

DEPARTMENTAL INPUT

CONTRACT/PROJECT MEASURE ANALYSIS AND RECOMMENDATION

☐ New
 ☐ OTR
 ☐ Sole Source
 ☐ Bid Waiver
 ☐ Emergency
 Previous Contract/Project No.

RTQ-01540

IB5709-0/16 and 9551-1/21-1

X Re-Bid ☐ Other

LIVING WAGE APPLIES: ☐ YES NO X

Requisition No./Project No.: RQID2000054 TERM OF CONTRACT 5 YEAR(S) WITH 0YEAR(S) OTR

Requisition /Project Title: Floor Cleaning Machine- Purchase and Repair Services

Description:

This Request to Qualify (RTQ) will establish a Prequalified Pool of Vendors (Pool) that will be used to solicit Floor Cleaning Machine, repair service and parts for Miami-Dade County (County). Placement in the Pool is **not** a contract between the County and the Vendor, but an acknowledgement that the Vendor meets the qualifications as outlined throughout this RTQ. Vendor Submittals are accepted throughout the term of the RTQ for placement in such Pool.

Issuing Department: **ISD-Procurement**

Contact Person: **Mary Hammett**

Phone: **375-5471**

Estimate Cost: \$,194,218.76

Funding Source: GENERAL, FEDERAL, OPERATING, and

PROPRIETARY

ANALYSIS

Commodity Codes:	934-29	490-39			
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.					
	EXISTING	Term	3RD YEAR		
Contractor:	Rex Chemical Corp.				
Contractor:	Verit IV Operating Company				
Contractor:	Caldwell Cleaning LLC				
Contractor:	Grainger				
Contractor:	Industrial Cleaning Equipment				
Contractor:	Nilfisk Inc				
Contractor:	Savannah Cleaning systems Inc.				
Contractor:	Pyramid School Products				
Contractor:	Rex Chemical Corp.				
Contractor:	Tool Place Corporation				
Contractor:	All Florida Paper LLC				
Contractor:	South Florida Janitorial Pool				
Contractor:	East Continental Supplies LLC				
Small Business Enterprise:					
Contract Value:	\$ 971,865	\$	\$		

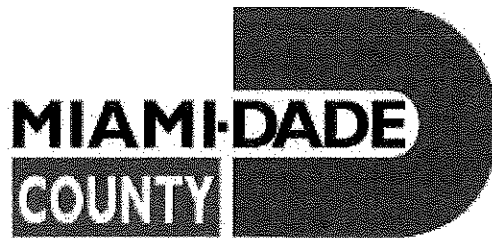
Comments:				
Continued on another page (s): <input type="checkbox"/> YES <input type="checkbox"/> NO				
<u>RECOMMENDATI</u>				
	Set-aside	Sub-contractor goal	Bid preference	Selection factor
SBE				
Basis of recommendation:				
Signed: Mary Hammett		Date sent to DBD: 2/19/20		
		Date returned to DPM:		

Revised April 2005

Solicitation RTQ-01540

Floor Cleaning Machines - Purchase and Repair Services

Solicitation Designation: Public



Miami-Dade County

Solicitation RTQ-01540

Floor Cleaning Machines - Purchase and Repair Services

Solicitation Number RTQ-01540
Solicitation Title Floor Cleaning Machines - Purchase and Repair Services

Solicitation Start Date In Held
Solicitation End Date Mar 18, 2020 6:00:00 PM EDT
Question & Answer End Date Mar 11, 2020 12:00:00 PM EDT

Solicitation Contact Mary Hammett
mhammet@miamidade.gov

Solicitation Contact Jessica Tyrrell
Procurement Contracting Manager
ISD
tyrrell@miamidade.gov

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

Solicitation Comments This Request to Qualify (RTQ) will establish a Prequalified Pool of Vendors (Pool) that will be used to solicit Floor cleaning Machine, Repair Service and Parts for Miami-Dade County (County). Placement in the Pool is not a contract between the County and the vendor, but an acknowledgement that the Vendor meets the qualifications as outlined throughout the RTQ. Vendor Submittals are accepted throughout the term of the RTQ for placement in such Pool.

Item Response Form

Item RTQ-01540--01-01 - FLOOR CLEANING MACHINE, REPAIR SERVICE, AND PARATS

Quantity 1 each

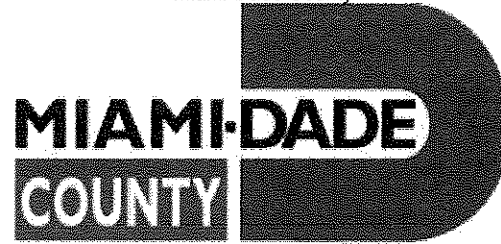
Prices are not requested for this item.

Delivery Location Miami-Dade County
No Location Specified

Qty 1

Description

FLOOR CLEANING MACHINE, REPAIR SERVICE, AND PARTS



MIAMI-DADE COUNTY, FLORIDA

R E Q U E S T T O Q U A L I F Y
(R T Q)

NOTICE TO ALL VENDORS:

To establish the pool of prequalified vendors, the County will accept electronic submittals through a secure mailbox at BidSync (www.bidsync.com) until the end date and time indicated in this solicitation document. There is no cost to the vendor submitting a response to a Miami-Dade County solicitation via BidSync. Electronic 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. To offer a submittal through BidSync, all information and documents must be fully entered, uploaded, acknowledged ("Confirm") and recorded into BidSync before the BidSync Solicitation End Date.

To request information prior to the BidSync Question & Answer End Date, use the question/answer feature provided within the solicitation by BidSync at www.bidsync.com. Material changes, if any, to the solicitation will only be transmitted by written addendum. (See addendum section of BidSync site).

Vendors in the Pool will be invited to participate in future spot market competitions, as needed. The spot market competition may be in the form of an ITQ or WOPR that will include the specific goods and/or services required, and applicable provisions. Spot Market Competitions may not be restricted to vendors in this Pool; however, vendors must have a Complete Submittal to be awarded a contract pursuant to this Pool.

Vendors must anticipate the inclusion of the General Terms and Conditions of Miami-Dade County Procurement Contracts in all contracts resulting from spot market competitions. These general terms and conditions are considered non-negotiable. All current applicable terms and conditions pertaining to a resultant contract may be viewed online at the Miami-Dade County Strategic Procurement Division's webpage:

<http://www.miamidade.gov/procurement/library/boilerplate/general-terms-and-conditions-r19-1.pdf>.

The following Section 1 General Terms and Conditions provisions shall not apply to federally funded projects: Local Preferences, User Access Program (UAP) Fee, Small Business Enterprises (SBE) Measure, Local Certified Service-Disabled Veteran's Business Enterprise Preference, First Source Hiring Referral Program, Prompt Payment Terms, and Office of Inspector General Fee.

SECTION 2

SPECIAL TERMS AND CONDITIONS

2.1 PURPOSE

This Request to Qualify (RTQ) will establish a Prequalified Pool of Vendors (Pool) that will be used to solicit for floor cleaning machines and associated parts and repair services for Miami-Dade County (County). Placement in the Pool is not a contract between the County and the Vendor, but an acknowledgement that the Vendor meets the qualifications as outlined throughout this RTQ. Vendor Submittals are accepted throughout the term of the RTQ for placement in such Pool.

2.2 DEFINITIONS

Invitation to Quote (ITQ) – Shall refer to the solicitation of quotes from the Pool for specific goods and/or services; and awarded based on lowest price, or other quantifiable criteria.

Prequalified Pool of Vendors (Pool) – Shall refer to business entities/individuals determined by the County's Internal Services Department, Strategic Procurement Division, as meeting the minimum standards of business competence, financial ability, and/or product quality for placement in the Pool, and which may submit quote or proposal, at the time of need.

Vendor – Shall refer to a business entity/individual responding to this RTQ.

Submittal - Shall refer to all information, attachments and forms submitted in response to this RTQ.

Work Order Proposal Request (WOPR) – Shall refer to the solicitation of offers from the Prequalified Pool of Vendors for specific goods and/or services; and evaluated and awarded based on best value.

2.3 TERM

The Pool shall be established on the first calendar day of the month succeeding approval by the Board of County Commissioners, or designee, unless otherwise stipulated in the Blanket Purchase Order issued by the Internal Services Department, Strategic Procurement Division. The Pool shall expire on the last day of the last month of the five-year term.

2.4 QUALIFICATION CRITERIA

Vendor(s) shall meet the following criteria to be considered for placement in the Pool, and for participation in future competition for the following groups:

Group A Purchase of Floor Cleaning Machines and Parts

Group B Repair Services for Floor Cleaning Machines

2.4.1 QUALIFICATIONS FOR GROUP A

1. Vendor(s) shall provide two signed professional references on the reference company's letterhead, to demonstrate that Vendor is regularly engaged in the business of providing floor cleaning machines and/or floor cleaning machine parts. The County must be able to ascertain from Vendor provided references, to its satisfaction, at the County's sole discretion, that Vendor holds sufficient experience providing floor cleaning machines and/or floor cleaning machine parts.
2. Vendor(s) must be the manufacturer or manufacturer's authorized agent, dealer, representative or distributor for floor cleaning machine(s). Vendor(s) shall submit letter(s) from the manufacturers to the County or be listed as an authorized agent, dealer, representative or distributor on the manufacturer's website.

3. Vendor(s) shall provide the contact information of a designated representative to provide the County with support and information concerning orders placed. Vendor(s) shall provide the representative's name, phone number, and email address.

2.4.2 QUALIFICATIONS FOR GROUP B

1. Vendor(s) shall provide two signed professional references on the referenced company's letterhead, to demonstrate that Vendor is regularly engaged in the business of providing repair services for floor machines. The County must be able to ascertain from Vendor provided references, to its satisfaction, at the County's sole discretion, that Vendor holds sufficient experience providing repair services for floor cleaning machines.
2. Vendor(s) shall provide the contact information of a designated representative to provide the County with support and information concerning orders placed. Vendor(s) shall provide the representative's name, phone number, and email address.

Vendor(s) shall provide all of the specified information, documents and attachments listed above with their Submittal as proof of compliance with the requirements of this RTQ. However, the County may, at its sole discretion and in its best interest, allow Vendors to complete, supplement or supply the required documents throughout the term of the RTQ. It shall be the sole right of the County to determine the number of Vendors which will be included in the Pool. During the term of the RTQ, the County reserves the right to add or delete Vendors as it deems necessary, and in its best interest.

2.5 INSURANCE

Insurance is **not** required in order to be prequalified under this RTQ. Insurance requirements will be detailed in the subsequent ITQ or WOPR.

2.6 SPOT MARKET QUOTES

Vendors in the Pool will be invited to participate in future spot market competition, as needed. The spot market competition will be in the form of an ITQ or WOPR that will include the specific goods and/or services required, and may include provisions, as applicable, such as:

- Small Business Enterprise (SBE) Measures
- Warranty Requirements
- Liquidated Damages
- Living Wage

For federally funded projects/programs, additional provisions may apply in accordance with the funding source. The following provisions from Section 1, General Terms and Conditions shall be exempted from such solicitations, as indicated in the ITQ or WOPR.

- Local Preferences
- User Access Program (UAP) Fee
- SBE Measures
- Local Certified Veteran Business Enterprise Preference
- First Source Hiring Referral Program
- SBE Prompt Payment Terms
- Office of Inspector General Fee

SECTION 3
SCOPE OF WORK/TECHNICAL SPECIFICATIONS

3.1 SCOPE OF WORK

Vendors shall provide the County with floor cleaning machines, parts and repair services within the corresponding groups.

3.2 FLOOR CLEANING MACHINES/PARTS/REPAIR SERVICES TO BE PROVIDED

Group A: Floor cleaning machines and parts may include but are not limited to: canister vacuum cleaners, upright vacuum cleaners, carpet extractors, shampooers, floor strippers, burnishers, buffers, pressure washers (portable or stationary), sweepers (walk-behind or riders), scrubbers (walk-behind or riders), hoses, brushes, belts, batteries, charges, bearings, plugs, drive components, electrical components, squeegees, gaskets, plugs, vacuum motors, wheels/tires, valves, etc.

Group B: Floor cleaning machine repair services may include but are not limited to: replacement of belts/hoses/batteries/other parts, maintenance services, calibration, etc. Repair services may also include parts as necessary to complete the repair.

SECTION 4 SUBMITTAL FORM

QUALIFICATION CRITERIA		
Refer to Section 2.4, Qualification Criteria to ensure that Vendors comply with solicitation requirements.		Documents Attached Check Box
Reference	Vendor Requirements Group A - Purchase of Floor Cleaning Machines and Parts	
2.4.1 (1)	Vendor(s) shall provide two signed professional references on the reference company's letterhead, to demonstrate that Vendor is regularly engaged in the business of providing floor cleaning machines and/or floor cleaning machine parts. The County must be able to ascertain from Vendor provided references, to its satisfaction, at the County's sole discretion, that Vendor holds sufficient experience providing floor cleaning machines and/or floor cleaning machine parts.	<input type="checkbox"/>
2.4.1 (2)	Vendor(s) must be the manufacturer or manufacturer's authorized agent, dealer, representative or distributor for floor cleaning machine(s). Vendor(s) shall submit letter(s) from the manufacturers to the County or be listed as an authorized agent, dealer, representative or distributor on the manufacturer's website.	<input type="checkbox"/>
2.4.1 (3)	<p>Vendor(s) shall provide the contact information of a designated representative to provide the County with support and information concerning orders placed. Vendor(s) shall provide the representative's name, phone number, and email address.</p> <p>Representative Name: _____</p> <p>Phone Number: _____</p> <p>E-Mail Address: _____</p>	
Reference	Vendor Requirements Group B - Repair Services for Floor Cleaning Machines	
2.4.2 (1)	Vendor(s) shall provide two signed professional references on the referenced company's letterhead, to demonstrate that Vendor is regularly engaged in the business of providing repair services for floor machines. The County must be able to ascertain from Vendor provided references, to its satisfaction, at the County's sole discretion, that Vendor holds sufficient experience providing repair services for floor cleaning machines.	<input type="checkbox"/>
2.4.2 (2)	<p>Vendor(s) shall provide the contact information of a designated representative to provide the County with support and information concerning orders placed. Vendor(s) shall provide the representative's name, phone number, and email address.</p> <p>Representative Name: _____</p> <p>Phone Number: _____</p> <p>E-Mail Address: _____</p>	



Submittal Form

Solicitation No.

Solicitation Title:

Bidder's Legal Company Name (include d/b/a if applicable): <input type="text"/>		Bidder's Federal Tax Identification Number: <input type="text"/>	
If Corporation - Date Incorporated/Organized: <input type="text"/>		State Incorporated/Organized: <input type="text"/>	
Company Operating Address: <input type="text"/>	City <input type="text"/>	State <input type="text"/>	Zip Code <input type="text"/>
Miami-Dade County Address (if applicable): <input type="text"/>	City <input type="text"/>	State <input type="text"/>	Zip Code <input type="text"/>
Company Contact Person: <input type="text"/>		Email Address: <input type="text"/>	
Phone Number (include area code): <input type="text"/>		Company's Internet Web Address: <input type="text"/>	

Pursuant to Section 2-8.6 of the Code of Miami-Dade County (County), 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.

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 affirm this certification at this time may render the Bidder ineligible for Local Preference.**

IN ACCORDANCE WITH CFR 200.319(b), LOCAL PREFERENCE SHALL NOT APPLY TO FEDERALLY FUNDED PURCHASE.

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 the requirements for the Locally-Headquartered Preference (LHP). **Failure to affirm certification at this time may render the Bidder ineligible for the LHP.**

The address of the Locally-Headquartered office is:

IN ACCORDANCE WITH CFR 200.319(b), LOCALLY-HEADQUARTERED BUSINESS PREFERENCE SHALL NOT APPLY TO FEDERALLY FUNDED PURCHASE.

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 Bidder is a Local Certified Veteran Business Enterprise. **A copy of the certification must be submitted with the bid.**

IN ACCORDANCE WITH CFR 200.319(b), LOCAL CERTIFIED VETERAN BUSINESS ENTERPRISE PREFERENCE SHALL NOT APPLY TO FEDERALLY FUNDED PURCHASE.

SMALL BUSINESS ENTERPRISE CONTRACT MEASURES (if applicable):

A Small Business Enterprise (SBE) must be certified by the Division of Small Business Development (SBD) 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 SBD 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.

☐ Place a check mark here **only** if affirming Bidder is a Miami-Dade County Certified Small Business Enterprise.

IN ACCORDANCE WITH CFR 200.319(b), SMALL BUSINESS ENTERPRISE MEASURES SHALL NOT APPLY TO FEDERALLY FUNDED PURCHASE

SCRUTINIZED COMPANIES WITH ACTIVITIES IN SUDAN LIST, THE SCRUTINIZED COMPANIES WITH ACTIVITIES IN THE IRAN PETROLEUM ENERGY SECTOR LIST, OR THE SCRUTINIZED COMPANIES THAT BOYCOTT ISRAEL 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, or the Scrutinized Companies that Boycott Israel List, as those terms are used and defined in Sections 287.135, 215.473, and 215.4725 of the Florida Statutes. 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, the Scrutinized Companies with Activities in the Iran Petroleum Energy Section List, or the Scrutinized Companies that Boycott Israel List.

OR

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 through a duly authorized representative and shall **also initial** this space: _____. In this event, the Bidder shall furnish together with its bid a duly executed written explanation of the facts supporting any exception to the requirement for certification that it claims under Section 287.135 and/or 215.4725 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 could be applicable.

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:

Bidder's Authorized Representative's Signature: _____ *	Date _____ *
Representative's Name: _____ *	
Representative's Title: _____ *	

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 BELOW 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.

Bidder's Authorized Representative's Signature:

*

Date

*

Representative's Name:

*

Representative's Title:

*

SUBCONTRACTING FORM

Solicitation Number RTQ-01540

*Vendor Name *FEIN #

Complete "A" or "B":

- A. ☐ No subcontractors or direct suppliers will be utilized pursuant to this solicitation.
- B. ☐ The below listed subcontractors and/or suppliers will be utilized pursuant to this solicitation:

Business Name and Address of First Tier Subcontractor/ Subconsultant	Name of Principal Owner	Scope of Work to be Performed by Subcontractor Subconsultant	Subcontractor/ Subconsultant License (if applicable)
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Business Name and Address of First Tier Direct Supplier	Name of Principal Owner	Supplies, Materials, and/or Services to be Provided by Supplier	
<input type="text"/>	<input type="text"/>	<input type="text"/>	
<input type="text"/>	<input type="text"/>	<input type="text"/>	
<input type="text"/>	<input type="text"/>	<input type="text"/>	
<input type="text"/>	<input type="text"/>	<input type="text"/>	

And

Below and/or attached is a detailed statement of the firm's policies and procedures for awarding subcontractors:

(Duplicate this form if additional space is needed to provide the required information)

When Subcontracting is allowed and subcontractors will be utilized, the Contractor shall comply with Section 2-8.8 of the Code – Fair Subcontracting Practices: (1) Prior to contract award, the Bidder shall provide a detailed statement of its policies and procedures for awarding subcontracts and (2) As a condition of final payment under a contract, the Contractor shall identify subcontractors used in the work, the amount of each subcontract, and the amount paid and to be paid to each subcontractor via the BMWS at <http://mdcsbd.gob2g.com>.

Pursuant to Section 2-8.1(f) of the Code – Listing of subcontractors required on certain contracts, for all contracts which involve the expenditure of one hundred thousand dollars (\$100,000) or more, the entity contracting with the County must report to the County the race, gender, and ethnic origin of the owners and employees of its first tier subcontractors and suppliers via the BMWS at <http://mdcsbd.gob2g.com>. The race, gender, and ethnic information must be submitted via BMWS as soon as reasonably available and, in any event, prior to final payment under the Contract. The Contractor 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.

I certify that the information contained in this form is to the best of my knowledge true and accurate.

<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
*Signature of Vendor's Representative	*Print Name	*Print Title	*Date

Miami-Dade County**Contractor Due Diligence Affidavit**

Per Miami-Dade County Board of County Commissioners (Board) Resolution No. R-63-14, County Vendors and Contractors shall disclose the following as a condition of award for any contract that exceeds one million dollars (\$1,000,000) or that otherwise must be presented to the Board for approval:

- (1) Provide a list of all lawsuits in the five (5) years prior to bid or proposal submittal that have been filed against the firm, its directors, partners, principals and/or board members based on a breach of contract by the firm; include the case name, number and disposition;
- (2) Provide a list of any instances in the five (5) years prior to bid or proposal submittal where the firm has defaulted; include a brief description of the circumstances;
- (3) Provide a list of any instances in the five (5) years prior to bid or proposal submittal where the firm has been debarred or received a formal notice of non-compliance or non-performance, such as a notice to cure or a suspension from participating or bidding for contracts, whether related to Miami-Dade County or not.

All of the above information shall be attached to the executed affidavit and submitted to the Procurement Contracting Officer (PCO)/ AE Selection Coordinator overseeing this solicitation. The Vendor/Contractor attests to providing all of the above information, if applicable, to the PCO.

Contract No. :	Federal Employer Identification Number (FEIN):	
Contract Title:		
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	_____ Expiration Date	_____ Notary Public Seal

Question and Answers for Solicitation #RTQ-01540 - Floor Cleaning Machines - Purchase and Repair Services

Overall Solicitation Questions

There are no questions associated with this Solicitation.

