REQUEST FOR PROPOSALS NO. 006-LL10

DISASTER DEBRIS REMOVAL MONITORING SERVICES

MIAMI-DADE COUNTY PUBLIC SCHOOLS

I. NAME AND ADDRESS OF REQUESTOR

The School Board of Miami-Dade County, Florida
Maintenance Operations
12525 N. W. 28th Avenue
Miami, Florida 33167

II. PURPOSE OF REQUEST FOR PROPOSAL

The purpose of this Request for Proposal (RFP) is to select a qualified professional firm(s), to support the oversight and management of debris removal contractors, during disaster response recovery. The selected Proposer(s) shall also provide a range of related services including damage assessment, training, emergency planning and other services as needed and/or requested by Miami-Dade County Public Schools (District), on an as-needed basis. Other services may include facilitating communication with Federal Emergency Management Agency (FEMA), other federal agencies, and coordination with the Department of Emergency Management (DEM).

The selected Proposer(s) shall be adhere to FEMA guidelines, applicable to the services required in this RF and outlined in the following documents: Public Assistance Debris Management Guide FEMA 325, the Public Assistance Policy Digest FEMA 321, the Public Assistance Applicant Handbook FEMA 323, and the Public Assistance Guide 322.

The decision to initiate the selected Proposer's services will be determined by the Board on an event-by-event basis, and is dependent upon, among other factors, the amount and extent of debris requiring removal. The Board reserves the right, at its sole discretion, to perform any task contained in this scope of services.

The District may, at its sole discretion, award this contract to at least one (1) primary and one (1) alternate Proposer to provide management services and technical assistance in regard to the monitoring of disaster debris collection, on an as-needed basis.

III. PROCEDURES FOR SUBMISSION OF PROPOSAL

Ten (10) copies of the proposal, one of which shall be an original, must be received by 2:00 p.m. (Local Time) May 17, 2011, at:

The School Board of Miami Dade County, Florida
Bid Clerk, Division of Procurement Management Services
1450 Northeast Second Avenue, Room 352
Miami, Florida 33132

The responsibility for submitting this proposal to the District on or before the stated time and date will be solely and strictly the responsibility of the Proposer. The District will in no way be responsible for delays caused by the United States Postal Service or any other delivery service or any other occurrence. The proposal must be submitted in a sealed envelope or box marked "DISASTER DEBRIS REMOVAL MONITORING SERVICES." Any proposal received after the stated time and date, ***will not*** be considered. All proposals must be signed by an officer, principal, or partner having authority to legally bind the proposal. Proposals not conforming to the instructions provided herein will be subject to disqualification at the sole option of the district.

All expenses involved with the preparation of and submission of proposals to the District, or any work performed in connection therewith shall be borne by the Proposer(s). No payment will be made for any responses received, or for any other effort require of or made by the Proposer(s) prior to commencement of work as defined by a contract approved by the District.

It is anticipated that a proposal may be presented to The School Board of Miami-Dade County, Florida, for acceptance on or about June 15, 2011. If accepted, notification to the successful Proposer(s) will be on or about June 15, 2011. The Board reserves the right to accept or reject any and all proposals.

IV. GENERAL INFORMATION ABOUT THE SCHOOL DISTRICT

The School Board of Miami-Dade County, Florida, is a political subdivision organized under Section 4, Article IX, of the State Constitution and Chapter 230, Florida Statutes and is the fourth largest school system in the nation. The District has approximately 340 schools and includes alternative schools, and exceptional student education centers; 363,288 students; more than 57,372 full and part-time employees; and a $4.5 billion operating and capital budget. The student population is economically, ethnically, and linguistically diverse, with the largest ethnic group being Hispanic students.

There are nine School Board members elected from single member districts who serve four-year terms.

The District provides a full range of educational services appropriate to students in early childhood, grade levels pre-kindergarten through 12, and adult/vocational education programs. These include basic, regular, and enriched academic education, bilingual education, special education for handicapped children, vocational education, and many individualized programs, such as special instruction for disadvantaged students (Title I), and those with limited English proficiency.

V. SCOPE OF SERVICES

The Proposer shall observe the day-to-day operations performed by debris removal contractors, under contract with the District, to ensure that workers are performing eligible work in accordance with FEMA and all applicable Federal, State, and local regulations. The scope of services involves pre-event and post-event services, which may include, but not be limited to the following:

A. Provide assistance in the preparation for a disaster through participation in meetings, workshops, training sessions and the refinement of Debris Management Plans;

B. Report issues that require action (safety concerns, contractor non-compliance and equipment use);

C. Accurately measure and certify truck capacities;

D. Properly and accurately complete and physically control load tickets (in tower and field);

E. Ensure that trucks are accurately credited for their load and that trucks are not artificially loaded;

F. Ensure that hazardous wastes are not mixed in loads and that all debris is removed from trucks at debris management sites;

G. Validate hazardous trees, including hangers, leaners, and stumps;

H. Report if improper equipment is mobilized and used and if contractor personnel safety standards are not met;

I. Ensure that only debris specified in the District's Emergency Debris Removal contract is collected;

J. Ensure that debris contractor work is within the assigned scope of work and report if debris removal work does not comply with all local ordinances as well

as State and Federal regulations (i.e. proper disposal of hazardous wastes); and

K. Provide technical advice to the District and support debris management center operations.

The response of the selected monitoring Proposer(s) to the disaster recovery process must be immediate, rapid, and efficient with acceptable cost controls, accountability procedures, written reports and submittals to ensure that the District shall have the means to be reimbursed for all eligible disaster recovery costs from appropriate Federal, State and private agencies. Response will typically be activated only in the event of an emergency and in accordance with an awarded contract. Response activation will be through issuance of a Purchase Order.

VI. REQUIRED INFORMATION TO BE SUBMITTED BY PROPOSERS

Failure to submit all items in the Section at the time the Proposal is submitted may result in the Proposal being declared non-responsive and not acceptable for evaluation.

1. Demonstrate the Firm's successful completion of similar projects. Include events in the last five (5) years with a general project description, contact person and associated billings.

2. Description of the office that will be responsible for this work and the number of years experience with emergency debris monitoring. The Proposer shall have a place of business for contact by the District during normal hours on normal business days. An emergency phone number and the name of a responsible managing employee shall be provided to the District.

3. Demonstrate the Firm's knowledge of federal, state, and local laws and regulations governing this type of work and familiarity with FEMA, NRCS, FDEP, and Florida State Laws and acceptable accounting practices.

4. Demonstrate knowledge of all aspects of emergency management to include procurement, deployment and management of field staff operations, planning, contract management and accounting/reporting systems.

5. Demonstrate the detailed approach that will be used to ensure successful completion of the efforts required by the scope of work, including pre-event planning, initial mobilization/response time, staff organization and data management approach.

6. Demonstrate the methods and tools that will be used to accomplish the work.

7. List all current obligations for similar monitoring services and explain the Firm's approach for managing multiple contracts in the event of a regional or statewide emergency.

8. Identification and qualifications of the key staff members that will perform the service. Include their resumes and identify primary contact person. Include job descriptions for employees who will be assigned to this project.

9. Provide a list of up to three (3) references for which similar engagements have been completed with a governmental agency or educational institution, similar in size to the District. This list should provide the name, title telephone number and address of an appropriate person to be contacted.

10. Copies of current Professional License and State and Local Occupational Licenses.

11. Describe the Proposer's internal training program and training manual. Provide copies of each, if applicable.

12. Outline and discuss Proposer's commitment to utilize local workforce, as travel and lodging are not covered by the District.

13. Completed Cost Proposal Form (Attachment A).

VII. OPERATIONAL REPORTS AND RECORD DOCUMENTATION

The selected Proposer shall prepare and submit operational reports to the District throughout the recovery operations. Daily reports shall document the debris contractor's activities progress from the previous day. The daily reports shall be submitted by 10:00 a.m. to a distribution list established by the District's Project Manager. Each daily report submitted shall contain the following minimum information:

A. Contractor's names;
B. Number of Contractors (and their crews working that day), number of loads, estimated cubic yards for the day and cumulative;
C. Reports and graphs (to delineate production rates of crews and their equipment, progress by area and estimation of total quantities remaining, time to completion, and daily cumulative cubic yards of debris removed, processed and hauled).

VIII. PERSONNEL

Upon notification by the District, the Proposer will provide services that will include, but not be limited to the following personnel:

A Project Manager who shall be responsible for the overall monitoring of debris removal contractors and the management of the Proposer's monitoring team shall be the District's point-of-contact. The Project Manager shall assign an operations manager to oversee each debris recovery contractor. The Project Manager will be supported by the full array of resources to enhance efficiency and expedite deliverables. The Project Manager's responsibilities include:

A. Coordinating daily briefings, work progress, staffing, and other key items with the District.
B. Scheduling work for all team members and contractors on a daily basis.
C. Scheduling and managing field staff.
D. Monitoring recovery contractor's progress and making/implementing recommendations to improve efficiency and speed up recovery work.
E. Conduct safety inspections.
F. Ensuring compliance with contracts by all subcontractors.
G. Prepare operational reports and other documentation.
H. Scheduling running periodic meetings with field staff and contractors.
I. Review and reconcile contractor invoices for payment and prepare FEMA worksheets for reimbursement for debris hauling and monitoring efforts.
J. Establish a data center where project documents are stored, sorted and reconciled. Designated District personnel shall have access to the data during normal business hours.

The Proposer shall establish a Project Management Team, consisting of the following members at a minimum:

A. Project Managers
B. Field Supervisors
C. Debris Site/Tower Monitors
D. Load Site/Tower Monitors
E. Field Coordinators (Crew Monitors)
F. Load Ticket Data Entry Clerks
G. Billing and Invoice Analysts
H. Environmental Specialists
I. GIS Analyst
J. Administrative Assistant

IX. OPERATIONAL REQUIREMENTS

The District has a contract to remove and transport debris from the District sites to designated debris management sites. Each load of eligible debris shall be tracked using a multi-page load ticket. The debris hauler or the District shall provide load tickets to be used. The load tickets shall be inventoried and logged by the Proposer.

Within forty-eight (48) hours of the issuance of the Purchase Order, the Proposer shall be prepared to provide qualified on-site personnel to monitor debris receiving operations at debris sites located throughout the District. Additional sites may be added as debris removal efforts increase.

The Proposer shall provide all management, supervision, labor, logistical support, transportation, mobile communications equipment, computer equipment, safety equipment, digital cameras, video cameras, and other equipment necessary to initiate and to safely and accurately perform all of the District's debris monitoring activities. Mobile communications equipment shall be sufficient to allow all monitors to remain in contract with dispatch and supervisors at all times.

The Proposer shall maintain and update a log of damages reported, damage corrections, and releases for work by the District; maintain and update a log of the tickets inventoried, used, and/or voided; maintain and update tower logs of ticket information; and maintain and update a log of ineligible debris piles.

The proposer shall provide field monitors at designated locations to ensure that only eligible debris is being removed and to check and verify information on debris removal and at locations designated by the District.

SAFETY AND HEALTH STANDARDS

All personnel of the Proposer must wear required safety equipment as necessary, to comply with all OSHA, Federal, State and local requirements, while performing duties under this contract. The Proposer shall ensure that all personnel of the Proposer adhere to all appropriate site safety requirements.

The Proposer shall supervise and direct all work using qualified labor and proper equipment for all tasks. Safety of the Proposer's personnel and equipment is the responsibility of the Proposer. Additionally, the Proposer shall pay for all materials, personnel, taxes, and fees necessary to perform work under the terms of the proposed contract.

The Proposer must be duly licensed in accordance with Federal and State statutory and regulatory requirements to perform the work being sought through this RFP.

The Proposer shall be responsible for determining what permits shall be necessary to perform work under the proposed contract. Copies of all permits shall be submitted to the appropriate District Disaster Emergency Response personnel before commencing work.

During the performance of this contract, the Proposer shall be responsible for correcting any notices of violations issued as a result of actions or operations of the Proposer or its sub-consultants. Corrections for any such violations shall be at no additional cost to the District.

The Proposer shall be responsible for paying any and all costs associated with violations of law or regulation relative to the activities of the Proposer. Such costs might include, but are not limited to: site cleanup and remediation, fines, administrative and civil penalties, and third party claims imposed on the District by any regulatory agency or by any third party as a result of noncompliance with Federal, State or local environmental laws and regulations or nuisance statutes by Proposer, its sub, or any other persons, corporations, or legal entities retained by the Proposer under this contract.

X. DELIVERABLES

At a minimum, the following deliverables must be provided to the District at the completion of the emergency event response effort. However, deliverables shall be in no way limited to the following list. At its sole discretion, the District may add and/or delete deliverables to meet the needs of the District.

A. Original load tickets shall be boxed, bound by date and sorted by ticket number.
B. Ticket logs including all information from ticket.
C. Daily tower logs.
D. List of all personnel with signatures and initials.
E. Binders(s) with damage reports, completed repairs, issue releases (if applicable), and issues and resolution.
F. List of tickets issued by monitors and a list of lost/voided tickets.
G. Each pile of ineligible debris shall be tagged and a list compiled and submitted to the District. The District must approve format of the ineligible debris tag.
H. Daily Report. The Proposer shall prepare and submit daily operational reports throughout the duration of the emergency recovery operations. Daily reports shall document the debris contractors' activities and progress from the previous day and shall be submitted by 10:30 a.m. to the appropriate District Disaster Emergency Response personnel or designee. Each daily report shall contain the following minimum information:

a. Correctly and accurately completed load tickets consistent with all reporting documents;
b. The times of operation of all debris loading trucks; and
c. Reports, maps and graphs to delineate production rates of crews and their equipment, progress by area and estimations of total quantities remaining, time to completion, and daily cumulative cubic yards of debris removed, processed and hauled.
d. Final Report. A final report shall be prepared by the Proposer and submitted to the appropriate District Disaster Emergency Response personnel within thirty (30) days of completion of the emergency recovery operations. Recovery operations include closure and remediation of the sites and conclusions of all related operations. At a minimum, this report will include: a discussion of disaster response requirements and results and recommendations for future emergency disaster response.

All deliverables will be submitted both electronically in a format specified by the appropriate District Disaster Emergency Response personnel and on paper.

PAYMENT

All labor rates are to be fully burdened to include, overhead, profits and any other expenses necessary to the execution of a contract to be developed as a result of this RFP.

Billable time shall include hours when debris-hauling trucks are in operation, as well as reasonable start-up and close of day actions. Billable time shall be supported with daily timesheets or other documentation processes as approved, in writing, by the appropriate District Disaster Emergency Response personnel.

All load tickets, forms, reports and other deliverables shall be accurately and correctly submitted in the initial stance of submittal. The Proposer shall not bill and shall not be paid for time spent by any personnel to correct a load ticket, form, report, or other deliverables.

No overtime rate will be paid.

PAYMENT SCHEDULE

Invoices will be processed for payment only after approval of the appropriate District Disaster Emergency Response personnel or designee. The Proposer shall be responsible for reviewing the debris hauler's deliverables and invoices and certifying their consistency with the Proposer's deliverables and invoices and for resolving any discrepancies that may exist. Approval for payment shall not be granted until appropriate deliverables are received and determined to be correct, accurate, and consistent.

XI. TERMS OF CONTRACT

The term of the proposal shall be for an initial one (1) year period from date of award and may, by mutual agreement between the School Board and the Awardee(s), be extended for up to six (6) additional one (1) year periods and, if needed, 90 days beyond the expiration date of the current extension. The School Board, through Procurement Management Services, may, if considering to extend, request a letter of intent to extend from the Awardee prior to the end of the current contract period. The Awardee will be notified when the recommendation has been acted upon.

The School Board, by law, must reserve the right to cancel the contract at the end of the year of the contract term, as well as in the event the services rendered do not comply with the provisions of the proposal and/or the quality of services is found undesirable. The proposer shall comply with all municipal, state, and federal statutes prohibiting discrimination. The proposer shall at all times comply with local, state, or national standards for the provision of services whichever is more stringent. The Board shall have the right to cancel the agreement for unacceptable performance at any time, giving the other party thirty (30) days prior notice.

XII. EVALUATION CRITERIA

Proposals will be evaluated by a designated Selection Committee in order to ascertain which proposal(s) best meets the needs of the District and will be recommended to the School Board for approval. The selection committee will review all proposals received and may interview a short list of proposers through oral presentations. An Evaluation Committee, consisting of District personnel, will convene, review and discuss all proposals submitted. Procurement personnel will participate in an advisory capacity only.

The Evaluation Committee will come to consensus based upon the criteria listed in the Evaluation Criteria Section of this Request For Proposals.

The Evaluation Committee reserves the right to interview any or all proposers and to require a formal presentation with the key people who will administer and be assigned to work on the contract before recommendation of award. This interview is to be based upon the written proposal received.

The evaluation committee will consist of, but not be limited to, the following members or their designee:

Representative, Maintenance Operations

Representative, Facilities Operations

Representative, Risk & Benefits Management

Representative, Office of the Controller

Representative, District/School Operations

Representative, Office of Compliance and Business Services

Representative, Management and Compliance Audits (non-voting)

Representative, Procurement Management Services (non-voting)

The selection as best qualified will be based on the following considerations:

1. Qualifications and experience of the proposer and/or proposer's firm including qualifications and experience in debris monitoring services.

2. The proposer's understanding of and recommended approach that the individual firm will use to perform work, as described in the Scope of Services.

3. Qualifications and experience of the individual(s) who will perform and oversee the work described in this RFP.

4. Understanding of the requirements, scope of work, detailed work plan, and proposed methodology to accomplish the scope of work

5. Personnel and resource requirements of number of staff defined.

6. Costs.

XII. CANCELLATION OF AWARD/TERMINATION

The Board reserves the right to terminate any contract resulting from this RFP, at any time and for any reason immediately upon thirty (30) days written notification. If said contract should be terminated for convenience as provided herein, the School Board will be relieved of all obligations under said contract. The School Board will only be required to pay to the proposer(s) that amount of the contract actually performed to the date of termination. In the event the contract is terminated, said termination does not waive the right of the School Board to seek all applicable damages and/or remedies in law and/or in equity.

XIII. LEGAL REQUIREMENTS

It shall be the responsibility of the contractor to be knowledgeable of all federal, state, county and local laws, ordinances, rules and regulations that in any manner affect the items covered herein which may apply. Lack of knowledge by the proposer(s) will in no way be a cause for relief from responsibility.

Proposer(s) doing business with the School Board are prohibited from discriminating against any employee, applicant, or client because of race, creed,

color, national origin, sex or age with regard to but not limited to the following: employment practices, rates of pay or other compensation methods, and training selection.

XIV. INSURANCE REQUIREMENTS

At the time an award is made, the successful proposer shall be responsible for providing the School Board with certificates of insurance which indicate that insurance coverage has been obtained and meets the requirements as outlined below:

Professional Liability

The Professional Liability Insurance provided by the individual/firm shall conform to the following requirements:

A. The individual firm's Professional Liability insurance shall be on a form acceptable to the Board and shall cover those sources of liability typically insured by Professional Liability Insurance, arising out of or the rendering or failure to render professional services in the performance of this agreement, including all provisions of indemnification which is part of this agreement.

B. If on a claims-made basis, the individual/firm shall maintain without interruption, the Professional Liability Insurance until (3) years after this agreement.

C. The minimum limits to be maintained by the individual/firm (inclusive of any amounts provided by an umbrella or excess policy) shall be $3 million per claim/annual aggregate.

Workers' Compensation Insurance

Workers' Compensation Insurance for all employees of the proposer as required pursuant to the provisions of Section 440, Florida Statutes.

Commercial General Insurance

Commercial General Insurance on a comprehensive basis in an amount not less that $500,000 combined single limit per occurrence. The School Board of Miami-Dade County, Florida, its employees and agents must be listed as an additional insured on the policy.

Indemnification/Hold Harmless Agreement

The individual/firm(s) must enter into the following indemnification and hold harmless agreement:

The individual/firm(s) hereby agrees to indemnify, hold harmless and defend the Board, its officers, agents and employees individually and collectively from and against all liabilities, obligations, losses, damages, penalties, interest, claims, actions, assessments, fines, suits, demands, investigations, proceedings, judgments, orders or injuries, including death to any, or damage, of whatever nature, to any property and all costs including court costs and attorneys‘ fees, and disbursements, whether suit is instituted or not, and if instituted, at all tribunal levels (wherever raised by the parties hereto or a third party) imposed on, or incurred by or asserted against the Board or any of them arising out of or in connection with or based directly or indirectly upon (a) the individual/firm’s directors, officers, employees, agents, subcontractors or representatives, of their duties and obligations under or pursuant to this agreement, including without limitations, the failure to maintain insurance or notify the Board; (b) any material breach of this agreement by the individual/firm(s), (c) false or inaccurate representation or warranty made by or on behalf of the individual/firm(s), and (d) any act or omission, negligence, or intentional acts of the individual/firm(s), or any of the individual/firm’s directors, officers, employees, agents, subcontractors or other representatives.

XV. OTHER CONSIDERATIONS

Sub-Contracts

Nothing contained in this specification will be construed as establishing any contractual relationship between any sub-proposer(s) and the District.

The proposer(s) will be fully responsible to the District for the acts and omissions of the sub-proposer(s) and their employees.

Joint Proposal

In the event multiple proposers submit a joint proposal in response to the RFP, a single proposer shall be identified as the Prime Vendor. If offering a joint proposal, only a single contract with one proposer shall be acceptable. Prime Vendor responsibilities shall include, but not be limited to, performing of overall contract administration, preside over other proposers' participation or present at district meetings, oversee preparation of reports and presentations, and file any notice of protest and final protest as described herein. Prime Vendor shall also prepare and present a consolidated invoice(s) for services performed, The district shall issue only one check for each consolidated invoice to the Prime Vendor for services performed. Prime Vendor shall remain responsible for performing services associated with response to this RFP.

XVI. EQUAL EMPLOYMENT OPPORTUNITY AND M/WBE PARTICIPATION

Equal Employment Opportunity

It is the policy of the School Board that no person will be denied access, employment, training, or promotion on the basis of gender, race, color, religion, ethnic or national origin, political beliefs, marital status, age, sexual orientation, social and family background, linguistic preference or disability, and that merit principles will be followed.

Each firm is requested to indicate its equal employment policy and provide a detailed breakdown by ethnicity, gender, and occupational categories of its work force. (**ATTACHMENT B**)

Minority/Women Business Enterprise (M/WBE) Participation

The School Board has an active Minority/Women Business Enterprise (M/WBE) Program, to increase contracting opportunities for M/WBE's. In keeping with this policy, if a minority firm, which is Woman, Hispanic or African American-owned and operated, is to perform a scope of work, provide documentation to substantiate the experience of the M/WBE and its staff in providing this type of service. The Office of Compliance and Business Services must certify all M/WBE's, prior to contract award. The M/WBE Application may be accessed through the following link:

http://forms.dadeschools.net/webpdf/3920.pdf

XVII. COST PROPOSAL

Proposer shall provide not-to-exceed hourly rates for the staff levels listed in **Attachment A.** Hourly rates shall be exclusive of out-of-pocket expenses. Submittal of hourly rates shall in no way preclude the District from negotiating lower hourly rates for specific work orders.

XVIII. CHOICE OF LAW/VENUE – ATTORNEY'S FEES

The contract formed as a result of this RFP and the rights and obligations of the parties shall be interpreted, construed and enforced in accordance with the laws of the state of Florida and the parties agree that the venue of any action at law or equity regarding this said contract shall be in any court of competent jurisdiction within Miami-Dade County, Florida. For any indemnification claim, the prevailing indemnifying party shall be responsible for both Parties' attorney fees otherwise each party shall be responsible for its own attorney's fees.

XIX. IMPLEMENTATION SCHEDULE

The planned schedule for implementation of this Request for Proposals is as follows:

Procurement Contract Review Committee ..... July 22, 2010

Mailing of Request For Proposals..... April 22, 2011

Deadline for Questions…… ……May 6, 2011

Opening of Proposals .....May 17, 2011

Evaluation of Proposals.....May 23, 2011

Recommendation for Award…….June 15, 2011

XX. ADDITIONAL INFORMATION

Specific information concerning this RFP should be e-mailed prior to the deadline for questions, referencing the RFP by page number and paragraph, no later than 4:00 p.m., on May 6, 2011, to:

Ms. Barbara D. Jones, CPPB
Procurement Management Services
1450 N.E. Second Avenue, Room 352
Miami, Florida 33132
(305) 995-2348
E-mail bjones@dadeschools.net

The School Board of Miami-Dade County, Florida will issue responses to inquires and any other corrections or amendments it deems necessary in written addenda issued prior to the proposal due date. Proposers should not rely on any statements other than those made in this RFP or in any addendum to this RFP. Where there appears to be a conflict between the RFP and any addenda issued, the last addendum issued will prevail.

Responses to questions will be posted to M-DCPS' website and it is the responsibility of the proposers(s) to monitor this site for posting of response(s). The website link is the following:

http://procurement.dadeschools.net/bidsol/asp/ENACT.asp

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ATTACHMENT "A"
COST PROPOSAL FORM

The hourly rates shall include all costs, all applicable overhead and profit (excluding lodging, meals, and transportation)

POSITIONS	**HOURLY RATES**
PROJECT MANAGER	_____
FIELD SUPERVISOR	_____
DEBRIS SITE/TOWER MONITOR	_____
LOAD/SITE TOWER MONITOR	_____
FIELD COORDINATOR (CREW MONITOR)	_____
LOAD TICKET DATA ENTRY CLERKS	_____
BILLING/INVOICE ANALYSTS	_____
ENVIRONMENTAL SPECIALISTS	_____
GIS ANALYST	_____
ADMINISTRATIVE ASSISTANT	_____

OTHER POSITIONS

Proposer may include other positions, with hourly rates and attached job descriptions.

_____	_____
_____	_____
_____	_____
_____	_____

This form shall be submitted with the proposal