

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 invasive vegetation control 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

Invasive Vegetation – Shall refer to non-native plants (exotic plants) that have been introduced to Florida which many of them have become invasive.

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 months of the five (5) year term.

2.4 QUALIFICATION CRITERIA

Vendor shall meet the following criteria to be considered for placement in the Pool and for participation in future solicitations:

1. Vendor(s) shall assign a competent company representative(s) whom is cognizant of industry standards and is authorized to discuss matters pertaining to invasive vegetation control services in order to provide the County with support and information. Submitters(s) are required to provide their designated company representative(s) name, office address, phone number, and e-mail address.
2. Vendor(s) shall provide three (3) reference letters for services provided within the past two (2) years. The reference letter shall be on the reference provider company letterhead and signed to demonstrate that the Vendor is regularly engaged in the business of providing invasive vegetation control services. The County shall be able to ascertain from these references to its satisfaction that the Vendor has sufficient experience and expertise providing invasive vegetation control services. The letters shall contain at minimum the reference phone number, email address, and job title.

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 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

2.7 ADDITIONAL GROUPS

The County reserves the right to add additional groups (with applicable qualification criteria) to this RTQ. The Internal Services Department, Strategic Procurement Division will solicit the industry and award said group on a competitive basis. It is hereby agreed and understood that although this RTQ identifies specific groups, equipment, and services, additional groups, equipment, and/or services may be added to this contract at the County's option

SECTION 3

SCOPE OF WORK/TECHNICAL SPECIFICATIONS

3.1 SCOPE OF WORK/TECHNICAL SPECIFICATIONS

It is the intent of this solicitation to identify and make available to the County, vendors capable of providing Invasive Vegetation control services for multiple County departments, on an “as needed basis.” These services are required to reduce and/or eradicate these Invasive Vegetation that have the tendency to dominate native species for available resources, transform the ecosystems used by native plants and animals, and may ultimately lead to the elimination of those native species.

Successful Vendor(s) providing services to the County shall comply at all times with all applicable Federal, State, County, and authority having jurisdiction regulations guiding the service method(s) utilized. Further technical specifications will be provided within the ITQ or WOPR.

3.2 SERVICES TO BE PROVIDED

Services to be provided may include, but are not limited to, a single or combination of these invasive vegetation control services treatment methods listed below:

Biological Control Services:

This service method uses agents such as insects, fish and pathogens to manage invading non-native plants. The biological control agents are used to decrease the invasive plants' competitive advantages over native plants, and to weaken the invading population by increasing leaf mortality, decreasing plant size, reducing flower and seed production, and/or limit population expansion.

Chemical Control Services

This service method uses specially formulated pesticides to kill or control plants. The pesticide is a substance intended for use as a plant growth regulator, defoliant or desiccant.

Mechanical Control Services

This service method uses machinery designed to cut, shear, shred, crush, press, lift, convey, transport, and remove aquatic plants and associated organic material from waterbodies.

Physical Control Services

This service method uses physical manipulation of plants or their habitat such as: manual removal (examples: hand-pulling and diver-assisted dredging), barriers (examples: fences, booms, cables, and silt curtains), cutting/shearing, water level manipulation (examples: drawdown, fluctuating water levels, and flooding), prescribed fire, sediment removal, light attenuation (dyes), nutrient manipulation, and aeration.

SECTION 4
SUBMITTAL FORM

VENDOR: _____

<u>QUALIFICATION CRITERIA</u> TO BE COMPLETED BY ALL VENDORS		
Refer to Section 2.4, Qualification Criteria, to ensure that Submittal complies with solicitation requirements.		
Reference Section	Requirements	Copy Attached
2.4 (1)	Vendor(s) shall assign a competent company representative(s) whom is cognizant of industry standards and is authorized to discuss matters pertaining to invasive vegetation control services in order to provide the County with support and information. Submitters(s) are required to provide their designated company.	<input type="checkbox"/>
2.4 (2)	Vendor(s) shall provide three (3) reference letters for services provided within the past two (2) years. The reference letter shall be on the reference provider company letterhead and signed to demonstrate that the Vendor is regularly engaged in the business of providing invasive vegetation control services. The County shall be able to ascertain from these references to its satisfaction that the Vendor has sufficient experience and expertise providing invasive vegetation control services. The letters shall contain at minimum the reference phone number, email address, and job title.	<input type="checkbox"/>