

DEPARTMENTAL INPUT
CONTRACT/PROJECT MEASURE ANALYSIS AND RECOMMENDATION
Sustainability, Planning & Economic Enhancement Department
Small Business Development Division

New contract
 OTR
 CO
 SS
 BW
 Emergency
 Previous Contract/Project No: **1182-0/13**

Re-Bid
 Other
 LIVING WAGE APPLIES: ___ YES ___ NO

Requisition/Project No: RQID1300178
 Term of Contract: 2 Years
 3 (1 yr. ea) Options-to-renew

Requisition/Project Title: Bee Eradication Services

Description: This contract is used by all County departments for removal of bees deemed hazardous to personnel and users of County facilities.

User Department(s): CO, CR, FR, ISD, LB, PD, PE, PR, PW, SP, VZ, WS, HD
 Issuing Department: Procurement
 Contact Person: Denis Chung
 Phone: 305-375-3904
 Estimated Cost: \$229,000
 Funding Source: _____

ANALYSIS

Commodity/Service No: 988-72		SIC:
Trade/Commodity/Service Opportunities		
Contract/Project History of Previous Purchases For Previous Three (3) Years Check Here <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> if this is a New Contract/Purchase with no Previous History		
	EXISTING	2ND YEAR
Contractor:	Bug Busters; Tower Pest Control	
Small Business Enterprise:		
Contract Value:		
Comments:		
Continued on another page (s): ___ Yes ___ No		

RECOMMENDATIONS

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

Basis of Recommendation:

Signed: *Denis Chung*

Date to SPEED-SBD: 8/13/2013

Date Returned to ISD-PM: _____

**REQUEST FOR QUALIFICATIONS (RFQ) No.
FOR
BEE ERADICATION SERVICES**

PRE-PROPOSAL CONFERENCE TO BE HELD:

_____, 2013 at __:00 AM (local time)
111 NW 1st Street, 13th Floor, Conf. Rm. __, Miami, Florida

ISSUED BY MIAMI-DADE COUNTY:

Internal Services Department, Procurement Management Division
(Through the Expedited Purchasing Program)
for
Internal Services Department

COUNTY CONTACT FOR THIS SOLICITATION:

Name and Title: Celeste S. Walker, Procurement Contracting Manager
Address: 111 NW 1st Street, Suite 1300, Miami, Florida 33128
Telephone: (305) 375-5683
E-mail: cewalke@miamidade.gov

PROPOSALS ARE DUE AT THE CLERK OF THE BOARD NO LATER THAN:

August 2, 2013 at 2:00 PM (local time)
at
CLERK OF THE BOARD
Stephen P. Clark Center
111 NW 1st Street, 17th Floor, Suite 202
Miami, Florida 33128-1983

The Clerk of the Board business hours are 8:00 a.m. to 4:30 p.m., Monday through Friday. Additionally, the Clerk of the Board is closed on holidays observed by the County.

All proposals received and time stamped by the Clerk of the Board prior to the proposal submittal deadline shall be accepted as timely submitted. The circumstances surrounding all proposals received and time stamped by the Clerk of the Board after the proposal submittal deadline will be evaluated by the procuring department in consultation with the County Attorney's Office to determine whether the proposal will be accepted as timely. Proposals will be opened promptly at the time and date specified. The responsibility for submitting a proposal on or before the stated time and date is solely and strictly the responsibility of the Proposer. The County will in no way be responsible for delays caused by mail delivery or caused by any other occurrence. All expenses involved with the preparation and submission of proposals to the County, or any work performed in connection therewith, shall be borne by the Proposer(s).

The submittal of a proposal by a Proposer will be considered by the County as constituting an offer by the Proposer to perform the required services at the stated prices. A Proposer may submit a modified proposal to replace all or any portion of a previously submitted proposal up until the proposal due date. The County will only consider the latest version of the proposal.

Requests for additional information or inquiries must be made in writing and received by the County's contact person for this Solicitation. The County will issue responses to inquiries and any changes to this Solicitation it deems necessary in written addenda issued prior to the proposal due date. Proposers who obtain copies of this Solicitation from sources other than the County's Internal Services Department website at www.miamidade.gov/dpm or the Vendor Assistance Unit risk the possibility of not receiving addenda and are solely responsible for those risks.

DRAFT

1.0 PROJECT OVERVIEW AND GENERAL TERMS AND CONDITIONS

1.1 Introduction

Miami-Dade County, hereinafter referred to as the County, as represented by the Miami-Dade Internal Services Department, is soliciting proposals from licensed pest control contractors to submit a proposal with their qualifications for services to destroy bee swarms and colonies and other stinging insect nests (not including fire ants) that present a health or safety hazard to employees or users of County facilities. Other services, such as bee swarm trapping may also be requested.

The County anticipates awarding a contract(s) for a two (2) year period, with three (3) one-year options to renew, at the County's sole discretion.

The anticipated schedule for this Solicitation is as follows:

- Solicitation issued: _____, 2013
- Pre-Proposal Conference: See front cover for date, time and place.
- Deadline for receipt of questions: _____, 2013
- Proposal due date: See front cover for date, time and place.
- Evaluation process: _____ 2013
- Projected award date: _____ 2013

1.2 Definitions

The following words and expressions used in this Solicitation shall be construed as follows, except when it is clear from the context that another meaning is intended:

1. The word "Contractor" to mean the Proposer that receives any award of a contract from the County as a result of this Solicitation, also to be known as "the prime Contractor".
2. The word "County" to mean Miami-Dade County, a political subdivision of the State of Florida.
3. The word "Proposer" to mean the person, firm, entity or organization, as stated on Form A-1, submitting a response to this Solicitation.
4. The words "Scope of Services" to mean Section 2.0 of this Solicitation, which details the work to be performed by the Contractor.
5. The word "Solicitation" to mean this Request for Proposals (RFP) or Request for Qualifications (RFQ) document, and all associated addenda and attachments.
6. The word "Subcontractor" to mean any person, firm, entity or organization, other than the employees of the Contractor, who contracts with the Contractor to furnish labor, or labor and materials, in connection with the Services to the County, whether directly or indirectly, on behalf of the Contractor.
7. The words "Work", "Services", "Program", or "Project" to mean all matters and things that will be required to be done by the Contractor in accordance with the Scope of Services and the terms and conditions of this Solicitation.

1.3 General Proposal Information

The County may, at its sole and absolute discretion, reject any and all or parts of any or all responses; accept parts of any and all responses; further negotiate project scope and fees; postpone or cancel at any time this Solicitation process; or waive any irregularities in this Solicitation or in the responses received as a result of this process. A proposal shall be the Proposer's firm commitment to provide the goods and services solicited in the manner requested in the Solicitation and described in the proposal. In the event that a Proposer wishes to take an exception to any of the terms of this Solicitation, the Proposer shall clearly indicate the exception in its proposal. No exception shall be taken where the Solicitation specifically states that exceptions may not be taken. Further, no exception shall be allowed that, in the County's sole discretion, constitutes a material deviation from the requirements of the Solicitation. Proposals taking such exceptions may, in the County's sole discretion, be deemed nonresponsive. The County reserves the right to request and evaluate additional information from any respondent regarding respondent's responsibility after the submission deadline as the County deems necessary.

Proposals shall be irrevocable until contract award unless the proposal is withdrawn. A proposal may be withdrawn in writing only, addressed to the County contact person for this Solicitation, prior to the proposal due date or upon the expiration of 180 calendar days after the opening of proposals.

Proposers are hereby notified that all information submitted as part of, or in support of proposals will be available for public inspection after opening of proposals, in compliance with Chapter 119, Florida Statutes, popularly known as the "Public Record Law". The Proposer shall not submit any information in response to this Solicitation which the Proposer considers to be a trade secret, proprietary or confidential. The submission of any information to the County in connection with this Solicitation shall be deemed conclusively to be a waiver of any trade secret or other protection, which would otherwise be available to Proposer. In the event that the Proposer submits information to the County in violation of this restriction, either inadvertently or intentionally, and clearly identifies that information in the proposal as protected or confidential, the County may, in its sole discretion, either (a) communicate with the Proposer in writing in an effort to obtain the Proposer's written withdrawal of the confidentiality restriction or (b) endeavor to redact and return that information to the Proposer as quickly as possible, and if appropriate, evaluate the balance of the proposal. Under no circumstances shall the County request the withdrawal of the confidentiality restriction if such communication would in the County's sole discretion give to such Proposer a competitive advantage over other proposers. The redaction or return of information pursuant to this clause may render a proposal non-responsive.

Any Proposer who, at the time of proposal submission, is involved in an ongoing bankruptcy as a debtor, or in a reorganization, liquidation, or dissolution proceeding, or if a trustee or receiver has been appointed over all or a substantial portion of the property of the Proposer under federal bankruptcy law or any state insolvency law, may be found non-responsible. To request a copy of any ordinance, resolution and/or administrative order cited in this Solicitation, the Proposer must contact the Clerk of the Board at (305) 375-5126.

1.4 Cone of Silence

Pursuant to Section 2-11.1(t) of the Miami-Dade County Code, as amended, a "Cone of Silence" is imposed upon each RFP or RFQ after advertisement and terminates at the time a written recommendation is issued. The Cone of Silence prohibits any communication regarding RFPs or RFQs between, among others:

- potential Proposers, service providers, lobbyists or consultants **and** the County's professional staff including, but not limited to, the County Mayor and the County Mayor's staff, County Commissioners or their respective staffs;
- the County Commissioners or their respective staffs **and** the County's professional staff including, but not limited to, the County Mayor and the County Mayor's staff; or
- potential Proposers, service providers, lobbyists or consultants, any member of the County's professional staff, the Mayor, County Commissioners or their respective staffs **and** any member of the respective selection committee.

The provisions do not apply to, among other communications:

- oral communications with the staff of the Vendor Assistance Unit, the responsible Procurement Agent or Contracting Officer, provided the communication is limited strictly to matters of process or procedure already contained in the solicitation document;
- oral communications at pre-proposal conferences, oral presentations before selection committees, contract negotiations during any duly noticed public meeting, public presentations made to the Board of County Commissioners during any duly noticed public meeting; or
- communications in writing at any time with any county employees, official or member of the Board of County Commissioners unless specifically prohibited by the applicable RFP or RFQ documents.

When the Cone of Silence is in effect, all potential vendors, service providers, bidders, lobbyists and consultants shall file a copy of any written correspondence concerning the particular RFP or RFQ with the Clerk of the Board, which shall be made available to any person upon request. The County shall respond in writing (if County deems a response necessary) and file a copy with the Clerk of the Board, which shall be

made available to any person upon request. Written communications may be in the form of e-mail, with a copy to the Clerk of the Board at clerkbcc@miamidade.gov.

1.5 Public Entity Crimes

Pursuant to Paragraph 2(a) of Section 287.133, Florida Statutes, a person or affiliate who has been placed on the convicted vendor list following a conviction for a public entity crime may not submit a proposal for a contract to provide any goods or services to a public entity; may not submit a proposal on a contract with a public entity for the construction or repair of a public building or public work; may not submit proposals on leases of real property to a public entity; may not be awarded or perform work as a contractor, supplier, subcontractor, or consultant under a contract with any public entity; and, may not transact business with any public entity in excess of the threshold amount provided in Section 287.017 for Category Two for a period of thirty-six (36) months from the date of being placed on the convicted vendor list.

1.6 Lobbyist Contingency Fees

- a) In accordance with Section 2-11.1(s) of the Code of Miami-Dade County, after May, 16, 2003, no person may, in whole or in part, pay, give or agree to pay or give a contingency fee to another person. No person may, in whole or in part, receive or agree to receive a contingency fee.
- b) A contingency fee is a fee, bonus, commission or non-monetary benefit as compensation which is dependent on or in any way contingent upon the passage, defeat, or modification of: 1) any ordinance, resolution, action or decision of the County Commission; 2) any action, decision or recommendation of the County Mayor or any County board or committee; or 3) any action, decision or recommendation of any County personnel during the time period of the entire decision-making process regarding such action, decision or recommendation which foreseeably will be heard or reviewed by the County Commission or a County board or committee.

1.7 Collusion

In accordance with Section 2-8.1.1 of the Code of Miami-Dade County, where two (2) or more related parties, as defined herein, each submit a proposal for any contract, such proposals shall be presumed to be collusive. The foregoing presumption may be rebutted by the presentation of evidence as to the extent of ownership, control and management of such related parties in preparation and submittal of such proposals. Related parties shall mean Proposer or the principals thereof which have a direct or indirect ownership interest in another Proposer for the same contract or in which a parent company or the principals thereof of one Proposer have a direct or indirect ownership interest in another Proposer for the same contract. Proposals found to be collusive shall be rejected. Proposers who have been found to have engaged in collusion may be considered non-responsible, and may be suspended or debarred, and any contract resulting from collusive bidding may be terminated for default.

1.8 Expedited Purchasing Program

Pursuant to Ordinance 07-49, the County has created a pilot program for expedited purchasing, subject to terms and conditions as outlined in Section 2-8.1.6 of the Code of Miami-Dade County. The program shall be referred to as the Expedited Purchasing Program (EPP). Due to the expedited nature of County projects issued under the EPP, participating vendors should anticipate a shortened solicitation timeline for responding. Technical, professional and legal staff may be used to determine best value as set forth in the solicitation documents without the need to utilize the formal Selection Committee process established by the County. The County Mayor's or designee's written recommendation to award a contract under the EPP shall be sufficient to commence the bid protest period and terminate the Cone of Silence. Any legislation contrary to the provisions of the EPP shall be deemed suspended or amended as necessary to give effect to the intent of this ordinance during its effective term.

2.0 SCOPE OF SERVICES

2.1 Background

Miami-Dade County, hereinafter referred to as the County, as represented by the Miami-Dade County Internal Services Department, is soliciting proposals from licensed pest control contractors to submit a proposal with their qualifications for services to destroy bee swarms and colonies and other stinging insect nests (not including fire ants) that present a health or safety hazard to employees or users of County facilities. Other services, such as bee swarm trapping and removal may also be requested through non-emergency services.

Services will be divided into two groups:

- 1) **Group 1: Emergency Response for Bee Colonies and Bee Swarms**
An emergency response requires immediate dispatch of a technician to a site as a result of a sting event, or the perception of eminent hazard. County staff shall make the determination of urgency at the time of occurrence, and initiate an emergency response request.
- 2) **Group 2: Non-Emergency Response for Bee Colonies and Bee Trapping**
This Group is for non-emergency response for bee colony elimination and bee trapping. Non-emergency services must be approved and scheduled by County staff.

It is the County's intent to solicit qualification statements from as many Proposers as are interested, to evaluate submissions, and to select up to three Proposers for inclusion in the pool. The County anticipates awarding a contract to a Primary Contractor, a Secondary Contractor, and a Tertiary Contractor in the order of their ranking as determined by the overall scores, pursuant to Section 4.0. A Proposer may propose for, and may be awarded, one or both Groups (See Form A-1). Inclusion in the pool does not guarantee work and does not provide for exclusive rights to these services for the County.

The County will not permit subcontracting in providing the Services. Proposals that include the use of subcontractors to perform the work to satisfy the requirements herein, may be deemed non-responsive.

2.2 Minimum Qualification Requirement

The minimum qualification requirement for this Solicitation is:

The Proposer shall have a General Household Pest (GHP) Control License, for general and restricted use pesticide applications, pursuant to Florida Statute, Chapter 482, Pest Control, effective as of the proposal due date. The selected Proposer shall maintain this qualification during the term of the contract, including extensions and renewals thereof.

Note: This is a requirement throughout contract award, and is a continuing condition of award.

2.3 Requirements And Services To Be Provided

The selected Proposer shall provide, in all instances as required by the County within the scope of this solicitation, adequate number of personnel to provide the services stipulated herein.

A. Group 1: Emergency Response for Bee Colonies and Bee Swarms

The selected Proposer shall:

- 1) Provide an emergency response number where the County can immediately reach a dispatcher to provide an emergency response, 24 hours a day, 7 days a week, including holidays.
- 2) **Immediately dispatch** a technician following a call to the dispatcher.

- 3) Emergency response shall be the primary method employed for eradication purposes as a result of a sting event, or if a sting hazard is likely.

B. Group II: Non- Emergency Response for Bee Colonies and Bee Swarms

The selected Proposer shall:

- 1) Perform work after hours or on weekends, in order to minimize the risk to County employees and users of County sites.
- 2) Install and service pheromone bee traps according to the best accepted industry practice. The traps shall be placed in a manner that is acceptable to the general public, or as specified in the request for quotation (RFQ).
- 3) Consult with the County's Pest Control Manager or facility manager for site installation. The number and location of traps shall be mapped per site installation and such information shall be provided to the County's Pest Control Manager in the time specified by the RFQ.

2.4 Personnel Requirements

The selected Proposer shall provide appropriately equipped and trained personnel according to the specified eligibility criteria established herein. All licenses, certifications and other personnel requirements shall be maintained throughout the term of the Contract issued as a result of this Solicitation, including any extensions or renewals thereof.

The dispatch function shall be performed 24 hours every day without exception. Duties include, but not limited to, relaying orders and information to and from personnel in the field. The dispatcher must have the ability to make swift, logical decisions, and judgments under stressful situations.

2.5 Treatment Methods and Safety

Treatment methods will vary according to conditions and circumstances. The selected Proposer(s) shall:

- 1) Perform to the highest accepted industry standards, and modify means and methods of control to conform to the most recent regulatory and industry changes.
- 2) At its own expense, participate in training on bee colony removal/destruction provided by the University of Florida (a Pest Control Association of Florida), or the Department of Agriculture and Consumer Services. **The training should be completed within six months of the contract start date.**
- 3) Exercise due diligence in regards to safety when eradicating bee swarms or colonies.
- 4) Assess needs in all given situations and advise County Project Manager of all hazards.
- 5) Follow Federal, state, and local laws, regulations and rules, including but not limited to EPA, OSHA, and Florida Department of Agriculture and Consumer Services (FDACS), when planning, applying, and supervising pesticide applications on County property.
- 6) Remove and properly dispose of dead bees, honey and combs, except in the instance when removal is not possible and approved by County staff.

On situations where a bee colony or swarm are out of reach, and a lift is required to provide the service, the selected Proposer shall, upon approval by the County, rent a lift. The cost for this approved rental will be reimbursed by the County.

2.6 Work Order Assignment

The County anticipated selecting Proposers for inclusion in the pool. Membership in the pool is a prerequisite for having an opportunity to obtain work through the pool. Emergency assignments will be assigned to pool members as indicated below. Selection in the Pool does not guarantee work, and does not provide for exclusive rights by any firm to provide the services to the County. Selected Proposers shall sign an agreement with the County in order to be accepted in the Pool. The agreement will include general legal and administrative provisions, and may be updated periodically to reflect new contract requirements.

A. Group I:

When an emergency response to perform the services for Group 1 is required, the County will contact the Primary Contractor initially with the assignment. In situations when the Primary Contractor, as determined solely by the County, a) cannot be reached, b) is unable to respond in a timely manner, or c) cannot fulfill its contractual obligations, the County may contact the Secondary Contractor and offer the services, and so on.

B. Group II:

When the need arises, the County will prepare a scope of work and provide the pool member with information regarding the response requirements. Work Order awards will be made competitively among the three pool members, and is generally based on quality and/or price.

The County may negotiate each Work Order award or may award a Work Order on the basis of the initial offers received. The County reserves the right to enter into negotiations with the recommended pool member. If the County and the recommended pool member cannot negotiate a successful agreement, the County may terminate negotiations and begin negotiations with other pool members. Upon project award, the agreement will be supplemented by individual Work Orders specifying project scopes, and payment and price information.

3.0 RESPONSE REQUIREMENTS

3.1 Submittal Requirements

In response to this Solicitation, **Proposer should return the entire completed Proposal Submission Package** (see attached). Proposers should carefully follow the format and instructions outlined therein. All documents and information must be fully completed and signed as required.

The proposal shall be written in sufficient detail to permit the County to conduct a meaningful evaluation of the proposed services. However, overly elaborate responses are not requested or desired.

4.0 EVALUATION PROCESS

4.1 Review of Proposals for Responsiveness

Each proposal will be reviewed to determine if the proposal is responsive to the submission requirements outlined in this Solicitation. A responsive proposal is one which follows the requirements of this Solicitation, includes all documentation, is submitted in the format outlined in this Solicitation, is of timely submission, and has the appropriate signatures as required on each document. Failure to comply with these requirements may result in the proposal being deemed non-responsive.

4.2 Evaluation Criteria

Proposals will be evaluated by a Review Team which will evaluate and rank proposals on criteria listed below. The Review Team will be comprised of appropriate County personnel and members of the community, as deemed necessary, with the appropriate experience and/or knowledge, striving to ensure that the Review

Team is balanced with regard to both ethnicity and gender. The criteria are itemized with their respective weights for a maximum total of one hundred (100) points per Review Team member.

Group I:

<u>Technical Criteria</u>	<u>Points</u>
1. Proposer's relevant experience, qualifications, and past performance related to providing the type of services requested in this solicitation.	40
2. Proposer's approach to providing the services requested in this Solicitation	40

<u>Price Criteria</u>	<u>Points</u>
3. Proposer's proposed price	20

Group II:

<u>Technical Criteria</u>	<u>Points</u>
1. Proposer's experience, qualifications, and past performance related to providing the type of services requested in this Solicitation	40
2. Proposer's approach to providing the services requested in this Solicitation	60

4.3 Oral Presentations

Upon completion of the evaluation criteria evaluation indicated above, rating and ranking, the Review Team may choose to conduct an oral presentation with the Proposer(s) which the Review Team deems to warrant further consideration based on, among other considerations, scores in clusters and/or maintaining competition. (See **Form A-2** regarding registering speakers in the proposal for oral presentations.) Upon completion of the oral presentation(s), the Review Team will re-evaluate, re-rate and re-rank the proposals remaining in consideration based upon the written documents combined with the oral presentation.

4.4 Selection Factor

This Solicitation includes a selection factor for Miami-Dade County Certified Small Business Enterprises (SBE's) as follows. A SBE/Micro Business Enterprise is entitled to receive an additional ten percent (10%) of the total technical evaluation points on the technical portion of such Proposer's proposal. An SBE/Micro Business Enterprise must be certified by Small Business Development for the type of goods and/or services the Proposer 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://new.miamidade.gov/business/business-development.asp>. The SBE/Micro Business Enterprise must be certified by proposal 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.

4.5 Local Certified Service-Disabled Veteran's Business Enterprise Preference

This Solicitation includes a preference for Miami-Dade County Local Certified Service-Disabled Veteran Business Enterprises in accordance with Section 2-8.5.1 of the Code of Miami-Dade County. A VBE is entitled to receive an additional five percent (5%) of the total technical evaluation points on the technical portion of such Proposer's proposal. If a Miami-Dade County Certified Small Business Enterprise (SBE) measure is being applied to this Solicitation, a VBE which also qualifies for the SBE measure shall not receive the veteran's preference provided in this section and shall be limited to the applicable SBE preference.

4.6 Price Evaluation for Group I

The price proposal will be evaluated subjectively in combination with the technical proposal, including an evaluation of how well it matches Proposer's understanding of the County's needs described in this Solicitation, the Proposer's assumptions, and the value of the proposed services. The pricing evaluation is used as part of the evaluation process to determine the highest ranked Proposer. The County reserves the right to negotiate the final terms, conditions and pricing of the contract as may be in the best interest of the County.

4.7 Local Preference

The evaluation of competitive solicitations is subject to Section 2-8.5 of the Miami-Dade County Code, which, except where contrary to federal or state law, or any other funding source requirements, provides that preference be given to local businesses (see **Form A-4**). If, following the completion of final rankings by the Review Team, a non-local Proposer is the highest ranked responsive and responsible Proposer, and the ranking of a responsive and responsible local Proposer is within 5% of the ranking obtained by said non-local Proposer, then the Review Team will recommend that a contract be negotiated with said local Proposer.

4.8 Negotiations

The County may award a contract on the basis of initial offers received, without discussions. Therefore, each initial offer should contain the Proposer's best terms from a monetary and technical standpoint.

The Review Team will evaluate, score and rank proposals, and submit the results of their evaluation to the County Mayor or designee with their recommendation. The County Mayor or designee will determine with which Proposer(s) the County shall negotiate, if any, taking into consideration the Local Preference Section above. In his sole discretion, the County Mayor or designee may direct negotiations with the highest ranked Proposer, negotiations with multiple Proposers, or may request best and final offers.

Notwithstanding the foregoing, if the County and said Proposer(s) cannot reach agreement on a contract, the County reserves the right to terminate negotiations and may, at the County Mayor's or designee's discretion, begin negotiations with the next highest ranked Proposer(s). This process may continue until a contract acceptable to the County has been executed or all proposals are rejected. No Proposer shall have any rights against the County arising from such negotiations or termination thereof.

Any Proposer recommended for negotiations shall complete a Collusion Affidavit, in accordance with Sections 2-8.1.1 of the Miami-Dade County Code. (If a Proposer fails to submit the required Collusion Affidavit, said Proposer shall be ineligible for award.)

Any Proposer recommended for negotiations may be required to provide to the County:

- a) Its most recent certified business financial statements as of a date not earlier than the end of the Proposer's preceding official tax accounting period, together with a statement in writing, signed by a duly authorized representative, stating that the present financial condition is materially the same as that shown on the balance sheet and income statement submitted, or with an explanation for a material change in the financial condition. A copy of the most recent business income tax return will be accepted if certified financial statements are unavailable.
- b) Information concerning any prior or pending litigation, either civil or criminal, involving a governmental agency or which may affect the performance of the services to be rendered herein, in which the Proposer, any of its employees or subcontractors is or has been involved within the last three years.

4.9 Contract Award

Any contract, resulting from this Solicitation, will be submitted to the County Mayor or designee for approval. All Proposers will be notified in writing when the County Mayor or designee makes an award recommendation. The Contract award, if any, shall be made to the Proposer whose proposal shall be deemed by the County to

be in the best interest of the County. Notwithstanding the rights of protest listed below, the County's decision of whether to make the award and to which Proposer shall be final.

4.10 Rights of Protest

A recommendation for contract award or rejection of all proposals may be protested by a Proposer in accordance with the procedures contained in Sections 2-8.3 and 2-8.4 of the County Code, as amended, and as established in Implementing Order No. 3-21.

5.0 TERMS AND CONDITIONS

The anticipated form of agreement is attached. The terms and conditions summarized below are of special note and can be found in their entirety in the agreement:

a) Vendor Registration

Prior to being recommended for award, the Proposer shall complete a Miami-Dade County Vendor Registration Package. Effective June 1, 2008, the new Vendor Registration Package, including a Uniform Affidavit Packet (Affidavit form), must be completed. The Vendor Registration Package, including all affidavits can be obtained by downloading from the website at <http://www.miamidade.gov/procurement/vendor-registration.asp> or from the Vendor Assistance Unit at 111 N.W. 1st Street, 13th Floor, Miami, FL. The recommended Proposer shall affirm that all information submitted with its Vendor Registration Package is current, complete and accurate, at the time they submitted a response to the Solicitation, by completing an Affirmation of Vendor Affidavit form.

b) Insurance Requirements

The Contractor shall furnish to the County, Internal Services Department, Procurement Management Division, prior to the commencement of any work under any agreement, Certificates of Insurance which indicate insurance coverage has been obtained that meets the stated requirements.

c) Inspector General Reviews

According to Section 2-1076 of the Code of Miami-Dade County, as amended by Ordinance No. 99-63, Miami-Dade County has established the Office of the Inspector General which may, on a random basis, perform audits on all County contracts, throughout the duration of said contracts, except as otherwise indicated. The cost of the audit, if applicable, shall be one quarter (1/4) of one (1) percent of the total contract amount and the cost shall be included in any proposed price. The audit cost will be deducted by the County from progress payments to the Contractor, if applicable.

d) User Access Program

Pursuant to Section 2-8.10 of the Miami-Dade County Code, any agreement issued as a result of this Solicitation is subject to a user access fee under the County User Access Program (UAP) in the amount of two percent (2%). All sales resulting from this Solicitation and the utilization of the County contract price and the terms and conditions identified therein, are subject to the two percent (2%) UAP.

6.0 ATTACHMENTS

Form of Agreement
Proposal Submission Package Group I
Proposal Submission Package Group II

Walters, Vivian (RER)

From: Chung, Denis (ISD)
Sent: Tuesday, August 13, 2013 3:48 PM
To: Walters, Vivian (RER)
Subject: RQID1300178; Bee Eradication Services
Attachments: SBD Dept Input - Project Review.pdf; Bee Eradication_Draft_8-2-13.pdf

Importance: High

Good afternoon Vivian,

Kindly review and advise.

Thank you,

D.Chung, CPPB

Miami-Dade County

Internal Services Department

Procurement Management Division

111 N.W. 1st Street, 13th Floor

Miami, FL. 33128

PH: (Main) 305-375-5289

PH: (Direct) 305-375-3904

FX : 305-375-4407

www.miamidade.gov/dpm

Walters, Vivian (RER)

From: Chung, Denis (ISD)
Sent: Thursday, August 15, 2013 10:01 AM
To: Walters, Vivian (RER)
Subject: RE: RQID1300178; Bee Eradication Services

Hi Vivian, pursuant to our conversation: This contract is not a prequalification. There will be an award of primary, secondary & tertiary vendors based on the evaluated scores.

Denis.

From: Chung, Denis (ISD)
Sent: Tuesday, August 13, 2013 3:48 PM
To: Walters, Vivian (RER)
Subject: RQID1300178; Bee Eradication Services
Importance: High

Good afternoon Vivian,

Kindly review and advise.

Thank you,

D.Chung, CPPB
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Procurement Management Division
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