

SECTION 2: SPECIAL CONDITIONS

2.1 PURPOSE

The purpose of this RFQ is to establish a contract to purchase scheduled grounds maintenance for Public Housing and Community Development.

The scope of work consists of: turf mowing, trimming and edging, leaf removal, trimming and pruning shrubs, hedges, ground covers, flowers, rock beds, annual flowerbeds, trees and palms, weed and vine control and removal, clean-up, pickup and disposal of clean yard trash and garbage. Services shall be performed in a thorough and skillful manner with the highest professional grounds maintenance standards and horticulture techniques.

DEFINITIONS

- A. **Changes:** modifications to the scheduled task. Re-scheduling a portion of the service cycle to another time and / or day.
- B. **Clean yard trash:** yard trash (inclusive of plastic, paper, cans, bottles, tree debris, grass clippings and leaves) but free of other forms of solid waste such as garbage.

Garbage: discarded animal and vegetable matter.
- C. **Completion Notice:** A written notice by the Bidder advising the County that a site is completed and ready for inspection.
- D. **Disposal:** legal discarding of the collected material off County property.
- E. **Performance Report:** A listing of the tasks to be performed during the service cycle by awarded Bidder.
- F. **Site:** is a geographical limit where the Bidder is to perform work.
- G. **Weed and / or vine:**
 - 1. Landscape areas - a plant that is not the same species as the cultivated and maintained individual plant, group of plants or mass of plants it is growing or surviving in or by.
 - 2. Hard surfaces – any plant that grows on a hard surface.
- H. **Work Day:** Monday through Friday (8:00 AM to 5:00 PM)
- I. **Re-inspection Fees:** Refers to charges incurred by the Bidders in the event that deficiencies are not completed within the specified time, in order to cover the cost of each re-inspection.

2.2 TERM OF CONTRACT

This RFQ shall commence on the first calendar day of the month succeeding approval of the contract by the County, contingent upon the completion and submittal of all required documents. The contract shall expire on July 31, 2020.

2.3 METHOD OF AWARD

Award of this RFQ will be made to the lowest priced responsive, responsible Bidder by zone in the aggregate who qualified under RTQ 9743-0/23 for Group 1 at the time this solicitation is advertised, and who meets the minimum requirement listed below. In order to be considered for award, Bidders must submit an offer for all items listed within each zone. If a Bidder fails to submit an offer for all items, within the zone, its offer for that zone may be rejected.

a. MINIMUM REQUIREMENT

Bidders shall provide the name of the Project Manager and/or Supervisor, along with the contact information. The Project Manager and/or Supervisor shall be the individual in the organization who is

knowledgeable and experienced in grounds maintenance; and who will serve as the primary point of contact for the County. The Project Manager and/or Supervisor shall be able to communicate with the County and shall have full authority to act on behalf of the Bidder on all matters related to the daily operations. The Project Manager and/or Supervisor shall be available by telephone, 24 hours per day, 7 days per week for emergency situations.

Bidders shall submit the specified information requested above with their bid submittal form as proof of compliance to the requirements of this RFQ. However, the County may, at its sole discretion and in its best interest, allow Bidders to complete, supplement or supply the required information during the evaluation period.

If the awarded Bidder fails to perform in accordance with the terms and conditions of the contract, the Bidder may be deemed in default of the contract. If the awarded Bidder defaults, the County shall have the right to negotiate with the next responsive, responsible Bidder

2.4 PRE-BID CONFERENCE AND EXAMINATION OF SITES

It is recommended that Bidders attend a pre-bid conference and visit the sites of the proposed work and become familiar with any conditions which may in any manner affect the work to be done or affect the materials and labor required. The 'cone of silence' is lifted during the pre-bid conference and site visits to allow for any questions to be addressed with the representatives from Miami-Dade County. The pre-bid conference will take place on Friday, June 5, 2015 at 9:00 AM at the Ward Towers Community Center located at 800 NW 13 Ave Miami, FL 331--. Following the pre-bid conference a pre-arranged site visit will be conducted for the sites listed below.

- Haley Sofge 800 NW 13 Ave

Bidders shall provide their own transportation and must arrive promptly. Bidders are requested to bring a copy of the RFQ to the meeting, as additional copies will not be available. This is a public meeting and multiple members of individual community councils may be present.

2.5 PRICES

The initial contract prices resultant from this RFQ shall remain fixed and firm for no less than 12 months from the commencement date. It is the Bidder's responsibility to request any price adjustment. The Bidder's request for adjustment must be submitted to the County's Internal Services Department for review no less than 90 days prior to expiration of the then current contract year. The County may consider an adjustment to prices based on the Consumer Price Index (CPI) percentage change as calculated by the US Department of Commerce for all Urban Consumers in the Miami-Ft. Lauderdale area.

The County reserves the right to reject any price adjustments submitted by the awarded Bidder(s) or to negotiate lower pricing during the contract period based on market conditions or other factors that influence price. The County also reserves the right to apply any reduction in pricing based on the downward movement of the applicable index.

2.6 CHANGES

1. Additional Zone and/or Site

Although this RFQ and resultant contract identifies specific zones and sites to be serviced, it is hereby agreed and understood that the County may at its option add new zones, developments and/or sites to the contract.

- a. Should the County determine that additional site need to be added to a zone, a quote shall be obtained from the Bidder servicing that zone. If the County determines that the price submitted by the Bidder is not competitive, the County reserves the right to acquire price quotes from all the Bidders awarded under this RFQ.
- b. Should additional zone need to be added to the contract, price quotes will be obtained from all the Bidders awarded under this RFQ. If the County determines that the prices submitted by the Bidders are not competitive, the County reserves the right to acquire the services through a separate solicitation.

2. Deletion

Zones or sites may be deleted when such services are no longer required during the contract period; upon written notice to the awarded Bidder.

3. Decrease/Increase Service Cycles

The County may decrease or increase the number of service cycles that are listed in Section 4, Bid Submittal Form. If the numbers of cycles are reduced by 4 service cycles or more, the County will adjust payment by increasing the cost of the subsequent cycles by 5 percent. If the numbers of cycles are increased back to the original quoted amount the County will adjust the payment by decreasing the cost of subsequent cycles by 5 percent. Prices will remain the same if the numbers of cycles are increased beyond what is stated in the bid proposal. Estimated quantities are for Bidder's guidance only: (a) estimates are based on the County's anticipated needs and /or usage during a previous contract period and; (b) the County may use these estimates to determine the low Bidder.

4. Additional Services

If additional services are required, price quotes shall be obtained from the Bidder servicing that site. If the County determines that the price submitted by the Bidder is not competitive, the County reserves the right to acquire the services through a separate solicitation.

All awarded Bidders will be automatically pre-qualified to participate in the bidding process for the installation of mulch as further defined in Section 3, Paragraph 3.7.

2.7 COMPLIANCE / REGULATIONS / SAFETY

a. Legal Requirement for Pollution Control

It is the intent of these specifications to comply with the Miami-Dade County Pollution Control Ordinance as stated in Chapter 24 of the Miami-Dade Code. This ordinance is made a part of these specifications by reference and may be obtained, if necessary, by the Bidder through Regulatory and Economic Resources, 33 SW 2nd Avenue, Miami, Florida 33130, Telephone (305) 372-6789.

b. Accident Prevention, Barricades and Safety

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, EPA, 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. Barricades shall be provided by the Bidder when work is performed in areas traversed by persons, or when deemed necessary by the County.

Bidder agrees to perform all work in a manner that meets all accepted standards for safe practice, and to safely maintain and operate all the equipment used in the performance of this contract. Bidder's employees shall wear a safety vest or bright orange tee shirts at all times while performing the service cycle. The County, reserves the right to issue immediate restrain or cease and desist to a Bidder, when unsafe or harmful acts are observed or reported while performing under the contract. Hazardous conditions shall be immediately reported to the County.

2.8 USE OF FEDERAL FUNDING

Since the services that will be acquired under this solicitation will be purchased, in part or in whole, with federal funding, it is hereby agreed and understood that Section 60-250.4, Section 60-250.5 and Section 60-741.4 of Title 41 of the United States Code, which addresses Affirmative Action requirements for disabled workers, is incorporated into this solicitation and resultant contract by reference.

2.9 FEDERAL STANDARDS

All services to be purchased under this contract shall be in accordance with all governmental standards, to include, but not be limited to, those issued by the Occupational Safety and Health Administration (OSHA), the National Institute of Occupational Safety Hazards (NIOSH), and the National Fire Protection Association (NFPA).

2.10 EXEMPTION TO CERTAIN CLAUSES

As a Federally-funded agency, the following clauses within this RFQ do not apply to this contract.

- Section 1 Paragraph 1.10; Local Preferences
- Section 1 Paragraph 1.27; Office of the Inspection General
- Section 1 Paragraph 1.35; County User Access Program (UAP)
- Section 1 Paragraph 1.43; Small Business Enterprises (SBE) Measure
- Section 1 Paragraph 1.44; Local certified serviced-Disable Veteran's Business Enterprise Preference
- Section 1 Paragraph 1.46; First Source Hiring Referral Program

2.11 PAYMENTS

In addition to Section 1.2.H, Prompt Payment Terms, the following payment clause applies for Bidders that are under the Notice of Completion Process II (Section 3.3.b):

- Bidder shall attach a dated photograph of each serviced site as proof of completion in order to receive authorization for payment.

SECTION 3: SCOPE OF SERVICES

3.1 PRE-WORK CONFERENCE

After award of this RFQ, a kick-off meeting will be held with the awarded Bidders, and members of Public Housing and Community Development to discuss schedule and the scope of services.

3.2 LABOR, MATERIALS, AND EQUIPMENT

Bidders shall furnish all labor, material and equipment necessary for satisfactory contract performance. All work shall be subject to the inspection and approval by the County.

3.3 NOTICE OF COMPLETION PROCESS/INSPECTIONS

The County shall perform inspections of all sites within a zone, to insure that the work has been completed conforming the requirements specified in this RFQ.

a. PROCESS I

Inspection shall occur in the following order:

1. The awarded Bidder, upon completion of the service cycle per site, shall notify the County in writing no later than 9:00 am the next business day. This information is required in order to receive proper completion approval and authorization for payment.
2. The County will inspect work performed within two (2) business days after the Completion Notice is received. Submissions received on Fridays will be inspected by the County the following business day.
3. The County shall provide the Bidder a performance report no later than 9:00 am the following business day after completion of the first inspection, notifying the bidder the status of each site.
4. Should the completion of work be approved for the site inspected, the County shall authorize payment for that site.

Should deficiencies be found:

5. The Bidder must take corrective action within two (2) business days after such deficiencies are reported for that site, or prior to the start of the next scheduled service cycle, whichever occurs first. The Bidder shall bear all costs of correcting such deficiencies.
6. Bidders shall notify the County in writing no later than 9:00 am the next business day once the deficiencies are corrected in order to re-inspect the site.
7. The County will re-inspect the site following steps 2 through 4.
8. If the deficiencies are not corrected after the 2nd inspection, the County shall charge the Bidder a re-inspection fee of 15% of the cost of that site, not to exceed fifty dollars (\$50.00). The fee surcharges will continue with every re-inspection until deficiencies have been corrected. The total re-inspection fees shall not exceed the total cost of the site per cycle. The re-inspection fee will be deducted from the payments owed to the Bidder for that site, once the site is authorized for payment.

b. PROCESS II

1. The awarded Bidder, upon completion of the service cycle per site, shall notify the County in writing no later than 9:00 am the next business day. The notification shall include a dated photograph of the serviced site as proof of completion. This information is required in order to receive proper completion approval and authorization for payment.
2. Should the completion of work be approved, the County shall authorize payment for that site.

The County will determine which process will utilize per zone.

3.4 SERVICE CYCLE, FREQUENCY AND SCHEDULE

Eighteen (18) service cycles per year shall be performed as follows: two (2) cuts per month May thru October; one (1) cut per month November thru April. Services shall be accomplished Mondays thru Fridays from 8:00 AM to 5:00 PM, including holidays. Each month's schedule will be issued by the Bidder at the beginning of that month and provided to the County for approval. Bidders are required to sign in and out at each site's front desk.

Cancellation and changes due to inclement weather (i.e. stopping work and releasing employees for the day or not working at all due to unsafe conditions) shall be reported to the County as promptly as possible. Once the Bidder reaches their facility, a written notice shall be sent to the County offering the reschedule date. If not approved, the established schedule shall prevail.

For service cycles which are delayed, the established County schedule shall prevail for subsequent service cycles. On instances where the Bidder falls behind schedule, the Bidder may, after receiving prior approval from the County, extend the work hours, work on weekends, bring additional staff and equipment, or a combination thereof in order to return to the established schedule at no additional cost to the County.

Bidder shall schedule, and conduct the work in a manner, which shall not interfere with normal pedestrian traffic or adjacent sidewalks or vehicular traffic on adjacent streets, and shall not cause any annoyance to residents near the sites or users of the sites.

Bidders shall recognize that during the course of the contract, other activities and operations may be conducted. The Bidder may be required to modify or curtail certain operations and shall promptly comply with any County request.

The service cycle shall be fully completed as indicated in the Bidder' schedule. All service cycle tasks shall be performed in a continuous manner until they are all fully completed.

3.5 GROUNDS MAINTENANCE TASKS

The grounds maintenance tasks listed below shall be performed during each service cycle.

a. Turf Mowing

Remove all leaves and clean yard trash from turf area before mowing. All mower blades shall be sharp enough to cut, rather than tear grass blades. Mowing shall not be performed when the weather would cause damage to the turf. Mowing shall be at three inches (3") to three and one half inches (3.5") except otherwise directed by the County. All mowers are to be adjusted to the highest acceptable mowing height for the grass being mowed. Height measurement shall be from level grade with the blade surface parallel and level to the ground. Mowing shall produce an overall smooth and even surface appearance without scalping or leaving any uncut grass. Mowing shall be performed carefully so as not to damage any plant / landscape material, pavement or other property. Bush hog or farm tractor types of equipment shall not be utilized unless approved by the County.

b. Turf Trimming

All string line trimmers (weed eaters) shall have all appropriate safety features installed such as handles, guards or rock shields. Trimming may be accomplished by hand power shears or rotary nylon "fish line" cutting machines. Grass shall be trimmed at the same height as the adjacent turf mowed. Trim around all obstacles and vertical surfaces including poles, control boxes, fences, curbs, buildings, walls, electric boxes, irrigations head, uneven or jagged edged pavement or other objects as required. Particular attention shall be given to trimming around sprinkler heads and other irrigation system fixtures to assure their proper water delivery function.

c. Trimming and Pruning Shrubs and Hedges

Maintain shrubs in a clean healthy, growing and correct-color condition, in a desirable shape as directed by the County. Pruning shall consist of the removal of dead and/or broken branches, suckers or sprouts, branches hanging over or leaning into sidewalks and passage ways, growing through fences and obstructing windows. All pruning will be accomplished in accordance with standard practices including: (1) use of sharp cutters (2) not using hedge shears for pruning and (3) not using machetes for any operations (4) not using fish line (weed eaters). Bidders shall trim all hedges and shrubs encroaching from private property and hanging over fence line.

d. Turf Edging

All edging shall be done using mechanical edger. The services shall be neat, uniform with vertical lines at all grass abutting all horizontal and vertical hard surfaces, valve boxes, drains, rock/brick beds and various objects in grass areas, as well as at shrubs, ground cover beds, hedges, trees, palms or other objects as required by the County. Rotary nylon "Fish line" cutters are not to be used for vertical edging.

Turf will be edged approximately eighteen inches (18") inches around all trees that are in lawn areas and ten inches (10") out from the drip line of ground cover, flower beds, shrubs and hedges. When edging bed lines, straight lines shall be true, even and uniform straight lines and curved lines shall be true, even and uniform curved lines. Not distorted, meandering or wiggly lines or curves. Edging shall be performed carefully as not to intrude into any plant beds, landscape material or damage the irrigation system, landscape lighting, pavement or any other County property.

e. Trimming and Pruning Ground Cover and Flower Beds

Maintain ground covers and flower beds in a clean, healthy, growing, correct-color, floral condition and at the heights specified in Landscape Plans or as directed by the County. It is the Bidder's responsibility to remove and properly dispose of all dead or injured shrubs, ground cover and followers within the landscape areas.

Prune or trim to maintain bed height and to encourage plants to flow out to provide complete coverage of areas. Prune and trim to maintain neat straight edges between varieties of ground covers, at curbs, or junction with turf. Do not allow one variety of ground cover to spread or otherwise establish itself in areas occupied by other ground covers or turf. Broken, damaged or unsightly plant parts or flowers are to be removed. All pruning shall be accomplished in accordance with standard practices including (1) use of sharp cutters or using hedge shears for pruning; (2) not using machetes for any operations; and (3) not using fish line (weed eaters).

f. Rock Bed and Annual Flowerbeds Maintenance

Rock bed planters shall be kept neatly raked, free of excessive mounds or wheel ruts and free of weeds. Annual flowerbeds maintenance includes the removal of all weeds, grasses and dead, broken, damaged or unsightly plant or plant parts from flowerbeds. Remove all litter. Prune or trim to maintain beds height. Depending on the variety of annual plants, pinching of buds to promote bloom and to reduce fungus may be required

g. Trimming and Pruning Trees and Palms

Maintenance of trees and palms shall consist mainly of trimming existing trees to a controlled size and form that is both typical to the tree's natural growing appearance for its species, and at the same time maintaining tree trimmed to a size and form that will not obstruct motorist's visibility of traffic signs, of other vehicles and that will not interfere with street lights or pedestrian walkways. All trees regardless of height that have died, blown over, or knocked over are to be reported immediately upon discovery to the County.

Pruning of trees and palms is limited to a height of no more than ten feet (10') above ground over open spaces and sidewalks and pedestrian walkways, and up to sixteen feet (16') over roadways and shall consist of the removal of dead and/or broken branches, suckers and sprouts, and pruning to prevent encroachment of branches over streets, into private property, obscuring view of signs or interference with lighting, walls and stairwells; In the case of smaller trees and palms, to the maximum under clearance possible according to the species and size of the tree. Palms must be trimmed to maintain and remove all dead fronds, inflorescences and nuts regardless of height. When pruning immature trees, the Bidder shall use the temporary branch method by pruning branches as far from the trunk as possible while establishing safe clearance.

Use clean, sharp cutting tools designated for pruning. All pruning tools and power equipment which comes in contact with a tree or palm shall be disinfected before being used on another tree or palm with a disinfectant formula of either bleach or alcohol. Cut branches and limbs without disturbing the branch ridge or the branch collar. Do not leave stubs. All branches, limbs and trunks too large to support with one hand shall be precut (lower side of branch) to avoid splitting or tearing of the bark. Where necessary, ropes or other equipment should be used to lower branches to the ground. All branches, limbs and trunks greater than six inches in diameter shall be cut into lengths not to exceed six feet. Special emphasis will be placed on safety during tree pruning operations particularly when working over or adjacent to roads, walkways and utility lines. The use of machetes, fish line (weed eaters) and hedge shears for pruning is NOT permitted.

All pruning shall be done in accordance with the American National Standards Institute ANSI A300 Standards as described in Tree Pruning Guidelines published by the International Society of Arborist (ISA). For more information link to www.isa-arbor.com/.

h. Weed and Vine Control Removal

All landscape and turf areas, plant material, hard surfaces and County structure will be weed and vine free. Weeds and vines are to be mowed, trimmed, or edged from turf areas as part of the service cycle. Weeds and grasses are to be manually removed from landscapes areas, shrubs, hedges, ground cover, rock beds, eighteen inches (18") clear area around trees, tree sidewalk "cut-outs" or flower beds unless chemical or mechanical means are authorized by the County, in which case the dead/ brown weeds are to be manually removed thereafter. Remove from all trees and palms any vines attached to the trunk up to twelve feet (12').

Should the Bidder be allowed to use chemical means for weed control, a plan shall be submitted for the application of chemical herbicides for approval by the County. The plan shall consist of a list of the materials proposed for use, the Material Safety Data Sheet of each chemical, the exact brand name and generic formulation of each chemical, the specific proposed applications, the methods of application, the supervision of use, and the training of employees. No chemical herbicide shall be applied until use is approved in writing by the County, as appropriate for the purpose and area proposed. Additionally all applicators must comply with Miami Dade County and State of Florida, (FDACS) Florida Department of Consumer Services Certification requirements, regulations and ordinances.

i. Clean-up

All unusable materials and trash shall be removed from the work site at the end of each workday, and disposed of in an appropriate legal manner off County property. Upon work performed that day.

j. Leaf Removal

All landscape areas, hard surfaces and County structure shall be maintained leaf free.

k. Clean Yard Trash Pick-up and Disposal

All landscape, and turf area and hard surfaces shall be maintained free of clean yard trash. No stock piling of collected clean yard trash shall be allowed on County property. The County will not supply an area or facilities for handling, storage or disposal of such. No additional payment will be made for travel time to and from a site, or to the disposal site, as well as any tipping fees for disposal.

3.6 DISCOVERY OF DAMAGES

The Bidder shall notify the County within twenty-four (24) business hours after discovery of any damages caused by accident vandalism, theft, act of nature, or undetermined causes.

3.7 MULCH

If mulching is required, price quotes for labor and materials shall be obtained from all awarded Bidders under this RFQ. The cost of the mulch shall be paid on a cost "pass-thru" basis. A copy of the mulch invoice shall be submitted with the Bidder's invoice for payment. The County reserves the right to purchase the mulch and supply it to the Bidder for application. If the County determines that the price submitted by the Bidder is not competitive, the County reserves the right to acquire the services through a separate solicitation.

When mulch is applied, Bidders shall maintain mulch rings extending approximately 18" to 48" inches from the trunk of trees and palms, depending on their size and surface roots at a minimum depth of three (3) inches. The Bidder shall also maintain a strip extending approximately twelve (12") inches from all hedge and shrub material at a minimum depth of two (2") inches.

If applying mulch to ground covers and beds Bidders shall maintain a strip extending approximately twelve (12") inches from the border of all ground cover beds at a minimum depth of two (2') inches. Do not mulch strips along decorative rock beds.

Samples of the mulch shall be submitted to the County for approval prior to installation. Bidders shall also supply the name of the manufacturer and the product number for the proposed product.

3.8 IDENTIFICATION, UNIFORMS AND VEHICLES

All personnel performing services under this contract must carry valid government issued photo identification

such as a driver's license.

All personnel shall wear a uniform shirt (or t-shirt) clearly displaying the Bidder's company name. Uniforms shall be maintained by the Bidder so all personnel are neat, clean and professional in appearance. Non-uniform clothing will not be permitted.

The Bidder's vehicles and equipment shall be in proper working conditions, free from leaking fluids. Bidder vehicles shall be clearly identified with the company name on both sides and must be legible at minimum of fifty (50') ft. away during daylight hours. Company name and graphics shall be uniform in design and color on all vehicles.

3.9 STORAGE

The Bidder is to provide storage for all off-site locations.

SECTION 4: BID SUBMITTAL FORM

TITLE: GROUNDS MAINTENANCE FOR PUBLIC HOUSING AND COMMUNITY DEVELOPMENT

PROCUREMENT CONTRACTING PERSON: Jennyfer Calderon

FIRM NAME _____

RETURN ONE ORIGINAL AND TWO COPIES OF SUBMITTAL PAGES

4.1 PRICE SHEET

Grounds maintenance for the following locations as per Section 3, paragraphs 3.5 a thru k.

NORTH LOCATIONS				
ZONE 110				
Item No.	Est. QTY	Unit Of Measure	Site Description	Unit Price Per Cycle
1	18	Cycle	Gwen Cherry 07 - NE 2 Ave. & 67 St.	\$
2	18	Cycle	Gwen Cherry 06 - NW 1 Ct. & 71 St.	\$
3	18	Cycle	Gwen Cherry 20 - NW 76 & 77 St.	\$
4	18	Cycle	New Haven Gardens/Site 05 - NE 2 Ave. & 71 St.	\$
5	18	Cycle	Newberg - 7217 N.E. Miami Ct.	\$
6	18	Cycle	Newberg Residential - 7201 N.E. Miami Ct.	\$
8	18	Cycle	Lemon City - 150 NE 69 St.	\$

ZONE 130				
Item No.	Est. QTY	Unit Of Measure	Site Description	Unit Price Per Cycle
1	18	Cycle	Emmer Turnkey - 7820 N. Miami Ave.	\$
2	18	Cycle	Kline Nunn - 8300 N. Miami Ave.	\$
3	18	Cycle	Little River Plaza - 8255 NW Miami Ct.	\$
4	18	Cycle	Little River Terrace - 8351 NW 5 Pl.	\$
			590 NW 85 St. - 8481 NW 6 Ave. - 8461 NW 6 Ave.	\$
			8441 NW 6 Ave. - 8421 NW 6 Ave. - 8401 NW 6 Ave.	\$
			8341 NW 6 Ave. - 8321 NW 6 Ave. - 581 NW 83 St	\$
			8420 NW 5 Pl. - 8340 NW 5 Pl. - 8360 NW 5 Pl.	\$
			8400 NW 5 Pl. - 8401 NW 5 Pl. - 8420 NW 5 Pl.	\$
			8440 NW 5 Pl. - 8460 NW 5 Pl. - 580 NW 85 St.	\$
			560 NW 85 St. - 8461 NW 5 Pl. - 8441 NW 5 Pl.	\$
			8421 NW 5 Pl. - 8403 NW 6 Pl. - 8331 NW 5 Pl.	\$
			8321 NW 5 Pl. - 561 NW 83 St - 541 NW 83 St	\$
			8320 NW 5 Ct. - 8340 NW 5 Ct. - 8400 NW 5 Ct.	\$
			8430 NW 5 Ct. - 8450 NW 5 Ct. - 8460 NW 5 Ct.	\$
			8470 NW 5 Ct. - 540 NW 83 St. - 520 NW 85 St.	\$
			8471 NW 5 Ct. - 8461 NW 5 Ct. - 8441 NW 5 Ct.	\$
			8421 NW 5 Ct. - 8401 NW 5 Ct. - 8341 NW 5 Ct.	\$
			8321 NW 5 Ct. - 521 NW 83 St. - 501 NW 83 St.	\$
			8320 NW 5 Ave. - 8340 NW 5 Ave. - 8350 NW 5 Ave.	\$
			8350 NW 5 Ave. - 8400 NW 5 Ave. - 8420 NW 5 Ave.	\$
8430 NW 5 Ave. - 8440 NW 5 Ave. - 8450 NW 5 Ave.	\$			
500 NW 85 St.	\$			
5	18	Cycle	Peters Plaza (191 NE 75 St.)	\$

ZONE 160				
Item No.	Est. QTY	Unit Of Measure	Site Description	Unit Price
1	18	Cycle	Palmetto Gardens - 16850 NW 55 Ave.	\$
2	18	Cycle	Venetian Gardens - 16100 NW 37 Ave.	\$
			16300 NW 37 Pl.- 16302 NW 37 Pl.- 16304 NW 37 Pl.	
			16306 NW 37 Pl. -16308 NW 37 Pl.- 16310 NW 37 Pl.	
			16312 NW 37 Pl.- 16314 NW 37 Pl.- 16316 NW 37 Pl.	
			16318 NW 37 Pl.- 16320 NW 37 Pl.- 16322 NW 37 Pl.	
			3820 NW 164 St.- 3822 NW 164 St.- 3800 NW 164 St.	
			3802 NW 164 St.- 3804 NW 164 St.- 3806 NW 164 St.	
			3808 NW 164 St.- 3810 NW 164 St.- 3812 NW 164 St.	
			3814 NW 164 St.- 3816 NW 164 St.- 3818 NW 164 St.	
			16215 NW 38 Pl.- 16213 NW 38 Pl.- 16211 NW 38 Pl.	
			16209 NW 38 Pl.- 16207 NW 38 Pl.- 16205 NW 38 Pl.	
			16203 NW 38 Pl.- 16201 NW 38 Pl.- 16113 NW 38 Pl.	
			16111 NW 38 Pl.- 16109 NW 38 Pl.- 16107 NW 38 Pl.	
			16105 NW 38 Pl.- 16103 NW 38 Pl.- 16101 NW 38 Pl.	
			3815 NW 161 St.- 3813 NW 161 St.- 3811 NW 161 St.	
			3809 NW 161 St.- 3807 NW 161 St.- 3805 NW 161 St.	
3803 NW 161 St.- 3801 NW 161 St.- 16210 NW 37 Pl.				
16208 NW 37 Pl.- 16206 NW 37 Pl.- 16204 NW 37 Pl.				
16202 NW 37 Pl.	\$			
3	18	Cycle	Opa Locka Elderly- 2329 NW 136 St.	\$
			13700 NW 24 Ave. - 13600 NW 24 Ave.	
			13601 NW 24 Ave.	
4	18	Cycle	Home Ownership - 3922 NW 207 St. Rd.	\$
			12025 NW 22 Ave. 2882 NW 197 Terr.	
5	18	Cycle	811 NW 179 St.	\$
6	18	Cycle	3871 NW 174 St.	\$

ZONE 180				
Item No.	Est. QTY	Unit Of Measure	Site Description	Unit Price
1	18	Cycle	Edison Courts - 325 NW 62 St.	\$
			351 NW 62 St. - 353 NW 62 St. - 6201 NW 4 Ave.	
			6203 NW 4 Ave. - 6215 NW 4 Ave - 6217 NW 4 Ave.	
			6225 NW 4 Ave. - 6227 NW 4 Ave. - 6200 NW 3 Ct.	
			6202 NW 3 Ct. - 6216 NW 3 Ct. - 6218 NW 3 Ct.	
			6226 NW 3 Ct. - 6228 NW 3 Ct. - 350 NW 62 Ter.	
			352 NW 62 Ter. - 6244 NW 3 Ct. - 6246 NW 3 Ct.	
			6300 NW 3 Ct. - 6302 NW 3 Ct. - 351 NW 63 Ter.	
			353 NW 63 Ter. - 6309 NW 4 Ave. - 6311 NW 4 Ave.	
			6325 NW 4 Ave. - 6327 NW 4 Ave. - 6331 NW 4 Ave.	
			6333 NW 4 Ave. - 6310 NW 3 Ct. - 6312 NW 3 Ct.	
			6326 NW 3 Ct. - 6328 NW 3 Ct. - 6332 NW 3 Ct.	
			6334 NW 3 Ct. - 350 NW 64 St. - 352 NW 64 St.	
			6227 NW 3 Ct. - 6229 NW 3 Ct. - 6231 NW 3 Ct.	
			6233 NW 3 Ct. - 6303 NW 3 Ct. - 6305 NW 3 Ct.	
			6307 NW 3 Ct. - 6309 NW 3 Ct. - 6323 NW 3 Ct.	

Item No.	Est. QTY	Unit Of Measure	Site Description	Unit Price
			6325 NW 3 Ct. - 6327 NW 3 Ct. - 6329 NW 3 Ct.	
			6331 NW 3 Ct. - 6333 NW 3 Ct. - 6335 NW 3 Ct.	
			6337 NW 3 Ct. - 6226 NW 3 Ave. - 6228 NW 3 Ave.	
			6320 NW 3 Ave. - 6323 NW 3 Ave. - 6304 NW 3 Ave.	
			6306 NW 3 Ave. - 6308 NW 3 Ave. - 6310 NW 3 Ave.	
			6324 NW 3 Ave. - 6326 NW 3 Ave. - 6328 NW 3 Ave.	
			6330 NW 3 Ave. - 6332 NW 3 Ave. - 6334 NW 3 Ave.	
			6336 NW 3 Ave. - 6338 NW 3 Ave. - 253 NW 62 St.	
			255 NW 62 St. - 6201 NW 3 Ave. - 6203 NW 3 Ave.	
			6215 NW 3 Ave. - 6217 NW 3 Ave. - 6225 NW 3 Ave.	
			6227 NW 3 Ave. - 6200 NW 2 Pl. - 6202 NW 2 Pl.	
			6217 NW 3 Ave. - 6225 NW 3 Ave. - 6227 NW 3 Ave.	
			6200 NW 2 Pl. - 6202 NW 2 Pl. - 6216 NW 2 Pl.	
			6218 NW 2 Pl. - 6226 NW 2 Pl. - 6228 NW 2 Pl.	
			252 NW 62 Ter. - 254 NW 62 Ter. - 6243 NW 3 Ave.	
			6245 NW 3 Ave. - 6301 NW 3 Ave. - 6303 NW 3 Ave.	
			253 NW 63 Ter. - 255 NW 3 Ter. - 6309 NW 3 Ave.	
			6325 NW 3 Ave. - 6327 NW 3 Ave. - 6331 NW 3 Ave.	
			6333 NE 3 Ave. - 6310 NW 2 Pl. - 6312 NW 2 Pl.	
			6326 NW 2 Pl. - 6328 NW 2 Pl. - 6332 NW 2 Pl.	
			6334 NW 2 Pl. - 252 NW 64 St. - 254 NW 64 St.	
			347 NW 64 St. - 349 NW 64 St. - 351 NW 64 St.	
			353 NW 64 St. - 355 NW 64 St. - 357 NW 64 St.	
			6405 NW 4 Ave. - 6407 NW 4 Ave. - 6409 NW 4 Ave.	
			6411 NW 4 Ave. - 6415 NW 4 Ave. - 6417 NW 4 Ave.	
			6406 NW 3 Ct. - 6408 NW 3 Ct. - 6410 NW 3 Ct.	
			6412 NW 3 Ct. - 6412 NW 3 Ct. - 6414 NW 3 Ct.	
			6416 NW 3 Ct. - 354 NW 65 St. - 356 NW 65 St.	
			349 NW 65 St. - 351 NW 65 St. 353 NW 65 St.	
			355 NW 65 St. - 357 NW 65 St. - 359 NW 65 St.	
			361 NW 65 St. - 363 NW 65 St. - 365 NW 65 St.	
			350 NW 66 St. - 352 NW 66 St. - 354 NW 66 St.	
			356 NW 66 St. - 358 NW 66 St. - 360 NW 66 St.	
			362 NW 66 St. - 364 NW 64 St. - 366 NW 66 St.	
			355 NW 66 St. - 357 NW 66 St. - 6601 NW 4 Ave.	
			6603 NW 4 Ave. - 6605 NW 4 Ave. - 6607 NW 4 Ave.	
			6609 NW 4 Ave. - 6611 NW 4 Ave. - 6600 NW 3 Ct.	
			6602 NW 3 Ct. - 6604 NW 3 Ct. - 6606 NW 3 Ct.	
			6608 NW 3 Ct. - 6610 NW 3 Ct. - 350 NW 67 St.	
			352 NW 67 St. - 354 NW 67 St. - 356 NW 67 St.	
			358 NW 67 St. - 360 NW 67 St. - 6401 NW 3 Ct.	
			6403 NW 3 Ct. - 6405 NW 3 Ct. - 6407 NW 3 Ct.	
			6417 NW 3 Ct. - 314 NW 65 St. - 316 NW 65 St.	
			315 NW 65 St. - 317 NW 65 St. - 319 NW 65 St.	
			321 NW 65 St. - 323 NW 65 St. - 312 NW 66 St.	
			314 NW 66 St. - 316 NW 66 St. - 318 NW 66 St.	
			320 NW 66 St. - 311 NW 66 St. - 315 NW 66 St.	
			6603 NW 3 Ct. - 6605 NW 3 Ct. - 6609 NW 3 Ct.	
			300 NW 67 St. - 302 NW 67 St. - 304 NW 67 St.	
			306 NW 67 St. - 308 NW 67 St. - 310 NW 67 St.	

			312 NW 67 St. - 314 NW 67 St. - 316 NW 67 St.	
			6400 NW 3 Ave. - 6402 NW 3 Ave. - 6404 NW 3 Ave.	
			6406 NW 3 Ave. - 6408 NW 3 Ave. - 6410 NW 3 Ave.	
			6412 NW 3 Ave. - 6414 NW 3 Ave. - 308 NW 65 St.	
			310 NW 65 St. - 301 NW 65 St. - 303 NW 65 St.	
			305 NW 65 St. - 307 NW 65 St. - 309 NW 65 St.	
			300 NW 66 St. - 302 NW 66 St. - 304 NW 66 St.	
			306 NW 66 St. - 308 NW 66 St. - 305 NW 66 St.	
			307 NW 66 St. - 6604 NW 3 Ave. - 6606 NW 3 Ave.	
			6608 NW 3 Ave. - 6610 NW 3 Ave. - 249 NW 64 St.	
			251 NW 64 St. - 253 NW 64 St. - 253 NW 64 St.	
			255 NW 64 St. - 257 NW 65 St. - 259 NW 64 St.	
			6405 NW 3 Ave. - 6407 NW 3 Ave. - 6409 NW 3 Ave.	
			6411 NW 3 Ave. - 6415 NW 3 Ave. - 6417 NW 3 Ave.	
			6406 NW 2 Pl. - 6408 NW 2 Pl. - 6410 NW 2 Pl.	
			6412 NW 2 Pl. - 6412 NW 2 Pl. - 6414 NW 2 Pl.	
			6416 NW 2 Pl. - 252 NW 65 St. - 254 NW 65 St.	
			247 NW 65 St. - 249 NW 65 St. - 251 NW 65 St.	
			253 NW 65 St. - 255 NW 65 St. - 257 NW 65 St.	
			259 NW 65 St. - 261 NW 65 St. - 263 NW 65 St.	
			248 NW 66 St. - 250 NW 66 St. - 252 NW 66 St.	
			254 NW 66 St. - 256 NW 66 St. - 258 NW 66 St.	
			260 NW 66 St. - 262 NW 66 St. - 264 NW 66 St.	
			253 NW 66 St. - 255 NW 66 St. - 6601 NW 3 Ave.	
			6603 NW 3 Ave. - 6605 NW 3 Ave. - 6607 NW 3 Ave.	
			6609 NW 3 Ave. - 6611 NW 3 Ave. - 6600 NW 2 Pl.	
			6602 NW 2 Pl. - 6604 NW 2 Pl. - 6606 NW 2 Pl.	
			6608 NW 2 Pl. - 6610 NW 2 Pl. - 250 NW 67 St.	
			252 NW 67 St. - 254 NW 67 St. - 256 NW 67 St.	
			258 NW 67 St. - 260 NW 67 St. - 201 NW 64 St.	
			203 NW 64 St. - 205 NW 64 St. - 207 NW 64 St.	
			219 NW 64 St. - 221 NW 64 St. - 223 NW 64 St.	
			225 NW 64 St. - 6401 NW 2 Pl. - 6403 NW 2 Pl.	
			6409 NW 2 Pl. - 6411 NW 2 Pl. - 6415 NW 2 Pl.	
			6417 NW 2 Pl. - 6406 NW 2 Ct. - 6408 NW 2 Ct.	
			6410 NW 2 Ct. - 6412 NW 2 Ct. - 6414 NW 2 Ct.	
			6416 NW 2 Ct. - 200 NW 65 St. - 202 NW 65 St.	
			204 NW 65 St. - 206 NW 65 St. - 216 NW 65 St.	
			218 NW 65 St. - 220 NW 65 St. - 222 NW 65 St.	
			224 NW 65 St. - 226 NW 65 St. - 228 NW 65 St.	
			230 NW 65 St. - 201 NW 65 St. - 203 NW 65 St.	
			207 NW 65 St. - 217 NW 65 St. - 219 NW 65 St.	
			221 NW 65 St. - 223 NW 65 St. - 225 NW 65 St.	
			227 NW 65 St. - 229 NW 65 St. - 231 NW 65 St.	
			6601 NW 2 Pl. - 6603 NW 2 Pl. - 6605 NW 2 Pl.	
			6607 NW 2 Pl. - 6615 NW 2 Pl. - 6617 NW 2 Pl.	
			6600 NW 2 Ct. - 6602 NW 2 Ct. - 6604 NW 2 Ct.	
			6606 NW 2 Ct. - 6608 NW 2 Ct. - 6610 NW 2 Ct.	
			200 NW 67 St. - 202 NW 67 St. - 204 NW 67 St.	
			206 NW 67 St. - 218 NW 67 St. - 220 NW 67 St.	
			222 NW 67 St. - 224 NW 67 St.	
2	18	Cycle	Edison Park (Family)- 5550 NW 1 Pl.	\$

			5560 NW 1 Pl. - 5561 NW 1 Pl. - 5510 NW 1 Pl.	
			5523 NW 1 Pl. - 5521 NW 1 Pl. - 5551 NW 1 Pl.	
			5520 NW 1 Pl. - 250 NW 55 St. - 252 NW 55 St.	
			256 NW 55 St. - 258 NW 55 St. - 256 NW 56 St.	
			268 NW 56 St. - 270 NW 56 St. - 276 NW 56 St.	
			278 NW 56 St. - 294 NW 56 St. - 296 NW 56 St.	
			293 NW 56 St. - 291 NW 56 St. - 279 NW 56 St.	
			277 NW 56 St. - 273 NW 56 St. - 271 NW 56 St.	
			265 NW 56 St. - 263 NW 56 St. - 239 NW 56 St.	
			237 NW 56 St. - 229 NW 56 St. - 227 NW 56 St.	
3	18	Cycle	Edison Plaza; Elderly (200 NW 55 St.)	\$

ZONE 190				
Item No.	Est. Qty	Unit Of Measure	Site Description	Unit Price
1	18	Cycle	Victory Homes (520 NW 75 St.)	\$
2	18	Cycle	Jollivette (6340 NW 24 Ave.)	\$
3	18	Cycle	Model Cities C (7505 NW 75 St. - Vacant Lot)	\$
4	18	Cycle	Carrie Meek (1900 NW 75 St.)	\$

ZONE 230				
Item No.	Est. Qty	Unit Of Measure	Site Description	Unit Price
1	18	Cycle	Phyllis Wheatley (1701 NW 2 Ct.)	\$

ZONE 240				
Item No.	Est. QTY	Unit Of Measure	Item Description	Unit Price
1	18	Cycle	Haley Sofge Towers - 800 NW 13 Ave.	\$
2	18	Cycle	Haley Sofge Towers - 750 NW 13 Ave.	\$
2	18	Cycle	Martin Fine Villas -1301 NW 7 St.	\$

ZONE 270				
Item No.	Est. QTY	Unit Of Measure	Site Description	Unit Price
1	18	Cycle	Jose Marti Plaza - 154 SW 17 Ave.	\$
2	18	Cycle	Smathers Plaza - 935 SW 30 Ave.	\$
3	18	Cycle	Faulk Turnkey - 445 SW 16 Ave. - 465 SW 16 Ave.	\$
4	18	Cycle	Little Havana Homes - 1255 SW 1 St.	\$

ZONE 310				
Item No.	Est. Qty	Unit Of Measure	Site Description	Unit Price
1	18	Cycle	Stirrup Plaza - 3707 Percival Ave.	\$

4.2 SUPERVISOR/PROJECT MANAGER

The Bidder shall provide the following information as per Paragraph 2.3.a

Supervisor/Project Manager	
Name:	_____
E-mail Address:	_____
Cell Number:	_____

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 Bidder has such conviction to disclose to comply with this requirement.

Addenda Received: Yes No If yes, please indicate the number of addenda received: _____

It is hereby certified and affirmed that the bidder shall accept any awards made as a result of this quotation. If awarded a purchases order or contract as a result of this solicitation, bidder further agrees that prices quoted shall remain fixed and firm for the term of the contract.

Authorized Signature: _____ Title: _____

Print/Type Name: _____ Phone: _____

E-mail: _____ Fax: _____

Firm Name: _____ F.E.I.N. No.: ____/____-____/____/____/____/____/____

Address: _____ City: _____ State: _____

Date: _____

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

Affirmation of Business Entity Affidavits

In accordance with Ordinance 07-143 amending Section 2-8.1 of the Code of Miami-Dade County, effective June 1, 2008, vendors are required to complete a new Vendor Registration Package, including a Uniform Affidavit Packet (Affidavits Form), before they can be awarded a contract. The undersigned affirms that the Affidavit form submitted with the Vendor Registration Package is current, complete and accurate for each affidavit listed below.

Contract No. _____ Federal Employer Identification Number (FEIN): _____

Contract Title: _____
 THE PROPOSER TO THE TERMS OF ITS OFFER.

Affidavits and Legislation/ Governing Body

1	Miami-Dade County Ownership Disclosure Sec. 2-8.1 of the County Code	6.	Miami-Dade County Obligation to County Section 2-8.1 of the County Code
2	Miami-Dade County Employment Disclosure County Ordinance No. 90-133, amending Section 2.8-1(d)(2) of the County Code	7.	Miami-Dade County Code of Business Ethics Article 1, Section 2-8.1(i) and 2-11(b)(1) of the County Code through (6) and (9) of the County Code and County Ordinance No 00-1 amending Section 2-11.1(c) of the County Code
3	Miami-Dade Employment Drug-free Workplace Certification Section 2-8.1.2(b) of the County Code	8.	Family Leave Article V of Chapter 11 of the County Code
4	Miami-Dade Disability Non-Discrimination Article 1, Section 2-8.1.5 (AA) Resolution R182-00 amending R-385-95	9.	Living Wage Section 2-8.9 of the County Code
5	Miami-Dade County Debarment Disclosure Section 10.38 of the County Code	10	Domestic Leave and Reporting Article 8, Section 11A-60 11A-67 of the County Code

_____	_____	_____
Printed Name of Affiant	Printed Title of Affiant	Signature of Affiant
_____		_____
Name of Firm		Date
_____	_____	_____
Address of Firm	State	Zip Code

Notary Public Information

Notary Public - State of _____ County of _____

Subscribed and sworn to (or affirmed) before me this _____ day of, _____ 20_____.

By _____ He or she is personally known to me or has produced identification

Type of identification produced _____

_____	_____
Signature of Notary Public	Serial Number
_____	_____
Print or Stamp of Notary Public	Notary Public Seal
_____	_____
Expiration Date	

APPENDIXES

PUBLIC HOUSING AND COMMUNITY DEVELOPMENT

The following attached Appendixes are become part of this RFQ:

- APPENDIX A – HUD Document 0099-2 ; SECTION 3 OF HUD ACT OF 1968
- APPENDIX B – Form HUD-5369-B : HUD Instructions to Offerors Non-construction
- APPENDIX C – Form HUD-5369-C ; HUD Certifications and Representations of Offerors Non- Construction
- APPENDIX D – Form HUD-5370-C ; HUD General Conditions for Non Construction Contracts