



ADDENDUM NO. 1

DATE: August 20, 2014

TO: ALL PROSPECTIVE BIDDERS

SUBJECT: SOLICITATION NO.: RTQ-00114

TITLE: Support for Urgent Needs (SUN) Program Pre-Qualification Pool (Shelter Pets)

This Addendum becomes a part of the subject solicitation.

- A. Please find attached the attendance sheet for the Pre-proposal Conference for the subject solicitation.
- B. Amend Section 3.5 titled "*Compliance with the SUN Program,*" Letter K to include the following underlined language.

"(k) Disclose to all SUN pet adopters, through the inclusion of a "verification disclosure clause" within the Pool members' adoption contract, that ASD reserves the right to verify adoption contracts and outcome details directly with adopters."

- C. For clarification purposes, a copy of the driver's license is only requested for the Bidder's designated contact person, and their back-up representative, to fulfill the requirement of Section 4 titled "Bid Submittal – Minimum Qualification Requirements Checklist", Item No. 5.

- D. The following are the inquiries received and the corresponding responses:

1. It appears our organization does not meet the criteria for the "LOCAL PREFERENCE CERTIFICATION." How are we to respond to this question?

Answer: If Prospective Bidder's organization **does not** meet the requirements identified under the Local Preference Certification Section of the Solicitation Submittal Form, an affirmation check mark " ✓ " is **not** necessary. Simply leave Section blank.

2. Please explain what Bidders are required to submit to be considered for the Pre-Qualification Pool.

Answer: Bidders must submit all required documentation listed in Section 4 – Bid Submittal. Such documentation includes Item Nos. 1 – 5, the Solicitation Submittal Form, Fair Subcontracting Practices and Subcontractor/Supplier Listing Forms.



3. Will Miami-Dade County Animal Services' Department (ASD) consider waiving rescue fee for designated SUN pets?

Answer: Yes, ASD's customary rescue fees will be waived for Pool members rescuing designated SUN pets.

4. Will ASD consider funding for SUN pets that are diagnosed by ASD as having a minor medical condition, however evolve into extreme medical cases which require extensive medical care, or simply have no potential for a positive outcome (adoption) due to their diagnosed medical condition.

Answer: Not as this time. In accordance to Section 3.2, title "Program Details", Letter K, awarded Pool members may submit requests for payment exclusively for achieved SUN Program positive outcome (adoption). In addition, once the funding category for a SUN pet has been set, it is not subject to negotiations or adjustments. However, ASD reserves the right to re-evaluate the SUN Program at any time and institute changes to its parameters, at its sole discretion, and in the best interest of life-saving initiatives.

5. How should awarded Pool member address retaining personal information of adopters who identify themselves as exempt from providing their personal information from public records in accordance with Florida State Statute 119.017 (*i.e., children and family services investigators, law enforcement officers, state attorneys, judges, firefighters, and code enforcement officers, etc.*)

Answer: If adopter identifies themselves as exempt from providing personal information such as home address, phone number, etc., award Pool member shall include the following written statement in adopter's contract: **"Personal information is exempt from public records in accordance with Florida State Statute 119.017."**

6. Will ASD provide the Monthly Reporting Forms to the awarded Pool members for the purpose of submitting SUN pet monthly status?

Answer: ASD has not developed a standardized Monthly Reporting Form at this time. Awarded Pool members may simply provide their monthly SUN pet status report, via email, to ASD's designated Project Manager (Rescue Coordinator). However, ASD reserves the right to re-evaluate the ability to introduce standardize reporting forms, at any time, its sole discretion, and in the best interest of life-saving initiatives.

7. Where can awarded Pool members review pets designated as SUN Program participants eligible for rescue?

Answer: All Pool members will be notified electronically by ASD, through a communication blast, identifying all high risk pets designated as SUN Participants and eligible for rescue in accordance with Section 2.3, Note).

8. Please clarify if prospective Bidders must register with both: a) BidSync and as, 2) a County vendor?



Answer:

- a) Yes. Prospective Bidders must register with BidSync to participate in bidding opportunities with Miami-Dade County. Registration is free to Miami-Dade County Vendors and will take less than five minutes to complete.

- b) No. Prospective Bidders **do not** have to be a registered vendor with Miami-Dade County to submit a response to the solicitation. However, the County Code requires that in the event a Bidder is recommended for an award, they must be registered by completing Vendor Registration in order to receive the award. Prospective Bidders may pursue vendor registration by accessing the application at the following link: <http://www.miamidade.gov/procurement/vendor-registration.asp>.

9. Is there a timeframe or expiration date set for each Sun pet to be adopted in?

Answer: No. There is no set time limit for SUN pets to reach a positive outcome (adoption). ASD understands that most Sun pets may need extended time to fully recover from an illness, and the comprehensive efforts in marketing their adoption.

10. Can authorized organizations continue to rescue pets designated as Sun Program participants, without being a pre-qualified pool member?

Answer: Yes, however rescue organizations not pre-qualified as a SUN Program Pool member will not be eligible for monetary stipends or any other benefits under the award, but would continue to be subject to the terms and conditions under the Rescue Partner Agreement.

All other information remains the same.

Miami-Dade County,

A handwritten signature in black ink, appearing to read "MC".

Maria Carballeira

Maria Carballeira
Procurement Contracting Officer

c: Clerk of the Board
Lorna Mejia, Animal Services Department

ATTENDANCE SHEET



RTQ NUMBER: RTQ-00114: Support for Urgent Needs (SUN) Program Pre-Qualification Pool

LOCATION: Animal Services Dept. - 7401 NW 74th Street, Medley, FL 33166 (Shelter Conference Room)

PURPOSE: Pre-Bid Conference

DATE: August 14, 2014 @ 2:00 p.m.

Completing this attendance sheet is optional.

NAME	COMPANY	ADDRESS	PHONE	E-MAIL
Maria Carballeira	Miami-Dade County Procurement	111 NW 1st Street, Miami, FL 33128	(305) 375-4260	mc5@miamidade.gov
Lorna Mejia	Miami-Dade Animal Services	7401 NW 74th Street, Medley, FL 33166	(305) 418-7155	lmejia@miamidade.gov
<i>Rosee H. Hoke</i>	<i>SupraHelp Res</i>	<i>Coral Springs</i>	<i>352-557-2272</i>	<i>city@suprahelp.com</i>
<i>Joel Vera</i>	<i>Miami Dade Animal</i>	<i>7401 NW 74th Street, Medley, FL 33166</i>	<i>305 418 7152</i>	<i>joelvera@miamidade.gov</i>
<i>Haikel Marrero</i>	<i>MD Animal Services</i>	<i>7401 NW 74th Street, Medley, FL</i>	<i>305 418 - 7158</i>	<i>hmarrero@miamidade.gov</i>
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