



THE SCHOOL BOARD OF MIAMI-DADE COUNTY, FLORIDA
SCHOOL BOARD ADMINISTRATION BUILDING
1450 Northeast Second Avenue
Miami, FL 33132

BIDDER QUALIFICATION FORM

BID NO. 011-PP08

BID TITLE Art Supplies

Direct all inquiries to Procurement Management Services.

BUYER NAME:

Donna Denson

E-MAIL ADDRESS: ddenson@dadeschools.net

PHONE: (305) 995-2673

FAX NUMBER: (305) 995-2307

TDD PHONE: (305) 995-2400

Bids will be accepted until 2:00 PM on November 5, 2013 in room 351, School Board Administration Building, 1450 NE 2nd Avenue, Miami, FL 33132, at which time they will be publicly opened. Bids may not be withdrawn for 120 days after opening. (Refer to Instructions to Bidders, para. IV.B.)

The submission of the bid by the vendor, acceptance and award of the bid by The School Board of Miami-Dade County, Florida, and subsequent purchase orders issued against said award shall constitute a binding, enforceable contract. Unless otherwise stipulated in the bid documents, no other contract documents shall be issued.

I. BIDDER CERTIFICATION AND IDENTIFICATION

- A. I certify that this bid is made without prior understanding, agreement, or connection with any corporation, firm, or person submitting a bid for the same materials, supplies, or equipment, and is in all respects fair and without collusion or fraud. I agree to abide by all conditions of this bid; and I certify that I am authorized to sign this bid for the bidder.
- B. Vendor certifies that it satisfies all necessary legal requirements as an entity to do business with The School Board of Miami-Dade County, Florida.
- C. I certify agreement with the School Board of Miami-Dade County Business Code of Ethics, and agree to comply with this Code and all applicable School Board contracting and procurement policies and procedures. (School Board Policy 6460)
- D. I certify that I, nor my company or its principals, or any wholly owned subsidiary are currently debarred or in default of any bid, purchase order or contract with the School board or any other private or governmental entity.

II. INDEMNIFICATION

The Bidder shall hold harmless, indemnify and defend the indemnities (as hereinafter defined) against any claim, action, loss, damage, injury, liability, cost or expense of whatsoever kind or nature including, but not by way of limitation, attorney's fees and court costs arising out of bodily injury to persons, including death, or damage to tangible property arising out of or incidental to the performance of this contract (including goods and services provided thereto) by or on behalf of the Bidder, whether or not due to or caused in part by the negligence or other culpability of the indemnity, excluding only the sole negligence or culpability of the indemnity. The following shall be deemed to be indemnities: The School Board of Miami-Dade County, Florida, its members, officers and employees.

III. PERFORMANCE SECURITY, is required on this bid. YES ☐ NO ☐

Refer to **INSTRUCTIONS TO BIDDERS**, para. VII. IF PERFORMANCE SECURITY IS REQUIRED, PLEASE INDICATE THE TYPE TO BE FURNISHED: Performance Bond ☐ Check (Cashier's, Certified, or equal) ☐

IV. FLORIDA CERTIFIED SERVICE-DISABLED VETERAN BUSINESS ENTERPRISE, please indicate: YES ☐ NO ☐

An original, manual signature is required on the Bidder Qualification Form.
(Bidder is requested to use blue ink, do not use pencil)

Legal Name of Vendor _____

Mailing Address _____

City _____ **State** _____ **Zip Code** _____

Telephone No. _____ **Fax No.** _____

E-mail Address _____

By: Signature (Original)

Of Authorized Representative _____ **Date** _____

Name (Typed or Printed)

Of Authorized Representative _____ **Date** _____

DISCLOSURE OF EMPLOYMENT OF FORMER SCHOOL BOARD EMPLOYEES

Pursuant to School Board Policy 6460 Business Code of Ethics, which may be accessed at <http://www2.dadeschools.net/schoolboard/rules> all bidders, proposers, consultants, and contractors are required to disclose the names of any of their employees who serve as agents or principals for the bidder, proposer or contractor, and who **within the last two (2) years**, have been or are employees of the School Board. Such disclosures will be in accordance with current School Board policies, but will include, at a minimum, the name of the former School Board employee, a list of the positions the employee held in the last two (2) years of his or her employment with the School Board, and the dates the employee held those positions.

NAME	LIST OF POSITIONS	DATES EMPLOYEE HELD POSITION

DISCLOSURE OF CONFLICT OF INTEREST (AFFILIATION WITH DISTRICT COMMITTEES, TASK FORCE, ASSOCIATIONS)

Firms under Contract or proposing to enter into a Contract with Agency must be in conformance with the M-DCPS Conflict of Interest policies available at www.dadeschools.net. Any vendor who submits a response to a solicitation must disclose the names of any of its company directors or officers who serve on any District Committees, Task Force or Associations.

Does the Firm or any Employee, Agent or Associate of the Firm (Director's, Officers, etc.) serve or have served within the past two (2) years on a Miami-Dade County Public Schools District Committee, Task Force, Association?

No ☐ Yes ☐ If answer is yes, complete the following:

Name of Director(s) or Officer(s)		
Employee Name	Current Title with Firm	Name of M-DCPS Committee, Task Force, Association Served

NOTE: THIS FORM SHALL BE RETURNED WITH THE BID/PROPOSAL SUBMITTAL.

INSTRUCTIONS TO BIDDERS

CONE OF SILENCE

The School Board of Miami-Dade County Public schools enacts a Cone of Silence from issuance of a solicitation and shall terminate at the time the item is presented by the Superintendent to the appropriate Board committee immediately prior to the Board meeting at which the Board will award or approve a contract, reject all bids or responses, or take any other action that ends the solicitation and review process. All provisions of School Board Policy 6325 apply.

I. PREPARATION OF BIDS

A. **BIDDER QUALIFICATION FORM** qualifies the bidder and the bid and must be completed and submitted as page 1 and 2 of the bid.

1. **PERFORMANCE SECURITY** shall not be submitted with the bid. The form of performance security the bidder will submit, when required to do so, must be furnished and shall be made to The School Board of Miami-Dade County, Florida.

2. **BIDDER CERTIFICATION AND IDENTIFICATION.** Bid must contain an original manual signature from an authorized representative. An unsigned bid will be considered non-responsive.

B. **INSTRUCTIONS TO BIDDERS.** Defines conditions of the bid.

1. **ORDER OF PRECEDENCE.** Any inconsistency in this bid shall be resolved by giving precedence in the following order:

- A. Specifications
- B. Special Conditions
- C. Instructions To Bidders

C. **BID PROPOSAL FORM.** Defines requirement of items to be purchased, and must be completed and submitted as page 2 and subsequent pages, if any, of the bid. The bidder should indicate his/her name in the appropriate space on each page.

1. **ITEM SPECIFICATIONS.** Describes technical, performance, and packaging requirements for every bid line item. Specifying a certain brand, make or manufacturer is to denote the quality, type, and standard of the article desired. Articles offered must be new merchandise only, of equal or superior grade. On blank lines provided, the bidder is requested to insert the brand name, manufacturer's number and other information necessary to sufficiently identify article offered. Failure to do so may prevent consideration of the item. Also, refer to paragraph X. Packaging.

2. **PRICES** are requested in units of quantity specified in the bid specifications. In case of a discrepancy in computing the total amount of bid, UNIT PRICE quoted will govern. All prices bid shall include delivery F.O.B. destination, freight prepaid (bidder pays and freight charges. Bidder own goods in transit and files any claims) and shall include all cartage, drayage, packing, etc., delivered to and unloaded at the receiving station at the site designated in BID PROPOSAL FORMS and there received by the designated agent of the Board.

3. **TAXES.** The Board does not pay Federal Excise and State taxes on direct purchases of tangible personal property. The applicable tax exemption number is shown on the purchase order. This exemption does not apply to purchases of tangible personal property made by contractors who use the tangible personal property in the performance of contracts for the improvement of Board-owned real property as defined in Chapter 192 of the Florida Statutes.

II. SUBMITTING OF BIDS

A. Bids must be submitted on forms furnished by the Board and in sealed packages or envelopes. Bid submissions must be clearly marked with bid number, bid title and bid opening date.

B. **ERASURES OR CORRECTIONS.** When filling out the bid proposal form, bidders are required to complete bid proposal in ink.

1. Use of pencil is prohibited.

2. Do not erase or use correction fluid to correct an error.
3. All changes must be crossed out and initialed in ink.

Those bids for individual items that do not comply with items 1, 2, and 3 above will be considered non-responsive for that item(s).

C. **PLACE, DATE AND HOUR.** U.S. Mail, Courier/Express Service, or deposited in the BID BOX located in Room 351, 8:00 A.M. to 4:30 P.M., Monday through Friday, SCHOOL BOARD ADMINISTRATION BUILDING, 1450 N.E. Second Avenue, Miami, Florida 33132. Bids received after the date and hour specified in the BIDDER QUALIFICATION FORM will not be considered.

D. **PUBLIC ENTITY CRIMES.** Section 287.133(2)(a) Florida Statute. A person or affiliate who has been placed on the convicted vendor list following a conviction for a public entity crime may not submit a bid on a contract to provide any goods or services to a public entity, may not submit a bid on a contract with a public entity for the construction or repair of a public building or public work, may not submit bids on leases of real property to a public entity, may not be awarded or perform work as a contractor, supplier, subcontractor, or consultant under a contract with any public entity, and may not transact business with any public entity in excess of the threshold amount provided in Section 287.017, for CATEGORY TWO for a period of 36 months from the date of being placed on the convicted vendor list.

E. **SUBMITTING A "NO BID."** If not submitting a bid at this time, return the form entitled "NOTICE TO PROSPECTIVE BIDDERS." Failure to respond, either by submitting a bid or the "NOTICE TO PROSPECTIVE BIDDERS" form for three consecutive times, may result in the company being removed from the School Board's bid list.

F. **AVAILABILITY OF BID INFORMATION.** Immediately following the public opening, bids will be read, upon request, and then compiled in a tabular form, a copy of which will be available for examination in Procurement Management Services.

G. **TYPE OF BUSINESS ORGANIZATION AND AUTHORITY OF SIGNATORY.** Indicate type of business organization: For example, Partnership, Limited Partnership, Limited Liability Company, Corporation, etc. If a bid is submitted by a corporation, provide documentation that the corporation is active and authorized to do business in the State of Florida, and that its corporate status shall remain active and unchanged at the time of award of bid. As to other types of business organizations, please provide any and all documentation relating thereto, including without limitation, verification that the party signing this Bid is fully authorized and empowered to do so on behalf of Bidder. In addition, set forth name(s) and title of any and all parties who are authorized to contract on behalf of Bidder.

III. CANCELLATION OF BIDS OR REQUEST FOR PROPOSALS

An invitation for bids may be canceled, in whole or in part, as may be specified in the solicitation, when it is in the best interest of the Board. The reasons shall be made a part of the master bid file.

A. Prior to opening, a solicitation may be canceled in whole or in part, prior to the date and hour specified in the Bidder Qualification Form for receipt of bids, when the Assistant Superintendent, Procurement Management Services, determines in writing, that such action is in the best interest of the Board for reasons including, but not limited to:

1. The Board no longer requires the supplies, services, or construction;
2. The Board no longer can reasonably expect to fund the procurement;
3. A review of a valid protest filed by a bidder as may be determined by the administrative staff; or
4. Proposed amendments to the solicitation would be of such magnitude that a new solicitation is desirable.

B. When a solicitation is canceled prior to opening, notice of cancellation shall be posted on the District's website, and sent to all businesses solicited, via facsimile or mail. Any bids or proposals received for the canceled solicitation shall be returned to the vendor unopened.

The notice of cancellation shall:

1. Identify the solicitation;
2. Briefly explain the reason for cancellation; and
3. Where appropriate, explain that an opportunity will be given to compete on any future re-solicitation for procurements of similar supplies, services, or construction.

IV. CHANGE OR WITHDRAWAL OF BIDS

A. **PRIOR TO BID OPENING.** Should the bidder desire to change or withdraw his/her bid, he/she shall do so in writing. This communication is to be received by the District Director, of Procurement Management, Room 352, School Board Administration Building, prior to date and hour of bid opening. The bidders name, the bid number, the bid title and the date the bid is due must appear on the envelope.

B. **AFTER BID OPENING.** After bids are opened, they may not be changed, nor withdrawn, for 90 days after the determined opening date, unless otherwise specified on the "BIDDER QUALIFICATION FORM."

C. **FAILURE TO ACCEPT BID AWARD.** Bidders who, prior to the Bid Award by The School Board of Miami-Dade County, Florida, indicate that they are unable to accept the bid award shall either:

1. Pay to the Board, as liquidated damages, an amount equal to 5% of the unit price bid, times the quantity, or \$10, whichever amount is larger, or
2. Lose eligibility to transact new business with the Board for a period of 14 months from the date the Board acts on the withdrawn bid.

V. PROTESTS TO CONTRACT SOLICITATION OR AWARD

A. The Board shall provide notice of a decision or intended decision concerning a solicitation, contract award, or exceptional purchase by electronic posting which can be accessed at the district's website www.dadeschools.net.

B. Any person who is adversely affected by the agency decision or intended decision shall file with the agency a notice of protest in writing within 72 hours after the posting of the notice of decision or intended decision. With respect to a protest of the terms, conditions, and specifications contained in a solicitation, including any provisions governing the methods of ranking bids, proposals, or replies, awarding contracts, reserving rights of further negotiation, or modifying or amending any contract, the notice of protest shall be filed in writing within 72 hours after the posting of the solicitation. The formal written protest shall be filed within 10 calendar days after the date the notice of protest is filed. The formal written protest shall state with particularity the facts and law upon which the protest is based. Saturdays, Sundays, and state holidays shall be excluded in the computation of the 72-hour time periods established herein.

C. The protesting party shall be required to post a bond consistent with F.A.C. Rule 28-110.005(2), and Board Policy 6320. Failure to file a protest within the time prescribed in Section 120.57(3), Florida Statutes, or failure to post the bond or other security required by law within the time allowed for filing a bond shall constitute a waiver of proceedings under Chapter 120, Florida Statutes.

D. Formal, written protests will be reviewed by Procurement Management Services, who will offer the protesting bidder the opportunity to meet and discuss the merits of the protest. If the protest is not resolved, the bidder may seek an administrative hearing pursuant §120.57 Fla. Stat. Petitions for hearing pursuant

to §120.57 Fla. Stat., must be filed in accordance with School Board Policies 6320 and 0133.

E. The "Notice of and/or formal written Protest" shall be filed with:

The Office of the School Board Clerk
Miami-Dade County Public Schools
1450 Northeast Second Avenue, Room 268B
Miami, Florida 33132
Fax: (305) 995-1448
E-Mail: Martinez@dadeschools.net

VI. AWARDS

A. **RESERVATION FOR REJECTION OR AWARD.** The Board reserves the right to reject any or all bids, to waive irregularities or technicalities, and to request rebids. The Board reserves the right to award on an individual item basis, any combination of items, total low bid or, if an alternate bid is accepted, on such terms as are specified for the alternate bid, whichever manner is in the best interest of the Board.

The Board reserves the right to utilize other governmental contracts, if in the best interest of the Board.

B. **NOTIFICATION OF INTENDED ACTION** will be posted on the District's website no later than the Friday preceding a regularly scheduled Board meeting.

C. **OFFICIAL AWARD DATE.** Awards become official upon the Board's formal approval of the award.

D. TERMINATION FOR CONVENIENCE

The Board reserves the right to terminate this contract at any time and for any reason upon giving thirty (30) days' notice to the other party. If said contract should be terminated for convenience as provided herein, the Board will be relieved of all obligations under said contract. The Board will only be required to pay that amount of the contract actually performed to the date of termination. Upon such payment, both parties shall be relieved of any further obligations under this contract.

E. **PURCHASE ORDERS** mailed to successful bidders are the official notification to deliver materials described therein; and the time allowed for delivery begins with the date of the purchase order. In the event that the successful bidder fails to deliver the materials in accordance with the terms and conditions of the bid and purchase order, the bidder shall be considered to be in default of the contract and subject to the default provisions stated in Section VI. F.

F. **DEFAULT.** A vendor who fails to perform according to the terms of the contract (bid) shall be considered in default. In the event of default, which may include, but is not limited to poor performance and/or non-performance, a vendor shall either (1) pay liquidated damages of 10 percent of the unit price of the item(s) awarded times the quantity when no purchase order has been issued, 10 percent of the purchase order when a purchase order had been issued or \$100, whichever is greater or (2) lose eligibility to transact new business with the board for a period of 14 months from date of termination of award by the Board. Bidders that are determined ineligible may request a hearing pursuant to Chapter 120 of the Florida Statutes, and School Board Policy 6320. The School Board reserves the right to reject any and all bids from a Vendor who is currently debarred or in default of any bid, purchase order or contract with the School Board or any other private or governmental entity, pursuant to School Board Policy 6320.04.

G. **BID DOCUMENTS.** The intent of the bid documents is to include only the written requirements for materials, equipment, systems, standards and workmanship necessary for the proper execution and completion of the work by the Bidder. The bid documents shall not be construed to create an entitlement to any other scope of work except as specified herein.

H. **DEBARMENT.** Pursuant to Board Policy 6320.04 Contractor Debarment Procedures – Debarred contractors are excluded from

conducting business with the Board as agents, representatives, partners, and associates of other contractors, subcontractors or individual sureties.

I. IDENTICAL PRICES. When identical prices are received from two or more vendors and all other factors are equal, priority for award shall be given to a Florida certified service-disabled veteran business enterprise as defined by §295.187, Fla. Stat. The vendor preference for Florida certified service-disabled veteran businesses shall be subordinate only to the vendor preference for businesses implementing a drug-free workplace in accordance with School Board Policy 6320.

VII. PERFORMANCE SECURITY (FOR SUCCESSFUL BIDDERS ONLY)

A. PURPOSE. A performance bond or check may be required to guarantee performance.

B. BONDING COMPANY. Performance Bonds shall be written through a reputable and responsible surety bond agency licensed to do business in the State of Florida and with a surety company or corporation and shall be made to The School Board of Miami-Dade County, Florida, meeting both of the following specifications:

1. Awards Greater than \$500,000

A minimum rating in the latest revision of Best's Insurance Reports of:

<u>Contract Amount</u>	<u>Minimum Rating by A.M. Best</u>
\$ 500,000.01 to \$ 2,500,000	None
\$ 2,500,000.01 to \$ 5,000,000	B+ or NA-3
	No Minimum Class
\$ 5,000,000.01 to \$10,000,000	A- Class IV
\$10,000,000.01 or more	A- Class V

Current certificate of authority as acceptable surety on Federal Bonds in accordance with the latest edition of the United States Treasury Department Circular 570 entitled "Companies Holding Certificates of Authority as Acceptable Sureties on Federal Bonds and as Acceptable Reinsuring Companies" shall be accepted for an amount not exceeding the underwriting limitation thereon.

2. Awards of \$500,000 or Less

Bonds shall be written with a surety company or corporation meeting the qualifications as set forth in Paragraph VII.B. above or the qualifications set forth in section 287.0935, Florida Statutes.

C. AMOUNT. When required as defined herein, the firm or individual(s) to whom an award has been made shall execute and deliver to The School Board of Miami-Dade County, Florida, a Performance Bond, Cashier's/Certified Check, or equal.

1. Awards less than \$200,000 shall be exempt from performance security.
2. Performance security shall not be required, unless otherwise defined in the bid specifications. If performance security is required, it shall equal 100% of the award amount.

D. RELEASE OF PERFORMANCE SECURITY. Return to the Awardee of his/her cash security, or notification to the Awardee and the bonding company to cancel the performance bond, will be made when all goods/services have been accepted and invoices have been approved for payment.

VIII. SAMPLES TESTING AND EVALUATION

In order to be considered for award, brands bid "As Equal" or "Equivalent" to the specified brands need to be tested/evaluated to determine compliance with bid specifications at no cost to M-DCPS. Vendor must pay for the testing/evaluation of these samples which must be submitted in accordance with the following procedures.

When bid samples are required, the buyer will notify bidder to submit samples of the items bid in accordance with the following procedures:

A. All samples must be identified with the bidder's name, bid number, item number, and manufacturer's product name and number. When non-compliance with this requirement is noted, said item may be considered as being unidentifiable and may not be eligible for consideration in the award recommendation.

B. Samples, product technical specification sheets, and a check made payable to "School Board of Miami-Dade County, Florida" in the amount to cover the testing/evaluation fees as established by the M-DCPS Materials Testing and Evaluation Department (<http://materials.dadeschools.net>) are to be delivered to the Materials Testing and Evaluation Department within 7 calendar days of the bid opening date between 8:30 a.m. and 3:00 p.m. from Monday through Friday, unless otherwise stated in the Special Conditions of the bid. If the bidder does not submit samples and associated documents by the indicated date and time, the bid submitted for that item will not be considered for award.

C. The Materials Testing and Evaluation Department is located at:

MIAMI-DADE COUNTY PUBLIC SCHOOLS
MATERIALS TESTING AND EVALUATION
7040 West Flagler Street
Miami, Florida 33144
Telephone Number: 786-275-0780

Miami-Dade County Public Schools will not be responsible for samples sent to a location other than the location mentioned in the bid.

D. Bidder must obtain, from Materials Testing and Evaluation, a signed receipt acknowledging delivery of samples. Bidder shall include a self-addressed, stamped envelope for return of sample receipt when submitting samples by mail or delivery service. The bidder will receive the original copy of the receipt and the duplicate copy will remain with the Miami-Dade County Public Schools receiving department as the file copy. Bidder shall be solely responsible for delivery of samples and for retaining sample delivery receipts, which must be presented in any dispute regarding receipt of bid samples.

E. PAYMENT FOR SAMPLES. The Board will buy no samples and will assume no cost incidental thereto.

F. RETURN OF SAMPLES. Samples not destroyed in testing may be claimed by unsuccessful bidders 14 days after bid award date and by successful bidders 14 days after final payment; but the Board will assume no responsibility for samples not claimed within the time specified, and it will pay for no samples damaged in testing. No perishable samples submitted for testing and evaluation will be returned.

G. TESTING AND EVALUATION RESULTS. The Materials Testing and Evaluation Department will report to the buyer the bid specification compliance evaluation results corresponding to submitted samples of brands bid "As Equal" or "Equivalent" to the listed specified brands.

IX. SUBSTITUTIONS

Should the bidder find it necessary to use a material, equipment, product or system other than specified, the bidder shall secure from the Board, through Procurement Management Services, written approval for the use of the alternate materials, equipment, product or system. The Board is not obligated to approve requests for substitutions and has the discretion to require the bidder to provide the materials as specified in the bid documents. In no case shall the bidder be entitled to additional time and/or money arising out of the Board's failure to approve requests for substitutions.

X. PACKAGING

A. If packaging is different from that specified, the bidder must note the manner and amounts in which packaging is to be made; otherwise the successful bidder shall furnish packaging as specified. All packaging, wrapping and bundling shall be adequate

to insure that materials will be received in undamaged condition. The Board assumes no responsibility for damages of any kind incurred in transit.

B. The following identification shall be printed, stenciled or legibly written in a conspicuous location on each shipping container:

1. Bid Number And/Or Purchase Order Number
2. Vendor's Name And/Or Trademark
3. Name(S) of Item(S) Contained
4. Item Number (S) With Quantity(ies)

XI. PURCHASES BY OTHER PUBLIC AGENCIES

With the consent and agreement of the successful bidder(s), purchases may be made under this bid by Miami-Dade County, Florida, and other governmental agencies or political subdivisions within the State of Florida. Such purchases shall be governed by the same terms and conditions stated herein. This agreement in no way restricts or interferes with the right of any State of Florida Agency or political subdivision to rebid any or all of these items.

XII. RECYCLING REQUIREMENTS

Miami-Dade County Public Schools supports recycling and recommends the use of recycled products where possible. Vendors are requested to submit a letter, along with their bid, indicating whether each item bid and/or its packaging contains pre-consumer or post-consumer waste, and if the product and/or packaging may be recycled.

XIII. ENVIRONMENTAL PRODUCTS

Miami-Dade County Public Schools encourages the use of environmentally safe products.

XIV. DELIVERY AND BILLING

A. **DELIVERY.** Saturdays, Sundays, and holidays excepted, deliveries shall be made as follows: Schools and Departments – 8:00 A.M. to 3:00 P.M. Merchandise shall be unloaded at the receiving station of the designated delivery point and received there by a designated agent of the Board. A delivery ticket, or one copy of the invoice, prepared as indicated below, shall accompany each delivery.

B. **RECEIVING INSPECTION AND TESTING.** Delivered items which do not fulfill all requirements will be rejected. Rejected items shall be removed and replaced promptly by the vendor, at no cost to the purchaser.

C. **INVOICES.** Each invoice shall be issued by the successful bidder and shall be submitted in DUPLICATE to the Accounts Payable Section, P.O. Box 01-2570, Miami, Florida 33101. To be considered for payment, each invoice must show the following information, which appears on the Purchase Order:

1. Purchase Order Number
2. Item Descriptions
3. Quantities and Units
4. Price Extensions
5. Total price of all items on invoice

This agreement, contains the entire understanding of the Parties with respect to the subject matter hereof and incorporates and supersedes any and all prior agreements and commitments with respect thereto. There are no other oral understandings, terms or conditions, and neither Party has relied upon any representation, express or implied, not contained in this Agreement. General or special conditions included in any of vendors' price lists, invoices, tickets, receipts or other such documents presented to School Board shall have no applicability to School Board with respect to this Agreement.

D. **PAYMENT.** Unless otherwise specified by Miami-Dade County Public Schools, payment will be made only after delivery, authorized inspection, and acceptance. Payment will be made only to the successful bidder, unless otherwise requested, in writing, by the

successful bidder and accepted by Miami-Dade County Public Schools Administration. The bidder expressly agrees that it will properly invoice for any goods or services within one year and that the failure to do so shall constitute a waiver of any right to payment.

XV. NO GRATUITY POLICY

It is the policy of Procurement Management Services not to accept gifts, gratuities, or favors of any kind, or of any value whatsoever, from vendors, members of their staffs, or families.

XVI. COMPLIANCE WITH STATE/FEDERAL REGULATIONS

A. All contracts involving federal funds will contain certain provisions required by applicable sections of CFR 34, Part 80.36(l) and Part 85.510, Florida Statute 257.36, or Florida Administrative Code Chapter 1B. The vendor certifies by signing the bid that the vendor and his/her principals are not presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from participation in federally funded transactions and may, in certain instances, be required to provide a separate written certification to this effect.

During the term of any contract with the Board, in the event of debarment, suspension, proposed debarment, declared ineligible or voluntarily excluded from participation in federally funded transactions, the vendor shall immediately notify the Assistant Superintendent, Procurement Management Services, in writing. Vendors will also be required to provide access to records, which are directly pertinent to the contract and retain all required records for three years after the Board, makes final payment.

B. For all contracts involving Federal funds in excess of \$10,000, the Board reserves the right to terminate the contract for cause, as well as for convenience, by issuing a certified notice to the vendor.

C. **CERTIFY REGISTRATION AND USE OF EMPLOYMENT "STATUS VERIFICATION SYSTEM":** The Status Verification System, also referred to as "E-verify", only applies to construction and Professional Service Contracts using federal funds.

STATUS VERIFICATION SYSTEM

1. Each offeror and each person signing on behalf of any offeror certifies as to its own entity, under penalty of perjury, that the named Contractor has registered and is participating in the Status Verification System to verify the work eligibility status of the contractor's new employees that are employed in the State of Florida in accordance with Executive Order 13465.
2. The Contractor shall require that the following provision be placed in each subcontract at every tier: "The subcontractor shall certify to the main (prime or general) contractor by affidavit that the subcontractor has verified through the Status Verification System the employment status of each new employee of the respective subcontractor, all in accordance with and to comply with all applicable employee status verification laws. Such affidavit must be provided prior to the notice to proceed for the subcontractor to perform the work."
3. The Board will not consider a proposal for award, nor will it make any award where there has not been compliance with this Section.
4. Manually or electronically signing the Proposal is deemed the Contractor's certification of compliance with all provisions of this employment status verification certification required by all applicable status verification laws.

XVII. **COMPLIANCE WITH LAWS** – Bidders shall comply with all federal, State of Florida and local laws applicable to it and the performance of its obligations under this bid.

XVIII. BACKGROUND SCREENING REQUIREMENTS

In accordance with the requirements of Sections, 1012.465, 1012.32, and 1012.467, Florida Statutes, School Board Policies 6320 and 8475 as amended from time to time Contractor agrees that, if Contractor receives remuneration for services, Contractor and all of its employees who provide or may provide services under this Contract will complete criminal history checks, and all background screening requirements, including level 2 screening requirements as outlined in the above-referenced statutes and

School Board rules prior to providing services to the School Board of Miami-Dade County.

Additionally, Contractor agrees that each of its employees, representatives, agents, subcontractors or suppliers who are permitted access on school grounds when students are present, who have direct contact with students or who have access to or control of school funds must meet level 2 screening requirements as described in the above-referenced statutes, and School Board rules.

Pursuant to the 2007 amendments to the JLA enacted by the Florida Legislature, requirements for certain fingerprinting and criminal history checks shall be inapplicable to non-instructional contracted personnel who qualify for exemption from level 2 screening requirements as provided under §1012.468, Fla. Stat. (2007). In addition, the provisions of §1012.467, Fla. Stat. (2007) are incorporated herein by reference, and any provisions of this section that may be inconsistent with, contrary to, or determined to be in conflict with §1012.467, will be superseded by said statute.

A noninstructional contractor who is exempt from the screening requirements set forth in §1012.465, §1012.468 or §1012.467, Florida Statutes, is subject to a search of his or her name or other identifying information against the registration information regarding sexual predators and sexual offenders maintained by the Department of Law Enforcement under § 943.043 and the national sex offender public registry maintained by the United States Department of Justice. Contractor will not be charged for this search. Further, upon obtaining clearance by Board, if Board deems necessary, Board will issue a photo identification badge which shall be worn by the individual at all times while on Board property when students are present.

Contractor agrees to bear any and all costs associated with acquiring the required background screening – including any costs associated with fingerprinting and obtaining the required photo identification badge. Contractor agrees to require all its affected employees to sign a statement, as a condition of employment with Contractor in relation to performance under this Bid/RFP, agreeing that the employee will abide by the heretofore described background screening requirements, and also agreeing that the employee will notify the Contractor/Employer of any arrest(s) or conviction(s) of any offense enumerated in School Board Policies 6320 and 8475 within 48 hours of its occurrence. Contractor agrees to provide the Board with a list of all of its employees who have completed background screening as required by the above-referenced statutes and who meet the statutory requirements contained therein. Contractor agrees that it has an ongoing duty to maintain and update these lists as new employees are hired and in the event that any previously screened employee fails to meet the statutory standards. Contractor further agrees to notify the Board immediately upon becoming aware that one of its employees who were previously certified as completing the background check and meeting the statutory standards is subsequently arrested or convicted of any disqualifying offense. Failure by Contractor to notify the Board of such arrest or conviction within 48 hours of being put on notice and within 5 business days of the occurrence of qualifying arrest or conviction, shall constitute a material breach of the Contract entitling the Board to terminate this Contract immediately with no further responsibility to make payment or perform any other duties under this Agreement.

XIX. COMPLIANCE WITH SCHOOL CODE

Contractor agrees to comply with all sections of the Florida K-20 Education Code, Title XLVIII, Florida Statutes as it presently exists, and further as it may be amended from time to time. Further Contractor agrees that failure to comply with the Florida K-20 Education Code shall constitute a material breach of this Contract and may result in the termination of this Contract by the Board.

XX. CHARTER SCHOOLS

Items or Services awarded under this contract shall be made available to Charter Schools approved by the School Board of Miami-Dade County Public Schools. M-DCPS is not responsible or liable for purchases that may be made by Charter Schools.

XXI. CONFLICT OF INTEREST

Former Miami-Dade County Public Schools employees, classified as Managerial Exempt Personnel, Pay Grade 22 and above, Dade County School Administrators Association, Pay Grade 47 and above, and other equivalent positions, are prohibited from personally representing another person or entity or acting as an agent or attorney for compensation in connection with any matter in which The School Board of Miami-Dade County, Florida, is interested, for two years after the School Board employees' service terminates. This provision is pursuant to School Board Policies 1129, 3129, 4129 and Florida Statute § 112.313(9).

XXII. PUBLIC RECORDS LAW

Pursuant to Florida Statute, it is the practice of M-DCPS to make available for public inspection and copying any information received in response to an Invitation to Bid or Request for Proposals (RFP). No action on the part of the respondent to a Bid or RFP will create an obligation of confidentiality on the part of the School Board, including but not limited to, making a reference in the response to the trade secret statutes. It is recommended that potential suppliers exclude from their response any information that, in their judgment, may be considered a trade secret.

XXIII. ASSIGNMENT

This Contract may not be assigned nor may any assignment of monies due, or to become due to vendor, be assigned without the prior written agreement of Miami-Dade County Public Schools. If vendor attempts to make such an assignment, such attempt shall constitute a condition of default.

XXIV. DAVIS-BACON ACT LABOR STANDARDS

This project may be funded in whole or in part under the provisions of the American Recovery and Reinvestment Act of 2009. Therefore, the Bidder shall comply with all applicable provisions of 40 U.S.C. §276a-§276a-7, the Davis-Bacon Act, as supplemented by the Department of Labor regulations (29 C.F.R., PART 5 "Labor Standards Provisions Applicable to Contracts Governing Federally Financed and Assisted Construction").

XXV. LOBBYISTS

School Board Policy 8150, delineates the policy regarding lobbyists. Pursuant to this rule, lobbyists shall complete annually, a Lobbyist Registration Form, and pay the annual registration fee.

Pursuant to this rule, every person required to register shall list all individuals who may make a presentation when the person appears as a representative for an individual or firm for an oral presentation before a site administrator, or instructional personnel, or certification, evaluation, selection, technical review or similar oral presentation committee. This listing shall include the Clerk's form, the list of presenters, and the indication of fee receipt, prior to the oral presentation. No person shall appear before any employee or committee on behalf of any individual or firm unless he or she has been listed as part of the firm's presentation team or unless he or she is registered with the Clerk's office and has paid all applicable fees.

XXVI. LOCAL-VENDOR PREFERENCE

The School Board of Miami-Dade County, Florida adopted School Board Policy 6320.05 which gives local preference to businesses located in Miami-Dade County, Florida when evaluating the lowest responsible, responsive bid or submittal for the purchase of goods and services, professional and construction-related services, in excess of \$50,000 dollars or the current formal bidding threshold set by statute.

Bidders claiming local vendor preference for any bid or submittal must submit an Affidavit of Eligibility for Local Preference and a copy of its business license with their bid, quote, proposal, reply or response. Bids which fail to include the approved affidavit at the time of bid submittal will not be considered for local vendor

preference. The preference status does not apply to goods or services exempted by statute, Federal laws, or procurements with funding source restrictions. Exemptions by statute are listed in Board Policy 6320.

XXVII. DISCLOSURE OF CONFLICT OF INTEREST (AFFILIATION WITH DISTRICT COMMITTEES, TASK FORCE, ASSOCIATIONS)

The School Board of Miami-Dade County, Florida approved item H-13 at the July 2013 School Board meeting. This item will ensure that current procurement processes establish a procedure aimed at requiring offices/director of contract vendors to make full disclosure of their relationship with any District committees, task force, or associations. The Bidder Qualification Form – 3191 will now include the clause titled "Disclosure of Conflict of Interest (Affiliation with District Committees, Task Force or Associations.)"

Board policies may be accessed at:
<http://www.neola.com/miamidade-fl/>

THE SCHOOL BOARD OF MIAMI-DADE COUNTY, FLORIDA



SUPERINTENDENT OF SCHOOLS

FROM: _____

AFFIX
POSTAGE
HERE

THE SCHOOL BOARD OF MIAMI-DADE COUNTY, FLORIDA
PROCUREMENT MANAGEMENT SERVICES
ROOM NO. 352 BID BOX
1450 N.E. 2ND AVENUE
MIAMI, FLORIDA 33132

BID NO.: 011-PP08
BID TITLE: Art Supplies
BID OPENING DATE: November 5, 2013

THE SCHOOL BOARD OF MIAMI-DADE COUNTY, FLORIDA
Procurement Management Services

NOTICE OF PROSPECTIVE BIDDERS

NO BID

If not submitting a bid at this time, for informational purpose only, detach this sheet from the bid documents, complete the information requested, fold as indicated, staple, affix postage and return address, and mail. **NO ENVELOPE IS NECESSARY.**

NO BID SUBMITTED FOR REASON(S) CHECKED AND/OR INDICATED:

Our company does not handle this type of product/service.

We cannot meet the specifications nor provide an alternate equal product.

Our company is simply not interested in bidding at this time.

OTHER, (Please specify) _____

We do not want to be retained on your mailing list for future bids for this type or product and/or service.

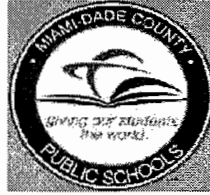
Signature _____

Title _____

Company _____

NOTE: Failure to respond, either by submitting a bid or this completed form, may result in your company being removed from the School Board's bid list. To qualify as a respondent to the bid, vendor must submit a *NO BID*.

Vendor Information Sheet



1A.

Federal Employer Identification Number

Or

Owner's Social Security Number

1B.

Name of Firm, Individual(s), Partners or Corporation

Street Address

City

State

Zip Code

2. Telephone/Fax/Contact Person

Telephone number

Fax number

Contact Person

E-mail address

3. Ownership Disclosure

If the contract or business transaction is with a corporation, partnership, sole proprietorship, or joint venture, the full legal name and business address shall be provided for the chief **officer**, director, or owner who holds, directly or indirectly the majority of the stock or ownership. If the contract or business transaction is with a trust, the full legal name and address shall be provided for each trustee and each beneficiary. **Post Office addresses are not acceptable.**

Name	Title	Address	Gender	Race-ethnicity	Stock Ownership

NOTE: The information provided by the vendor on this form should be consistent with that provided on the "Vendor's Application". All vendors must have a current vendor's application on file with M-DCPS, and have provided information and/or be familiar with M-DCPS' policy regarding the following: (a) Employment Disclosure, (b) Drug Free Workplace, (c) Family Leave Policy, (d) Code of Business Ethics, (e) Conflict of Interest, (f) Perception, (g) Gratuities, and (h) Business Meals. **Failure to provide M-DCPS a current vendor application may cause the vendor not to be awarded any new business with M-DCPS.** Vendor applications can be downloaded at: <http://procurement.dadeschools.net>



Miami-Dade County Public Schools

Local Business Affidavit of Eligibility

This declaration is executed under penalty of perjury of the laws of the United States and State of Florida.

THIS AFFIDAVIT IS SUBMITTED IN REFERENCE TO THE FOLLOWING SOLICITATION:		
RFQ/RFP/BID/CONTRACT/PROJECT # (as applicable): 011-PP08		
BUSINESS NAME:		
CONTACT PERSON:		
ADDRESS: (Include City State & Zip Code)		
FEIN (Federal Employer Identification Number):	Length of Time at Address Provided: _____	
	Length of Time Located within the legal boundaries of Miami-Dade County: _____	
BUSINESS STRUCTURE:	<input type="checkbox"/> Corporation <input type="checkbox"/> LLC <input type="checkbox"/> Partnership <input type="checkbox"/> Sole Proprietorship <input type="checkbox"/> Other (Specify): _____	
PHONE:	() _____	FAX: () _____
E-MAIL ADDRESS:		
ATTESTATION - I understand that: <ul style="list-style-type: none"> In accordance with School Board Policy 6320.05, local business means the vendor has a valid business license, issued by a jurisdiction located in Miami-Dade County, with its headquarters, manufacturing facility, or locally-owned franchise located within the legal boundaries of Miami-Dade County, for at least twelve (12) months (or having a street address for at least twenty-four (24) months), prior to the bid or proposal opening date. Post office boxes are not verifiable and shall not be used for the purpose of establishing said physical address. To be considered for local preference, a vendor must attach a copy of its business license (Local Business Tax Receipt) to this affidavit of eligibility with a bid or proposal. The preference does not apply to goods or services exempted by statute as reflected in Policy 6320, or prohibited by Federal or State law, or other funding source restrictions. The application of local preference to a particular purchase, contract, or category of contracts for which the Board is awarding authority may be waived upon written justification and recommendation by the Superintendent. The preference established in this policy does not prohibit the right of the Board, or other authorized purchasing authority, from giving preference permitted by law in addition to the preference authorized in this policy. The preference established in this policy does not prohibit the right of the Board, or other authorized purchasing authority, to compare quality or fitness for use of supplies, materials, equipment and services proposed for purchase and compare qualifications, character, responsibility and fitness of all persons, firms or corporations submitting bids or proposals. The above information may be subject to verification. A vendor who misrepresents the local preference status of its firm in a proposal or bid submitted to the School Board will lose the privilege to claim local preference status, and shall lose eligibility to claim local preference status for a period of one (1) year. The Superintendent may also recommend that the firm be referred for debarment in accordance with Policy 6320.04. 		

BEFORE ME; the undersigned authority, in and for the State of Florida and Miami-Dade County personally appeared _____ who, after being sworn according to law, stated that he or she was authorized to represent _____ and to execute this affidavit on behalf of the said Business Entity and attests, under penalty of perjury, to the above.

SWORN AND SUBSCRIBED BEFORE ME

SIGNATURE OF NOTARY PUBLIC

THIS _____ DAY OF _____, 20____

My Commission Expires: _____

NOTARY SEAL

PRINTED NAME OF AFFIANT

SIGNATURE OF AFFIANT

DATE

TITLE

COMPANY NAME

MIAMI-DADE COUNTY PUBLIC SCHOOLS

BID PROPOSAL FORM (FORMAT A)

TO: THE SCHOOL BOARD OF MIAMI-DADE COUNTY FLORIDA

011-PP08	BUYER D. Denson	PAGE SC 1
TITLE Art Supplies		

SPECIAL CONDITIONS

- PURPOSE:** The purpose of this bid is to establish a contract, at firm unit prices, for the purchase of estimated requirements for art supplies. The term of the bid shall be Eighteen (18) months from the date of award, and may, by mutual agreement between The School Board of Miami-Dade County, Florida and the awardee, be extended for three (3) additional one (1) year period(s) and, if needed, 90 days beyond the expiration date of the current contract period. Procurement Management Services, may if considering extending, request a letter of intent to extend from the awardee, prior to the end of the current contract period. All prices shall be firm for the term of the contract. The successful vendor(s) agrees to this condition by signing its bid.
- ESTIMATED QUANTITIES:** The estimated quantities provided in the bid proposal are for bidder's guidance only. No guarantee is expressed or implied, as to quantities that will be used during the contract period. The School Board of Miami-Dade County, Florida is not obligated to place an order for any given amount, subsequent to the award of this bid. Estimates are based upon M-DCPS's actual needs and usage during a two (2) year period, and include an additional ten (10) percent to cover unanticipated increases in requirements.
- AWARD:** The School Board of Miami-Dade County will award the contract to the lowest responsive/responsible bidder(s) meeting specifications.
- PRICING:** Prices shall include delivery charges. Transportation of goods shall be **FOB** destination to the location listed on the purchase order. Vendor(s) must notify the Buyer of any potential delivery delays.
- DELIVERIES:** Delivery shall be made in accordance with the delivery schedule listed on the purchase order.

DELIVER TO:

Miami-Dade County Public Schools
Stores and Mail Distribution
7001 S. W. 4 Street
Miami, Florida 33034
Telephone (786) 275-0600

- SPECIFICATIONS:** If an item is to be considered as an equal to the specified item, complete technical specifications, together with illustrative materials providing brand name and model number of the item, are requested to accompany bid. In addition, samples of the items may be requested for bid evaluation. When requested, bidder(s) shall submit the samples at no cost to M-DCPS within five (5) working days after notification to the address specified.

MIAMI-DADE COUNTY PUBLIC SCHOOLS
BID PROPOSAL FORM (FORMAT A) TO: THE SCHOOL BOARD OF MIAMI-DADE COUNTY FLORIDA

011-PP08	BUYER D. Denson	PAGE SC 2
TITLE Art Supplies		

M-DCPS Materials Testing & Evaluation Department (MT&E)
7040 West Flagler Street
Miami, Florida 33144
Telephone (786) 275-0775

Failure to submit the samples within the specified period of time shall be cause for considering the bidder(s) non-responsive and ineligible for award. Where applicable, Bid Item Descriptions include the required sample size for comparison with current specifications, packaging, Product Specification Sheets and/or Material Safety Data Sheets (MSDS), as pertinent. **Vendors must pay a testing fee for all items submitted as an alternate/equal (see attached).**

M-DCPS BID NUMBER:	BID ITEM NUMBER:
VENDOR/BIDDER'S NAME:	
VENDOR/BIDDER'S PRODUCT NUMBER:	
MANUFACTURER NAME:	
BRAND NAME:	
PRODUCT NUMBER:	

7. **UNAUTHORIZED SHIPMENT/SUBSTITUTION:** Unauthorized substitutions and shipments shall be grounds for termination. Vendors shall be considered in default of the contract and shall lose eligibility to transact new business with the Board for a period of fourteen (14) months from the date of termination by the Board.

8. **DAMAGED GOODS:** Awardees shall be responsible for filling, processing and collecting all damage claims against the shipper for damaged materials. The awardee shall also be responsible for effecting an immediate replacement shipment of damaged materials.

9. **INVOICING AND PAYMENT:** Invoices shall contain the purchase order, contract price(s) and the contract number. Any deviation from this requirement may be grounds for termination of the contract. The payment terms of the District are net 45 days after receipt of delivery and acceptance of item(s).

10. **Cone of Silence:** A Cone of Silence is applicable to this competitive solicitation. Any inquiry, clarification or information regarding this bid must be requested in writing by Fax or E-mail to:

Donna Denson, Buyer

MIAMI-DADE COUNTY PUBLIC SCHOOLS

BID PROPOSAL FORM (FORMAT A)

TO: THE SCHOOL BOARD OF MIAMI-DADE COUNTY FLORIDA

011-PP08	BUYER D. Denson	PAGE SC 3
TITLE Art Supplies		

Procurement Management
Fax No. (305) 523-3366
E-mail: ddenson@dadeschools.net

A copy of this written request must be sent simultaneously to:

Ileana Martinez, School Board Clerk
Miami-Dade County Public Schools
1450 N. E. 2 Avenue, Room 268B
Miami, Florida 33132
Fax No. (305) 995-1448
E-mail: martinez@dadeschools.net

Deadline for any inquiry, clarification or questions regarding this bid, must be submitted one week (5 working days) prior to the bid opening date.

11. **VENDOR INFORMATION SHEET:** All bidders are requested to complete the attached Vendor Information Sheet. In order to conduct new business under this bid, M-DCPS requires that the vendor(s) have a current vendor application on file. The information on both documents must be consistent. Failure to comply with this condition may cause the Bidder(s) not to be awarded any new business. Vendor applications can be downloaded at procurement.dadeschools.net
12. **ERASURES OR CORRECTIONS:** When filling out the Bid Proposal Form, bidders are required to use a typewriter or complete bid proposal in ink.
 1. Use of pencil is prohibited.
 2. Do not erase or use correction fluid to correct an error.
 3. All changes must be crossed out and initialed in ink.

Those bids for individual items that do not comply with items 1, 2 and 3 above will be considered non-responsive for that item(s).
13. **CREDIT CARDS:** Some orders will be placed by Stores and Mail Distribution utilizing a district issued credit card as the forms of payment. These orders will be made via phone or fax for direct delivery and billing to the requesting work location. Please note that credit card purchases will benefit all vendors by providing immediate payment (i.e., within 48 - 72 hours) and eliminating the need to submit an invoice to the District's Accounts Payable Department or reconcile receivable balances. For credit card purchases, all vendors must have the capability to accept fax orders, which must be confirmed by calling back the requesting work location to verify prices and obtain a credit card number. Only actual items shipped/delivered can be charged to the credit card account (i.e., no back-orders). All purchase deliveries must include a packing slip or receipt/invoice listing the items and prices of goods delivered. For security reasons, the credit card charge receipt showing the stores and mail distribution's credit card number cannot be attached to the packing slip or receipt/invoice submitted as part of the purchase delivery. Stores and Mail Distribution

MIAMI-DADE COUNTY PUBLIC SCHOOLS

BID PROPOSAL FORM (FORMAT A)

TO: THE SCHOOL BOARD OF MIAMI-DADE COUNTY FLORIDA

011-PP08	BUYER D. Denson	PAGE SC 4
TITLE Art Supplies		

may request for a vendor to maintain a secure record of their specific credit card account that can be used by assigning an alias or password, to avoid having to divulge the actual credit card number each time a purchase is made.

14. **BUSINESS TAX RECEIPT:** Any person, firm, corporation or joint venture, with a business location in Miami-Dade County, Florida, which is submitting a bid, shall meet the County's Business Tax Receipt requirements in accordance with Chapter 8A, Article IX of the Code of Miami-Dade County, Florida. Bidders with a location outside Miami-Dade County shall meet their local Business Tax Receipt requirements. A copy of the tax receipt is requested to be submitted with the Bid Proposal. If the bidder has already complied with this requirement, a new copy is not required while the tax receipt is valid and in effect. It is the Bidder's responsibility to resubmit a copy of a new tax receipt after expiration or termination of a current tax receipt. Non-compliance with this condition may cause the bid not to be considered for award.

15. **ESCALATION/DE-ESCALATION CLAUSE:**

Escalation/De-escalation Clause: At the end of the initial eighteen (18) month contract period, providing the options to extend is exercised, and in the event that prevailing market conditions warrant an adjustment in bid prices contained in the Contract, the following escalation/de-escalation clause shall be the only clause applicable or acceptable to the Board:

- Such changes must be accompanied by a certified copy of the supplier's advisory or notification to the awardee of price changes.
- No price escalation will be authorized in excess of the amount of the increase referred to on the supplier's notice.
- The approved price change shall be honored for all orders received by the awardee after the effective date of such price change.
- Approved price changes are not applicable to orders already issued and in process at time of price change.
- The Board reserves the right to audit and/or examine any pertinent books, documents, papers, records or invoices relating directly to the contract transaction in question after reasonable notice and during normal business hours.
- The Department of Procurement Management retains the right to determine whether or not such proposed price changes are in the best interest of the District.
- Awardee must tie any price change clause to an industry-wide or otherwise nationally recognized index, or some other form of verifiable documentation. Awardee will provide the Department of Procurement Management a copy of such publication.

16. **BID ADDENDUMS:** All bidders should monitor continuously, M-DCPS, Procurement and Materials Management website for any addendums that may be posted, prior to the opening of this solicitation. The Procurement and Materials Management website, which list all bids, addendums, and award information, is as follows:

<http://procurement.dadeschools.net>

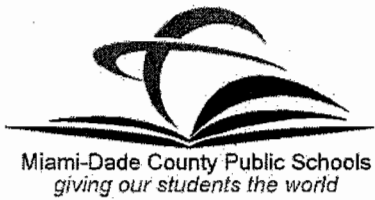
MIAMI-DADE COUNTY PUBLIC SCHOOLS

BID PROPOSAL FORM (FORMAT A)

TO: THE SCHOOL BOARD OF MIAMI-DADE COUNTY FLORIDA

011-PP08	BUYER D. Denson	PAGE SC 5
TITLE Art Supplies		

17. **CHARTER SCHOOLS:** Items awarded under the contract shall be made available to Charter Schools approved by the School Board of Miami-Dade County Public Schools. M-DCPS is not responsible or liable for any purchases that may be made by Charter Schools.



**MIAMI DADE COUNTY PUBLIC SCHOOLS (M-DCPS)
PRODUCT EVALUATION PROGRAM**

Page 1

-NEW BRAND EVALUATION FOR APPROVAL PROCEDURE-

I. MANUFACTURERS AND PRODUCT SUPPLIERS wishing to submit their products to be evaluated for compliance with current M-DCPS specifications for an existing product category (either for pre-approval purposes or as part of the bidding process) shall send the documents, samples, and processing fees listed in detail below to:

**Dr. Alberto Velazquez
MIAMI-DADE COUNTY PUBLIC SCHOOLS
DEPARTMENT OF MATERIALS TESTING AND EVALUATION
7040 WEST FLAGLER STREET MIAMI, FL 33144
PHONE: 786-275-0787**

1. A fully completed **NEW BRAND EVALUATION FOR APPROVAL REQUEST FORM** for each product submitted.
2. **SAMPLE(S)** of the size(s) requested by MT&E.
3. **PROCESSING FEES:** A **CHECK** made payable to Miami-Dade County Public Schools for the amount indicated below per product submitted.

Product Category	Processing /Testing Fees
Plastic Can Liner Custodial Paper Resilient Tile Flooring Xerographic Paper	\$225.00
Mobile Cafeteria Floor Machines	\$60.00
Vacuum Cleaners Pressure Washers Medical and Dental Supplies Library and Classroom Furniture File Cabinets Science Equipments Music Instruments Marker Boards Food and Nutrition Equipments	\$30.00
Calculators, Math, Scientific, & Graphing. Spray Paints	\$20.00
Custodial Cleaning Supplies, PE Supplies, Art Supplies, Cafeteria Supplies, First Aid Supplies Exit Signs, Ballasts, Latex Gloves, Files folders	\$10.00

4. A copy of the **MANUFACTURER'S SPECIFICATION SHEET** for each product being submitted for approval evaluation.

5. A copy of the **MATERIAL SAFETY DATA SHEET (MSDS)**, if applicable, clearly identifying brand & number of product submitted for approval evaluation and filled out completely according to the Florida Right-To-Know Law (chapter 442, Florida Statutes).
 6. **INDEPENDENT LABORATORY CONFIRMATION** of compliance with selected parameters and/or **APPLICABLE CERTIFICATIONS** as requested by MT&E. The product name as listed in the **NEW BRAND EVALUATION FOR APPROVAL REQUEST FORM** must appear on these documents.
- II. After receiving the sample and documents requested above, MT&E will start with the testing/evaluation process in order to determine compliance with applicable current M-DCPS specifications and may include, if considered necessary, a field performance test conducted in coordination with the corresponding M-DCPS end user.
- III. The requesting manufacturer and/or product supplier will be timely informed of the evaluation results. If the submitted brand was found in compliance with current M-DCPS specs, the product will be added to the Approved Brand List for the corresponding M-DCPS item. Products found not to be in compliance with current M-DCPS specs could not be re-sent for evaluation without explicit authorization from Procurement Management Services.

The School Board of Miami-Dade County, Florida
 Bid #011-PP08
 Art Supplies

BID PROPOSAL FORM (FORMAT B)

Type or print in this box the
 complete name of the bidder:

BID No: 011-PP08

Title: Art Supplies

Buyer: D. Denson

NAME OF BIDDER:

ITEM	DCPS #	DESCRIPTION OF ITEM	EST. QTY.	UNIT	PRICE PER UNIT	MFG. & MODEL NO.
		<p style="text-align: center;">NOTICE TO BIDDERS</p> <p>Please pay careful attention to the unit requested for pricing. Many of the units have been changed to case or carton. Vendor must specify how item is packaged.</p>				
1		<p>Multi purpose student color paint: (Acrylic Polymer Emulsion) water resistant. Must remove easily from brushes, clothing, screens, etc., even when dry. Certified non-toxic. Package 12 (500ML) flip top pints per carton.</p> <p>Chromacryl Acrylic color #39549, Nasco "Bulk-Krylic", Richcyl 'CP', Sargent Art 22-24XX, Dick Blick Mars 711-all, Sax True Flow Acrylic or equal. <u>(Indicate part number for each color)</u></p> <p>2000339 Black</p> <p>2000782 White</p> <p>2000796 Yellow</p> <p>2000220 Scarlet</p> <p>2000779 Phthalo Blue</p> <p>2000378 Red Oxide</p> <p>2000329 Magenta</p> <p>2000221 Blue, Deep</p> <p>Minimum order: 25 cases (Any combination of colors)</p>	350	Case		

The School Board of Miami-Dade County, Florida
 Bid #011-PP08
 Art Supplies

BID PROPOSAL FORM (FORMAT B)

Type or print in this box the

complete name of the bidder:

BID No: 011-PP08

Title: Art Supplies

Buyer: D. Denson

NAME OF BIDDER:

ITEM	DCPS #	DESCRIPTION OF ITEM	EST. QTY.	UNIT	PRICE PER UNIT	MFG. & MODEL NO.
2		<p>Tempera: Liquid, one quart plastic container with flip top cap for easy dispensing, quality paint that dries quickly to a smooth opaque finish, certified non-toxic C.P. seal. Each case to contain 6-one qt. containers. Crayola 1232, Series, Richart STXX, Dixon-Prang 2326XX or equal. <u>(Indicate part number for each color and quantity per case)</u></p> <p>2000405 Black</p> <p>2000689 Spectrum Blue</p> <p>2000693 Spectrum Brown</p> <p>2000500 Spectrum Green</p> <p>2000326 Spectrum Orange</p> <p>2000356 Spectrum Red</p> <p>2000497 Spectrum Violet</p> <p>2000708 Spectrum White</p> <p>2000692 Spectrum Yellow</p> <p>2000443 Turquoise</p> <p>2000402 Magenta</p> <p>Minimum order: 100 cases (Any Combination of colors)</p>	750	Case		
3	200680	<p>Items 3 and 4 are to be awarded on a total low bid basis. Vendor must bid both items.</p> <p>Paint: Water Color, 8 colors, semi-moist pop-out half pans, without brush, case of 12 cartons, certified non toxic.</p> <p>American Crayon Prang #8-WOB, Dixon-Prang 81000, or equal.</p> <p>Minimum order: 100 cartons</p>	300	Carton		

BID PROPOSAL FORM (FORMAT B)

Type or print in this box the

complete name of the bidder:

BID No: 011-PP08

Title: Art Supplies

Buyer: D. Denson

NAME OF BIDDER:

ITEM	DCPS #	DESCRIPTION OF ITEM	EST. QTY.	UNIT	PRICE PER UNIT	MFG. & MODEL NO.
4		Paint: Water color refills , rectangular semi-moist half pans, packed 12 per box, packed one color to shipping carton, certified non toxic. Metal strip not acceptable. 12 boxes to a carton. American Crayon Prang #8, Dixon-Prang 0800X, or equal. (Indicate part number for each color) 2000370 Black 2000781 Blue 2000447 Brown 2000733 Green 2000390 Orange 2000707 Red 2000518 Violet 2000679 Yellow Minimum Order: 50 cartons (Any combination of colors)	300	Carton		
5	2000645	Acrylic Paint: Black , 2 oz. size 1 1/8" X 5" tube, box of 3 tubes, certified non toxic. Grumbacher "Hyplar" H-134, Liquitex 1045-276, Speedball Warm Black 7507, Dick Blick Mars Black 624-2043-32, Chroma Black #110 or equal. Minimum order: 100 boxes	200	Box		
6	2000513	Acrylic Paint: Ultramarine Blue , 2 oz. Size with 1-1/8" X 5" tube, box of 3 tubes, certified non toxic. Gumbacher "Hyplar" H-129, Liquitex 1045-360, Speedball 6633, Dick Blick Ultramarine, 624-5233-3 or equal. Minimum order: 100 boxes	300	Box		

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Buyer: D. Denson

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7	2000521	Acrylic Paint: Phthalocyanine Green , 2 oz. size with 1 1/8" X 5" tube , certified non toxic. Box of 3 tubes. Grumbacher "Hyplar" H-105, Liquitex 1045-317, Speedball 6627, Dick Blick Phthalo green, 624-7063-3 or equal. Minimum order: 100 boxes	100	Box		
8	2000445	Acrylic Paint: Napthol Red Light , 2 oz. size 1 1/8" X 5" tube, box of 3 tubes, certified non toxic. Dick Blick Napthol Red Light 624-3193-3, Grumbacher "Hyplar" H-095, Liquitex 1045-0294, Speedball 6622, Speedball Naphthol crimson 7503 or equal. Minimum order: 100 boxes	300	Box		
9	2000555	Acrylic Paint: Titanium White , 4.65 oz. size, 1 1/2" X 6 1/4" tube, certified non toxic. Grumbacher "Hyplar" H-212-11, Liquitex 1047-432, Speedball 6690, Dick Blick Titanium white, 624-1014 or equal. Minimum Order: 200 tubes	750	Tube		
10	2000523	Acrylic Paint: Yellow Ochre , 2 oz. size with 1 1/8" X 5" tube, box of 3 tubes, certified non toxic. Grumbacher "Hyplar" H-244, Liquitex 1045-416, Speedball 6636, Dick Blick Yellow oxide 624-4113-3, Chroma Yellow #125 or equal. Minimum order: 50 boxes	100	Box		
11	2000516	Acrylic Paint: Yellow Light Hansa , 2 oz. size with 1 1/8" X 5" box of 3 tubes, certified non toxic. Dick Blick Hansa 624-4223-3, 5Grumbacher "Hyplar" H-101, Liquitex 1045-411, Speedball Hansa 7521, Chroma Cool Yellow #123 or equal. Minimum order: 50 boxes	250	Box		
12	2000409	Acrylic Paint: Burnt Umber , 2 oz. size 1 1/8" X 5" tube, box of 3 tubes, certified non toxic. Grumbacher "Hyplar" H-024, Liquitex 1045-128, Hunt Speedball 6602, Speedball Burnt Umber 7516, Dick Blick Burnt Umber 624 8053-3, Chroma Burnt Umber #115 or equal. Minimum order: 50 boxes	100	Box		

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13	2000785	Acrylic Medium, Gloss: One quart size. Packed 6 qts. to a case, certified non toxic. Grumbacher "Hyplar" 527-32, Liquitex #5032, Speedball 6886, Dick Blick 623-1037, or equal. Minimum order: 25 cases	50	Case		
14	2000541	Acrylic Gesso, one quart size, permanent pigments. Packed 12 qts. to a case, certified non toxic. Grumbacher "Hyplar" 525-32, Binney & Smith (Liquitex) 5332, Dick Blick 623-1027, Speedball 6858, Chroma Gesso #12101 or equal. Minimum order: 25 cases	100	Case		
15	2000391	Palette: Water color, aluminum, round approximately 7 1/2" diameter, center well for mixing, certified non toxic. Grumbacher #852, Art Supply & Inst. Co. #6036, or equal. Minimum order: 100 each	300	Each		
16	2000232	Strip-Palette: "Peel-Off" paper min. 40 sheet pad, oil-proof treated paper for use with oils, acrylics or caseins, 9" X 12" size. 12 pads to a box, certified non toxic. Grumbacher #261-1, Dick Blick #854620, Hunt Biefang #715, Carson #702-305 or equal. Minimum order: 10 boxes	50	Box of 12 Pads		
17	2000523	Canvas: Primed cotton canvas, medium textures, 52" wide, 6 yd. roll. Grumbacher C-5, Tara 1080-583, or equal. Minimum order: 50 rolls	100	Roll		
18	2000379	Stretcher Strip: Smooth pine wood, 3/4" thick by 1 5/8" wide, with interlocking ends. 2 wedges per strip, 16" length. 12/pkg. Grumbacher #650-16, Tara 16, Chaselle X056833, Blick 825216, Timbercrest 058261, Duro Art 8216, or equal. Minimum order: 12 pkgs.	50	Pkg		
19	2000736	Stretcher Strip: Smooth pine wood, 3/4" thick by 1 5/8" wide, with interlocking ends, 2 wedges per strip, 18" length. 12/pkg. Grumbacher #650-18, Tara 18, Chaselle X056851, Blick 825218, Timbercrest #058280, Duro Art 8218, or equal. Minimum order: 12 pkgs.	25	Pkg		

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20	2000256	Stretcher Strip: Smooth pine wood, 3/4" thick by 1 5/8" wide, with interlocking ends, 2 wedges per strip, 20" length 12/pkg. Grumbacher #650-20, Tara 20, Chaselle X056879, Blick 825220, Timbercrest #058305, Duro Art 8220, or equal. Minimum order: 12 pkgs.	25	Pkg		
21	2000185	Stretcher Strip: Smooth pine wood, 3/4" thick by 1 5/8" wide, with interlocking ends, 2 wedges per strip, 24" length 12/pkg. Grumbacher #650-24, Tara 24, Chaselle X05913, Blick 825224, Timbercrest 058341, Duro Art 8224, or equal. Minimum order: 12 pkgs.	25	Pkg		
22	2000256	Stretcher Strip: Smooth pine wood, 3/4" thick by 1 5/8" wide, with interlocking ends 2 wedges per strip 30" length 12/pkg. Grumbacher #650-30, Tara 30, Chaselle X056977, Timbercrest #058403, Blick 8252-30, Duro Art 8230, or equal. Minimum order: 12 pkgs.	25	Pkg		
23	2000285	Brush: Water color, Golden Sable (Sabline), #1, hand cupped only. Seamless aluminum ferrule. Lacquer polished handle. Packed one dozen to box. Grumbacher #4017-1, Princeton 8050 R-1, Dynasty, or equal. Minimum order: 100 dozens	100	Dozen		
24	2000683	Brush: Water color, Golden Sable (Sabline) #6, hand cupped only. Seamless aluminum Ferrule, Lacquer polished handle. Packed one dozen to box. Grumbacher #4017-6, Princeton 8050 R-6, Dynasty 1107-6, Maine Brush 017, Dick Blick 20-64, KanGrui #6 or equal. Minimum order: 100 dozens	100	Dozen		
25	2000726	Brush: Water color, Golden Sable (Sabline) #8, hand cupped only. Seamless aluminum Ferrule, Lacquer polished handle. Pack one dozen to box. Grumbacher #4017-8, Princeton 8050 R-8, Dynasty 1107-8, Maine Brush 017 KanGrui #8 or equal. Minimum Order: 100 dozens	100	Dozen		
26	2000774	Brush: Water color, Golden Sable (Sabline) #12, hand cupped only. Seamless aluminum Ferrule Lacquer polished handle. Packed one dozen to box. Grumbacher #4017-12, Princeton 8050 R-12, Dynasty 1107-12 Maine Brush #12-017, Dick Blick #12-20-64, KanGrui #12 or equal. Minimum order: 100 dozens	100	Dozen		

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27	2000832	Brush: Bristle , 1/4" wide, flagged tips, wood handle. Packed one dozen to box. Grumbacher 579-2, Princeton Art 5700F-2, School Mate Inc. (SMI) #26102, Eterna Art Scroll 579-2 or equal. Minimum order: 100 dozens	150	Dozen		
28	2000688	Brush: Bristle , 1/2" wide, flagged tips, wood handle. Packed one dozen to box. Grumbacher 579-7, Marsel 360-6, Princeton 5700F-7, School Mate Inc. (SMI) #26106 or equal. Minimum order: 100 dozens	200	Dozen		
29	2000778	Brush: Bristle 3/4" wide flagged tips, wood handle. Packed one dozen to box. Grumbacher 579-10, Princeton Art 5700F-10, School Mate, Inc. (SMI) 26110 or equal. Minimum order: 100 dozens	150	Dozen		
30	2000291	Brush: Lettering , 1/4" wide, packed one dozen per box. Grumbacher #4849-025, Marsel #600-1/4, Dick Blick #9505, Princeton #23500F-025 or equal. Minimum order: 30 dozens	50	Dozen		
31	2000348	Brush: Lettering , 1/2" wide, packed one dozen per box. Grumbacher #4849-050, Dick Blick #9508, Princeton #23500F-050 or equal. Minimum order: 30 dozens	50	Dozen		
32	TBA	Portfolio: 20" X 26" : heavy red fiber, sturdy expansion type with soft polyester cloth (Mylar type or similar) and steel riveted reinforced handles. ALL BRANDS SUBMITTED WILL BE TESTED. Minimum order: 50 each	100	Each		
33	2000706	Portfolio: 23" X 31" , heavy read fiber, sturdy expansion type, with soft polyester cloth (Mylar type or similar) and steel riveted reinforced handles. ALL BRANDS SUBMITTED WILL BE TESTED Minimum order: 50 each	100	Each		
34	2000787	Portfolio: Sketch 23" X 31" , Black with flaps & ties on three sides. Chaselle #070782, Stillman & Bien #5012, Cachet 5012, or equal. Minimum order: 50 each	100	Each		
35	2000343	Sketch Book: 100 sheets , 8 1/2" X 11" white drawing paper, spiral bound. Basis weight of 50 lbs. A minimum Sheffield smoothness of 300. Cardboard backing, heavy paper front sheet. One dozen to a case. Grumbacher #7193-2, Bienfang 601SD, or equal. Minimum order: 100 cases	100	Case		

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36	TBA	Sketchbook , 8" X 8", 80 sheets of 50 # paper, chipboard covers (front and back), double wire bound. One dozen to a case. Canson Talens #541-71, or equal. Minimum order: 10 cases	100	Case		
37	2000419	Sketchbook : Hardbound 216 sheets, Neutral PH drawing paper, non-yellowing archival quality, 8 1/2" X 11". 12 books to a case. Dick Blick #9317-18, Canson Talens 541-3, or equal. Minimum order: 25 cases	50	Case		
38	2000345	Sketchbook : Hardbound 192 sheets, neutral PH drawing paper, non-yellowing archival quality, 11" X 14". 12 books to a case. Dick Blick #9317-26, Chaselle 038024, Canson Talens 541-4, or equal. Minimum order: 20 cases	20	Case		
39	2000790	Erasers: Kneaded , packed 24 per box. Faber 70530, Sanford 1222, Leonard #71575, Dixon-Prang #12222 or equal. Minimum order: 100 boxes	250	Box		
40	2000786	Blending Stump : Spiral wound soft paper, pointed both ends. Size #4 (3/8" X 5" long). Package of 12. Dick Blick #851103, Tacro 812, Jack Richeson #710204 or equal. Minimum order: 50 packages	150	Pkg		
41	TBA	Compressed Charcoal : Certified non toxic. Omega, schoolmate 4115, Demco, Sargent #666953 or equal. 12 sticks per box, 12 boxes per carton. Minimum order: 10 cartons	80	Carton		
42	2000784	Charcoal, Sticks : 24 vine sticks to box, medium. Grumbacher #V-42, Sax Art 320-0078, Danielle-Charcoal 870006, Winsor & Newton 8206004, Pearl 246395 or equal. Minimum order: 100 boxes	250	Box		
43	2000309 2000357	Charcoal Pencils : 6 dozen per box, certified non toxic. Berol #630T series, Prang 60000 series, General Pencil 557 series, or equal. Soft (4B) Medium (2B) Minimum order: 20 boxes	100	Box		

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44	2000514	Pencils: Drawing , thick lead, soft jet black ebony, packed 6 dozen per box, certified non toxic. Faber Castell #6325, Berol #314, General 555, Sanford 14420 or equal. Minimum order: 50 boxes	100	Box		
45	2000791 2000215 2000287	Pencils: Drafting 6 dozen per box, certified non toxic. Berol Turquoise, Musgrave 1200 series, Prang 175 series, General 66 2B or equal. 2B 4B 6B Minimum order: 50 boxes	150	Box		
46	2000780	Pencil, colored drawing : Pre-sharpened non-eraser type, 12 colors per package, certified non toxic. 12 sets to a box. Dixon Prang custom color assortment 24120, Liquitex 1912, Schoolsmart 572121 or equal. Minimum order: 50 packages	1,000	Package		
47	2000705	Pencil, colored drawing : Professional quality. 24 colors per set, certified non toxic. Berol Prismacolor #PC953, Sanford 03597, Prang (Dixon) 22240, Ticonderoga 50402 or equal. Minimum order: 200 boxes	1,000	Box		
48	2000444	Colored Pencil Set : 24 colors, water color based, certified non toxic. Mongol #743, General 701A, Faber Castell 99121, Crayola #4304, Dixon-Prang #11670 or equal. Minimum order: 200 boxes	1,000	Box		
49	2000682	Color Sticks : Pencil lead type, sticks of color, 24 assorted colors per box, certified non toxic. Berol Prisma color art stick #1953, Sanford 02163, or equal. Minimum order: 500 boxes	1,000	Box		
50	2000678	Pastels, Drawing : (For use on paper only) size 3" X 1/2", 12 assorted sticks per box; 12 boxes per carton, certified non toxic. Prang #1055-12, Schoolmate #4112, or equal. Minimum order: 50 cartons	100	Carton		
51	2000734	Pastels, Oil : 16 color set, 2-3/8" X 5/16" sticks. Carton of 12 sets, 6 cartons per case, certified non toxic. Cray Pas XEP-16, Pentel #PHN-16, Sargent #22-2019, Schoolsmart 248364 or equal. Minimum order: 50 cases	150	Case of 12 Cartons		

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52	2000871	Crayons: Large , wax, no-roll, 8 colors. Carton of 24 boxes, certified non toxic. Crayola # 52-4008, Minimum order: 50 cases	600	Case of 24 Boxes		
53	2000660	Crayons: Small, wax, not brittle, with a diameter of at least 21/64" (0.3281"), 8 colors, 12 boxes per carton, 24 cartons per case, certified non toxic. Crayola #8, Prang #3-8, Color Splash SC 921 or equal. Minimum order: 50 cases	150	Case of 24 Cartons		
54	2000442	Crayons: Wax , 16 colors, unwrapped, carton of 12 boxes, 6 cartons per case, certified non toxic. Prang #25117, Crayola #333, Sargent 22-0555, or equal. Colors shall be: Red Red Violet Yellow Yellow Green Blue Blue Green Green Blue Violet Orange Yellow Orange Violet Red Orange Black White Brown Pink or Peach Minimum order: 50 cases	100	Case of 6 Cartons		
55	2000373	Crayons: Small , flesh tones, wax molded, 8 colors, 12 boxes per pack, certified non toxic. Crayola #008W, Prang #38018, Sargent #0530, or equal. Minimum order: 50 cases	100	Pack of 12 Boxes		
56	2000337	Crayons, large , flesh tone, wax molded, 8 colors, 12 boxes per pack, certified non toxic. Crayola #080W, Prang #38020, Sargent #0581, or equal. Minimum order: 50 packs	100	Pack of 12 Boxes		
57	2000677	Markers, Felt Tip, Fine Point: Set of eight assorted colors in a sturdy recloseable container, equipped with an inner cap, certified non toxic. 8 colors to a set, 6 sets to a box. Faber Castell #61020, Liquimark 1000-8, Crayola-Classic Markers #7709, Prang 80719 or equal. Minimum order: 100 box	250	Box		
58	2000732	Colored Markers: Chisel point set of 12 colors, 12 sets to a case, odorless, with tray pack, certified non toxic. Sanford 22672 or equal. Minimum order: 100 box	250	Case		

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59		Color Markers: 12 boxes, certified non toxic. Mr. Sketch 2000, Liquimark L-800 or equal.	700	Box		
	2000647	Black, unscented				
	2000184	Red, unscented				
		Minimum order: 100 box				
60		Paint markers, medium point 6 per box, certified non toxic.	300	Box		
		Speedball 73XX series, Sanford 636XX series, or equal. (Indicate part number for each color)				
	2000398	Gold 150				
	2000605	Silver 150				
	2000691	Blue 90				
	2000676	Red 100				
	n/a	Orange 70				
	2000280	Yellow 80				
	2000213	Green 90				
	2000446	Violet 80				
		Minimum order: 100 boxes (any combination of Colors)				
61	2000520	Ink: Drawing, black, one quart bottle, certified non toxic. Pelikan, Hunt (Speedball) 3398, Dick Blick #700006, or equal.	60	Quart		
		Minimum order: 24 quarts				
62	2000382	Ink: Drawing, black, one oz. bottle, screw on top. Carton of 6 bottles, certified non toxic. Pelikan, Higgins 4415, Sanford Higgins 4415 or equal.	100	Carton		
		Minimum order: 50 cartons				
63	2000789	Pen Holder: 12 per box with textured grip. Speedball #9451, Blick 698900, Chaselle #049913, Sax Art #332-7053, or equal.	100	Box		
		Minimum order: 50 boxes				

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64	2000505 2000328	Pen Points: Packed one dozen per box, certified non toxic. Speedball Hunt "C" series, or equal. Style C-C-1 large 15 Style C-C-3 medium 30 Minimum order: 25 boxes	25	Box		
65	2000380	Pen Points: Drawing, set of 12 per box, certified non toxic. Hunt Speedball #9413, or equal. Minimum order: 50 boxes	100	Box		
66	2000797	Items 66 and 67 are to be awarded on a total low bid basis. Vendor must bid both items. Knife Handle and Blades: (Blades shall not be inserted into handle). Complete with 5 blades packaged separately and adequately protected to prevent accidental injury to the user. X-Acto #1 with #1 Blade Assortment, or PO Instruments #11 handle with #'s 10 (1); 11 (2); 16 (1); 17 (1); Blades, PO #32110, Hunt 25001 and 31, Excel #19101 or equal. Minimum order: 200 sets	500	Set		
67	2000644	Knife Blades: Package of 5. X-Acto #11, PO Instruments #1110, Hunt X11, Excel #21011 or equal.	250	Package		
		Items 68 through 71 are to be awarded on a total low bid basis. Vendor must bid all items. Minimum order: 100 packages				
68	2000332 2000369 2000331 2000397 2000222 2000511	Ink: Linoleum, Printing, water soluble, 1.25 oz. tube, 12 tubes per box. Speedball 3400 series, Dick Blick 7962, or equal. <u>(Indicate part number for each color)</u> Black 150 Blue 80 Green 50 Magenta 40 Orange 40 Turquoise 40	100	Box		

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	2000519	White 75				
	2000333	Yellow 80				
	2000540	Red 65				
		Minimum order: 50 boxes (Any combination of colors)				
69	2000247	Linoleum: Unmounted, uncoated, for block printing, battleship soft for carving. 12" X 12" X 1/8", 12 pieces to the pack, Speedball 4377, Sax Lino 699127, DickBlick/All 40404-1124 or equal. Minimum order: 50 packages Sample Required: 1 package	100	Package		
70	2000392	Linoleum Cutter Handle: Screw-type removable chuck, Speedball #4138, or equal. 1 DZ/Box. Minimum order: 20 boxes	50	Box		
71		Linoleum Cutter Blades: Box of 12. Hunt Speedball Linocutters 4100 series or equal.	100	Box		
	2000396	#1				
	2000358	#2				
	2000381	#3				
	2000183	#5				
		Minimum order: 50 boxes (Any combination of sizes)				
72	2000371	Brayer: For block printing soft rubber 4" roller. Chaselle #113920, Speedball #4117, or equal. Minimum order: 50 each	100	Each		

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73	2000235	Batik Wax: 1 lb. individually packaged. Must withstand warm storage conditions. Minimum beeswax content 30%. Chaselle #169506, Dick Blick #6030800, Pro Chemical, School Specialty #418621, Sax Arts 447728 Dick Blick #64812 or equal. Minimum order: 50 each	50	Each		
		Items 74 and 75 are to be awarded on a total low bid basis. Vendor must bid both items.				
74		Clay: Firing, moist, white, cones 06-04, packed in 25 lb. plastic bags, 2 bags per carton. Must be certified as non-toxic by Art and Crafts Materials Institute. Standard Ceramic #105, Miami Clay #11, Axner 1A-Wades Low White, Axner 1B-Vince Low White, or equal. Minimum order: 180 cartons	150	Carton		
75		Clay: Firing, Moist, Terra-cotta, Cones 06-2, packed in 25 lb. plastic bags, 2 bags per carton only. Must be certified AP non-toxic by Art and Crafts Materials Institute. Standard Ceramic #103, Miami Clay #9, Axner -Carolyn's Plastic Hand Building Clay, Cutless-Amaco Indian Red 67M, Standard Ceramic #417 Red Earthenware or equal. Minimum order: 180 cartons	400	Carton		
		Items 76 and 77 are to be awarded on a total low bid basis. Vendor must bid both items.				
76	2000475	Clay Modeling: 1 lb. package color gray-green, non-hardening non-staining, non-toxic, 4 sticks to package individually wrapped. Kleen Klay #20, Amaco Plast-1-Clay 91122B, School Smart 085997 or equal. Minimum order: 100 boxes	700	Box		
77	2000776	Clay: Modeling, 1 lb. package color Terracotta: Non-hardening, non-staining, non-toxic, 4 sticks to package, individually wrapped. Kleen Klay #20, Amaco Permo-Plast Terracotta 90057H, School Smart 085997 or equal. Minimum order: 50 boxes	100	Box		
78	TBA	Ceramic Glaze: Clear gloss, certified AP non-toxic lead free, fire to cone 05-06, gallon container. Duncan #IN-1001 or equal Minimum order: 12 gallons	156	Gallon		

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		Items 79 through 81 are to be awarded on a total low bid basis. Vendor must bid all items.				
79	2000421	Wooden Modeling Tool: Non-plastic: 8" hardwood modeling tool, curved at both ends. 12 each tools per box. Standard Ceramics #16, Chaselle #090788, Loew-Cornell #1126-11, Richeson 210104, or equal. Minimum order: 20 boxes	80	Box		
80	2000486	Wooden modeling Tool: Non-plastic: 8" hardwood modeling tool, one end flat and angled. The other end round. 12 each tools per box. Standard Ceramics #14, Chaselle #090779, Loew-Cornell #1126-14, Richeson #210203, or equal. Minimum order: 20 boxes	20	Box		
81	2000799	Modeling Tool: 8" in length with wood handle. One end is a round flat steel, other end is square flat steel high carbon spring tempered steel. 12 each tools per box. Loew-Cornell 1231-2, Richeson 210432, or equal. Minimum order: 10 boxes	20	Box		
82	2000522	Cone, Pyrometric: Junior size (1-1/8), 50 to the box, cone 06. Orton Junior Size, Pyromini Bar, or equal. Minimum order: 10 boxes	20	Box		
83	2000735	Star Stilts: Pack of 12, height 3/8". Wire Points Model #9, Chaselle 101026, Roselli Roo, Star Stilts #9-4, School Spec 1408146, or equal. Minimum order: 10 packages	20	Package		
84	2000186	Knife, Fettling: 4-1/2" flexible soft steel blade that tapers to a blunt point with round, hardwood handle. Kemper F-96, Nasco 43-198, Dick Blick #14001, Demco #714 or equal. Minimum order: 50 each	50	Each		
85	2000476	Steel Scrapers: Flexible spring steel scrapers, size 2" X 4" half moon. Amaco #11231A, #3 Kemper 5-3, Richeson 210412, or equal. Minimum order: 100 each	150	Each		
86	2000187	Finishing Rubber: Kidney shaped pliable rubber, size 21/8"X3 1/2" minimum. Amaco #11250H, #1, Chaselle #088390, Saz Arts & Crafts #640-0303, Kemper FRS0, or equal. Minimum order: 50 each	50	Each		

The School Board of Miami-Dade County, Florida
 Bid #011-PP08
 Art Supplies

BID PROPOSAL FORM (FORMAT B)

Type or print in this box the complete name of the bidder:
BID No: 011-PP08
Title: Art Supplies
Buyer: D. Denson

NAME OF BIDDER:

ITEM	DCPS #	DESCRIPTION OF ITEM	EST. QTY.	UNIT	PRICE PER UNIT	MFG. & MODEL NO.
87	2000556	Burlap: 36" X 25 yards roll, minimum weight 10 oz. per square yard. Color-Black. Chaselle #X111934, Thompson 1002, or equal. Minimum order: 10 rolls	10	Roll		
88	2000798	Muslin, Bleached: Minimum 36" width X 10 yard roll, single rolls. Chaselle X112870, Spring Mills, Thompson #171893, J&S, or equal. Minimum order: 50 rolls	100	Roll		
89	2000558	Raffia: Natural, (Unprocessed) packaged in hanks of approx. 6 oz. each (vendor to state weight of hank on bid). Chaselle #172752, Stern 5-157T, Sch. Specialty 420034, Darice 2806-05 or equal. Minimum order: 50 Hanks	50	Hank		
90	2000515	Needle, Tapestry, Large Eye: Metal, Blunt: Size 13, 10 per package, Chaselle #X195923, Pyramid 13TB, Sax Art #706-01300, Rex-13T, or equal. Minimum order: 100 packages	100	Package		
91	2000289	Needle, Tapestry: Metal, size #18, small eye, 25 package, Chaselle #173136, Rex #18T, or equal. Minimum order: 50 packages	100	Package		
92		All colors of heavy rug yarn 100% kodel polyester, color fast, approximate 1.37 oz. or 100% acrylic 1.50 oz. net wt., 60 yard skeins. 12 skeins per package. Yarn, Rug: Caron, Int.-Aunt Lidia's #235B, Bemiss Jason 04XX-3, Caron Int.-Autn Lydia's YA318XXX or equal. (Indicate part number for each color) Black 130 Light Blue 300 National Blue 100 Wood Brown 130 Evergreen 130 Xmas Green 100 Pumpkin 80	300	Package		

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		Cerise 70 Red 140 Lilac 200 White 125 Yellow 125 Minimum order: 300 packages (Any combination of colors)				
93	2000737	Plastercraft: Assorted widths in rolls, 20 (lb) box. Bemiss-Jason 5272-0, Bienfang #173751, or equal. Minimum order: 50 boxes	50	Box		
94		Glue Stick, Washable, Certified non-Toxic, min. of 1.41 oz (40G) in twist-tube. 10 sticks per pack or min. of 1.2 oz. (35G), 12 sticks per pack, 12 packs to a case. Eberhard Faber #99655, Ross 95500 (1.2 oz.), Dixon #15371, Ross 95500, Status Plus STX 67-477 or equal. Minimum order: 100 cases	500	Case of 12 Packs		
95	2000657	Glue: White, certified non-toxic, vinyl adhesive in 4 fl. oz. squeeze bottle container with easy open flip or twist lid, box of 12 bottles, 6 boxes to a case. Elmer's Glue #E372, Dixon-Prang #15200 or equal. Minimum order: 100 cases	250	Case		
96	2000512	Glue: White, certified non-toxic, vinyl adhesive in one gallon container non-toxic, 2 gallon to a case. Ross 254, Elmer's Glue E340 or equal. Minimum order: 50 cases	150	Case		
97	2000295	Sponges: Elephant Ear sponge, natural, size 2" X 3" minimum. Amaco #11241L, Blix #18, Chaselle #097825, Hydra Sponge #EES, or equal. Minimum order: 200 each	200	Each		
98	2000400	Felt: 2.8 lb. Bag, approx. 20 assorted colors, 100 pieces size 9" X 12", 100% acrylic. Dick Blick #525500, Sax Art #727-0069, Kunin Felt, J & S, or equal. Minimum order: 100 bags	100	Bag		

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99		Tissue Paper: Quire package (24 sheets). Solid color. Chaselle 941895, Spectra by Bemiss-Jason, Peacock by Peacon, or equal. 2000355 Cerise 200 2000189 Buttercup Yellow 200 2000377 Azure Blue 200 Minimum order: 100 packages	200	Package		
100		Cellophane, Transparent: 20" X 100', Cutter Box. Chaselle, Nasco, Hygloss, or equal. 2000485 Clear 2000496 Red 2000330 Green 2000484 Yellow 2000188 Blue 2000372 Purple/Orchid 2000495 Pink 2000403 Orange/Amber Minimum order: 50 boxes (Any combination of colors)	150	Box		
101	2000729	Metallic Paper: Standard assorted package size, 8 1/2" X 10", minimum of 20 sheets per pack. Chaselle #806398, Sunshine #108300, American Craftlines #108304, Hyglos #10-8 or equal. Minimum order: 100 packages	150	Package		

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ITEM	DCPS #	DESCRIPTION OF ITEM	EST. QTY.	UNIT	PRICE PER UNIT	MFG. & MODEL NO.
102		Glitter: Aluminum or plastic squares in sturdy 1 lb. containers with shaker top. Colors: Gold; Silver; Red; Green; Blue each color packaged separately. Pyramid #1328, S & S EXM2826, Glitterex, Spectra Rainbow 917X-0, Hygloss, School Smart Series 006 or equal.	650	1 lb.		
	2000675	Gold				
	2000604	Silver				
	2000384	Red				
	2000788	Green				
	2000383	Blue				
		Minimum order: 100 lbs. (Any combination of colors)				
103	2000477	Tooling Foil: 12" X 25' roll, aluminum, 36 gauge, Chaselle 133813, St. Louis Craft, or equal. Minimum order: 50 rolls	100	Roll		
104	2000661	Wire, Sculpture: Aluminum, 50' coil, 9-gauge. Chaselle #147512, Anchor 19000, Tower #21009, or equal. Minimum order: 50 coils	100	Coil (Roll)		
		Items 105 and 106 are to be awarded on a total low bid basis. Vendor must bid both items.				
105	2000350	Scratch Board: Approx. 11" X 14" sheets 10 Pt. thickness, pre-linked black with white background. 10 sheets to the package. Bienfang 657-SB-1, Chaselle 031174, Dick Blick #833126, Scratch Art B10, or equal. Minimum order: 200 packages	300	Package		
106	2000404	Scratch Board Blade: Straight, sharp point, 36 package. Hunt #112, Sax Art #338-0029, Richeson 860058, Scratch Art B10, or equal. Minimum order: 20 packages	50	Package		

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ITEM	DCPS #	DESCRIPTION OF ITEM	EST. QTY.	UNIT	PRICE PER UNIT	MFG. & MODEL NO.
		Items 107, 108, 109 and 110 are to be awarded on a total low bid basis. Vendor must bid both items.				
107	2000360	Mat: Ready Cut , white, outside 11" X 14" inside 8" X 11" approx. 14 ply, pebble finish, beveled edge, 6 ply backing, shrink-wrapped 12 sheets per package. Chaselle 149565, Callen Photo Mount #3914827, Select Mats #3359-1114 or equal. Minimum order: 50 packages	100	Package		
108	2000250	Mats, Ready Cut: White pebbled finish, 6 ply board. Outside size 16" X 22". Art size 12" X 18", 50 mats per package. Chaselle 149921, Callen Photo Mount, Stu-Art #MO-16C, Select Mats #335P-1622 or equal. Minimum Order: 25 packages	100	Package		
109	2000728	Mat: Ready Cut , white pebbled finish, 6 ply board. Outside size 12" X 16". Art size 9" X 12". 50 mats per package. Chaselle #149896, Stu-Art MO-12, Select Mats #335P-1216 or equal. Minimum order: 20 packages	100	Package		
110	2000704	Mat: Ready Cut , white, outside 18" X 24", inside 11 1/2" X 17 1/2" approx., 14 ply, pebble finish, beveled edge, 6 ply backing. Shrink wrapped 12 sheets per package. Chaselle #149734, Callen Photo Mount HC 1824, Select Mats #335+C389-1824 or equal. Minimum order: 100 packages	150	Package		
111	2000684	Frame, Picture: 11" X 14", Plexi-glass, shadow box style, 12 each to a case. Structural Industries #ST1114, Dick Blick #8640-26, or equal. Minimum order: 10 cases	20	Case		
112	2000777	Frame, Picture: 18" X 24" brushed silver finish with Plexi-glass front. With matte 16" X 20", 6 each to a case. Structural Industries Mod Frame MF1824SL, North American Enclosure #10065-18, or equal. Minimum order: 25 cases	50	Case		
113		Liquid Watercolors: Metallic liquid watercolor bottle, 10 per case - 8 oz. Bottles, certified non toxic. Prepackaged sets. Six (6) different colors: Gold 81, Silver 82, Red 20, Yellow 02, Blue 50 and Violet 42 Sargent Art #22-6010 or equal	50	Case		

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114		Jungle Gem Crystal Glazes Class Pack: Pebbled, granuled, glazes that have crystals that create dramatic effects during firing, 6 per pack - 8 oz. Bottles, certified non toxic. Prepackaged sets. 3 Different Class Packs - Class Pack #1 Mayco or equal	10 each	Pack of 6		
115		Sculp-it: Sculpit self drying modeling clay. Sculp-it Air-Hardening Clay, 10lb bucket Sargent Art #33269-1010 or equal	6	Case		