

**DEPARTMENTAL INPUT
CONTRACT/PROJECT MEASURE ANALYSIS AND RECOMMENDATION**

Rev 1

New contract
 OTR
 CO
 SS
 BW
 Emergency
 Previous Contract/Project No:

Re-Bid
 Other

LIVING WAGE APPLIES: ___ YES X NO

Requisition/Project No: ROEL130001

TERM OF CONTRACT: 5 Years

Requisition/Project Title: Security Strap Seals

Description: The security strap seals are a specific seal to secure access to the voting equipment both before and after an election.

User Department(s): Election

Issuing Department: ISD, Procurement Mgmt. Services Division
 Estimated Cost: \$200,000

Contact Person Constance Thame Phone: 305-375-1078
 Funding Source: General

ANALYSIS

Commodity/Service No: <u>085-80</u>		SIC: <u> </u>	
Trade/Commodity/Service Opportunities			
Contract/Project History of Previous Purchases For Previous Three (3) Years Check Here <input type="checkbox"/> if this is a New Contract/Purchase with no Previous History			
	EXISTING	2 ND YEAR	3 RD YEAR
Contractor:			
Small Business Enterprise:			
Contract Value:			
Comments:			
Continued on another page (s): ___ Yes <input checked="" type="checkbox"/> No			

RECOMMENDATIONS

SBE	Set-Aside	Sub-Contractor Goal	Bid Preference	Selection Factor
		%		
		%		
		%		
		%		

Basis of Recommendation:

Signed: Constance Thame

Date to DBD: 4/12/13

Date Returned to DPM: _____

RECEIVED
 DEPT. BUSINESS DEV.
 2013 APR 15 AM 10:56



BID NO.: DRAFT

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

MIAMI-DADE COUNTY, FLORIDA

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

TITLE:

SECURITY STRAP SEALS

FOR INFORMATION CONTACT:

Constance Thame, 305-375-1078, cthame@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:

Bid Title: Security Strap Seals

Procurement Officer: Constance Thame, CPPB

Bids will be accepted until 2:00 p.m. on _____, 2013

Bids will be publicly opened. The County provides equal access and does not discriminate on the basis of disability in its programs or services. It is our policy to make all communication available to the public, including those who may be visually or hearing impaired. If you require information in a non-traditional format please call 305-375-5278.

Instructions: The Clerk of the Board business hours are 8:00am to 4:30pm, Monday through Friday. Additionally, the Clerk of the Board is closed on holidays observed by the County. Each Bid submitted to the Clerk of the Board shall have the following information clearly marked on the face of the envelope: the Bidders name, return address, Bid number, opening date of the Bid and the title of the Bid. Included in the envelope shall be an original and two copies of the Bid Submittal, plus attachments if applicable.

All Bids received time and date stamped by the Clerk of the Board prior to the bid submittal deadline shall be accepted as timely submitted. The circumstances surrounding all bids received and time stamped by the Clerk of the Board after the bid submittal deadline will be evaluated by the procuring department, in consultation with the County Attorney's Office, to determine whether the bid will be accepted as timely.

NOTICE TO ALL BIDDERS:

- FAILURE TO SIGN THE BID SUBMITTAL FORM WILL RENDER YOUR BID NON-RESPONSIVE.
- THE BID SUBMITTAL FORM CONTAINS IMPORTANT CERTIFICATIONS THAT REQUIRE REVIEW AND COMPLETION BY ANY BIDDER RESPONDING TO THIS SOLICITATION.

MIAMI-DADE COUNTY
INTERNAL SERVICES DEPARTMENT
PROCUREMENT MANAGEMENT DIVISION

SECTION 1
GENERAL TERMS AND CONDITIONS

SECURITY STRAP SEALS

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/general-terms-and-conditions-itb.pdf>

SECTION 2
SPECIAL CONDITIONS

SECURITY STRAP SEALS

2.1 PURPOSE:

The purpose of this solicitation is to establish a contract for the purchase of Security Strap Seals for the Miami-Dade County's Elections Department on an as needed basis.

2.2 TERM OF CONTRACT:

This contract shall commence on the first calendar day of the month succeeding approval of the contract by the Board of County Commissioners, or designee, unless otherwise stipulated in the Notice of Award Letter which is distributed by the County's Procurement Management Services Division, and contingent upon the completion and submittal of all required bid documents. The contract shall expire on the last day of the 60th day of the last month of the contract term.

2.3 METHOD OF AWARD TO A SINGLE VENDOR: (Single Item)

Award of this contract will be made to the responsive, responsible Bidder who submits an offer on all items listed in the solicitation and whose offer represents the lowest price when all items are added in the aggregate. If a Bidder fails to submit an offer on all items, its overall offer may be rejected. The County will award the total contract to a single Bidder.

2.4 PRICES SHALL BE FIXED WITH ADJUSTMENTS:

Prior to the end of the initial one (1) year period, and at each anniversary thereafter, awarded Bidder shall have the option to submit a written request for a price adjustment to the County based on changes in the following price indexes:

Producer Price Industry (PPI) for Commodity Code: PCU325211325211 Group: Plastic materials and resins as published by the US Department of Labor, Bureau of Labor Statistics.

It is the awarded Bidder's responsibility to request any pricing adjustment under this provision. For any adjustment to commence on the anniversary, the awarded Bidder's request for adjustment should be submitted 90 days prior to expiration of the then current contract term for all items. The awarded Bidder's adjustment request should not be in excess of the relevant pricing index change.

If no adjustment request is received from the awarded Bidder, the County will assume that the awarded Bidder has agreed that the next term will remain at the current price. Any adjustment request received after the commencement of a new year may not be considered.

The County reserves the right to reject any price adjustments submitted by the awarded Bidder and/or to not continue the contract based on such price adjustments. Continuation of the contract beyond the initial term, and any anniversary term, is a County prerogative, and not a right of the awarded Bidder. This prerogative will be exercised only when such continuation is clearly in the best interest of the County.

SECTION 2
SPECIAL CONDITIONS

SECURITY STRAP SEALS

2.5 “EQUAL” PRODUCT CAN BE CONSIDERED UPON RECEIPT OF SPECIFIED:

The manufacturer's name, brand name and/or model number information contained in this solicitation are being used for the sole purpose of establishing the minimum requirement of level of quality, standard of performance, and design and is in no way intended to prohibit the offer of another manufacturer's items of equal material unless otherwise indicated on the Bid/Proposal Submission Form.

This specific solicitation requires submission of the following documentation to enable County evaluation of “equal” products:

- X: Product Information Sheets
- X: Product Samples Upon Specific Request

If an “equal” product may be considered by the County in accordance with the Bid/Proposal Submission Form, the unit shall be equal in quality and standards of performance to the item specified in the Solicitation. Where an “or equal” item is offered, and product information sheets are required, the initial offer must be accompanied with two (2) complete sets of product information sheets (such as factory specifications, standard manufacturer information sheets, catalogues, and brochures), and if required, two (2) copies of performance test results of the unit offered as an equal.. Also for product information submittals, all supporting documentation submitted by the offeror must in total meet the required specifications set forth in this solicitation. Where the standard product literature submitted with the offer provides information that does not comply with the specifications, the offeror shall state, in an official letter on corporate letterhead as part of their initial offer, the differences between the item they are specifically offering, described by the standard product literature, to substantiate compliance to all of the specifications set forth in this solicitation. In such cases, any offer submitted with standard product literature but without the letter explaining compliance will result in the rejection of the offer for not meeting the solicitation specifications.

If samples of all “or equal” items bid are required for evaluation, such items are to be provided at no cost to the County, and should be submitted with the initial offer, or at the time of specific request. Failure to meet this requirement may result in your offer being rejected.

For “equal” products to be evaluated based on submission of product labels, the initial offer should be accompanied with labels indicating the specification and ingredients for each “or equal” item offered. Failure to meet this requirement may result in your offer being rejected.

The County shall be sole judge of equality, based on the best interests of the County, and its decision in this regard shall be final. Items labeled "No Substitute" on the County's Bid/Proposal Submission Form are the only products that will be accepted under this solicitation.

2.6 METHOD OF PAYMENT:

The awarded Bidder(s) shall submit an invoice(s) to the County user department(s) after purchase has been completed, whether the specific item(s) were picked up by authorized County personnel or delivered to the site by the awarded Bidder. Invoices shall reference the corresponding delivery ticket number or packing slip number that was signed by an

SECTION 2
SPECIAL CONDITIONS

SECURITY STRAP SEALS

authorized representative of the County user department at the time the items were delivered and accepted. All other general invoice requirement applies as outlined in Section 1, Paragraph 1.34 of the general terms and conditions.

2.7 DELIVERY SHALL BE FIFTEEN (15) DAYS AFTER DATE OF ORDER

The awarded Bidder shall make deliveries within fifteen (15) calendar days after the date of the order. All deliveries shall be made in accordance with good commercial practice and all required delivery timeframes shall be adhered to by the Bidder(s); except in such cases where the delivery will be delayed due to acts of nature, strikes, or other causes beyond the control of the vendor. In these cases, the vendor shall notify the County of the delays in advance of the original delivery date so that a revised delivery schedule can be appropriately considered by the County.

Should the awarded Bidder(s) to whom the contract(s) is awarded fail to deliver in the number of days stated above, the County reserves the right to cancel the contract on a default basis after any back order period that has been specified in this contract has lapsed. If the contract is so terminated, it is hereby understood and agreed that the County has the authority to purchase the goods elsewhere and to charge the incumbent vendor with any re-procurement costs. If the awarded Bidder fails to honor these re-procurement costs, the County may terminate the contract for default.

Certain County employees may be authorized in writing to pick-up materials under this contract. Awarded Bidder shall require presentation of this written authorization. The awarded Bidder shall maintain a copy of the authorization. If the awarded Bidder is in doubt about any aspect of material pick-up, awarded Bidder shall contact the appropriate user department to confirm the authorization.

2.7 CONTACT PERSONS:

For any additional information regarding the terms and conditions of this solicitation and resultant contract, Contact: Constance Thame, at (305) 375-1078 email-cthame@miamidade.gov.

2.8 AVAILABILITY OF CONTRACT TO OTHER COUNTY DEPARTMENTS:

Although this Solicitation is specific to a County Department, it is hereby agreed and understood that any County department or agency may avail itself of this contract and purchase any and all items specified herein from the awarded Bidder(s) at the contract price(s) established herein. Under these circumstances, a separate purchase order shall be issued by the County, which identifies the requirements of the additional County department(s) or agency (ies).

2.9 ITEMS MAY BE ADDED OR DELETED:

It is hereby agreed and understood that similar or additional items may be added to the contract at the County's option. It is also agreed and understood that the County may add or delete items on this contract at the County's option. Awarded Bidder(s) under this contract shall be invited to submit price quotes for these additional items. If these quotes are determined to be fair and reasonable, then the additional items will be awarded to the current contract bidder(s) that offers the lowest acceptable pricing.

SECTION 3
TECHNICAL SPECIFICATIONS

SECURITY STRAP SEALS

3.1 SCOPE OF PURCHASE:

The purpose of this solicitation is to establish a contract for the purchase of Security Strap Seals for the Miami-Dade County Elections Department on an as needed basis.

The Security Seals Strap are utilized for the voting equipment, and require specific thickness to secure the access to the voting equipment both before and after an election. The Security Seals Strap are also required to secure the elections hardware and the result transmittals after an election.

3.2 ITEM DESCRIPTIONS:

1. Plastic Security Strap Seals -Dark Blue Emergency Ballot Box (EB). TydenBrooks Model No 6582707-13 - 7", or approved equal.
2. Plastic Security Seals - White Ballot Cart (BC). TydenBrooks Model No. 6582707-10-7", or approved equal.
3. Plastic Security Seals - Green- Results Bag (B). TydenBrooks Model No. 6582707-2-7", or approved equal.
4. Plastic Security Seals - Red Results Bag (RB). TydenBrooks Model No.6582707-1-7", or approved equal.
5. Plastic Security Seals - Yellow - Voted Provisional (VP) TydenBrooks Model No.6582707-6 7", or approved equal.
6. Plastic Security Seals - Dark Grey -Unused Auth. (UA) TydenBrooks Model No.6582707-5-7", or approved equal
7. Plastic Security Seals - Black Supply Box (SB). TydenBrooks Model No.6582707-8-7", or approved equal.
8. Plastic Security Seals - Bright Green-Voted Ballots (VB).TydenBrooks Model No.6582707-2-7", or approved equal.
9. Plastic Security Seals - Bright Red-Spoiled Ballots (SB).TydenBrooks Model No. 6582707-1-7", or approved equal.
10. Plastic Security Seals- Yellow - Unused Ballots (UB). TydenBrooks Model No. 6582797-1-7", or approved equal.
11. Plastic Security Seals - Dark Green-Activator Case (AC). TydenBrooks Model No. 6582707-14-7", or approved equal.
12. Plastic Security Seals - Red-Activator Case (AC). TydenBrooks Model No. 6582707-1-7", or approved equal.
13. Plastic Security Seals - Dark Blue DS200 (DS). TydenBrooks Model No. 6582707-13.7", or approved equal.

SECTION 3
TECHNICAL SPECIFICATIONS

SECURITY STRAP SEALS

- 14. Plastic Security Seals - Grey - Unused Authorization (UA).TydenBrooks Model No. 6582707-5-7", or approved equal
- 15. Plastic Spring-Lok Seal - Orange, Heat stamped: "ELECTIONS" Heat Tape Color: White, and consecutively numbered, TydenBrooks Model No. 6300000-4, or approved equal.
- 16. Plastic Pull-Tite II Seal - Green - Heat stamped: "MIAMI-DADE ELECTIONS" and consecutively numbered in white" TydenBrooks Model No. 6640000-2 or approved equal.

3.3 DIMENSIONS:

Sizes of security strap are as follows:

Items 1-14

- Overall length of 9-1/2" (241 mm)
- Detachable Flag length of 2-1/4" (57 mm) 3/4" (19 mm)
- Adjustable tail length of 7-1/4" (184 mm) x .078" (20 mm)

Item 15

- 1.54" (39 mm) x 1" (25 mm)

Item 16

- 9" (228 mm) x 1/8" (3 mm)

3.4 RESISTENCE:

Resistance of security strap seals are as follows:

Items 1-14

- Should be able to withstand a pull apart strength of 35 lbs. (16 kg)

Item 15

- Average pull apart strength of 8 lbs. (3.5 kg)

Item 16

- Average pull apart strength of 13 lbs. (6.5 kg)

3.5 MATERIAL:

- Polypropylene

3.6 ARTWORK:

- The detachable flag needs to be decorated with thermal transfer bar coding, tagged Item name, Miami-Dade County logo, prefix and consecutive numbering.
- Thermal transfer printing in white must be used for all seal colors except when requested in black by the Miami-Dade Elections Department for the white and yellow seals.

SECTION 3
TECHNICAL SPECIFICATIONS

SECURITY STRAP SEALS

- The Miami-Dade County logo shall be all in black color for all the seals with exception of the black seal where the logo shall be in white.
- Barcode format is 128.
- Proof of the artwork must be approved by Miami-Dade Elections Department representative prior to printing.
- The Security Strap Seals should be heat stamped with the logo and consecutive numbers, or supplied with bar code.

Note: Sequence of numbers and barcodes will be provided by Miami-Dade Elections Department at the time of order.

**SECTION 4
BID SUBMITTAL FORM**

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

OPENING: 2:00 P.M.
WEDNESDAY
, 2013



**PLEASE QUOTE PRICES F.O.B. DESTINATION, FREIGHT ALLOWED, LESS TAXES,
DELIVERED IN MIAMI-DADE COUNTY, FLORIDA.**

NOTE: Miami-Dade County is exempt from all taxes (Federal, State, Local). Bid price should be less all taxes. Tax Exemption Certificate furnished upon request.

Issued by: ct ISD/PM Date Issued: 4/ /13 This Bid Submittal Consists of Pages 7 thru 11+ Affidavits

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:
SECURITY STAP SEALS**

A Bid Deposit in the amount of **NA** the total amount of the bid shall accompany all bids.

A Performance Bond in the amount of **NA** the total amount of the bid will be required upon execution of the contract by the successful bidder and Miami-Dade County.

DO NOT WRITE IN THIS SPACE	
ACCEPTED _____	HIGHER THAN LOW _____
NON-RESPONSIVE _____	NON-RESPONSIBLE _____
DATE B.C.C. _____	NO BID _____
ITEM NOS. ACCEPTED _____	
COMMODITY CODE: 085-80	
Procurement Contracting Officer: Constance Thame, CPPB	

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:**

SECURITY STRAP SEALS

FIRM NAME: _____

Prices:

Refer to Section 3 for the specifications on all items listed below:

Item No.	Estimated Quantity for 5 years	Description	Unit of Purchase	Unit Price
1.	1,000	Plastic Security Strap Seals -Dark Blue Emergency Ballot Box (EB). TydenBrooks Model No. 6582707-13 - 7", or approved equal. Make and Model No. _____	Each	\$
2.	1,000	Plastic Security Seals - White Ballot Cart (BC). TydenBrooks Model No. 6582707-10-7", or approved equal. Make and Model No. _____	Each	\$
3.	1,000	Plastic Security Seals - Green- Results Bag (B). TydenBrooks Model No. 6582707-2-7", or approved equal. Make and Model No. _____	Each	\$
4.	1,000	Plastic Security Seals - Red Results Bag (RB). TydenBrooks Model No.6582707-1-7", or approved equal. Make and Model No. _____	Each	\$
5.	1,000	Plastic Security Seals - Yellow - Voted Provisional (VP) TydenBrooks Model No.6582707-6-7", or approved equal. Make and Model No. _____	Each	\$
6.	1,000	Plastic Security Seals - Dark Grey -Unused Auth. (UA) TydenBrooks Model No.6582707-5-7", or approved equal. Make and Model No. _____	Each	\$
7.	1,000	Plastic Security Seals - Black Supply Box (SB). TydenBrooks Model No. 6582707-8-7", or approved equal. Make and Model No. _____	Each	\$
8.	1,000	Plastic Security Seals - Bright Green - Voted Ballots (VB).TydenBrooks Model No. 6582707-2-7", or approved equal. Make and Model No. _____	Each	\$

SECTION 4
 BID SUBMITTAL FOR:

SECURITY STRAP SEALS

FIRM NAME: _____

Item No.	Estimated Quantity for 5 Years	Description	Unit of Purchase	Unit Price
9.	1,000	Plastic Security Seals - Bright Red-Spoiled Ballots (SB). TydenBrooks Model No. 6582707-1-7", or approved equal. Make and Model No. _____	Each	\$
10.	1,000	Plastic Security Seals- Yellow - Unused Ballots (UB). TydenBrooks Model No. 6582707-1-7", or approved equal. Make and Model No. _____	Each	\$
11.	120,000	Plastic Security Seals - Dark Green-Activator Case (AC). TydenBrooks Model No. 6582707-14-7", or approved equal. Make and Model No. _____	Each	\$
12.	1,000	Plastic Security Seals - Red-Activator Case (AC). TydenBrooks Model No. 6582707-1-7", or approved equal. Make and Model No. _____	Each	\$
13.	1,000	Plastic Security Seals - Dark Blue DS200 (DS). TydenBrooks Model No. 6582707-13.7", or approved equal. Make and Model no. _____	Each	\$
14.	1,000	Plastic Security Seals - Grey - Unused Authorization (UA). TydenBrooks Model No. 6582707-5-7", or approved equal. Make and Model No. _____	Each	\$
15.	100,000	Plastic Spring-Lok Seal -Orange -Heat Stamped, "ELECTIONS" and consecutively numbered, TydenBrooks Model No. 6300000-4, or approved equal. Make and Model No. _____	Each	\$
16.	1,000,000	Plastic Pull-Tite II Seal - Green - embossed Heat stamped: "MIAMI-DADE ELECTIONS" and consecutively numbered in white", TydenBrooks, Model No. 6640000-2, or approved equal. Make and Model No. _____	Each	\$

SECTION 4
BID SUBMITTAL FOR:

SECURITY STRAP SEALS

ACKNOWLEDGEMENT OF ADDENDA

INSTRUCTIONS: COMPLETE PART I OR PART II, WHICHEVER APPLIES

PART I:

LIST BELOW THE DATES OF ISSUE FOR EACH ADDENDUM RECEIVED IN CONNECTION WITH THIS BID

Addendum #1, Dated _____

Addendum #2, Dated _____

Addendum #3, Dated _____

Addendum #4, Dated _____

Addendum #5, Dated _____

Addendum #6, Dated _____

Addendum #7, Dated _____

Addendum #8, Dated _____

PART II:

NO ADDENDUM WAS RECEIVED IN CONNECTION WITH THIS BID

FIRM NAME: _____

AUTHORIZED SIGNATURE: _____

DATE: _____

TITLE OF OFFICER: _____



Bid Title: SECURITY STRAP SEALS

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

