

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

Rev 1

**New contract**   
  **OTR**   
  **CO**   
  **SS**   
  **BW**   
  **Emergency**   
 Previous Contract/Project No: 5966-4/13-4

**Re-Bid**   
  **Other**   
 LIVING WAGE APPLIES: \_\_\_ YES  NO

Requisition/Project No: ROID1300023      TERM OF CONTRACT: 10 years with \_\_\_ options-to-renew

Requisition/Project Title: Work Gloves

Description: Pre-qualification of vendors for the purchase of work gloves.

User Department(s): Fire Rescue, Police, Public Works and Waste Management, Aviation, Corrections, Parks Recreation and Open Spaces, Transit, Water and Sewer, Public Housing, Internal Services and Regulatory & Economic Resources.

Issuing Department: ISD      Contact Person: A. Rodriguez      Phone: 305-375-4744  
 Estimated Cost: \$1,500,000.00      Funding Source: General, Internal Service, Proprietary and Federal Funds

**ANALYSIS**

Commodity/Service No: 200-27			
<b>Trade/Commodity/Service Opportunities</b>			
Contract/Project History of Previous Purchases For Previous Three (3) Years Check Here <input type="checkbox"/> if this is a New Contract/Purchase with no Previous History			
	<b>EXISTING</b>	<b>2<sup>ND</sup> YEAR</b>	<b>3<sup>RD</sup> YEAR</b>
Contractor:	Able Unlimited, Inc., AMFAK, Inc., Benchmark Industrial Supply, BIKO, Inc., Lawson Products, Inc., Global Protection Acquisition, Henry Schein Matrx Medical, AAA Tool & Supply, Sid Tool Co., M&P Associates, Ritz Safety, Safety Products, Uniforms Mfg. Inc., W.W. Granger	Same	Same
Small Business Enterprise:	No		
Contract Value:	\$268,000.00	\$268,000.00	\$310,000.00
Comments:			
Continued on another page (s): ___ Yes ___ No			

**RECOMMENDATIONS**

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

**Basis of Recommendation:**

Establishing a pool of vendors capable of providing the County with all its work glove needs said pool will provide an annual spot market competition at which t  
 Time the preference will be applied.

Signed: A. Rodriguez      Date to SBD: 11/26/12

Date Returned to DPM: \_\_\_\_\_



**BID NO.: 112112**

**OPENING: 2:00 P.M.**

**, 2012**

**MIAMI-DADE COUNTY, FLORIDA**

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

**TITLE:**

**WORK GLOVES**

**FOR INFORMATION CONTACT:**

**Abelin Rodriguez, 305-375-4744, abelin@miamidade.gov**

**IMPORTANT NOTICE TO BIDDERS:**

- **READ THIS ENTIRE DOCUMENT AND HANDLE ALL QUESTIONS IN ACCORDANCE WITH SECTION 1, PARAGRAPH 1.2(D).**
- **FAILURE TO SIGN BID SUBMITTAL FORM IN SECTION 4 WILL RENDER YOUR BID NON-RESPONSIVE**

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



MIAMI-DADE COUNTY, FLORIDA

INVITATION TO BID

Bid Number:

Bid Title: WORK GLOVES

Procurement Officer: Abelin Rodriguez

Bids will be accepted until 2:00 p.m. on \_\_\_\_\_, 2012

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

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

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

NOTICE TO ALL BIDDERS:

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

MIAMI-DADE COUNTY  
INTERNAL SERVICES DEPARTMENT  
PROCUREMENT MANAGEMENT DIVISION

SECTION 1  
GENERAL TERMS AND CONDITIONS

WORK GLOVES

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

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

<http://www.miamidade.gov/procurement/itb-terms-conditions.asp>

**SECTION 2**  
**SPECIAL CONDITIONS**

**WORK GLOVES**

**2.1 PURPOSE: TO ESTABLISH A CONTRACT FOR THE COUNTY:**

The purpose of this solicitation is to establish a contract for the purchase of industrial type work gloves in conjunction with the County's needs on an as needed when needed basis.

**2.2 TERM OF CONTRACT TEN YEARS**

This contract shall commence on the first calendar day of the month succeeding approval of the contract by the Board of County Commissioners, or designee, unless otherwise stipulated in the Notice of Award Letter which is distributed by the County's Department of Procurement Management, and contingent upon the completion and submittal of all required bid documents. The contract shall remain in effect for one hundred twenty (120) months and upon completion of the expressed and/or implied warranty periods. The contract shall expire on the last day of the ten year period.

**2.3 METHOD OF AWARD USING PRE-QUALIFICATION AND ANNUAL SPOT MARKET PROCEDURES**

Award of this contract will be made to all responsive, responsible bidders who meet the minimum qualifications set forth in paragraph 2.6.1. Bidders are required to submit all of the specified information, documentation and attachments with their bid submittal as proof of compliance with the requirements of this Invitation to Bid. However, the County may, at its sole discretion and in its best interest, allow the bidders to complete, supplement, or supply the required documentations during the bid evaluation period. Failure to provide the required documentation as specified by the County shall result in the bidder's proposal being declared non-responsive.

During the term of this contract, the County reserves the right to add or delete vendors as it deems necessary and in its best interest. If the County elects to add vendors, they must meet the same minimum qualifications established for the original competition.

**2.3.1 PRE-QUALIFICATION PROCEDURES**

Bidders shall provide any of the following:

- a. If the bidder is a work glove manufacturer it shall provide a letter on company letterhead providing the brand names or styles it manufacturers. If bidder is other than the glove manufacturer, provide a letter(s) from the manufacturer authorizing the bidder to act as a distributor or reseller of their gloves.
- b. Provide a published catalog for their company which shows and describes work gloves available for sale to the public.

**OR**

- c. Provide an established and active web site whose domain name is owned by the bidder and is used as a marketing tool by the bidder.

**SECTION 2**  
**SPECIAL CONDITIONS**

**WORK GLOVES**

**2.3.2 QUOTATION PROCEDURES FOR PERIODIC SPOT MARKET PRICES**

Bidders meeting minimum criteria shall be deemed pre-qualified to participate to be added to the approved pool of vendors for this contract, this pool of vendors shall be solicited in spot market pricing request. The applicable time period will be shown on the Request for Quotation. Periodic spot market pricing request will be issued by the Internal Services Department (ISD), Procurement Management Section (PMS) to the pool of awarded pre-qualified vendors. Accordingly, the pre-qualified vendors shall submit a fixed unit price to be charged to the County for item(s) listed in the quote for the time period (term) shown on the quotation document all in accordance with the terms and conditions found in this Invitation to Bid. The submissions shall be provided as a sealed quote and must be received in the County's Internal Services Department, Procurement Management Section office by the date and time specified on the Request for Quotation.

Vendors will be notified of the award of an item by addendum to the contract award sheet.

**2.4 PRICES SHALL BE FIXED AND FIRM:**

If the vendor is awarded a contract under this solicitation, the prices proposed by the vendor shall remain fixed and firm during the term of the spot market period.

**2.5 "EQUAL" PRODUCT CAN BE CONSIDERED UPON RECEIPT OF SPECIFIED DATA**

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

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

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

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

**SECTION 2**  
**SPECIAL CONDITIONS**

**WORK GLOVES**

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

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

**2.6 DELIVERY SHALL BE THIRTY (30) DAYS AFTER DATE OF ORDER**

The vendor shall make deliveries within thirty calendar days after the date of the order. Gloves shall be invoiced at those prices in effect at the time of receipt of the order from the County, completed purchase orders/release may be emailed, faxed or mailed to the vendor. All deliveries shall be made in accordance with good commercial practice and all required delivery timeframes shall be adhered to by the vendor(s); except in such cases where the delivery will be delayed due to acts of nature, strikes, or other causes beyond the control of the vendor. In these cases, the vendor shall notify the County of the delays in advance of the original delivery date so that a revised delivery schedule can be appropriately considered by the County.

Should the vendor(s) to whom the contract is awarded fail to deliver in the number of days stated above, the County reserves the right to cancel the contract on a default basis after any back order period that has been specified in this contract has lapsed. If the contract is so terminated, it is hereby understood and agreed that the County has the authority to purchase the goods elsewhere and to charge the incumbent vendor with any re-procurement costs. If the vendor fails to honor these re-procurement costs, the County may terminate the contract for default.

Certain County employees may be authorized in writing to pick-up materials under this contract. Vendors shall require presentation of this written authorization. The vendor shall maintain a copy of the authorization. If the vendor is in doubt about any aspect of material pick-up, vendor shall contact the appropriate user department to confirm the authorization.

**2.7 CONTACT PERSON:**

For any additional information regarding the terms and conditions of this solicitation and resultant contract, Contact: A. Rodriguez, at (305) 375-4744 email – abelin@miamidade.gov.

**2.8 IDENTIFICATION OF EACH ITEM**

Each item must be clearly identified on the offer submittal pages(s) as to make, model number, style number, packaging, and case weight, as requested, in order to be eligible for award. Uses of terms such as, "As Spec" are unacceptable. Failure to provide this information with the offer may result in rejection of the offer.

**SECTION 2**  
**SPECIAL CONDITIONS**

**WORK GLOVES**

**2.9 PACKING SLIP/DELIVERY TICKET TO ACCOMPANY ITEMS DURING DELIVERY:**

The successful bidder shall enclose a complete packing slip or delivery ticket with any items to be delivered in conjunction with this bid solicitation. The packing slip shall be attached to the shipping carton(s) which contain the items and shall be made available to the County's authorized representative during delivery. The packing slip or delivery ticket shall include, at a minimum, the following information: purchase order number; date of order; a complete listing of items being delivered; and back-order quantities and estimated delivery of back-orders if applicable.

**2.10 PURCHASE OF OTHER ITEMS NOT LISTED WITHIN THIS SOLICITATION BASED ON PRICE QUOTES:**

While the County has listed all major items within this solicitation which are utilized by County departments in conjunction with their operations, there may be similar items that must be purchased by the County during the term of this contract. Under these circumstances, a representative of Internal Services Department, Procurement Management Division will contact the primary vendor to obtain a price quote for the similar items. If there are multiple vendors on the contract, the County representative may also obtain price quotes from these vendors. The County reserves the right to award these similar items to the primary contract vendor, another contract vendor based on the lowest price quoted, or to acquire the items through a separate solicitation.

**2.11 SAMPLES MAY BE REQUIRED DURING EVALUATION**

After the County opens the Bid Proposals, the bidders may be required to submit a sample for the goods to be supplied for evaluation by, and at no cost to the County. If samples are required, the County will notify the bidder of such in writing and will specify the deadline for submission of the samples. Each individual sample shall be clearly labeled with the bidder's name, bid number, bid title, manufacturer's name and brand name, and style number if applicable. If the bidder fails to submit the samples, properly labeled, within the specified date stipulated in the notice, the County shall not consider the bidder's proposal for that item(s); provided however, that in the event of a group or aggregate award, the bidder's proposal will not be eligible for that group or in the aggregate as applicable. All samples shall become the property of Miami-Dade County.

The County reserves the right to perform its own testing procedures or to send any and all samples any certifiable laboratory for analysis. Any costs for testing shall be borne by bidder. On the basis of this testing and analysis, the County shall be sole judge of the acceptability of the sample in conformance with the bid specifications and its decision shall be final. Any sample submitted shall create an express warranty that the whole of the goods and/or services to be provided by the bidder during the contract period shall conform to the sample submitted. The bidder shall be required to provide adequate restitution to the County, in the manner prescribed by the County, if this warranty is violated during the term of the contract.

**2.12 SUBSTITUTION OF ITEMS DURING TERM OF CONTRACT**

Substitute brands or models may be considered during the contract period for discontinued models. The bidder shall not deliver any substitute item as a replacement to an awarded

**SECTION 2**  
**SPECIAL CONDITIONS**

**WORK GLOVES**

brand or model without express written consent of Internal Services Department, Procurement Management Section prior to such delivery. Substitute items must be of equal or better quality than the awarded item. Substitutes shall be considered only in emergency situations and excessive substitution requests may be cause to cancel the contract.

**2.13 COMPLIANCE WITH FEDERAL REGULATIONS DUE TO USE OF FEDERAL FUNDING**

Since the goods, services, and/or equipment that will be acquired under this solicitation will be purchased, in part or in whole, with federal funding, it is hereby agreed and understood that Section 60-250.4, Section 60-250.5 and Section 60-741.4 of Title 41 of the United States Code, which addresses Affirmative Action requirements for disabled workers, is incorporated into this solicitation and resultant contract by reference.

**2.14 MIAMI-DADE PUBLIC HOUSING AND COMMUNITY DEVELOPMENT DEPARTMENT EXEMPTION TO CERTAIN CLAUSES**

The contract to be awarded under this solicitation will be accessed by the Miami-Dade Public Housing and Community Development (PHCD). As a Federally-funded agency, certain clauses within this solicitation do not apply to that Department's allocation:

Section 1 Paragraph 1.10 (Local Preferences), Section 1 Paragraph 1.26 (Office of the Inspector General), Section 2 Paragraph 2.2 (Small Business Contract Measures), and Section 2 Paragraph 2.21 (County User Access Program - UAP).

For this reason the request for quotation will reflect a separate section for the pricing of gloves used by PHCD.

**SECTION 3**  
**TECHNICAL SPECIFICATIONS**

**WORK GLOVES**

**3.1 SCOPE**

Vendors will be requested to provide fixed prices for various types and sizes of work gloves, prices will be held for a period of time shown on the Request for Quotation. Examples of products to be quoted are:

- a. Split leather lined glove, gunn cut with leather wing thumb, forefingers and fingertips, rubberized safety gauntlet (2.5" – 3"), elastic at wrist. PIP #83-7522, Memphis #1200S
- b. Split leather lined glove, gunn cut with leather wing thumb, forefingers and fingertips, rubberized safety gauntlet (4" – 5"), elastic at wrist. Memphis 1210, West Chester #800SC, PIP 1166, Safety-zone GLP1-MN-G1C
- c. Cotton gloves, jersey type, knit wrist. West Chester 708, Memphis 8100C, PIP 2448 Safety-Zone GJWR-1
- d. Cotton gloves, string type, knit wrist. West Chester 708S
- e. General purpose, palm and fingers latex covered, crinkle finish. Cordova 5610, PIP 3253, Showa BE66.
- f. General purpose, palm and fingers nitrile covered, crinkle finish. Global Glove #607, Best Glove 2790.
- g. Double leather palm, fingertip protection, safety cuff. Condor Glove 5JH02, Memphis 1311J
- h. Full leather glove, keystone thumb, shirred elastic wrist. Wells Lamont 1130, Safety-Zone GLD2-POB
- i. Drivers glove, goatskin, shirred elastic back. PIP 71-3601
- j. Welders glove, economy all leather construction, 13" long, one piece back. PIP 73-888, North 1590
- k. Welders glove, all leather glove, 13", Kevlar thread. Memphis 4600 PIP 73-7007
- l. Linesman rubber insulating glove, class 00 (500 volt AC), 14" black. Magid M-00-14-B7 Salisbury E0014
- m. Linesman rubber insulating glove, class 0 (1000 volt AC), 14" black. Salisbury E014
- n. Linesman rubber insulating glove, class 1 (7500 volt AC), 14" black. Magid, M-1-14-BR8
- o. Linesman rubber insulating glove, class 2 (17000 volt AC), 14" black. Salisbury E214.
- p. Linesman leather protective gloves, sizes 9-11, 10" long. Salisbury 23008, Condor 4T557, Salisbury GK011B

**SECTION 3**  
**TECHNICAL SPECIFICATIONS**

**WORK GLOVES**

- q. Linesman leather protective gloves, sizes 9-11, 12" long. Condor 4T495, Marigold 26106
- r. Latex, flock lined, FDA approved, 18 Mil, food industry/janitorial service usage. Safety-Zone GRFY-1
- s. .Chemical resistant glove, PVC, 12", lined. Wells Lamont 174
- t. Chemical resistant glove, Butyl, 14", 20 – 30 mil. North B324, MAPA 651.
- u. Chemical resistant glove, resistant to a wide spectrum of chemicals, 14" long, one time use. North SSG
- v. Chemical resistant glove, Butyl, 14", 14mil. Ansell 29771 North B144GI, Showa Best 17344
- w. Chemical resistant glove, Neoprene 14". Ansell 9-924 Showa Best 6797
- x. Chemical resistant glove, lined, Neoprene, 18", Showa Best 6797R, Ansell 9-928

**SECTION 4  
BID SUBMITTAL FORM**

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

**OPENING: 2:00 P.M.**  
**, 2012**



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

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

Issued by: ar                      ISD/PM                      Date Issued:                      This Bid Submittal Consists of Pages 9 through **13**

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

**WORK GLOVES**

<b>DO NOT WRITE IN THIS SPACE</b>	
ACCEPTED _____	HIGHER THAN LOW _____
NON-RESPONSIVE _____	NON-RESPONSIBLE _____
DATE B.C.C. _____	NO BID _____
ITEM NOS. ACCEPTED _____	
COMMODITY CODE: 200-27	
Procurement Contracting Officer: A. Rodriguez	

FIRM NAME \_\_\_\_\_

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

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

SECTION 4  
BID SUBMITTAL FOR:  
WORK GLOVES

FIRM NAME: \_\_\_\_\_

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Submittals necessary to be qualified for award of this contract.

If the bidder is a work glove manufacturer it shall provide a letter on company letterhead providing the brand names or styles it manufacturers. If bidder is other than the glove manufacturer, provide a letter(s) from the manufacturer authorizing the bidder to act as a distributor or reseller of their gloves

Provide a published catalog for their company which shows and describes work gloves available for sale to the public.

Or

Provide an established and active web site whose domain name is owned by the bidder and is used as a marketing tool by the bidder.

SECTION 4  
BID SUBMITTAL FOR:  
Work Gloves

ACKNOWLEDGEMENT OF ADDENDA

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INSTRUCTIONS: COMPLETE PART I OR PART II, WHICHEVER APPLIES

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**PART I:**

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

Addendum #1, Dated \_\_\_\_\_

Addendum #2, Dated \_\_\_\_\_

Addendum #3, Dated \_\_\_\_\_

Addendum #4, Dated \_\_\_\_\_

Addendum #5, Dated \_\_\_\_\_

Addendum #6, Dated \_\_\_\_\_

Addendum #7, Dated \_\_\_\_\_

Addendum #8, Dated \_\_\_\_\_

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**PART II:**

NO ADDENDUM WAS RECEIVED IN CONNECTION WITH THIS BID

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FIRM NAME: \_\_\_\_\_

AUTHORIZED SIGNATURE: \_\_\_\_\_

DATE: \_\_\_\_\_

TITLE OF OFFICER: \_\_\_\_\_

**Bid Title:** Work Gloves

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

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

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

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

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

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

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

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

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

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



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

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

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

For the County's information, the bidder is requested to indicate, at 'A' and 'B' below, its general interest in participating in the Joint Purchase Program of the County User Access Program (UAP) described in Section 2.21 of this contract solicitation, if that section is present in this solicitation document. Bidder participation in the Joint Purchase portion of the UAP is voluntary, and the bidder's expression of general interest at 'A' and 'B' below is for the County's information only and shall not be binding on the bidder.

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

Yes \_\_\_\_\_ No \_\_\_\_\_

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

Yes \_\_\_\_\_ No \_\_\_\_\_

Firm Name: \_\_\_\_\_

Street Address: \_\_\_\_\_

Mailing Address (if different): \_\_\_\_\_

Telephone No.: \_\_\_\_\_ Fax No.: \_\_\_\_\_

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

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

Signature: \_\_\_\_\_ (Signature of authorized agent)

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

Print Name: \_\_\_\_\_ Title: \_\_\_\_\_

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



# **APPENDIX**

## **AFFIDAVITS FORMAL BIDS**







## Walters, Vivian (RER)

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**From:** Rodriguez, Abelin (ISD)  
**Sent:** Monday, November 26, 2012 8:25 AM  
**To:** Walters, Vivian (RER)  
**Subject:** Procurement project for review  
**Attachments:** SBD Contract Project Measure Analysis.doc; BID Draft 112112.docx; A-S 5966-4 Work Gloves.doc

Attached find the draft of the 'new' WORK GLOVE solicitation, the Department Input and the current Award Sheet. The new bid will be to establish a pre-qualified vendor pool capable of selling the County work gloves. This is different than the existing contract which has fixed prices for specific items.

A. Rodriguez, Procurement Contracting Officer  
Internal Services Department  
111 NW 1 St. Ste 1300  
Miami, FL. 33128-1974  
Ph. (305) 375-4744 Fax. (305) 372-6128

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