



BID No. 6002-1/21-1, Electronic Imaging Services – Pre-Qualification

I. Purchasing Instructions:

A. Award Description

This contract is for the purchase of electronic imaging services to include post script color digital prints, color laser copies, bubble jet copies, dry mounting, laminating, scanning service and CAD plotting service.

B. Quotation Directives

1. Prequalified vendors will be invited to participate in spot market purchases as required by the County for specific items or service. When spot market purchases are initiated, pre-qualified vendors shall be invited to offer a fixed price for a specific individual purchase/work order, or a specific purchasing period.
2. ALL quotations issued under this pre-qualification contract must utilize the current and active “terms and conditions” in place that includes the latest legislative changes. Please refer the Procurement Management link (<http://www.miamidade.gov/procurement/itb-terms-conditions.asp>) to retrieve that latest version of the current T&Cs.
3. A Small Business Enterprise (SBE) bid preference applies to this solicitation.
4. All quotations issued must be provided to the Small Business Development Division (SBD) of the Internal Services Department for placement on the Cone of Silence Report upon advertisement. Once an award recommendation is made, SBD must be notified in order to remove the competition from the report.
- 5 Any Art Work required to be provided by the County under this contract will be presented to the vendor with any specific work request issued to the vendor. The vendor shall pick-up camera ready art work eight (8) hours after notification.

II. Awarded Vendors:

Vendor Name	Vendor Address	Vendor Contact Information	Vendor Emergency Contact Information
BC Photography, Inc.	311 Redwood Lane Key Biscayne, FL	Contact: Bob Cook Phone: 305 733-1945 E-mail: cookbob@mac.com	Contact: Bob Cook Phone: 305 733-1945
Lexprint, LLC.	4255 SW 72ND AVE Miami, FL	Contact: Raciol Chiroldo Phone: 305 661-2424 E-mail: raciol@lexprintusa.com	Contact: Raciol Chiroldo Phone: 305 661-2424
Quadco Printing & Signs, Inc.	4345 SW 72 AVE Suite B Miami, FL	Contact: Jorge Quadreny Phone: 305 514-0055 Toll Free: 305 470-2229 E-mail: jorge@quadcoonline.com	Contact: Jesselyn Soto Phone: 954 430-6234 X 205

III. Quotation Award Checklist:

The following is provided as a reminder of some important items that each department should check/ complete/ document prior to making an award.

- Check that vendor meets minimum requirements such as certifications or license requirements.
- If the contract has a Small Business preference, goal or is a set-aside, check that the recommended vendor is on the Small Business Division certification list.
(See www.miamidade.gov/business/reports-certification-list.asp)
- If the contract includes preferences (Local, Locally-Headquartered, Veteran's, and Small Business, as applicable), check that they were applied correctly. Obtain a signed Collusion Affidavit from the recommended vendor.
- In your notice to all participants of the quote results, copy the Clerk of the Board (clerkbcc@miamidade.gov) and include language advising the vendors that the Cone of Silence is lifted. [**Sample language:** *In accordance with the reference solicitation, and Section 2-8.4 of the Code of Miami-Dade County, you are hereby notified that the (Dept. name) recommends award of this quote to: (Company name). Provision of this notice also serves to confirm the lifting of the Cone of Silence from this procurement action as dictated by Section 2-11.1(t) of the County Code.*]
- **Allow a three (3) business day protest period**, beginning the day after the award recommendation is posted with the Clerk, prior to completing award if applicable with your award value (over \$25K).



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IV. Event Log:

EVENT LOG Contract Number BID No. 6002-1/21-1, Electronic Imaging Services		
Date	Description	Agent
5-24-16	Lexprint, LLC has been removed from the contract till vendor provides Local Business Tax Receipt	A. Garcia