

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

☒ New    ☐ OTR    ☐ Sole Source    ☐ Bid Waiver    ☐ Emergency

Previous Contract/Project No.

Contract

☐ Re-Bid    ☒ Other

LIVING WAGE APPLIES:    ☐ YES    ☒ NO

Requisition No./Project No.:    **RTQ-01137**

TERM OF  
CONTRACT

**5 Years**

Requisition /Project Title:    **Hauling and Disposal of Solid Waste**

Description:    To establish a list of pre-qualified vendors capable of providing hauling and disposal services of solid waste.

Issuing Department:    **DSWM**

Contact  
Person:

**Olga Espinosa-  
Anderson**

Phone:    **305-514-6730**

Estimate Cost:    **\$36,400,000.00**

GENERAL    FEDERAL    OTHER

Funding Source:    **General  
Fund**

**ANALYSIS**

Commodity Codes:    **906-82**

**910-27**

**968-71**

**990-60**

**962-25**

Contract/Project History of previous purchases three (3) years  
Check here ☒ if this is a new contract/purchase with no previous history.

**EXISTING**

**2<sup>ND</sup> YEAR**

**3<sup>RD</sup> YEAR**

Contractor:

Small Business Enterprise:

Contract Value:

Comments:

Continued on another page (s):    ☐ Yes    ☒ No

**RECOMMENDATIONS**

**SBE**

Set-aside

Sub-contractor goal

Bid preference

Selection factor

x

Basis of  
recommendation:

Per the contract specifications, the pre-qualified vendor must meet . If competition yields any SBE vendors who meet the specified qualifications, Bid Preference is recommended.

Date sent to SBD: 12/13/2018

Signed: Lashonne Williams-Canty

Date returned to DPM:

Revised April 2005

## **Solicitation RTQ-01137**

### **Hauling and Disposal of Solid Waste**

#### **Solicitation Designation: Public**



**Miami-Dade County**

## Solicitation RTQ-01137

### Hauling and Disposal of Solid Waste

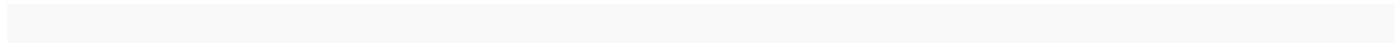
Solicitation Number	RTQ-01137
Solicitation Title	Hauling and Disposal of Solid Waste
Solicitation Start Date	In Held
Solicitation End Date	Dec 27, 2018 6:00:00 PM EST
Question & Answer End Date	Dec 20, 2018 3:00:00 PM EST
Solicitation Contact	Lashonne Williams-Canty Procurement Contracting Officer 1 ISD - Procurement Management Services 305-375-5650 Lashonne.Williams-Canty@miamidade.gov
Solicitation Contact	Basia M. Pruna Assistant Division Director ISD 305-375-5018 bpruna@miamidade.gov
Contract Duration	<b>See Bid Documents</b>
Contract Renewal	See Bid Documents
Prices Good for	<b>See Bid Documents</b>
Solicitation Comments	<b>This Request to Qualify (RTQ) will establish a Prequalified Pool of Vendors (Pool) that will be used to solicit hauling and disposal services of solid waste for Miami-Dade County (County). Placement on 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 on such Pool.</b>

#### Item Response Form

Item	<b>RTQ-01137-01-01 - Meets Qualifications</b>
Quantity	<b>1 See Bid Documents</b>
Prices are not requested for this item.	
Delivery Location	<b>Miami-Dade County</b> <u>Miami-Dade County</u> 111 NW 1st Street Suite 1300 Miami FL 33128 <b>Qty 1</b>

**Description**

Vendors shall meet all of the criteria listed in Section 2.4 of this solicitation.



**SOLICITATION NO.: RTQ-01137**  
**Hauling and Disposal of Solid Waste**  
**Dec 27, 2018**



**MIAMI-DADE COUNTY, FLORIDA**  
**R E Q U E S T   T O   Q U A L I F Y**

**TITLE:**  
**Hauling and Disposal of Solid Waste**

**FOR INFORMATION CONTACT:**  
**Lashonne Williams-Canty , 305-375-5650, [Lashonne.Williams-Canty@miamidade.gov](mailto:Lashonne.Williams-Canty@miamidade.gov)**

**IMPORTANT NOTICE TO BIDDERS/PROPOSERS:**

- **READ THE ENTIRE SOLICITATION DOCUMENT, THE GENERAL TERMS AND CONDITIONS (SECTION 1), AND SUBMIT ALL QUESTIONS/CLARIFICATION IN ACCORDANCE WITH THE TERMS OUTLINED IN PARAGRAPH 1.2(D) OF THE GENERAL TERMS AND CONDITIONS.**
- **THE SOLICITATION SUBMITTAL FORM CONTAINS IMPORTANT INFORMATION THAT REQUIRES REVIEW AND COMPLETION BY ANY BIDDER/PROPOSER RESPONDING TO THIS SOLICITATION.**
- **FAILURE TO COMPLETE AND SIGN THE SOLICITATION SUBMITTAL FORM WILL RENDER BIDDER'S/PROPOSER'S BID/PROPOSAL NON-RESPONSIVE.**



## SECTION 1

### GENERAL TERMS AND CONDITIONS:

All general terms and conditions of Miami-Dade County Procurement Contracts are posted online. Bidders/Proposers that receive an award from Miami-Dade County through Miami-Dade County's competitive procurement process must anticipate the inclusion of these requirements in the resultant contract. These general terms and conditions are considered non-negotiable.

All applicable terms and conditions pertaining to this solicitation and resultant contract may be viewed online at the Miami-Dade County's, Strategic Procurement Division's webpage by clicking on the below link:

<http://www.miamidade.gov/procurement/library/boilerplate/general-terms-and-conditions-r18-2.pdf>

### NOTICE TO ALL BIDDERS/PROPOSERS:

Electronic bids/proposals are to be submitted through a secure mailbox at BidSync ([www.bidsync.com](http://www.bidsync.com)) until the date and time as indicated in this solicitation document. It is the sole responsibility of the Bidder/Proposer to ensure their proposal reaches BidSync before the solicitation closing date and time. There is no cost to the Bidder/Proposer to submit a bid/proposal in 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.

For information concerning the scope of work/technical specifications, please utilize the question/answer feature provided by BidSync at [www.bidsync.com](http://www.bidsync.com) within the solicitation. Questions of a material nature must be received prior to the cut-off date specified in the solicitation. Material changes, if any, to the solicitation terms, scope of services, or bidding procedures will only be transmitted by written addendum. (See addendum section of BidSync site).

Please allow sufficient time to complete the online forms and upload of all bid/proposal documents. Bidders/Proposers should not wait until the last minute to submit their bid/proposal. The deadline for submitting information and documents will end at the closing time indicated in the solicitation. All information and documents must be fully entered, uploaded, acknowledged ("Confirm") and recorded into BidSync before the closing time or the system will stop the process and the bid/proposal will be considered late and will not be accepted.

### **PLEASE NOTE THE FOLLOWING:**

No part of Bidder's/Proposer's bid/proposal can be submitted via **HARDCOPY, EMAIL, or FAX**. No variation in price or conditions shall be permitted based upon a claim of ignorance. Submission of a bid/proposal will be considered evidence that the Bidder/Proposer has familiarized themselves with the nature and extent of the work, and the equipment, materials, and labor required. The entire bid/proposal must be submitted in accordance with all specifications contained in the solicitation electronically.

## **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 hauling and disposal services of solid waste for Miami-Dade County (County). Placement on 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 on such Pool.

#### **2.2 DEFINITIONS**

**Invitation to Quote (ITQ)** – Shall refer to the solicitation of quotes from the Pool of Prequalified Vendors for specific services and shall be 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, Procurement Management Services, as meeting the minimum standards of business competence, financial ability, and/or product quality for placement in the Pool, and which may submit quotes/proposals, at the time of need.

**Solid Waste** – Shall refer to garbage, trash, construction and demolition debris, ash and other non-hazardous material.

**Submittal** - Shall refer to the forms submitted in response to this RTQ.

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

#### **2.3 TERM**

This 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 5 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 competitions:

1. Vendor(s) shall be regularly engaged in providing the services listed in this RTQ. Vendor(s) shall provide a minimum of two (2) signed reference letters that describe the type of service, the quality and length of service that the vendor has provided. Said services must have been provided within the past two (2) years. The person providing the reference shall be someone who has personal knowledge of the vendors' past performance. The reference letters shall contain a contact phone number.

**SOLICITATION TITLE:** Hauling and Disposal of Solid Waste

2. Vendor(s) shall maintain an office in Miami-Dade, Broward, or Palm Beach County. This facility shall be staffed by company representatives who can be contacted Monday through Sunday 7:00 AM to 5:00 PM. Vendors shall provide as proof of location a copy of their local tax receipt.
3. Vendors shall have a dedicated fax line/or an email address to expedite quotes daily.
4. Vendor(s) shall hold a current General Haulers Permit issued by Miami-Dade Department of Solid Waste. A copy of the permit shall be submitted.
5. Vendors shall have a minimum fleet of 10 tractor-trailers with a capacity to haul a minimum of 100 cubic yards of solid waste each. In order to meet this requirement, vendors shall provide a valid registration for each combination truck-trailer or a lease agreement indicating that the Vendor has the capacity to lease these units for a minimum of one (1) year.

**2.5 SPOT MARKET QUOTES**

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

- Small Business Measures
- Warranty Requirements
- Liquidated Damages

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.

- 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
- Office of Inspector General Fee

**2.6 INSURANCE**

The following clause shall replace the insurance requirement listed in Section 1.22, Paragraph A.3, for Automobile Liability Insurance:

Automobile Liability Insurance covering all owned, non-owned and hired vehicles used in connection with the work, in an amount not less than \$1,000,000 combined single limit per occurrence for bodily injury and property damage.

Higher insurance limits may be required as reflected in subsequent ITQ's.



**SOLICITATION TITLE: Hauling and Disposal of Solid Waste****SECTION 3**  
**TECHNICAL SPECIFICATIONS****3.1 SCOPE OF WORK**

It is the intent of this solicitation to identify and make available to the County, firms to provide hauling and disposal of solid waste. It shall be the responsibility of the vendor(s) to furnish all equipment, materials, labor, fuel, maintenance, repairs, insurance, license tags, current inspection stickers, permits, toll fees, licenses and incidentals necessary for the legal operation of tractor trailers that will haul solid waste from a County facility to a permitted disposal facility.

The County shall be responsible for paying applicable disposal fees at facilities where it has an existing account.

**3.2 EQUIPMENT**

1. Miami-Dade County will require tractor trailers with a capacity to haul 100 cubic yards of solid waste. The County reserves the right to verify and approve the capacity of the tractor trailers being utilized.

2. All tractor trailers and other equipment must be in compliance with all applicable local, state and federal rules and regulations. Any tractor trailer used to haul solid waste must be capable of rapidly unloading its load without the assistance of other equipment, be equipped with a tailgate and tarp system that will effectively contain the solid waste during transport and permit the truck to be filled to capacity.

At the time of award of an ITQ, Awarded Vendor(s) shall provide a Decal for each tractor-trailer pursuant to Section 15.17 of the Miami-Dade County Code. For more information visit <https://www.miamidade.gov/solidwaste/general-hauler.asp> All tractors used throughout the term of an awarded contract must operate with a permit sticker.

**3.3 HAULING SERVICES**

1. When any hauling takes place, a County representative shall provide a signed scale ticket and voucher for each load hauled out. The County will issue weight tickets; a copy of the weight ticket will be given to the awarded vendor, and a copy shall be retained by the County.

2. Miami-Dade County shall pay per ton transported, as further detailed in the subsequent ITQ's.

3. It shall be the sole responsibility of the vendor to ensure that the tickets and vouchers are not lost. The County shall not issue duplicate vouchers. Scale tickets can be reissued upon request. The issuance of duplicate tickets will result in a 10% reduction of the established tonnage rate quoted for the transaction.

4. On a monthly basis, the vendor shall submit an invoice with their copies of all tickets and their carbon copy vouchers. They shall match to those retained by the County.

5. A copy of the tipping/disposal tickets and voucher shall be submitted with a detailed monthly invoice.

**SOLICITATION TITLE:** Hauling and Disposal of Solid Waste

Toll charges (if any) will be paid by the vendor(s). Miami-Dade County shall only be responsible for paying the cost of hauling and disposal at facilities where it has an existing account; **no other charges will be paid by Miami-Dade County.**

**3.4 INVOICES**

In addition to the requirements listed in Section 1.35, Invoices shall also include the following:

1. Scale Ticket Number
2. Purchase Order Number
3. Truck Number
4. Date of Material Hauling
5. Hauling Point of Origin
6. Hauling Destination Point (Disposal facility name and location)
7. Cost per Ton of Material Hauled
8. Total Number of Loads Hauled
9. Total Cost of Hauling per Load

**3.5 CLEAN-UP**

Any spills shall be removed by the vendor from the premises immediately, and disposed of as directed by the County's project manager. The awarded vendor shall thoroughly clean up all areas where work has been involved as mutually agreed with the associated user department's project manager.

SOLICITATION TITLE: Hauling and Disposal of Solid Waste

### **SECTION 4** **SUBMITTAL FORM**

SUBMITTER: \_\_\_\_\_

*Refer to Section 2.4 to ensure that your firm's responses and attachments comply with the Solicitation's requirements.*

#### **QUALIFICATION CRITERIA TO BE COMPLETED BY ALL SUBMITTERS**

<b>2.4.1</b>	Vendor(s) shall be regularly engaged in providing the services listed in this RTQ. Vendor(s) shall provide a minimum of two (2) signed reference letters that describe the type of service, the quality and length of service that the vendor provided. Said services must have been provided within the past two (2) years. The person providing the reference shall be someone who has personal knowledge of the vendors' past performance. The reference letters shall contain a contact phone number.	<input type="checkbox"/>										
<b>2.4.2</b>	Vendor(s) shall maintain an office in Miami-Dade, Broward, or Palm Beach County. This facility shall be staffed by company representatives who can be contacted Monday through Sunday 7:00 AM to 5:00 PM. Vendors shall provide as proof of location a copy of their local tax receipt.	<input type="checkbox"/>										
<b>2.4.3</b>	Vendors shall have a dedicated fax line/or an email address to expedite quotes daily. Fax: _____ Email: _____											
<b>2.4.4</b>	Vendor(s) shall hold a current General Haulers Permit issued by Miami-Dade Department of Solid Waste. A copy of the permit shall be submitted.	<input type="checkbox"/>										
<b>2.4.5</b>	<p>Vendors shall have a minimum fleet of 10 tractor-trailers with a capacity to haul a minimum of 100 cubic yards of solid waste each. In order to meet this requirement, vendors shall provide a valid registration for each combination truck-trailer or a lease agreement indicating that the Vendor has the capacity to lease these units for a minimum of one (1) year. List Vehicle Identification Numbers (VIN) Below:</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="border-bottom: 1px solid black; width: 50%;"></td> <td style="border-bottom: 1px solid black; width: 50%;"></td> </tr> <tr> <td style="border-bottom: 1px solid black;"></td> <td style="border-bottom: 1px solid black;"></td> </tr> <tr> <td style="border-bottom: 1px solid black;"></td> <td style="border-bottom: 1px solid black;"></td> </tr> <tr> <td style="border-bottom: 1px solid black;"></td> <td style="border-bottom: 1px solid black;"></td> </tr> <tr> <td style="border-bottom: 1px solid black;"></td> <td style="border-bottom: 1px solid black;"></td> </tr> </table>											



## Submittal Form

Solicitation No. RTQ-01137		Solicitation Title: Hauling and Disposal of Solid Waste	
Legal Company Name (include d/b/a if applicable): <input style="width: 90%;" type="text"/>	Federal Tax Identification Number: <input style="width: 90%;" type="text"/>		
If Corporation - Date Incorporated/Organized : <input style="width: 90%;" type="text"/>	State Incorporated/Organized: <input style="width: 90%;" type="text"/>		
Company Operating Address: <input style="width: 90%;" type="text"/>	City <input style="width: 90%;" type="text"/>	State <input style="width: 90%;" type="text"/>	Zip Code <input style="width: 90%;" type="text"/>
Miami-Dade County Address (if applicable): <input style="width: 90%;" type="text"/>	City <input style="width: 90%;" type="text"/>	State <input style="width: 90%;" type="text"/>	Zip Code <input style="width: 90%;" type="text"/>
Company Contact Person: <input style="width: 90%;" type="text"/>	Email Address: <input style="width: 90%;" type="text"/>		
Phone Number (include area code): <input style="width: 90%;" type="text"/>	Company's Internet Web Address: <input style="width: 90%;" type="text"/>		
<p>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.</p> <p><input type="checkbox"/> Place a check mark here only if the Bidder has such conviction to disclose to comply with this requirement.</p>			
<p><b>LOCAL PREFERENCE CERTIFICATION:</b> 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.</p> <p><input type="checkbox"/> Place a check mark here only if affirming the Bidder meets the requirements for Local Preference. <b>Failure to complete this certification at this time (by checking the box above) may render the vendor ineligible for Local Preference</b></p>			
<p><b>LOCALLY-HEADQUARTERED BUSINESS CERTIFICATION:</b> 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.</p> <p><input type="checkbox"/> Place a check mark here only if affirming the Bidder meets requirements for the Locally-Headquartered Preference (LHP). <b>Failure to complete this certification at this time (by checking the box) may render the vendor ineligible for the LHP.</b></p> <p>The address of the Locally-Headquartered office is:  <input style="width: 90%;" type="text"/></p>			
<p><b>LOCAL CERTIFIED VETERAN BUSINESS ENTERPRISE CERTIFICATION:</b> 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.</p> <p><input type="checkbox"/> Place a check mark here only if affirming the Bidder is a Local Certified Veteran Business Enterprise. <b>A copy of the certification must be submitted with the bid.</b></p>			
<p><b><u>SMALL BUSINESS ENTERPRISE CONTRACT MEASURES (If Applicable)</u></b></p> <p>A Small Business Enterprise (SBE) must be certified by Small Business Development for the type of goods and/or services the Bidder provides in accordance with the applicable Commodity Code(s) for this Solicitation. For certification information contact Small Business Development at (305) 375-3111 or access <a href="http://www.miamidade.gov/smallbusiness/certification-programs.asp">http://www.miamidade.gov/smallbusiness/certification-programs.asp</a>. 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.</p>			

Is Bidder's firm a Miami-Dade County Certified Small Business Enterprise? Yes ☐ No ☐

If yes, please provide Certification Number:

**SCRUTINIZED COMPANIES WITH ACTIVITIES IN SUDAN LIST OR THE SCRUTINIZED COMPANIES WITH ACTIVITIES IN THE IRAN PETROLEUM ENERGY SECTOR LIST:**

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

**IT IS HEREBY CERTIFIED AND AFFIRMED THAT THE BIDDER SHALL ACCEPT ANY AWARDS MADE AS A RESULT OF THIS SOLICITATION. BIDDER FURTHER AGREES THAT PRICES QUOTED WILL REMAIN FIXED FOR A PERIOD OF ONE HUNDRED AND EIGHTY (180) DAYS FROM DATE SOLICITATION IS DUE.**

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

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

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

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

**Acknowledgment of Waiver:**

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

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

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

**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. :	<b>Federal Employer Identification Number (FEIN):</b>	
Contract Title:		
<div style="border: 1px solid black; width: 200px; height: 20px; margin: 0 auto;"></div> Printed Name of Affiant	<div style="border: 1px solid black; width: 100px; height: 20px; margin: 0 auto;"></div> Printed Title of Affiant	<div style="border: 1px solid black; width: 100px; height: 20px; margin: 0 auto;"></div> Signature of Affiant
<div style="border: 1px solid black; width: 150px; height: 20px; margin: 0 auto;"></div> Name of Firm	<div style="border: 1px solid black; width: 100px; height: 20px; margin: 0 auto;"></div> Date	
<div style="border: 1px solid black; width: 150px; height: 20px; margin: 0 auto;"></div> Address of Firm	<div style="border: 1px solid black; width: 50px; height: 20px; margin: 0 auto;"></div> State	<div style="border: 1px solid black; width: 100px; height: 20px; margin: 0 auto;"></div> 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



**SUBCONTRACTOR/SUPPLIER LISTING**  
(Miami-Dade County Code Sections 2-8.1, 2-8.8 and 10-34)

Name of Bidder/Proposer: \_\_\_\_\_

FEIN No. \_\_\_\_\_

In accordance with Sections 2-8.1, 2-8.8 and 10.34 of the Miami-Dade County Code, this form must be submitted as a condition of award by all Bidders/Proposers on County contracts for purchase of supplies, materials or services, including professional services which involve expenditures of \$100,000 or more, and all Proposers on County or Public Health Trust construction contracts which involve expenditures of \$100,000 or more. The Bidder/Proposer who is awarded this contract shall not change or substitute first tier subcontractors or direct suppliers or the portions of the contract work to be performed or materials to be supplied from those identified, except upon written approval of the County. The Bidder/Proposer should enter the word "NONE" under the appropriate heading of this form if no subcontractors or suppliers will be used on the contract and sign the form below.

In accordance with Ordinance No. 11-90, an entity contracting with the County shall report the race, gender and ethnic origin of the owners and employees of all first tier subcontractors/suppliers. In the event that the recommended Bidder/Proposer demonstrates to the County prior to award that the race, gender and ethnic information is not reasonably available at that time, the Bidder/Proposer shall be obligated to exercise diligent efforts to obtain that information and provide the same to the County not later than ten (10) days after it becomes available and, in any event, prior to final payment under the contract.

**(Please duplicate this form if additional space is needed.)**

Business Name and Address of First Tier Direct Supplier	Principal Owner	Supplies/Materials/Services to be Provided by Supplier	Principal Owner (Enter the number of male and female owners by race/ethnicity)								Employee(s) (Enter the number of male and female employees and the number of employees by race/ethnicity)							
			M	F	White	Black	Hispanic	Asian/Pacific Islander	Native American/Native Alaskan	Other	M	F	White	Black	Hispanic	Asian/Pacific Islander	Native American/Native Alaskan	Oth

Business Name and Address of First Tier Subcontractor/Subconsultant	Principal Owner	Scope of Work to be Performed by Subcontractor/Subconsultant	Principal Owner (Enter the number of male and female owners by race/ethnicity)								Employee(s) (Enter the number of male and female employees and the number of employees by race/ethnicity)							
			M	F	White	Black	Hispanic	Asian/Pacific Islander	Native American/Native Alaskan	Other	M	F	White	Black	Hispanic	Asian/Pacific Islander	Native American/Native Alaskan	Oth

☐ Mark here if race, gender and ethnicity information is not available and will be provided at a later date. This data may be submitted to contracting department or on-line to the Small Business Development of the Internal Services Department at <http://www.miamidade.gov/businessdevelopment-contracts.asp>. As a condition of final payment, Bidder/Proposer shall provide subcontractor information on the Subcontractor Payment Report Sub 200 form which can be found at <http://www.miamidade.gov/business/library/forms/subcontractors-payment.pdf>.

I certify that the representations contained in this Subcontractor/Supplier listing are to the best of my knowledge true and accurate.

_____	_____	_____	_____
Signature of Bidder/Proposer	Print Name	Print Title	Date

10/11

**FAIR SUBCONTRACTING PRACTICES**

In compliance with Miami-Dade County Code Section 2-8.8, the Bidder/Proposer shall submit with the proposal a detailed statement of its policies and procedures (use separate sheet if necessary) for awarding subcontractors.

☐ NO SUBCONTRACTORS WILL BE UTILIZED FOR THIS CONTRACT

Signature

Date



## Question and Answers for Solicitation #RTQ-01137 - Hauling and Disposal of Solid Waste

### Overall Solicitation Questions

There are no questions associated with this Solicitation.