

DEPARTMENTAL INPUT
CONTRACT/PROJECT MEASURE ANALYSIS AND RECOMMENDATION

☒ New ☐ OTR ☐ Sole Source ☐ Bid Waiver
☐ Re-Bid ☐ Other

Previous Contract/Project No.

Not Applicable

LIVING WAGE APPLIES: ☐ YES ☒ NO

Requisition No./Project No.: **RTQ-00822**

TERM OF
CONTRACT

Five (5) Years

Requisition /Project Title: **Concession Program at Miami International Airport**

Description: This Request to Qualify (RTQ) will establish a List of Vendors that will qualify to participate in future solicitations at Miami International Airport as one of the following: Developer, Fee Manager, Master Concessionaire or Prime Operator as determined in the Scope of Services for each solicitation. Placement on the List 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 will continue to be accepted throughout the term of the RTQ for placement on such List.

The Miami-Dade Aviation Department (MDAD) has been examining its options for issuing subsequent solicitation(s) for new concession(s) agreement(s) for its Central and South Terminals. These two terminals must reflect the Miami of today as well as prepare for the Miami of the future while growing from a recognized hemispheric hub to a global airport of choice. Many Some elements are being considered in this process include, but are not limited to, possible structural changes to the terminals as well as the concession components, taking into account the needs and desires of all stakeholders, including passengers, airlines, concession operators, business partners and users.

Issuing Department: **ID**

Contact
Person:

Kristina Guillen

Phone:

305-375-1443

Estimate Cost: **\$ 1.00 (Revenue
Generating)**

Funding Source: **Aviation Operating Funds**

ANALYSIS

Commodity Codes: **961-15**

905-36

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

EXISTING

2ND YEAR

3RD YEAR

Contractor: **Various**

Small Business Enterprise: **Various**

Contract Value: **Various**

Comments:

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

RECOMMENDATIONS

SBE

Set-aside

Sub-contractor goal

Bid preference

Selection factor

Basis of
recommendation:

Signed: Kristina Guillen

Date sent to SBD: **3/1/2018**

Date returned to PMS:

Solicitation RTQ-00822

Concession Program at Miami International Airport

Solicitation Designation: Public



Miami-Dade County

Solicitation RTQ-00822

Concession Program at Miami International Airport

Solicitation Number	RTQ-00822
Solicitation Title	Concession Program at Miami International Airport
Solicitation Start Date	Mar 1, 2018 4:28:44 PM EST
Solicitation End Date	Apr 30, 2018 6:00:00 PM EDT
Question & Answer End Date	Apr 18, 2018 6:00:00 PM EDT
Solicitation Contact	Kristina Guillen Senior Aviation Procurement Contracts Officer ISD 305-375-1443 kristina.guillen@miamidade.gov
Solicitation Contact	Basia Pruna 305-375-5018 bpruna@miamidade.gov
Solicitation Contact	Vendor Services 305-375-5289 ISD-VABIDS@miamidade.gov
Contract Duration	See Bid Documents
Contract Renewal	See Bid Documents
Prices Good for	Not Applicable
Solicitation Comments	<p>The Miami International Airport enjoys top rankings as the leading international freight airport in the USA and the nation's third leading gateway for international passenger traffic. This Request to Qualify (RTQ) will establish a List of Vendors that will qualify to participate in future solicitations at Miami International Airport as one of the following: Developer, Fee Manager, Master Concessionaire or Prime Operator. Placement on the List is not a contract between the County and the Vendor, but an acknowledgement that the Vendor meets the qualifications as outlined throughout this RTQ.</p> <p>The Miami-Dade Aviation Department (MDAD) has been examining its options for issuing subsequent solicitation(s) for new concession(s) agreement(s) for its Central and South Terminals. These two terminals must reflect the Miami of today as well as prepare for the Miami of the future while growing from a recognized hemispheric hub to a global airport of choice. Some elements being considered in this process include, but are not limited to, possible structural changes to the terminals as well as the concession components, taking into account the needs and desires of all stakeholders, including passengers, airlines, concession operators, business partners and users.</p> <p>Successful Vendor(s) that may be awarded for any future solicitations may be expected to develop the awarded spaces and other areas, as they become available, by engaging in the financing, designing, construction, leasing, tenant coordination, property management of the facilities and concession promotion for the purpose of establishing high quality, state of the art retail and food/beverage concessions as approved by the Department. The County may issue subsequent Solicitations for multiple terminals and/or spaces.</p>

Item Response Form

Item	RTQ-00822-01-01 - Concession Program at Miami International Airport
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Quantity	1 each
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Unit Price	<input type="text"/>
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Delivery Location	Miami-Dade County <u>Miami International Airport</u> 4331 NW 22 Street Bldg. 3040 Miami FL 33102 Qty 1
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Description

This Request to Qualify (RTQ) will establish an open List of Prequalified Vendors. Once approved, these Vendors will be able to participate in future solicitations seeking proposals that may include, but are not limited to: planning, developing, designing, implementing, managing, leasing or operating the Concession Program.

Placement on the List 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 will continue to be accepted throughout the term of the RTQ for placement on such List.

SOLICITATION NO.: RTQ-00822

Concession Program at Miami International Airport
Apr 30, 2018



MIAMI-DADE COUNTY, FLORIDA

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

TITLE:

Concession Program at Miami International Airport

FOR INFORMATION CONTACT:

Kristina Guillen, 305-375-1443, kristina.guillen@miamidade.gov

IMPORTANT NOTICE TO BIDDERS/PROPOSERS:

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



SECTION 1

GENERAL TERMS AND CONDITIONS:

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

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

<http://www.miamidade.gov/procurement/library/boilerplate/general-terms-and-conditions-r17-1.pdf>

NOTICE TO ALL BIDDERS/PROPOSERS:

Electronic bids are to be submitted through a secure mailbox at BidSync (www.bidsync.com) until the date and time as indicated in this Solicitation document. It is the sole responsibility of the Bidder/Proposer to ensure their proposal reaches BidSync before the Solicitation closing date and time. There is no cost to the Bidder/Proposer to submit a proposal in response to a Miami-Dade County solicitation via BidSync. Electronic proposal submissions may require the uploading of electronic attachments. The submission of attachments containing embedded documents or proprietary file extensions is prohibited. All documents should be attached as separate files.

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

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

PLEASE NOTE THE FOLLOWING:

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

SECTION 2: SPECIAL TERMS AND CONDITIONS

MIAMI INTERNATIONAL AIRPORT (MIA) GENERAL DESCRIPTION

Aviation has been a hometown industry in Miami, having started more than 85 years ago. The first flight from Pan Am Field in 1928 was an international departure. Today, Miami International Airport enjoys top rankings as the leading international freight airport in the USA and the nation's third leading gateway for international passenger traffic.

MIA's strengths in international passengers and cargo activity stimulate a host of other industries, such as tourism, the cruise industry and international banking and commerce. 79% of all exports and 83% of all imports between the United States and the Latin American/Caribbean region flow through MIA.

MIA is the port of entry for about 70% of all international traffic arriving by air to Florida. The Airport is the world's largest Latin American/Caribbean gateway, offering 1,279 weekly departures with non-stop service to 79 destinations in the region. MIA has approximately 44 million passengers a year. With 49% of total passenger traffic being international, MIA is among the top two airports in the U.S. with the highest international to domestic passenger ratios.

Miami-Dade County operates the world's leading cruise port, and over 70% of all cruise passengers begin or end their cruise with flights to/from the Airport. In addition, Miami is a multicultural International Business City Financial Center. The Airport stimulates much of that activity as well, through international trade facilitated through our Airport.

2.1 PURPOSE

This Request to Qualify (RTQ) will establish a List of Vendors that will qualify to participate in future solicitations at Miami International Airport as one of the following: Developer, Fee Manager, Master Concessionaire or Prime Operator as determined in the Scope of Services for each solicitation. Placement on the List **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 will continue to be accepted throughout the term of the RTQ for placement on such List.

The Miami-Dade Aviation Department (MDAD) has been examining its options for issuing subsequent solicitation(s) for new concession(s) agreement(s) for its Central and South Terminals. These two terminals must reflect the Miami of today as well as prepare for the Miami of the future while growing from a recognized hemispheric hub to a global airport of choice. Some elements being considered in this process include, but are not limited to, possible structural changes to the terminals as well as the concession components, taking into account the needs and desires of all stakeholders, including passengers, airlines, concession operators, business partners and users.

2.2 DEFINITIONS

Concession Program – Shall refer to the program that has been planned, developed, designed and implemented by the Vendor at an Airport. This Concession Program may include construction or renovation of common areas or other areas of the Terminal. Concession categories may include, but not be limited to, Food and Beverage, Retail and Services.

Developer – Shall refer to the commercial developer that leases all of the terminal locations and is responsible for the design and development of the Concession Program. The developer is expected to invest in the program and most likely will be given a long-term agreement. The developer does not own or operate any locations but will sign leases with concessionaires.

Fee Manager – Shall refer to the entity that handles the leasing of all concession locations within a program. It leases to qualified concessionaires and oversees their sub-tenants and concession area common spaces. The Fee Manager does not own or operate any locations.

List of Prequalified Vendors (List) – Shall refer to business entities/individuals determined by the County's Internal Services Department, Procurement Management Division, as meeting the minimum standards of experience, business competence, financial ability, and/or service quality for placement on the List of Prequalified Vendors who may submit proposals at the time of need.

Master Concessionaire – Shall refer to one "master" operator to lease the whole package offered under a competitive solicitation for food and beverage and/or retail program. The Master Concessionaire is expected to design the concession program and enters into contracts with individual concessionaires.

Prime Operator – Shall refer to the operator that leases packages comprised of multiple locations (more than 3) from the airport. The airport may issue packages for different types of concession categories, such as food and beverage and retail. There could be more than one Prime Operator at an airport and this entity is sometimes referred to as a Prime Concessionaire.

Request for Proposal (RFP) – Shall refer to a solicitation(s) advertised at a future date to be offered to the List of Prequalified Vendors resulting from this RTQ. The RFP shall be evaluated and awarded based on best value to the County.

Submittal – Shall refer to the documents submitted by the Vendor in response to this RTQ.

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

2.3 **TERM**

This List shall be established on the first calendar day of the month succeeding approval by the Board of County Commissioners, unless otherwise stipulated in the Order issued by the Internal Services Department, Procurement Management Division. The List shall remain open to all qualified parties to be added at any time until the expiration date. The List shall expire on the last day of the five (5) year term.

2.4 **QUALIFICATION CRITERIA**

Vendors shall meet the following criteria to be considered for placement on the List; and for participation in future competitions:

1. Vendor(s) shall provide evidence of seven (7) or more years' experience within the last ten (10) years in a Retail AND/OR Food and Beverage Concession Program in an airport, as one of the following: Developer, Fee Manager, Master Concessionaire or Prime Operator.
2. Vendor(s) must submit documentation confirming a minimum of Twenty-Five Million dollars (\$25,000,000.00) in gross sales, per year, for two (2) or more years within the last five (5) years, derived from one Food/Beverage Concession Program, relative to the experience provided for Qualification Criteria No. 1 as a Developer, Fee Manager, Master Concessionaire or Prime Operator.

OR

Vendor(s) must submit documentation confirming a minimum of Twenty Million dollars (\$20,000,000.00) in gross sales, per year, for two (2) or more years within the last five (5) years, derived from one Retail Concession Program, relative to the experience provided for Qualification Criteria No. 1 as a Developer, Fee Manager, Master Concessionaire or Prime Operator.

Vendor(s) shall submit letters on official letterhead from entities which confirm the awarded contracts, term, scope, value and gross sales of each program. Letters must be signed by an executive officer/principal of the organization.

If the Vendor is an individual or partnership, the individual and/or the partner shall meet the specified qualification criteria. If the Vendor is a Joint Venture, then at minimum one (1) of the Joint Venture Partners shall satisfy all the foregoing qualification criteria.

If a Vendor is a joint venture, at least one of the joint venture partners must possess majority ownership (at least 51%) of the entity proffered to meet the qualification criteria listed above. Executed ownership agreements must be submitted for any joint ventures used to meet qualification criteria. A vendor, other than a joint venture, who is added to the Prequalified List may choose to submit a response to any subsequent RFP through an affiliate, subsidiary, or other corporate form, if the Vendor has majority ownership in such entity.

Vendors 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 who will be included in the List. 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 any subsequent RFP.

2.6 FUTURE SOLICITATIONS

Vendors on the List may be invited to participate in future solicitations, as needed. The future solicitation(s) may be in the form of a RFP which will include the specific services required, and may include provisions, as applicable, such as:

- Small Business Measures /Airport Concessions Disadvantaged Business Enterprise (ACDBE)
- Warranty Requirements
- Liquidated Damages
- Living Wage
- Federal Aviation Administration (FAA) Requirements
- Labor Peace
- Tenant Airport Construction Non-Reimbursable Procedures (TAC-N) Tenant Airport Construction Reimbursable Procedures (TAC-R)
- Central Terminal Retail Concessions Design Guidelines
- South Terminal Retail Concessions Design Guidelines
- Standards of Operation/MIA Terminal Standards

- Tenant Handbook
- Inspector General Fee(s)
- Prohibition of Trans fat (Resolution 456-07)
- Retail/Food service Standards of Operation

Additional provisions may apply. The following provisions from Section 1, General Terms and Conditions may be exempted from such solicitations, as indicated in any future RFP.

- Local Preference
- Small Business Enterprises (SBE) Measure
- Local Certified Veteran's Business Enterprise Preference
- First Source Hiring Referral Program
- Prompt Payment Terms
- Office of Inspector General Fee

SECTION 3: SCOPE OF WORK

3.1 SCOPE OF WORK

This Request to Qualify (RTQ) will establish a List of Prequalified Vendors that will qualify to participate in future solicitations including but not limited to planning, developing, designing, implementing, managing, leasing or operating a high-quality Concession Program at Miami International Airport.

Successful Vendor(s) that may be awarded for any future solicitations may be expected to develop the awarded spaces and other areas, as they become available, by engaging in the financing, designing, construction, leasing, tenant coordination, property management of the facilities and concession promotion for the purpose of establishing high quality, state of the art retail and food/beverage concessions as approved by the Department. The County may issue subsequent Solicitations for multiple terminals and/or spaces.

VENDOR: _____

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Submittal Form

Solicitation No. RTQ-00822		Solicitation Title: Concession Program at Miami International Airport	
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>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.</p> <p><input type="checkbox"/> Place a check mark here only if affirming the Bidder meets the requirements for Local Preference. Failure to complete this certification at this time (by checking the box above) may render the vendor ineligible for Local Preference</p>			
<p>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.</p> <p><input type="checkbox"/> Place a check mark here only if affirming the Bidder meets requirements for the Locally-Headquartered Preference (LHP). Failure to complete this certification at this time (by checking the box) may render the vendor ineligible for the LHP.</p> <p>The address of the Locally-Headquartered office is: <input style="width: 90%;" type="text"/></p>			
<p>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.</p> <p><input type="checkbox"/> Place a check mark here only if affirming the Bidder is a Local Certified Veteran Business Enterprise. A copy of the certification must be submitted with the bid.</p>			
<p><u>SMALL BUSINESS ENTERPRISE CONTRACT MEASURES (If Applicable)</u></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 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.</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:

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

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

**FAIR SUBCONTRACTING PRACTICES**

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

☐ NO SUBCONTRACTORS WILL BE UTILIZED FOR THIS CONTRACT

Signature

Date



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

Name of Bidder/Proposer: _____

FEIN No. _____

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

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

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

Business Name and Address of First Tier Direct Supplier	Principal Owner	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	Other

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

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

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

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

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Contractor Due Diligence Affidavit

- (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.

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Question and Answers for Solicitation #RTQ-00822 - Concession Program at Miami International Airport

Overall Solicitation Questions

There are no questions associated with this Solicitation.