NW 1 Street  
 Miami, FL 33128

Location	Address	Contact Person	Phone No.	Size	Quantity	Interval
Downtown Motor Pool	201 NW 1 Street	TBA	TBA	xx cy	1	Monthly

**3.5.5.4 Fleet Management Division, ISD**

Mail checks, weight tickets, and statements to:  
 Contact Person/Project Manager: TBA  
 Phone No: TBA E-mail: TBA  
 Address: 9109 NW 25 Street  
 Doral, FL 33172

Location	Address	Contact Person	Phone No.	Size	Quantity	Interval
Police Headquarters Shop	9109 NW 25 Street	TBA	TBA	xx cy	1	Bi-Weekly

**3.5.5.5 Fleet Management Division, ISD**

Mail checks, weight tickets, and statements to:  
 Contact Person/Project Manager: TBA  
 Phone No: TBA E-mail: TBA  
 Address: 10740 SW 211 St  
 Miami, FL 33189

Location	Address	Contact Person	Phone No.	Size	Quantity	Interval
South Dade Government Center	10740 SW 211 St	TBA	TBA	xx cy	1	Bi-Weekly

**SECTION 3  
TECHNICAL SPECIFICATIONS**

**SCRAP METAL RECYCLING SERVICES**

**3.5.5.6 Fleet Management Division. ISD**

Mail checks, weight tickets, and statements to:  
 Contact Person/Project Manager: TBA  
 Phone No: TBA E-mail: TBA  
 Address: 5975 Miami Lakes Dr.  
 Miami Lakes, FL 33014

Location	Address	Contact Person	Phone No.	Size	Quantity	Interval
Station 1	5975 Miami Lakes Drive	TBA	TBA	xx cy	1	Monthly

**3.5.5.7 Fleet Management Division. ISD**

Mail checks, weight tickets, and statements to:  
 Contact Person/Project Manager: TBA  
 Phone No: TBA E-mail: TBA  
 Address: 2950 NW 83 St.  
 Miami, FL 33147

Location	Address	Contact Person	Phone No.	Size	Quantity	Interval
Station 2	2950 NW 83 St	TBA	TBA	xx cy	1	Monthly

**3.5.5.8 Fleet Management Division. ISD**

Mail checks, weight tickets, and statements to:  
 Contact Person/Project Manager: TBA  
 Phone No: TBA E-mail: TBA  
 Address: 7707 SW 117 Avenue  
 Miami, FL 33173

Location	Address	Contact Person	Phone No.	Size	Quantity	Interval
Station 5	7707 SW 117 Avenue	TBA	TBA	xx cy	1	Monthly

**3.5.5.9 Fleet Management Division. ISD**

Mail checks, weight tickets, and statements to:  
 Contact Person/Project Manager: TBA  
 Phone No: TBA E-mail: TBA  
 Address: 15665 Biscayne Blvd  
 Miami, FL 33160

Location	Address	Contact Person	Phone No.	Size	Quantity	Interval
Station 6	15665 Biscayne Boulevard	TBA	TBA	xx cy	1	Monthly

**SECTION 3  
TECHNICAL SPECIFICATIONS**

**SCRAP METAL RECYCLING SERVICES**

**3.5.5.9.1 Fleet Management Division. ISD**

Mail checks, weight tickets, and statements to:  
 Contact Person/Project Manager: TBA  
 Phone No: TBA E-mail: TBA  
 Address: 10000 SW 142 Avenue  
 Miami, FL 33186

Location	Address	Contact Person	Phone No.	Size	Quantity	Interval
Station 8	10000 SW 142 Avenue	TBA	TBA	xx cy	1	Monthly

**3.5.5.9.2 Fleet Management Division. ISD**

Mail checks, weight tickets, and statements to:  
 Contact Person/Project Manager: TBA  
 Phone No: TBA E-mail: TBA  
 Address: 18802 NW 27 Avenue  
 Miami, FL 33056

Location	Address	Contact Person	Phone No.	Size	Quantity	Interval
Station 9	18802 NW 27 Avenue	TBA	TBA	xx cy	1	Monthly

**3.5.6 Miami-Dade Fire Rescue (MDFR)**

Mail checks, weight tickets, and statements to:  
 Contact Person/Project Manager: TBA  
 Phone No: TBA E-mail: TBA  
 Address: 6000 SW 87 Avenue  
 Miami, FL 33173

Location	Address	Contact Person	Phone No.	Size	Quantity	Interval
Logistics Shop 2	6100 SW 87 Avenue	TBA	TBA	20 cy	1	On Call
Logistics North Shop	8141 NW 80 Street	TBA	TBA	20 cy	1	On Call

**3.5.7 Miami Dade Parks, Recreation and Open Spaces (PROS)**

Mail checks, weight tickets, and statements to:  
 Contact Person/Project Manager: TBA  
 Phone No: TBA E-mail: TBA  
 Address: 12400 SW 152nd Street  
 Miami, FL 33177

Location	Address	Contact Person	Phone No.	Size	Quantity	Interval
Zoo Miami	12400 SW 152 Street	TBA	TBA	20 cy	1	On Call

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

**SCRAP METAL RECYCLING SERVICES**

**3.5.8 Vizcaya Museum & Gardens**

Mail checks, weight tickets, and statements to:

Contact Person/Project Manager: TBA

Phone No: TBA E-mail: TBA

Address: 3251 South Miami Avenue.

Miami, FL 33129

<b>Location</b>	<b>Address</b>	<b>Contact Person</b>	<b>Phone No.</b>	<b>Size</b>	<b>Quantity</b>	<b>Interval</b>
Vizcaya Museum & Gardens	3251 South Miami Avenue	TBA	TBA	20 cy	2	On Call

**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**  
**[REDACTED], 2014**



**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: **Ana**  
**Rioseco**

ISD/PM

Date Issued:  
[REDACTED]

This Bid Submittal Consists of  
Pages [REDACTED] through [REDACTED]  
**Plus Appendix**

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:**  
**SCRAP METAL RECYCLING SERVICES**

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>570-50 \$ 962-70</b>	
Procurement Contracting Officer: <b>Ana M. Rioseco</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.**

**SECTION 4  
 BID SUBMITTAL FOR:  
 SCRAP METAL RECYCLING SERVICES**

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

ITEM	DESCRIPTION OF SERVICE AND CONTAINER(S)	PERCENTAGE OFFERED
1	Pick-up and recycling services for Mixed Scrap Metals using <b>20 &amp; 40</b> Cubic Yard Containers.	_____ % Per Gross Ton

**EXAMPLE Section 2, paragraph 2.6**

Assuming that on Monday, February 3, 2014, the AMM assessed price (**first issue of the month**) was \$150 / gross ton. On February 20<sup>th</sup> 1,000 lbs. of mixed scrap metal was picked up from one facility. The highest awarded bidder offered 25% per gross ton. The amount owed to the County is \$16.74.

**AMM Listed Price:**                      **\$150.00 / Gross Ton**

**Percentage Offered Above:**      **25% / Gross Ton**

**Bid price per Gross Ton:**        **\$ 37.50 (\$150 x 25%)**

**Convert from gross to net:**      **\$ 33.48 (\$ 37.50 ÷ 1.12) Bid price per net ton.**

**Convert net ton to pound:**      **0.01674 (\$33.48 ÷ 2,000) Bid price per net pound**

**Load picked up:**                      **1,000 lbs.**

**Amount owed to the County:**   **\$ 16.74 (0.1674 x 1,000)**

**SECTION 4  
 BID SUBMITTAL FOR:  
 SCRAP METAL RECYCLING SERVICES**

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

**CHECKLIST FOR REQUIRED ATTACHMENTS:**

**This checklist must be completed by all bidders.**

**Refer to details in Section 2, Paragraph 2.4.2**

<u>Reference:</u>	<u>Summarized Requirement:</u>	<u>Initial As Completed:</u>
Section 2 Paragraph 2.4.2.a	Proof of current Secondary Metals Recycler certificate (FS 538, Part II).	_____
Section 2 Paragraph 2.4.2.b	Proof of current Materials Recovery Facility certificate (Rule 62-722, F.A.C.), if applicable.	_____

**ACKNOWLEDGEMENT REQUIRED FOR SECTIONS 2 AND 3**

<u>Reference:</u>	<u>Acknowledgement:</u>	<u>Initial:</u>
Section 2, Para. 2.6  <b>And</b>  Section 3, Para. 3.3	Mandatory submittal of the AMM report(s), weight ticket(s), calculations, and revenue payment statements.	_____

SECTION 4  
BID SUBMITTAL FOR:  
SCRAP METAL RECYCLING SERVICES

ACKNOWLEDGEMENT OF ADDENDA

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**INSTRUCTIONS:** COMPLETE PART I OR PART II, WHICHEVER APPLIES

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**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 \_\_\_\_\_

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**PART II:**

NO ADDENDUM WAS RECEIVED IN CONNECTION WITH THIS BID

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

**AUTHORIZED SIGNATURE:** \_\_\_\_\_

**DATE:** \_\_\_\_\_

**TITLE OF OFFICER:** \_\_\_\_\_



**Bid Title: SCRAP METAL RECYCLING SERVICES**

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.

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)

Name of Proposer: \_\_\_\_\_ FEIN No. \_\_\_\_\_

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 Proposers on County contracts for purchase of supplies, materials or services, including professional services which involve expenditures of \$100,000 or more, and all Proposers on County or Public Health Trust construction contracts which involve expenditures of \$100,000 or more. The Proposers who is awarded this 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 Proposers should enter the word "NONE" under the appropriate heading of this form if no subcontractors or suppliers will be used on the contract and sign the form below.

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 recommended Proposer demonstrates to the County prior to award that the race, gender, and ethnic information is not reasonably available at that time, the Proposer 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/Material s/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 department or on-line to the Small Business Development of the Department of Regulatory and Economic Resources at <http://www.miamidade.gov/business/business-development-contracts.asp>. As a condition of final payment, Proposer shall provide subcontractor information on the Subcontractor Payment Report Sub 200 form which can be found at <http://www.miamidade.gov/business/library/forms/subcontractors-payment.pdf>.

I certify that the representations contained in this Subcontractor/Supplier listing are to the best of my knowledge true and accurate.

Signature of Proposer \_\_\_\_\_ Print Name \_\_\_\_\_ Print Title \_\_\_\_\_ Date \_\_\_\_\_