

# DEPARTMENTAL INPUT

## CONTRACT/PROJECT MEASURE ANALYSIS AND RECOMMENDATION

☒ New    ☐ OTR    ☐ Sole Source    ☐ Bid Waiver    ☐ Emergency    Previous Contract/Project No. FB-00144  
Contract  
☒ Re-Bid    ☐ Other    LIVING WAGE APPLIES: ☐ YES    ☒ NO  
 Requisition No./Project No.: FB-00856    TERM OF CONTRACT 5 YEAR(S) WITH 0 YEAR(S) OTR

Requisition /Project Title: ELECTRONIC WASTE RECYCLING SERVICES

Description: To establish a contract for electronic waste recycling services in conjunction with the County's needs on an as needed when needed basis.

Issuing Department: Solid Waste    Contact Person: OLGA ESPINOSA-AN    Phone: 305-514-6730  
 Estimate Cost: \$200,000.00    GENERAL    FEDERAL    OTHER  
 Funding Source: Revenue Gen

### ANALYSIS

<b>Commodity Codes:</b>	<u>92677</u>	<u>92679</u>	<u>57864</u>	
Contract/Project History of previous purchases three (3) years Check here <input type="checkbox"/> if this is a new contract/purchase with no previous history.				
	<b>EXISTING</b>	<b>2<sup>ND</sup> YEAR</b>	<b>3<sup>RD</sup> YEAR</b>	
<b>Contractor:</b>				
<b>Small Business Enterprise:</b>				
<b>Contract Value:</b>	\$	\$	\$	
<b>Comments:</b>				

Continued on another page (s): ☐ YES    ☒ NO

### RECOMMENDATIONS

	Set-aside	Sub-contractor goal	Bid preference	Selection factor
<b>SBE</b>				

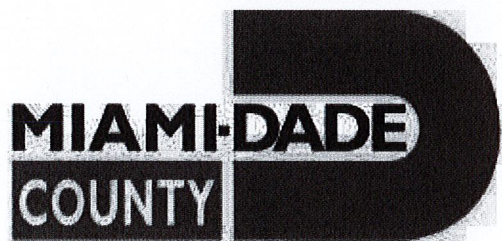
Basis of recommendation:

Signed: <u>NATALYA VASILYEVA</u>	Date sent to SBD: <u>03/26/2018</u>
	Date returned to DPM: <u></u>

## **Solicitation FB-00856**

# **ELECTRONIC WASTE RECYCLING SERVICES**

**Solicitation Designation: Public**



**Miami-Dade County**



## Solicitation FB-00856

### ELECTRONIC WASTE RECYCLING SERVICES

Solicitation Number FB-00856  
Solicitation Title ELECTRONIC WASTE RECYCLING SERVICES

Solicitation Start Date In Held  
Solicitation End Date Apr 30, 2018 6:00:00 PM EDT  
Question & Answer End Date Apr 16, 2018 2:00:00 PM EDT

Solicitation Contact Natalya Vasilyeva  
Procurement Contracting Officer 2  
ISD - Procurement Management Services  
305-375-4725  
Natalya.Vasilyeva@miamidade.gov

Solicitation Contact Dakota Thompson  
Procurement Contracting Officer 2  
ISD - Procurement Management Services  
305-375-2356  
dakota@miamidade.gov

Solicitation Contact Fredrick Taylor  
Procurement Contracting Manager  
ISD - PMS  
305-375-1078  
taylorf@miamidade.gov

Contract Duration See Bid Documents  
Contract Renewal See Bid Documents  
Prices Good for See Bid Documents

Solicitation Comments The purpose of this solicitation is to establish a contract for electronic waste recycling services in conjunction with the County's needs.

#### Item Response Form

Item FB-00856-01-01 - Group A. Computed Equipment and other Electronic Devices  
Quantity 144000 pound  
Unit Price   
Delivery Location **Miami-Dade County**  
No Location Specified  
  
Qty 144000

**Description**

(estimated annual quantity)

Item FB-00856-01-02 - Group A. Comingled Electronic Devices

Quantity 480000 pound

Unit Price 

Delivery Location

**Miami-Dade County**No Location Specified

Qty 480000

**Description**

(estimated annual quantity)

Item FB-00856-01-03 - Group A. Miscellaneous Related E-Waste Scrap

Quantity 24000 pound

Unit Price 

Delivery Location

**Miami-Dade County**No Location Specified

Qty 24000

**Description**

(estimated annual quantity)

Item FB-00856-01-04 - Group B. Television and Monitors

Quantity 360000 each

Unit Price 

Delivery Location

**Miami-Dade County**No Location Specified

Qty 360000

**Description**

(estimated annual quantity)

Item FB-00856-01-05 - Group B. Projection Television

Quantity 48000 each

Unit Price 

Delivery Location

**Miami-Dade County**No Location Specified

Qty 48000

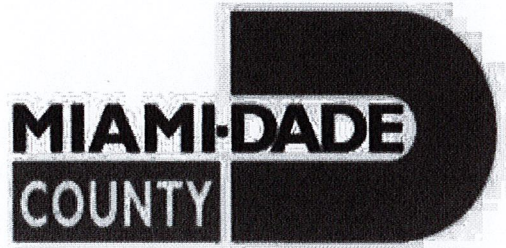
**Description**

(estimated annual quantity)



**SOLICITATION NO.: FB-00856**

**ELECTRONIC WASTE RECYCLING SERVICES  
Apr 30, 2018**



**MIAMI-DADE COUNTY, FLORIDA**

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

**TITLE:  
ELECTRONIC WASTE RECYCLING SERVICES**

**FOR INFORMATION CONTACT:  
Natalya Vasilyeva, 305-375-4725, Natalya.Vasilyeva@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.

**SECTION 1****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-r17-1.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.



SOLICITATION TITLE: ELECTRONIC WASTE RECYCLING SERVICES

SOLICITATION NO.: FB-00856

**SECTION 2 - SPECIAL TERMS AND CONDITIONS****2.1 PURPOSE**

The purpose of this solicitation is to establish a full service contract for electronic waste recycling services in conjunction with the County's needs on an as needed when 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 Blanket Purchase Order issued by the Internal Services Department, Procurement Management Division and contingent upon the completion and submittal of all required bid documents. The contract shall expire on the last day of the sixty (60) month term.

**2.3 METHOD OF AWARD**

Award of this contract will be made to a single lowest responsive, responsible Bidder on group by group basis who submits an offer on all items listed within given group and whose offer represents the lowest price when all items are added in the aggregate. To be considered for award by group, the vendor must offer prices for all items within the given group. If a Bidder fails to submit an offer on all items within the group, its overall offer for the specific group may be rejected.

**2.4 QUALIFICATION REQUIREMENT**

Offers shall be considered from Bidders which are regularly engaged in business of recycling and disposal of electronic waste services, as described in the bid solicitation. Bidder(s) shall be required to demonstrate that their firm has been providing electronic waste recycling services as requested. As part of the bid submittals, Bidder(s) shall include two (2) references as a proof of satisfactory record performance for a reasonable period of time. The references shall ascertain to the County's satisfaction that the vendor has sufficient experience and expertise in electronic waste recycling services.

If proposing to subcontract any of the work, Bidder(s) shall be required to provide a list of subcontractors that will be used in the performance of services requests, their capabilities, experience, and the portion of the work to be done.

**2.5 BID SUBMITTAL**

Bidders shall provide, at the time of bid submittal three (3) references which can verify that the Bidder is currently providing or has provided electronic waste recycling services. These references must include the customer's company name and the name, title, address, email and telephone number of the contract person, project start and end dates, who can verify that the Bidder has successfully provided the services that the Bidder is offering under this solicitation.

**2.6 PRICES**

The prices resultant from this solicitation shall prevail for the term of the contract, except as hereby noted. The County will consider yearly price adjustments, to be effective on the contract's annual anniversary date, based on changes in the following pricing index: Consumer Price Index for all urban consumer, based on other goods & services for Miami-Ft. Lauderdale Area. It is the Bidders' responsibility to request any pricing adjustment under this provision. Requests for price adjustment should be submitted to the Internal Services Department Procurement Management Division 90 days prior to the contract's annual anniversary date. Requests for price adjustment must clearly substantiate the requested increase. The County reserves the right to negotiate prices, approve or disapprove price adjustments, or cancel its contract with the Bidder, in its best interest.



SOLICITATION TITLE: ELECTRONIC WASTE RECYCLING SERVICES

SOLICITATION NO.: FB-00856

**2.7 METHOD OF PAYMENT**

If pricing includes revenue to the County, the successful vendor shall submit monthly payments for the preceding months by the ten (10<sup>th</sup>) calendar day of each month or the next business day if the 10<sup>th</sup> falls on a weekend or holiday. All payments by the vendor to the County should be accompanied by a monthly report and shall be remitted to Miami-Dade Department of Solid Waste Management, 2525 NW 62<sup>nd</sup> Street, Miami, FL, 33147 and marked for the attention of Accounting.

**2.8 INDEMNIFICATION AND INSURANCE**

Contractor shall indemnify and hold harmless the County and its officers, employees, agents and instrumentalities from any and all liability, losses or damages, including attorneys' fees and costs of defense, which the County or its officers, employees, agents or instrumentalities may incur as a result of claims, demands, suits, causes of actions or proceedings of any kind or nature arising out of, relating to or resulting from the performance of this Agreement by the Contractor or its employees, agents, servants, partners principals or subcontractors. Contractor shall pay all claims and losses in connection therewith and shall investigate and defend all claims, suits or actions of any kind or nature in the name of the County, where applicable, including appellate proceedings, and shall pay all costs, judgments, and attorney's fees which may issue thereon. Contractor expressly understands and agrees that any insurance protection required by this Agreement or otherwise provided by the Contractor shall in no way limit the responsibility to indemnify, keep and save harmless and defend the County or its officers, employees, agents and instrumentalities as herein provided.

The Contractor shall furnish to the Vendor Services Section of PMS, 111 NW 1<sup>st</sup> Street, Suite 1300, Miami, Florida 33128, Certificate(s) of Insurance which indicate that insurance coverage has been obtained which meets the requirements as outlined below:

- A. Worker's Compensation Insurance for all employees of the Contractor as required by Florida Statute 440.
- B. Commercial General Liability Insurance in an amount not less than \$1,000,000 combined single limit per occurrence for bodily injury and property damage. **Miami-Dade County must be shown as an additional insured with respect to this coverage.**
- C. Automobile Liability Insurance covering all owned, non-owned and hired vehicles used in connection with the work, in an amount not less than \$1,000,000 combined single limit per occurrence for bodily injury and property damage.

All insurance policies required above shall be issued by companies authorized to do business under the laws of the State of Florida, with the following qualifications:

The company must be rated no less than "A-" as to management, and no less than "Class VII" as to financial strength by Best's Insurance Guide, published by A.M. Best Company, Oldwick, New Jersey, or its equivalent, subject to the approval of the County Risk Management Division.

or

The company must hold a valid Florida Certificate of Authority as shown in the latest "List of All Insurance Companies Authorized or Approved to Do Business in Florida" issued by the State of Florida, Department of Financial Services.

**NOTE: CERTIFICATE HOLDER MUST READ:**      **MIAMI-DADE COUNTY**  
**111 NW 1<sup>ST</sup> STREET, SUITE 2340**  
**MIAMI, FL 33128**



**SOLICITATION TITLE: ELECTRONIC WASTE RECYCLING SERVICES****SOLICITATION NO.: FB-00856****2.9 ACCIDENT PREVENTION AND REGULATIONS**

Precautions shall be exercised at all times for the protection of persons and property. All Bidders performing services under this contract shall conform to all relevant OSHA, State and County regulations during the course of such effort. Any fines levied by the above mentioned authorities for failure to comply with these requirements shall be borne solely by the responsible Bidder.

**2.10 LICENSES, PERMITS AND FEES**

Bidder shall obtain and pay for all licenses, permits and inspection fees required for this project; and shall comply with all laws, ordinances, regulations and building code requirements applicable to the work contemplated herein. Damages, penalties and or fines imposed on the County or the Bidder for failure to obtain required licenses, permits or fines shall be borne by the Bidder.

**2.11 ADDITIONAL SERVICES/FACILITIES MAY BE ADDED OR DELETED**

The County will have the option of adding and removing services/sites from the scope or work, increase or decrease frequency of services as needed and when needed, should the County determine that continuing to provide this level of services is no longer in the County's best interest due to extenuating circumstances. Although this solicitation and resultant contract identifies specific facilities to be serviced, it is hereby agreed and understood that any County department or agency facility may be added to this contract at the option of the County. When required by the pricing structure of the contract, vendor(s) under this contract shall be invited to submit price quotes for these additional services/facilities. If these quotes are determined to be fair and reasonable, then the additional work will be awarded to the current contract vendor(s) that offers the lowest acceptable pricing.

**The County may determine to obtain price quotes for the additional facilities services from other vendors in the event that fair and reasonable pricing is not obtained from the current contract vendors, or for other reasons at the County's discretion.**

**2.12 MODIFICATIONS / EXEMPTION TO CERTAIN CLAUSES**

- **Section 1, paragraph 1.28 (Office of the Inspector General).**

The cost of random audits in the amount of one quarter (1/4) of one (1) percent shall NOT apply to this solicitation. All else remains the same.

- **Section 1, paragraph 1.36 (County User Access Program).**

UAP shall NOT apply to this solicitation.

**SOLICITATION TITLE: ELECTRONIC WASTE RECYCLING SERVICES****SOLICITATION NO.: FB-00856****SECTION 3 – TECHNICAL SPECIFICATIONS****3.1 SCOPE OF WORK**

The awarded vendor shall, on an as needed basis, provide for the loading, transportation, unloading, reporting for the de-manufacturing and recycling of end-of-life electronic equipment, hereby known as Electronic Waste (E-Waste) that is collected by the Miami-Dade Department of Solid Waste Management (DSWM). E-Waste is defined as any unwanted electronic device classified as universal waste. The E-Waste being received by DSWM is generated by households in Miami-Dade County.

**3.2 SERVICES TO BE PROVIDED:**

The awarded vendor shall:

- A. Supply packing materials such as pallets, boxes, shrink wrap, etc., as requested by the County, for the purpose of packing E-Waste material for transportation. Such material shall be provided at no charge to the County.
- B. Comply with all applicable federal, state and local laws, rules, directives and compliance orders associated with the loading, transport, de-manufacturing, recycling and proper disposal of the E-Waste collected from Miami-Dade County. If any part of the service will be subcontracted, it is the awarded vendor's responsibility to ensure the subcontractor complies with all regulatory guidelines. Any hazardous waste generated through the process of handling, transporting, recycling or disposing E-Waste is the sole responsibility of the awarded vendor and is to be handled and disposed of in accordance with all applicable federal, state and local laws.
- C. Respond to all scheduled service pick-ups within seventy-two (72) hours after receipt of notification by the County. Pick-ups will be scheduled on an as needed when needed bases between the hours of 8:30 AM and 5:00 PM, Tuesday through Friday.
- D. Keep detailed monthly records on the number of total transaction. The vendor shall provide detailed records in a form acceptable by the County on the monthly transactions no later than the tenth (10<sup>th</sup>) of each month for the preceding reporting period. The monthly report shall include, at a minimum, the following:
  - Pick-up date and time.
  - Type of E-Waste collected.
  - Quantity of E-Waste when applicable.
  - Weight of all E-Waste received from the County using a Florida Department of Agriculture certified scale.
  - Certification of Recycling/Disposal for the E-Waste.

**3.3 PICK-UP LOCATION**

West Dade Home Chemical Collection Center  
8801 NW 58 Street,  
Doral, FL

The County reserves the right to change the add/change/move/delete locations. Any changes in pick-up locations will be communicated via advance notification to the vendor.



**3.4 E-WASTE**

E-Waste to be collected shall include but will not be limited to the following:

**Group A**

1. *Computed Equipment and other Electronic Devices*
  - laptop computers, desktop computers
  - memory circuit boards( network, video, sound, motherboards, hard drives, CD ROM/DVD/tape) and similar devices
  - electronic testing equipment, cell phones
2. *Comingled Electronic Devices*
  - PDA calculators, GPS Units, beepers, modems, household phones, radios
  - Camera, video equipment, recorders/players, projectors, routers
  - Keyboards, computer mouse, scrap plastic( housings/screens/monitor bases), scrap metal( housing/casings, etc.), copiers, fax machines, printers, plotters, scanners
3. *Miscellaneous Related E-Waste Scrap*
  - Power supply cords, wires, connectors

**Group B**

1. *Television and Monitors*
  - monitors and televisions( CRT, Plasma, LED or LCD all sizes)
2. *Projection Television*

SOLICITATION TITLE: ELECTRONIC WASTE RECYCLING SERVICES

SOLICITATION NO.: FB-00856

**SECTION 4 – Vendor References**

(per paragraph 2.5)

<b>Reference # 1</b>	
Company name:	
Company address:	
Contact name and title:	
Contact email:	
Contact telephone number:	
Project Start/End Dates	

<b>Reference #2</b>	
Company name:	
Company address:	
Contact name and title:	
Contact email:	
Contact telephone number:	
Project Start/End Dates	

<b>Reference #3</b>	
Company name:	
Company address:	
Contact name and title:	
Contact email:	
Contact telephone number:	
Project Start/End Dates	



**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	Supplier/ 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	Other

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	Other

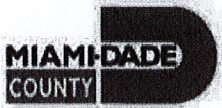
☐ Mark here if race, gender and ethnicity information is not available and will be provided at a later date. This data may be submitted to contracting department or on-line to the Small Business Development of the Internal Services Department at <http://www.miamidade.gov/businessdevelopment-contracts.asp>. 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>.

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

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## Submittal Form

Solicitation No. FB-00856		Solicitation Title: ELECTRONIC WASTE RECYCLING SERVICES	
Legal Company Name (include d/b/a if applicable): <input style="width: 100%;" type="text"/>		Federal Tax Identification Number: <input style="width: 100%;" type="text"/>	
If Corporation - Date Incorporated/Organized: <input style="width: 100%;" type="text"/>		State Incorporated/Organized: <input style="width: 100%;" type="text"/>	
Company Operating Address: <input style="width: 100%;" type="text"/>	City: <input style="width: 100%;" type="text"/>	State: <input style="width: 100%;" type="text"/>	Zip Code: <input style="width: 100%;" type="text"/>
Miami-Dade County Address (if applicable): <input style="width: 100%;" type="text"/>	City: <input style="width: 100%;" type="text"/>	State: <input style="width: 100%;" type="text"/>	Zip Code: <input style="width: 100%;" type="text"/>
Company Contact Person: <input style="width: 100%;" type="text"/>	Email Address: <input style="width: 100%;" type="text"/>		
Phone Number (include area code): <input style="width: 100%;" type="text"/>	Company's Internet Web Address: <input style="width: 100%;" 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.

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**LOCAL PREFERENCE CERTIFICATION:** For the purpose of this certification, and pursuant to Section 2-8.5 of the Code of Miami-Dade County, a "local business" is a business located within the limits of Miami-Dade County that has a valid Local Business Tax Receipt issued by Miami-Dade County at least one year prior to bid submission; has a physical business address located within the limits of Miami-Dade County from which business is performed and which served as the place of employment for at least three full time employees for the continuous period of one year prior to bid submittal (by exception, if the business is a certified Small Business Enterprise, the local business location must have served as the place of employment for one full time employee); 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.

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**LOCALLY-HEADQUARTERED BUSINESS CERTIFICATION:** For the purpose of this certification, and pursuant to Section 2-8.5 of the Code of Miami-Dade County, a "locally-headquartered business" is a Local Business whose "principal place of business" is in Miami-Dade County.

☐ 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:

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**LOCAL CERTIFIED VETERAN BUSINESS ENTERPRISE CERTIFICATION:** A Local Certified 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 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 Veteran Business Enterprise. A copy of the certification must be submitted with the bid.

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

A Small Business Enterprise (SBE) 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) 375-3111 or access <http://www.miamidade.gov/smallbusiness/certification-programs.asp>. The SBE 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 Bidder's firm a Miami-Dade County Certified Small Business Enterprise? Yes ☐ No ☐

If yes, please provide 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.

**WAIVER OF CONFIDENTIALITY AND TRADE SECRET TREATMENT OF BID**

The Bidder acknowledges and agrees that the submittal of the Bid is governed by Florida's Government in the Sunshine Laws and Public Records Laws as set forth in Florida Statutes Section 286.011 and Florida Statutes Chapter 119. As such, all material submitted as part of, or in support of, the bid will be available for public inspection after opening of bids and may be considered by the County in public.

**By submitting a Bid pursuant to this Solicitation, Bidder agrees that all such materials may be considered to be public records. The Bidder shall not submit any information in response to this Solicitation which the Bidder considers to be a trade secret, proprietary or confidential.**

In the event that the Bid contains a claim that all or a portion of the Bid submitted contains confidential, proprietary or trade secret information, the Bidder, by signing below, knowingly and expressly waives all claims made that the Bid, or any part thereof no matter how indicated, is confidential, proprietary or a trade secret and authorizes the County to release such information to the public for any reason.

**Acknowledgment of Waiver:**

<b>Bidder's Authorized Representative's Signature:</b> <input type="text"/>	<b>Date</b> <input type="text"/>
<b>Type or Print Name</b> <input type="text"/>	
<b>Type or Print Title *</b> <input 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.

<b>Bidder's Authorized Representative's Signature:</b> <input type="text"/>	<b>Date</b> <input type="text"/>
<b>Type or Print Name</b> <input type="text"/>	
<b>Type or Print Title *</b> <input type="text"/>	



## Question and Answers for Solicitation #FB-00856 - ELECTRONIC WASTE RECYCLING SERVICES

### Overall Solicitation Questions

There are no questions associated with this Solicitation.