

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

Rev 1

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

Re-Bid
 Other

LIVING WAGE APPLIES: ___ YES NO

Requisition/Project No: ROEL1300003

TERM OF CONTRACT: 5 Years

Requisition/Project Title: Accessibility Products for Miami- Dade Election Department

Description: To Purchase Accessibility Products for people with disabilities

User Department(s) Elections
 Issuing Department: ISD, PMSD
 Estimated Cost: \$162,500

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

ANALYSIS

Commodity/Service No: <u>550-66, 550-78, 560-45, 578-35</u>		SIC:	
Trade/Commodity/Service Opportunities			
Contract/Project History of Previous Purchases For Previous Three (3) Years Check Here <input type="checkbox"/> if this is a New Contract/Purchase with no Previous History			
<u>EXISTING</u>		<u>2ND YEAR</u>	<u>3RD YEAR</u>
Contractor:			
Small Business Enterprise:			
Contract Value:			
Comments:			
Continued on another page (s): ___ Yes <input checked="" type="checkbox"/> No			

RECOMMENDATIONS

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

Basis of Recommendation:

Signed: *Constance Thame*

Date to DBD: 4/30/13

Date Returned to DPM: _____

RECEIVED
 DEPT. BUSINESS DEV.
 2013 APR 30 PM 3:04



BID NO.: draft

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

MIAMI-DADE COUNTY, FLORIDA

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

TITLE:

ACCESSIBILITY PRODUCTS

FOR INFORMATION CONTACT:

Constance Thame, 305-375-1078, cthame@miamidade.gov

IMPORTANT NOTICE TO BIDDERS:

- **READ THIS ENTIRE DOCUMENT, THE GENERAL TERMS AND CONDITIONS, AND HANDLE ALL QUESTIONS IN ACCORDANCE WITH THE TERMS OUTLINED IN PARAGRAPH 1.2(D) OF THE GENERAL TERMS AND CONDITIONS.**
- **FAILURE TO SIGN BID SUBMITTAL FORM IN SECTION 4 WILL RENDER YOUR BID NON-RESPONSIVE**

**MIAMI-DADE COUNTY
INTERNAL SERVICES DEPARTMENT
PROCUREMENT MANAGEMENT DIVISION**



MIAMI-DADE COUNTY, FLORIDA

INVITATION TO BID

Bid Number:

Bid Title: Accessibility Products

Procurement Officer: Constance Thame, CPPB

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

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

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

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

NOTICE TO ALL BIDDERS:

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

MIAMI-DADE COUNTY
INTERNAL SERVICES DEPARTMENT
PROCUREMENT MANAGEMENT DIVISION

SECTION 1
GENERAL TERMS AND CONDITIONS

ACCESSIBILITY PRODUCTS

All general terms and conditions of Miami-Dade County Procurement Contracts for Invitations to Bid are posted online. Persons and Companies that receive an award from Miami-Dade County through Miami-Dade County's competitive procurement process must anticipate the inclusion of these requirements in the resultant Contract. These standard general terms and conditions are considered non-negotiable subject to the County's final approval.

All applicable terms and conditions pertaining to this solicitation and resultant contract may be viewed online at the Miami-Dade County Procurement Management website by clicking on the below link:

<http://www.miamidade.gov/procurement/library/general-terms-and-conditions-itb.pdf>

SECTION 2
SPECIAL CONDITIONS

ACCESSIBILITY PRODUCTS

2.1 PURPOSE:

The purpose of this solicitation is to establish a contract for the purchase of Accessibility Products for people with disabilities in conjunction with Miami-Dade County Elections Department on an as needed basis.

2.2 TERM OF CONTRACT:

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

2.4 METHOD OF AWARD:

Award of this contract will be made to two (2) responsive, responsible Bidders who submit an offer on all items listed in the solicitation and whose offer represents the lowest price when all items are added in the aggregate. While the method of award prescribes the method for determining the lowest responsive, responsible Bidder, the County will award this contract to the designated lowest Bidder as the Primary awarded Bidder and will award this contract to the designated second lowest Bidder as the Secondary awarded Bidder respectively. If the County exercises this right, the Primary awarded Bidder shall have the primary responsibility to initially perform to deliver the goods identified in this contract. If the Primary awarded Bidder fails to perform it may be terminated for default and the County shall have the option to seek the identified goods from the Secondary awarded Bidder.

Award to multiple Bidders is made for the convenience of the County and does not exempt the Primary awarded Bidder from fulfilling its contractual obligations. Failure of any Bidder to perform in accordance with the terms and conditions of the contract may result in the Bidder being deemed in breach of contract. The County may terminate the contract for default and charge the Bidder re-procurement costs, if applicable.

2.5 PRICES:

The prices proposed by the awarded Bidder(s) shall remain fixed for a period of one (1) year after the commencement of the contract. After this period, the bidder may submit a price adjustment request annually to the County based on the most recent annual index of the following: **Consumer Price Index (CPI), All Urban Consumers, All Items, Miami/Ft. Lauderdale Area.**

It is the awarded Bidder's responsibility to request any price adjustment under this provision. For any adjustment to be considered it must be submitted 90 days prior to expiration of the then one (1) year period. If no price adjustment request is received from the awarded Bidder(s), the County will assume that the awarded Bidder(s) has agreed to continue the contract at the then current rate.

The County reserves the right to negotiate lower pricing for any subsequent one year (1) period based on market research information or other factors that influence price. The

SECTION 2
SPECIAL CONDITIONS

County reserves the right to apply any reduction in pricing for the one (1) year period based on the downward movement of the applicable index.

The County reserves the right to reject any price adjustments submitted by the Bidder.

2.6 METHOD OF PAYMENT:

The awarded Bidder(s) shall submit an invoice(s) to the County user department(s) after purchase has been completed, whether the specific item(s) were picked up by authorized County personnel or delivered to the site by the awarded Bidder(s). In addition to the general invoice requirements set forth below, the invoices shall reference the corresponding delivery ticket number or packing slip number that was signed by an authorized representative of the County user department at the time the items were delivered and accepted. Submittal of these periodic invoices shall not exceed thirty (30) calendar days from the delivery of the items. Under no circumstances shall the invoices be submitted to the County in advance of the delivery and acceptance of the items. All other general invoice requirements apply as outlined in Section 1, Paragraph 1.34 of the general terms and conditions.

2.7 CONTACT PERSONS:

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

2.8 AVAILABILITY OF CONTRACT TO OTHER COUNTY DEPARTMENTS

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

2.9 ITEMS MAY BE ADDED OR DELETED

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

2.10 "EQUAL" PRODUCT CAN BE CONSIDERED UPON RECEIPT OF SPECIFIED DATA:

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

SECTION 2
SPECIAL CONDITIONS

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

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

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

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

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

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

SECTION 3
TECHNICAL SPECIFICATIONS

ACCESSIBILITY PRODUCTS

3.1 SCOPE:

The purpose of this solicitation is to establish a contract for the purchase of Accessibility Products for people with disabilities in conjunction with Miami-Dade County Elections Department. All items purchased through this solicitation must comply 2010 Standards for Accessible Design (2010 Standards) 2010 Florida Accessibility Code, Uniform Federal Accessibility Standards (UFAS), Fair Housing Act Design Manual, and the Help America Vote Act (HAVA) of 2002 as applicable. Additional information may be accessed by visiting the following websites:

http://www.ada.gov/2010ADAstandards_index.htm

<http://www.access-board.gov/ufas/ufas-html/ufas.htm>

<http://www.paraquad.org/issues-advocacy/federal-disability-laws/fair-housing-act>

3.2 ITEM DESCRIPTIONS:

1. Portable electronic wireless communication system capable of penetrating buildings to signal the presence of a voter awaiting assistance to access the polling place.
Specifications: The equipment should possess a range of one hundred and fifty (150) to six hundred (600) feet and include a carrying case.
Manufacturer: Inclusion Solutions, Part No. BCBASIC, or approved equal.
2. Portable woven plastic mat.
Specifications: twenty-seven (27) feet long by forty-two (42) inches wide.
Manufacturer: Inclusion Solution, Part No. AM27, or approved equal.
3. One (1) inch aluminum threshold ramp with non-skid surface.
Specifications: One inch (1") by thirty-four (34) inches wide.
Manufacturer: Inclusion Solutions, Part No. TR10, or approved equal.
4. One point Five (1.5) inches aluminum threshold ramp with non-skid surface.
Specifications: One point five (1.5) inches by thirty-four (34) inches wide.
Manufacturer: Inclusion Solutions, Part No. TR15, or approved equal.
5. Two (2) inches aluminum threshold ramp with non-skid surface.
Specifications: Two (2) inches by thirty-four (34) inches wide.
Manufacturer: Inclusion Solutions, Part No. TR20, or approved equal.
6. Two (2) inch rubber threshold ramp
Specifications: Two (2) inches by forty-two (42) inches wide.
Manufacturer: Inclusion Solutions, Part No. TWRW2, or approved equal.
7. Three (3) feet long by thirty-six (36) inches wide portable pathway ramp without handrails, constructed of durable aluminum with non-skid surface an capable of withstanding a weight of eight hundred and fifty (850) pounds with a carry weight of thirty (30) pounds.
Manufacturer: Inclusion Solutions, Part No. PR3N, or approved equal.

SECTION 3
TECHNICAL SPECIFICATIONS

ACCESSIBILITY PRODUCTS

8. Four (4) feet portable pathway ramp without handrails.
Specifications: Seamless non-skid driving surface constructed of durable aluminum; Four (4) feet long by thirty-six (36) inches wide, capable of withstanding a weight of eight hundred fifty (850) pounds with a carry weight of forty-two (42) pounds.
Manufacturer: Inclusion Solutions, Part No. PR4N, or approved equal.
9. Five (5) feet portable pathway ramp without handrails.
Specifications: Seamless non-skid driving surface constructed of durable aluminum; Five (5) feet long by thirty-six (36) inches wide, capable of withstanding a weight of eight hundred fifty (850) pounds with a carry weight sixty (60) pounds.
Manufacturer: Inclusion Solutions, Part No. PR5N, or approved equal.
10. Self-contained durable plastic suitcase voting booth with soft curtain, storage case and aluminum legs.
Specifications: overall height: Fifty-four point two five (54.25) inches, weight: sixteen (16) pounds, writing surface height: Thirty-three point seven five (33.75) inches and case dimensions: Twenty-six point five (26.5) inches by twenty-four point five (24.5) inches by five point two five (5.25) inches.
Manufacturer: Inclusion Solutions, Part No. M2A, or approved equal.
11. Training video on how to assist disabled voters at polling place.
Manufacturer: Inclusion Solutions, Part No. VIDTRA, or approved equal.
12. Twelve (12) inches Orange Traffic Cone.
Manufacturer: Inclusion Solutions, Part No. 12PVC-F, or approved equal.
13. Parking sign which reads "Voter Parking" in letters and shows disabled wheelchair symbol.
Specifications: Seventeen (17) inches by ten (10) inches wide.
Manufacturer: Inclusion Solutions, Part No. S17, or approved equal.
14. Two-sided sign which reads "Alternate Entrance" with left and right arrow to accessible entrance with disabled wheelchair symbol.
Manufacturer: Inclusion Solutions, Part No. S90, or approved equal.
15. Weighted post and base for sign with a fixed height of thirty two (32) inches without sign).
Manufacturer: Inclusion Solutions, Part No. P02, or approved equal.
16. Three (3) inches button which reads "Need Assistance? - Please ask me" and shows handicap logo.
Manufacturer: Inclusion Solutions, Part No. ASBU, or approved equal.
17. Frame signs, Durable open-piece upright sign are weatherproof, forty-five (45) inches high by twenty-five (25) inches wide. Sign face dimension: thirty-five (35) inches high by twenty-three (23) inches wide. Signs attach with velcro and handles. Weight: eighteen (18) pounds.
Manufacturer: Inclusion Solutions, Part No. SUS2, or approved equal.

SECTION 3
TECHNICAL SPECIFICATIONS

ACCESSIBILITY PRODUCTS

18. Distance measuring wheel which measures sizes of parking spaces and other distances for accessibility. Counter reading limit: Ten Thousand (10,000) feet. Manufacturer: Inclusion Solutions, Part No. ADS01, or approved equal.
19. Deluxe Survey Tools Kits which includes smart tool level, door hardware evaluation guide, ADA tape measure, and door pressure gauge with hook, resource materials on CD-ROM, and sample in custom carrying case. Manufacturer: Inclusion Solutions, Part No. MKDLX, or approved equal.
20. Portable doorbell alert system.
Specifications: one thousand (1,000) - one thousand five hundred (1,500) foot range. System includes: wireless bell, strobe light receiver, oversized touchpad, mounting post and base, signage reading "Ring Bell for Voting Assistance" and durable hard case. Manufacturer: Inclusion Solutions, Part No. BCMax, or approved equal.
21. Six (6) feet suitcase ramp with handles and self-adjusting bottom transition plate. Specifications: Thirty (30) inches wide, non-skid. Carry weight: twenty six (26) pounds, capable of withstanding a weight of eight hundred (800) pounds. Folding size: seventy-two (72) inches by fifteen (15) inches by four (4) inches. Manufacturer: Inclusion Solutions, Part No. SR6, or approved equal.
22. Twenty-four (24) hard polyethylene mat.
Specifications: Thirty-six (36) inches wide path, twenty-four (24) feet long, includes connectors. Manufacturer: Inclusion Solutions, Part No. VM3824, or approved equal.
23. Polling place survey training video. This video discusses the process for surveying polling place access under HAVA and ADA standards and includes manual. Manufacturer: Inclusion Solutions, Part No. VIDSUR, or approved equal.
24. Disability awareness kit. Innovative kit provides poll worker training to simulate various Disabilities and includes dyslexia/DD simulation, arthritis gloves, role playing cards and training guide. Manufacturer: Inclusion Solutions, Part No. DISTRAINKIT, or approved equal.
25. Lite Ramp with 1.5 rise creates sixty (60) inches by sixty (60) inches level landing and turning radius. One (1) ramped edge plus two sides with edge protection. Manufacturer: Inclusion Solutions, Part No. LR15LITE, or approved equal.
26. Ramp with three (3) inches rise. Creates sixty (60) inches by sixty (60) inches level landing and turning radius. Three (3) ramped edges, Manufacturer: Inclusion Solutions, Part No. LR3, or approved equal.
27. Six (6) inches Curb Cut Ramp. Manufacturer: Inclusion Solutions, Part No. CC6, or approved equal.

**SECTION 4
BID SUBMITTAL FORM**

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

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



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

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

Issued by: ct ISD/PM Date Issued: 5 / /13 This Bid Submittal Consists of **Pages 7 thru 14 + Affidavits**

Sealed bids subject to the Terms and Conditions of this Invitation to Bid and the accompanying Bid Submittal. Such other contract provisions, specifications, drawings or other data as are attached or incorporated by reference in the Bid Submittal, will be received at the office of the Clerk of the Board at the address shown above until the above stated time and date, and at that time, publicly opened for furnishing the supplies or services described in the accompanying Bid Submittal Requirement.

**Title:
ACCESSIBILITY PRODUCTS**

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

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

DO NOT WRITE IN THIS SPACE	
ACCEPTED _____	HIGHER THAN LOW _____
NON-RESPONSIVE _____	NON-RESPONSIBLE _____
DATE B.C.C. _____	NO BID _____
ITEM NOS. ACCEPTED _____	
COMMODITY CODE: 550-66,550-78,560-45 & 578-35	
Procurement Contracting Officer: Constance Thame, CPPB	

FIRM NAME _____

RETURN ONE ORIGINAL AND TWO COPIES OF BID SUBMITTAL PAGES AND AFFIDAVITS.

FAILURE TO SIGN THE BID SUBMITTAL FORM IN SECTION 4 WILL RENDER YOUR BID NON-RESPONSIVE.

SECTION 4
 BID SUBMITTAL FOR:

ACCESSIBILITY PRODUCTS

FIRM NAME: _____

PRICES:

Refer to Section 3, Paragraph 3.2 of the specifications on all items listed below:

Item	Est. Qty. Five Years	Description	Unit Price
1	1	Portable electronic wireless communication system. Inclusion Solutions Part No. BCBASIC, or approved equal. Make and Model No. _____	\$_____ /Each
2	1	Portable woven plastic mat. Inclusion Solutions Part No. AM27, or approved equal. Make and Model No. _____	\$_____ /Each
3	1	One inch (1") aluminum threshold ram with non-skid surface. Inclusion Solutions Part No. TR10, or approved equal. Make and Model No. _____	\$_____ /Each
4	50	One point five inch (1.5) Aluminum threshold ramp with non-skid surface. Inclusion Solutions Part No. TR15, or approved equal. Make and Model No. _____	\$_____ /Each
5	1	Two (2) inches Aluminum threshold ramp with non-skid surface. Inclusion Solutions Part No. TR20, or approved equal. Make and Model No. _____	\$_____ /Each
6	1	Two (2) inches (rubber threshold ramp. Inclusion Solutions Part No. TWRW2, or approved equal. Make and Model No. _____	\$_____ /Each
7	1	Three (3') feet long by thirty-six inches (36) wide portable pathway ramp without handrails. Inclusion Solutions Part No. PR3N, or approved equal. Make and Model No. _____	\$_____ /Each

SECTION 4
 BID SUBMITTAL FOR:

ACCESSIBILITY PRODUCTS

FIRM NAME: _____

Item	Est. Qty. Five years	Description	Unit Price
8	1	Four (4) feet portable pathway ramp without handrails. Inclusion Solutions Part No. PR4N, or approved equal. Make and Model No. _____	\$_____ /Each
9	50	Five (5) feet portable pathway ramp without handrails. Inclusion Solutions Part No. PR5N, or approved equal. Make and Model No. _____	\$_____ /Each
10	1	Self-contained durable plastic suitcase voting booth. Inclusion Solutions Part No. M2A, or approved equal. Make and Model No. _____	\$_____ /Each
11	30	Training video on how to assist disabled voters at polling place. Inclusion Solutions Part No. VIDTRA, or approved equal. Make and Model No. _____	\$_____ /Each
12	200	Twelve (12) inches Orange Traffic Cone. Inclusion Solutions Part No. 12PVC-F, or approved equal. Make and Model No. _____	\$_____ /Each
13	50	Parking sign which reads "Voter Parking" in letters and shows disabled wheelchair symbol. Inclusion Solutions Part No. S17, or approved equal. Make and Model No. _____	\$_____ /Each
14	1	Two (2) sided sign which reads "Alternate Entrance", with left and right arrow to accessible entrance with disabled wheelchair symbol. Inclusion Solutions Part No. S90, or approved equal. Make and Model No. _____	\$_____ /Each

**SECTION 4
BID SUBMITTAL FOR:**

ACCESSIBILITY PRODUCTS

FIRM NAME: _____

Item	Est. Qty. Five years	Description	Unit Price
15	50	Weighted post and base for sign with a fixed height of thirty-two (32) inches (without sign). Inclusion Solutions Part No. P02, or approved equal. Make and Model No. _____	\$ _____ /Each
16	1	Three (3) inches button which reads "Need Assistance? Please ask me" and shows handicap logo. Inclusion Solutions Part No. ASBU, or approved equal. Make and Model No. _____	\$ _____ /Each
17	50	Frame signs, durable open-piece upright sign are weatherproof. Inclusion Solutions Part No. SUS2, or approved equal. Make and Model No. _____	\$ _____ /Each
18	80	Distance measuring wheel. Inclusion Solutions Part No. ADS01, or approved equal. Make and Model No. _____	\$ _____ /Each
19	1	Deluxe Survey Tools Kit. Inclusion Solutions Part No. MKDLX , or approved equal. Make and Model No. _____	\$ _____ /Each
20	10	Portable doorbell alert system. Inclusion Solutions Part No. BCMMax, or approved equal. Make and Model No. _____	\$ _____ /Each
21	20	Six (6) feet suitcase ramp with handles and self adjusting bottom transition plate. Inclusion Solutions Part No. SR6, or approved equal. Make and Model No. _____	\$ _____ /Each

SECTION 4
 BID SUBMITTAL FOR:

ACCESSIBILITY PRODUCTS

FIRM NAME: _____

Item	Est. Qty. Five years	Description	Unit Price
22	2	Twenty-four (24) feet hard polyethylene mat. Inclusion Solutions Part No. VM3824, or approved equal. Make and Model No. _____	\$ _____ /Each
23	2	Polling place survey training video. Inclusion Solutions Part No. VIDSUR, or approved equal. Make and Model No. _____	\$ _____ /Each
24	30	Disability awareness kit. Inclusion Solutions Part No. DISTRAINKIT, or approved equal. Make and Model No. _____	\$ _____ /Each
25	10	Lite ramp with one point (1.5) rise. Inclusion Solutions Part No. LR15LITE, or approved equal. Make and Model No. _____	\$ _____ /Each
26	10	Ramp with three (3) inches rise. Inclusion Solutions Part No. LR3, or approved equal. Make and Model No. _____	\$ _____ /Each
27	20	Six (6) inches Curb cut ramp. Inclusion Solutions Part No. CC6, or approved equal. Make and Model No. _____	\$ _____ /Each

SECTION 4
BID SUBMITTAL FOR:

ACCESSIBILITY PRODUCTS

ACKNOWLEDGEMENT OF ADDENDA

INSTRUCTIONS: COMPLETE PART I OR PART II, WHICHEVER APPLIES

PART I:

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

Addendum #1, Dated _____

Addendum #2, Dated _____

Addendum #3, Dated _____

Addendum #4, Dated _____

Addendum #5, Dated _____

Addendum #6, Dated _____

Addendum #7, Dated _____

Addendum #8, Dated _____

PART II:

NO ADDENDUM WAS RECEIVED IN CONNECTION WITH THIS BID

FIRM NAME: _____

AUTHORIZED SIGNATURE: _____

DATE: _____

TITLE OF OFFICER: _____

**Bid Title: ACCESSIBILITY PRODUCTS**

By signing this Bid Submittal Form the Bidder certifies that it satisfies all legal requirements (as an entity) to do business with the County, including all Conflict of Interest and Code of Ethics provisions in Section 2-11 of the Miami-Dade County Code. Any County employee or member of his or her immediate family seeking to contract with the County shall seek a conflict of interest opinion from the Miami-Dade County Ethics Commission prior to submittal of a Bid response or application of any type to contract with the County by the employee or his or her immediate family and file a copy of that request for opinion and any opinion or waiver from the Board of County Commissioners with the Clerk of the Board. The affected employee shall file with the Clerk of the Board a statement in a form satisfactory to the Clerk disclosing the employee's interest or the interest of his or her immediate family in the proposed contract and the nature of the intended contract at the same time as or before submitting a Bid, response, or application of any type to contract with the County. Also a copy of the request for a conflict of interest opinion from the Ethics Commission and any corresponding opinion, or any waiver issued by the Board of County Commissioners, must be submitted with the response to the solicitation.

In accordance with Sec. 2-11.1(s) of the County Code as amended, prior to conducting any lobbying regarding this solicitation, the Bidder must file the appropriate form with the Clerk of the Board stating that a particular lobbyist is authorized to represent the Bidder. Failure to file the appropriate form in relation to each solicitation may be considered as evidence that the Bidder is not a responsible contractor.

The Bidder confirms that this Bid is made without prior understanding, agreement, or connection with any corporation, firm, or person submitting a Bid for the same goods and/or services and in all respects is without collusion, and that the Bidder will accept any resultant award. Further, the undersigned acknowledges that award of a contract is contingent upon vendor registration. Failure to register as a vendor within the specified time may result in your firm not being considered for award.

Pursuant to Miami-Dade County Ordinance 94-34, any individual, corporation, partnership, joint venture or other legal entity having an officer, director, or executive who has been convicted of a felony during the past ten (10) years shall disclose this information at the time of bid or proposal submission.

Place a check mark here only if bidder has such conviction to disclose.

By executing this proposal through a duly authorized representative, the proposer certifies that the proposer is not on the Scrutinized Companies with Activities in Sudan List or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, as those terms are used and defined in sections 287.135 and 215.473 of the Florida Statutes. In the event that the proposer is unable to provide such certification but still seeks to be considered for award of this solicitation, the proposer shall execute the proposal through a duly authorized representative and shall also initial this space: _____. In such event, the proposer shall furnish together with its proposal a duly executed written explanation of the facts supporting any exception to the requirement for certification that it claims under Section 287.135 of the Florida Statutes. The proposer agrees to cooperate fully with the County in any investigation undertaken by the County to determine whether the claimed exception would be applicable. The County shall have the right to terminate any contract resulting from this solicitation for default if the proposer is found to have submitted a false certification or to have been placed on the Scrutinized Companies for Activities in Sudan List or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List.

LOCAL PREFERENCE CERTIFICATION: For the purpose of this certification, a "local business" is a business located within the limits of Miami-Dade County (or Broward County in accordance with the Interlocal Agreement between the two counties) that conforms with the provisions of Section 1.10 of the General Terms and Conditions of this solicitation and contributes to the economic development of the community in a verifiable and measurable way. This may include, but not be limited to, the retention and expansion of employment opportunities and the support and increase to the County's tax base.

Place a check mark here only if affirming bidder meets requirements for Local Preference. Failure to complete this certification at this time (by checking the box above) may render the vendor ineligible for Local Preference.

LOCALLY-HEADQUARTERED BUSINESS CERTIFICATION: For the purpose of this certification, a "locally-headquartered business" is a Local Business whose "principal place of business" is in Miami-Dade County, as defined in Section 1.10 of the General Terms and Conditions of this solicitation.

Place a check mark here only if affirming bidder meets requirements for the Locally-Headquartered Preference (LHP). Failure to complete this certification at this time (by checking the box above) may render the vendor ineligible for the LHP. The address of the locally-headquartered office is _____.



LOCAL CERTIFIED SERVICE-DISABLED VETERAN BUSINESS ENTERPRISE CERTIFICATION: A Local Certified Service-Disabled Veteran Business Enterprise is a firm that is (a) a local business pursuant to Section 2-8.5 of the Code of Miami-Dade County and (b) prior to bid submission is certified by the State of Florida Department of Management Services as a service-disabled veteran business enterprise pursuant to Section 295.187 of the Florida Statutes.

Place a check mark here only if affirming bidder is a Local Certified Service-Disabled Veteran Business Enterprise. A copy of the certification must be submitted with this proposal.

COUNTY USER ACCESS PROGRAM (UAP): Joint purchase and entity revenue sharing program

For the County's information, the bidder is requested to indicate, at 'A' and 'B' below, its general interest in participating in the Joint Purchase Program of the County User Access Program (UAP) described in Section 1.35 of this contract solicitation, if that section is present in this solicitation document. Bidder participation in the Joint Purchase portion of the UAP is voluntary, and the bidder's expression of general interest at 'A' and 'B' below is for the County's information only and shall not be binding on the bidder.

A. If awarded this County contract, would you be interest in participating in the Joint Purchase portion of the UAP with respect to other governmental, quasi-governmental or not-for-profit entities located within the geographical boundaries of Miami-Dade County?

Yes _____ No _____

B. If awarded this County contract, would you be interested in participating in the Joint Purchase portion of the UAP with respect to other governmental, quasi-governmental or not-for-profit entities located outside the geographical boundaries of Miami-Dade County?

Yes _____ No _____

Firm Name: _____

Street Address: _____

Mailing Address (if different): _____

Telephone No.: _____ Fax No.: _____

Email Address: _____ FEIN No. _/_-/_/_/_/_/_/_

Prompt Payment Terms: ___% ___ days net ___ days (Please see paragraph 1.2 H of General Terms and Conditions)

Signature: _____ (Signature of authorized agent)

*"By signing this document the bidder agrees to all Terms and Conditions of this Solicitation and the resulting Contract."

Print Name: _____ Title: _____

THE EXECUTION OF THIS FORM CONSTITUTES THE UNEQUIVOCAL OFFER OF PROPOSER TO BE BOUND BY THE TERMS OF ITS PROPOSAL. FAILURE TO SIGN THIS SOLICITATION WHERE INDICATED ABOVE BY AN AUTHORIZED REPRESENTATIVE SHALL RENDER THE PROPOSAL NON-RESPONSIVE. THE COUNTY MAY, HOWEVER, IN ITS SOLE DISCRETION, ACCEPT ANY PROPOSAL THAT INCLUDES AN EXECUTED DOCUMENT WHICH UNEQUIVOCALLY BINDS THE PROPOSER TO THE TERMS OF ITS OFFER.



APPENDIX

AFFIDAVITS **FORMAL BIDS**

