

## **Solicitation RTQ-00111**

### **Bus Stop and Sign Post Access - Prequalification**

**Bid designation: Public**



**Miami-Dade County**

## Bid RTQ-00111 Bus Stop and Sign Post Access - Prequalification

Bid Number **RTQ-00111**  
 Bid Title **Bus Stop and Sign Post Access - Prequalification**

Bid Start Date **Aug 14, 2014 4:53:50 PM EDT**  
 Bid End Date **Aug 29, 2014 6:00:00 PM EDT**  
 Question & Answer End Date **Aug 21, 2014 6:00:00 PM EDT**

Bid Contact **Jocelyn Fulton**  
**305-375-4735**  
**fultonj@miamidade.gov**

Contract Duration **5 years**  
 Contract Renewal **Not Applicable**  
 Prices Good for **Not Applicable**

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### Addendum # 1

New Documents	RTQ-00111 Addendum No. 1.pdf
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### Addendum # 2

New Documents	RTQ-00111 Addendum No. 2.pdf
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### Item Response Form

Item **RTQ-00111--01-01 - Bus Stop and Sign Post Access**

Quantity **1 each**

Prices are not requested for this item.

Delivery Location **Miami-Dade County**  
No Location Specified

Qty 1

#### Description

The purpose of this solicitation is to establish a pool of pre-qualified Bidders.

**ADDENDUM NO. 2**

**TO: ALL PROSPECTIVE BIDDERS**  
**BID NO.: RTQ-00111**  
**TITLE: Bus Stop and Sign Post Access - Prequalification**

**This Addendum is and does become a part of the above mentioned solicitation.**

Please see responses to the questions received.

1. Section 3.1 Scope of Work

1.A. Is the use of the bus stop for stopping, boarding and disembarking limited to the successful bidder?

Response to 1.A.: Yes. The use of the bus stop for stopping, boarding and disembarking is limited to the successful Bidder.

1. B. Can any operator use any MDT stop to load and unload as long as there is no staging, idling, or parking?

Response to 1.B.: No. Tour bus operators cannot use any MDT stop to load and unload. Stopping to load and unload is only allowed at awarded MDT bus stop locations.

**All terms, covenants and conditions of the subject solicitation and any addenda issued thereto shall apply, except to the extent herein amended.**

Miami-Dade County

A handwritten signature in cursive script that reads "Jocelyn R. Fulton".

Jocelyn R. Fulton  
Procurement Contracting Officer 1

cc: Clerk of the Board



**ADDENDUM NO. 1**

**TO: ALL PROSPECTIVE BIDDERS**

**BID NO.: RTQ-00111**

**TITLE: Bus Stop and Sign Post Access - Prequalification**

**This Addendum is and does become a part of the above mentioned solicitation.**

Please note the following changes.

1. Section 3.4.1 of the Request to Qualify (RTQ) is deleted in its entirety and replaced with the following to amend the information allowed on the signs:

**3.4.1** Signs installed by the awarded Bidder shall be attached to bus stop sign posts owned and installed by MDT. The signs may display the following information only: Name and logo of the tour bus company, webpage, telephone number and stop number. Social media information, ticket information, or any other logo or written texts are not allowed to be displayed on the sign. Artwork of the proposed sign must be submitted in color to MDT for pre-approval. Subsequent to artwork approval by MDT, the awarded Bidder must submit one fabricated sign to MDT for approval before installation to ensure compliance with the required specifications.

Please see responses to the questions received.

1. Section 3.3.2 Bus Stop Location and Description

1.A. What criteria will be used to determine the list of bus stop locations being offered?

Response to 1.A.: A list of bus stops which are the subject of the RTQ will be provided at the Request For Quotes (RFQ) stage.

1.B. Will industry be given an opportunity to provide input for the list of locations?

Response to 1.B.: The industry may recommend for consideration additional locations; however, the County reserves the right to accept or reject those additional locations in its sole discretion. The County's decision will be final.

2. Section 3.4.1 Specification of Signs - Will MDT consider allowing already-approved information permitted to be displayed on the signs?

Response to 2: Section 3.4.1 of the subject RTQ as amended herein above details the signage requirements. Bidders shall adhere to these requirements.

3. Section 3.6.3 Permitted Activities - Will MDT consider flexibility in the thirty-minute intervals?

Response to 3: A change to the thirty (30) minute interval requirement is not contemplated at this time.

4. What were the technical criteria used by Miami-Dade Transit to determine that the frequency was no less than 30 minutes frequency per bus stop?

Response to 4: MDT based this on their schedules and frequency of MDT buses.

5. Is it possible to increase the frequency during certain months of the year (High tourist season)?

Response to 5: See Response to number 3.

6. Is the Miami-Dade Transit planning to have a "base" price per stop?

Response to 6: Most likely; however, pricing will be established at the RFQ stage.

7. Can you please explain the rules that Miami-Dade Transit is planning to use in order to select the stops that would be subject to the bidding process?

Response to 7: See response to number 1.A.

**All terms, covenants and conditions of the subject solicitation shall apply, except to the extent herein amended.**

Miami-Dade County



Jocelyn R. Fulton  
Procurement Contracting Officer 1

cc: Clerk of the Board

SOLICITATION NO.: RTQ-00111

OPENING: 6:00 P.M.  
Bus Stop and Sign Post Access - Prequalification  
Aug 29, 2014



MIAMI-DADE COUNTY, FLORIDA

R E Q U E S T T O Q U A L I F Y

TITLE:

Bus Stop and Sign Post Access - Prequalification

BIDS WILL BE ACCEPTED UNTIL 6:00 PM  
ON Aug 29, 2014

FOR INFORMATION CONTACT:

Jocelyn Fulton, 305-375-4735, [fultonj@miamidade.gov](mailto:fultonj@miamidade.gov)

IMPORTANT NOTICE TO BIDDERS/PROPOSERS:

- READ THE ENTIRE SOLICITATION 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.
- THE SOLICITATION SUBMITTAL FORM CONTAINS IMPORTANT INFORMATION THAT REQUIRES REVIEW AND COMPLETION BY ANY BIDDER/PROPOSER RESPONDING TO THIS SOLICITATION.
- FAILURE TO COMPLETE AND SIGN THE SOLICITATION SUBMITTAL FORM WILL RENDER YOUR PROPOSAL NON-RESPONSIVE.



**GENERAL TERMS AND CONDITIONS:**

All general terms and conditions of Miami-Dade County Procurement Contracts are posted online. Bidders/Proposers 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 general terms and conditions are considered non-negotiable.

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-r14-2.pdf>

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**NOTICE TO ALL BIDDERS/PROPOSERS:**

Electronic bids are to be submitted through a secure mailbox at BidSync ([www.bidsync.com](http://www.bidsync.com)) until the date and time as indicated in this Solicitation document. It is the sole responsibility of the Bidder/Proposer to ensure their proposal reaches BidSync before the Solicitation closing date and time. There is no cost to the Bidder/Proposer to submit a proposal in response to a Miami-Dade County solicitation via BidSync. Electronic proposal submissions may require the uploading of electronic attachments. The submission of attachments containing embedded documents or proprietary file extensions is prohibited. All documents should be attached as separate files.

For information concerning technical specifications please utilize the question/answer feature provided by BidSync at [www.bidsync.com](http://www.bidsync.com) within the solicitation. Questions of a material nature must be received prior to the cut-off date specified in the solicitation. Material changes, if any, to the solicitation terms, scope of services, or bidding procedures will only be transmitted by written addendum. (See addendum section of BidSync site).

Please allow sufficient time to complete the online forms and upload of all proposal documents. Bidders/Proposers should not wait until the last minute to submit a proposal. The deadline for submitting information and documents will end at the closing time indicated in the solicitation. All information and documents must be fully entered, uploaded, acknowledged (Confirm) and recorded into BidSync before the closing time or the system will stop the process and the response will be considered late and will not be accepted.

**PLEASE NOTE THE FOLLOWING:**

No part of your proposal can be submitted via **HARDCOPY, EMAIL, OR FAX**. No variation in price or conditions shall be permitted based upon a claim of ignorance. Submission of a proposal will be considered evidence that the Bidder/Proposer has familiarized themselves with the nature and extent of the work, and the equipment, materials, and labor required. The entire proposal response must be submitted in accordance

with all specifications contained in the solicitation electronically.

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**SOLICITATION TITLE: BUS STOP AND SIGN POST ACCESS -  
PREQUALIFICATION**

**SOLICITATION NO.: RTQ-00111**

## **SECTION 2 – SPECIAL TERMS AND CONDITIONS**

### **2.1 PURPOSE**

This Request to Qualify (RTQ) will establish a pool of pre-qualified Bidders. Entry into the pre-qualification pool is not a contract between Miami-Dade County and any member of the pool, but rather is an acknowledgement that the pool member satisfies the pre-qualification criteria set forth below for membership in the pool. Pre-qualified Bidders will be invited to participate in future bidding opportunities for access to stop at Miami-Dade County bus stops and use bus stop sign posts owned and installed by Miami-Dade Transit (MDT) for placement of signs which indicate point of sale locations for tour tickets and hop-on/hop-off locations to board and disembark from tour buses. The pool shall remain open for the term of the RTQ, enabling Bidders to qualify at any time after the initial RTQ opening date.

### **2.2 TERM**

The pre-qualification pool will commence on the first calendar day of the month succeeding approval by the Board of County Commissioners, or designee, unless otherwise stipulated in the Blanket Purchase Order issued by the County's Internal Services Department, Procurement Management Division. The pre-qualification pool shall expire on the last day of the last month of the five (5) year period.

### **2.4 QUALIFICATION CRITERIA**

**2.4.1** Bidders shall submit all of the qualifying documents with their submittal form. However, the County may, at its sole discretion and in its best interests, allow Bidders to supplement submitted documents in order to satisfy the prequalification criteria. It shall be the sole prerogative of the County to determine the number of Bidders who will be included under the pre-qualification pool. During the term of the RTQ, the County reserves the right to add and/or delete pre-qualified Bidders.

**2.4.2** Bidders shall be regularly engaged in the business of providing tour bus operating services and shall submit evidence regarding their ongoing business operations. Such evidence may include brochures, route schedules, contracts, agreements or other similar documents, as well as a copy of their Local Business Tax Receipt or other government issued proof of business activity to ascertain to the County's satisfaction that the Bidder has met the requirement.

### **2.5 INSURANCE**

Additional or revised insurance limits to those specified in Section 1, Paragraph 1.21 may be necessary. Any change or addition will be detailed in the Request For Quotes issued by the County's Internal Services Department, Procurement Management Services Division.

**SECTION 3 – TECHNICAL SPECIFICATIONS****3.1 SCOPE OF WORK**

Bidders prequalified under this solicitation will be deemed eligible to participate in future bidding opportunities which may include electronic bidding. The successful Bidder(s) in the bidding process will be granted access to stop at Miami-Dade County bus stops and to use bus stop sign posts owned and installed by Miami-Dade Transit (MDT) for placement of signs which indicate point of sale locations for tour tickets and hop-on/hop-off locations to board and disembark from tour buses.

**3.2 TOUR BUSES**

The tour buses the awarded Bidder intends to use for the provision of services described herein shall not exceed forty-five (45) feet in length to ensure the tour buses do not impede the free flow of traffic and are able to enter and exit bus stop locations in a safe and efficient manner. The tour buses to be used shall be properly registered.

**3.3 BUS STOP LOCATION AND DESCRIPTION**

**3.3.1** The bus stop locations which will be offered for bid may, at the sole discretion of the County, be relocated or eliminated. If changes are made in the location of a sign post the County will notify the awarded Bidder who will have the option of accepting or rejecting the new location. If a location is rejected by the Bidder or eliminated by the County, the awarded Bidder may deduct the fee for that location from fees owed to the County and the County may offer the new location to other parties. The awarded Bidder is prohibited from making any changes, alterations, upgrades, expansions or additions to County property without prior written consent from the County.

**3.3.2** A listing of bus stop locations being offered will be made available at the bidding stage. The number of stop locations which a single Bidder is awarded may be limited in the bidding process.

**3.4 SPECIFICATION OF SIGNS**

**3.4.1** Signs installed by the awarded Bidder shall be attached to bus stop sign posts owned and installed by MDT. The signs shall display the following information only: Name and logo of the tour bus company. The business phone number, website, social media information, ticket information, or any other logo or written texts are not allowed to be displayed on the sign. Artwork of the proposed sign must be submitted in color to MDT for pre-approval. Subsequent to artwork approval by MDT, the awarded Bidder must submit one fabricated sign to MDT for approval before installation to ensure compliance with the required specifications.

**3.4.2** The awarded Bidder shall furnish all labor, materials and equipment necessary for satisfactory performance of the installation services herein. 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.

**3.4.3** The awarded Bidder is solely responsible for all installation and maintenance of its signs and all work of its contractors, subcontractors, independent contractors and any other person or entity performing work in connection with this pool.

- 3.4.4** The awarded Bidder shall provide a minimum of five (5) business days' notice to the County of the date and time it intends to install its sign(s) to afford the County sufficient time to provide staff to supervise the installation. The awarded Bidder shall pay MDT a supervision fee in the amount of \$40.00 per hour during the installation of the sign(s).

**3.5** **WORK ACCEPTANCE**

Installation services will be inspected by an authorized County representative. This inspection shall be performed to determine if the signs are properly installed and the service is being performed as described herein.

**3.6** **PERMITTED ACTIVITIES**

- 3.6.1** The awarded Bidder may use bus stop sign posts owned and installed by MDT to display signs in compliance with the specifications described in Section 3.4 of this solicitation and to pick up and drop off passengers at the locations awarded to the Bidder. Award of locations does not grant the awarded Bidder any license or right to conduct business in the public right-of-way. The awarded Bidder may not sell tickets or any other items or services in the public right-of-way. Sales may take place after passengers have boarded tour buses.

- 3.6.2** Tour buses may only stop for a period of time reasonably sufficient to drop-off and/or pick-up tour passengers. Failure to comply with any regulations, including but not limited to, regulations regarding the use of public right-of-way, may result in the immediate termination of the contract(s) awarded in the pool. The awarded Bidder shall not knowingly use or permit Miami-Dade County property to be used for any illegal purposes or for purposes not authorized herein.

- 3.6.3** Tour buses are limited to no less than thirty (30) minutes frequency per bus stop. Failure to comply with the frequency requirement may result in the immediate termination of the contract(s) awarded in connection with this solicitation.

- 3.6.4** If the awarded Bidder's tour bus has a malfunction or breaks down while at an MDT bus stop, the awarded Bidder will make every reasonable effort to safely move the tour bus from the bus stop to avoid interference with MDT bus operations.

**3.7** **MAINTENANCE**

The awarded Bidder, at its sole cost and expense, shall maintain all signs, accessories and equipment installed under the contract resulting from this solicitation and ensure that all such signs, accessories or other equipment installed remain safe and cause no damage or injury to the public or County personnel, the right-of-way or any other property. All installation shall, at all times, be kept in good order and repair and maintained in safe, clean and suitable condition. Any graffiti on the signs, accessories and equipment shall be immediately removed by the awarded Bidder.

**3.8** **SAFETY AND SECURITY**

It is expressly understood that the awarded Bidder is solely responsible for the personal safety of its employees, invitees, patrons and any other persons, vehicles and equipment. The Bidder acknowledges and accepts full and sole responsibility for the security and protection of individuals and property in

connection with any activities performed under the contract. The County shall not in any way assume responsibility for the personal safety of such persons, equipment, vehicles or personal property in case of loss, theft, damage or any other type of casualty which may occur. The awarded Bidder shall provide additional security, if any, at its sole cost and expense to ensure the personal safety of its employees, agents, patrons, invitees and others, as well as to protect any personal property.

### 3.9 **LAWS AND REGULATIONS**

The awarded Bidder shall comply with all applicable statutes, ordinances, rules, orders, regulations and requirements of federal, state, county and municipal governments and shall, upon request of any authorized person or entity, provide proof of compliance with all applicable required licenses, permits and other legal requirements associated with performing the services herein. **Failure to comply with any regulations, including but not limited to, regulations regarding the use of public right-of-way, may result in the immediate termination of access to and use of the location(s) awarded to the Bidder.**

### 3.10 **REPRESENTATIONS**

The County does not represent any state of facts concerning the locations offered in this solicitation. The County does not grant the awarded Bidder(s) any right of property, nor shall the County be compelled to maintain any of its property any longer than, or in any other fashion than in the County's judgment, its own business or needs may require.

### 3.11 **SURRENDER**

Unless otherwise requested by the County, upon expiration or termination of any contract awarded in the pool, the awarded Bidder shall immediately remove all of its signs, accessories and equipment from MDT bus stop sign posts and cease to use the bus stops to pick-up and drop-off passengers. If the awarded Bidder fails to remove all of its signs, accessories and equipment within thirty (30) days of expiration or termination of the contract, the County shall remove and dispose all such items.

### 3.12 **DAMAGES**

The awarded Bidder shall, in no way, displace damage or destroy any property or facility belonging to the County and shall be solely liable and responsible for any damage to County property caused by the awarded Bidder, its agents, employees, patrons or invitees. Any necessary restoration shall be done to MDT's satisfaction. If the awarded Bidder fails to repair or replace damaged property and/or equipment within thirty (30) calendar days following occurrence and/or notification by MDT, and any additional time granted by MDT as is reasonable, MDT may, at its option, cause all required maintenance, repairs and/or replacements to be made at the awarded Bidder's expense. The awarded Bidder will pay MDT for all such costs incurred within thirty (30) calendar days of receipt of such notice by the MDT.

### 3.13 **NON-COMPLIANCE**

The County may conduct unannounced site visits at the bus stop locations to ensure the awarded Bidder is complying with all rules and regulations stipulated in this solicitation. If an awarded Bidder is found non-compliant, the County shall have the right to issue a warning, charge a non-compliance fee per bus stop location, or permanently remove a location from the awarded Bidders inventory. At the County's discretion,

**SOLICITATION TITLE: USE OF MDT BUS STOPS AND SIGN POSTS****SOLICITATION NO.**

the following scale will generally apply:

1<sup>st</sup> offense - warning

2<sup>nd</sup> offense - \$250

3<sup>rd</sup> offense and thereafter – \$500 and subject to the County permanently removing the location from the Bidder's inventory and/or termination of the contract(s) resulting from this solicitation.



**CHECKLIST FOR MINIMUM QUALIFICATION REQUIREMENTS**

<u>Reference:</u>	<u>Summarized Requirement:</u>
<p><b>Section 2, Paragraph 2.4.2</b></p>	<p>Bidders shall be regularly engaged in the business of providing tour bus operating services and shall submit evidence regarding their ongoing business operations. Such evidence may include brochures, route schedules, contracts, agreements or other similar documents, as well as a copy of their Local Business Tax Receipt or other government issued proof of business activity to ascertain to the County's satisfaction that the Bidder has met the requirement.</p> <p>Please indicate whether the documents have been submitted with the bid:</p> <p>Yes                  No</p> <p><input type="checkbox"/>                  <input type="checkbox"/></p>





**Miami-Dade County  
Procurement Management Services  
Solicitation Submittal Form**

111 NW 1<sup>st</sup> Street, Suite 1300, Miami, FL 33128

Solicitation No. RTQ-00111		Solicitation Title: Bus Stop and Sign Post Access - Prequalification		
Legal Company Name (include d/b/a if applicable): <input style="width: 90%;" type="text"/>		Federal Tax Identification Number: <input style="width: 90%;" type="text"/>		
If Corporation - Date Incorporated/Organized: <input style="width: 90%;" type="text"/>		State Incorporated/Organized: <input style="width: 90%;" type="text"/>		
Company Operating Address: <input style="width: 90%;" type="text"/>		City <input style="width: 90%;" type="text"/>	State <input style="width: 90%;" type="text"/>	Zip Code <input style="width: 90%;" type="text"/>
Remittance Address (if different from ordering address): <input style="width: 90%;" type="text"/>		City <input style="width: 90%;" type="text"/>	State <input style="width: 90%;" type="text"/>	Zip Code <input style="width: 90%;" type="text"/>
Company Contact Person: <input style="width: 90%;" type="text"/>		Email Address: <input style="width: 90%;" type="text"/>		
Phone Number (include area code): <input style="width: 90%;" type="text"/>	Fax Number (include area code): <input style="width: 90%;" type="text"/>	Company's Internet Web Address: <input style="width: 90%;" type="text"/>		

**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 prior to entering into a contract with or receiving funding from the County.**

Place a check mark here only if the Bidder has such conviction to disclose to comply with this requirement.

**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 has a valid Local Business Tax Receipt, issued by Miami-Dade County; has a physical business address located within the limits of Miami-Dade County from which business is performed; 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 the Bidder meets the 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 or Broward County in accordance with the Interlocal Agreement between the two counties.

Place a check mark here only if affirming the Bidder meets requirements for the Locally-Headquartered Preference (LHP). **Failure to complete this certification at this time (by checking the box) 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 the Bidder is a Local Certified Service-Disabled Veteran Business Enterprise. A copy of the certification must be submitted with the bid.

**SMALL BUSINESS ENTERPRISE CONTRACT MEASURES (If Applicable)**

An SBE/Micro Business Enterprise must be certified by Small Business Development for the type of goods and/or services the Bidder provides in accordance with the applicable Commodity Code(s) for this Solicitation. For certification information contact Small Business Development at (305) 375-2378 or access <http://www.miamidade.gov/business/business-certification-programs.asp>. The SBE/Micro Business Enterprise must be certified by the solicitation's submission deadline, at contract award, and for the duration of the contract to remain eligible for the preference. Firms that graduate from the SBE program during the contract may remain on the contract.

Is your firm a Miami-Dade County Certified Small Business Enterprise? Yes  No

If yes, please provide your Certification Number:

**SCRUTINIZED COMPANIES WITH ACTIVITIES IN SUDAN LIST OR THE SCRUTINIZED COMPANIES WITH ACTIVITIES IN THE IRAN PETROLEUM ENERGY SECTOR LIST:**

By executing this bid through a duly authorized representative, the Bidder certifies that the Bidder 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 Bidder is unable to provide such certification but still seeks to be considered for award of this solicitation, the Bidder shall execute the bid response package through a duly authorized representative and shall also initial this space: . In such event, the Bidder shall furnish together with its bid response 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 Bidder 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 Bidder 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.

**IT IS HEREBY CERTIFIED AND AFFIRMED THAT THE BIDDER SHALL ACCEPT ANY AWARDS MADE AS A RESULT OF THIS SOLICITATION. BIDDER FURTHER AGREES THAT PRICES QUOTED WILL REMAIN FIXED FOR A PERIOD OF ONE HUNDRED AND EIGHTY (180) DAYS FROM DATE SOLICITATION IS DUE.**

Bidder's Authorized Representative's Signature . <input style="width: 90%;" type="text"/>	Date <input style="width: 90%;" type="text"/>
Type or Print Name <input style="width: 90%; margin: 0 auto;" type="text"/>	

**THE EXECUTION OF THIS FORM CONSTITUTES THE UNEQUIVOCAL OFFER OF THE BIDDER TO BE BOUND BY THE TERMS OF ITS OFFER. FAILURE TO SIGN THIS SOLICITATION WHERE INDICATED ABOVE BY AN AUTHORIZED REPRESENTATIVE SHALL RENDER THE BID NON-RESPONSIVE. THE COUNTY MAY, HOWEVER, IN ITS SOLE DISCRETION, ACCEPT ANY RESPONSE THAT INCLUDES AN EXECUTED DOCUMENT WHICH UNEQUIVOCALLY BINDS THE BIDDER TO THE TERMS OF ITS OFFER.**



**FAIR SUBCONTRACTING PRACTICES**

**In compliance with Miami-Dade County Code Section 2-8.8, the Bidder/Proposer shall submit with the proposal a detailed statement of its policies and procedures (use separate sheet if necessary) for awarding subcontractors.**

**NO SUBCONTRACTORS WILL BE UTILIZED FOR THIS CONTRACT**

Signature

Date



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

Name of Bidder/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 Bidders/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 Bidder/Proposer 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 Bidder/Proposer 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 Bidder/Proposer demonstrates to the County prior to award that the race, gender, and ethnic information is not reasonably available at that time, the Bidder/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 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)								
			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	Oth		

  

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)								
			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	Oth		

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 Internal Services Department at <http://www.miamidade.gov/business/business-development-contracts.asp>. As a condition of final payment, Bidder/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](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 Bidder/Proposer                      Print Name                      Print Title                      Date

## Question and Answers for Bid #RTQ-00111 - Bus Stop and Sign Post Access - Prequalification

### OVERALL BID QUESTIONS

#### Question 1

##### Section 3.1 Scope of Work

This section states that the successful bidder(s) will be granted access to stop at Miami-Dade County bus stops and to use bus stop sign posts owned and installed by Miami-Dade Transit (MDT) for placement of signs which indicate point of sale locations for tour tickets and hop-on/hop-off locations to board and disembark from tour buses.

- Is the use of the bus stop for stopping, boarding and disembarking limited to the successful bidder?
- Can any operator use any MDT stop to load and unload as long as there is no staging, idling, or parking?

(Submitted: Aug 21, 2014 9:27:21 AM EDT)

#### Answer

- Refer to the attached Addendum No. 2. (Answered: Aug 28, 2014 1:00:57 PM EDT)

#### Question 2

##### Section 3.3.2 Bus Stop Location and Description

- What criteria will be used to determine the list of bus stop locations being offered?
- Will industry be given an opportunity to provide input for the list of locations? There may be stops that are not currently being used, but should be included in the list. (Submitted: Aug 21, 2014 9:27:43 AM EDT)

#### Answer

- Refer to the attached Addendum No. 1. (Answered: Aug 26, 2014 4:33:59 PM EDT)

#### Question 3

##### Section 3.4.1 Specification of Signs

- Will MDT consider allowing already-approved information permitted to be displayed on the signs? Existing signage approved by MDT prior to installation, and at significant cost to the operator, includes essential information for customer service and communication, including URL and/or telephone number and the stop number. (Submitted: Aug 21, 2014 9:28:12 AM EDT)

#### Answer

- Refer to the attached Addendum No. 1. (Answered: Aug 26, 2014 4:33:59 PM EDT)

#### Question 4

##### Section 3.6.3 Permitted Activities

- Will MDT consider flexibility in the thirty-minute intervals? Greater frequency has historically not resulted in any complaints. The objective of hop-on/hop-off tours is to encourage guests to disembark, explore neighborhoods, and patronize area businesses. Convenient frequency is vital to that encouragement, since the industry has found that guests are much more likely to disembark and explore if they know that every fifteen minutes, another bus will arrive so they can continue on the tour to another destination. Lesser frequency will result in guests staying on the bus, discouraging exploration of neighborhoods and patronage of local businesses. (Submitted: Aug 21, 2014 9:28:44 AM EDT)

#### Answer

- Refer to the attached Addendum No. 1. (Answered: Aug 26, 2014 4:33:59 PM EDT)

#### Question 5

What were the technical criteria used by Miami Dade Transit to determine that the frequency was no less than 30 minutes frequency per bus stop? (Submitted: Aug 21, 2014 4:28:35 PM EDT)

#### Answer

- Refer to the attached Addendum No. 1. (Answered: Aug 26, 2014 4:33:59 PM EDT)

#### Question 6

Is it possible to increase the frequency during certain months of the year (High tourist season?). (Submitted: Aug 21, 2014 4:29:14 PM EDT)

#### Answer

- Refer to the attached Addendum No. 1. (Answered: Aug 26, 2014 4:33:59 PM EDT)

#### Question 7

Is the Miami Dade Transit planning to have a base price per stop? (Submitted: Aug 21, 2014 4:29:34 PM EDT)

#### Answer

- Refer to the attached Addendum No. 1. (Answered: Aug 26, 2014 4:33:59 PM EDT)

#### Question 8

Can you please explain the rules that Miami Dade Transit is planning to use in order to select the stops that would be subject to the bidding process? (Submitted: Aug 21, 2014 4:30:17 PM EDT)

#### Answer

- Refer to the attached Addendum No. 1. (Answered: Aug 26, 2014 4:33:59 PM EDT)