



The School Board of Miami-Dade County, Florida  
**PROCUREMENT MANAGEMENT SERVICES**  
 1450 NE 2<sup>nd</sup> Avenue, Ste. 650, Miami, Florida 33132  
 305-995-4288  
**Bidder Qualification Form**

# INVITATION TO BID (ITB)

**DUE DATE:** Bids due on or before **Thursday, January 11, 2024 at 1:00 p.m.** Eastern Time (ET) via DemandStar.

**PLEASE REFER TO ATTACHMENT 14 FOR  
BID OPENING INFORMATION**

Check Addenda for any revised opening dates before submitting your bid.

**Bid(s) received after the date and time stated above shall not be considered for award.** Hard copy, faxed and/or emailed bids are not allowed and will not be considered for award.

ITB NO.:

ITB-22-053-TA

RELEASE DATE:

December 1, 2023

PURCHASING AGENT:

Tosha Alice

BID TITLE:

Food Service and Food Laboratories Pest Control Services

## SECTION 1 - BIDDER ACKNOWLEDGEMENT

**THIS SECTION MUST BE COMPLETED IN ITS ENTIRETY INCLUDING THE SIGNATURE OF AN AUTHORIZED REPRESENTATIVE WHERE INDICATED BELOW AND SUBMITTED WITH THE BID. FAILURE TO PROVIDE THIS DOCUMENT, WITH THE BID, WILL RESULT IN BID BEING CONSIDERED NON-RESPONSIVE.**

Bidder's Name and state "Doing Business As", where applicable:

**"REMIT TO" ADDRESS FOR PAYMENT:** If payment(s) is/are to be mailed to address other than as stated on left, please complete section below.

Address:

P.O. Box:

City:

City:

State:

Zip Code:

State:

Zip Code:

Telephone Number:

Sales Contact:

Sales E-Mail Address:

**E-mail Address to Send Purchase Orders:**

Federal Tax Identification Number:

A. I hereby certify that I am submitting the following information as my firm's (Bidder) bid and I am authorized by Bidder to do so. Bidder agrees to complete an unconditional acceptance of the contents of all pages in this Invitation to Bid (ITB), and all appendices and the contents of any Addenda released hereto; Bidder agrees to be bound to any and all specifications, terms and conditions contained in the ITB, and any released Addenda and understand that the following are requirements of this ITB and failure to comply will result in disqualification of bid submitted; Bidder has not divulged, discussed, or compared the bid with other Bidders and has not colluded with any other Bidder or party to any other bid.

B. 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.

C. I certify that my Bidder satisfies all necessary legal requirements as an entity to do business with The School Board of Miami-Dade County, Florida.

D. 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.

E. I certify that neither I, my company, 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.

F. I agree that this bid cannot be withdrawn within **90** days from date due.

**Signature of Authorized Representative (Manual)**

**Name of Authorized Representative (Typed or Printed)**

**Title of Authorized Representative**

**E-Mail Address of Authorized Representative**

## SECTION 2 - TABLE OF CONTENTS

### SECTIONS

1	Bidder Acknowledgement.....	1
2	Table of Contents.....	2
3	Calendar.....	3
4	Instructions to Bidders.....	4
5	Special Conditions.....	14
6	Scope of Work.....	18
7	Bid Summary Excel Spreadsheet.....	27
8	Forms and Attachments.....	28

Attachment 1	Cover Page
Attachment 2	Statement of “No Bid”
Attachment 3	Acknowledgement of Amendments
Attachment 4	Conflict of Interest
Attachment 5	Debarment (must be notarized)
Attachment 6	Instructions
Attachment 7	Bidder’s Preference (must be notarized)
Attachment 8	Drug-Free Workplace (must be notarized)
Attachment 9	Local Business Affidavit of Eligibility (must be notarized)
Attachment 10	Anti-Collusion Statement
Attachment 11	Bidder Experience
Attachment 12	Submitted Bid Document Verification Form
Attachment 13	Florida Statutes on Public Entity Crimes (must be notarized)
Attachment 14	Bid Opening Instructions
Attachment 15	DemandStar Registration Instructions
Attachment 16	Statement of Intent to Perform as a Certified Subcontractor/ Subconsultant
Attachment 17	Certification of Compliance 6465 – Commercial Anti- Discrimination in Business Operations and Practices (must be notarized)
Appendix A	Pests and Required Treatments
Appendix B	M-DCPS Location List

## SECTION 3 - CALENDAR

ITB Release Date	Friday, December 1, 2023
Pre-Bid Conference*	Wednesday, December 13, 2023 at Time 10:00 a.m. ET
Pre-Bid Conference Location	Via Zoom at:  Join Zoom Meeting <a href="https://zoom.us/j/93594513489?pwd=VIRHZjBOd0FhbHNHS2hjVWJodnRWdz09">https://zoom.us/j/93594513489?pwd=VIRHZjBOd0FhbHNHS2hjVWJodnRWdz09</a>  Meeting ID: 935 9451 3489 Passcode: 095442
Deadline for Questions	Wednesday, December 13, 2023 , at 5:00 p.m. ET
Bid Due Date/Time	Thursday, January 11, 2024 at 1:00 p.m. ET
Virtual Bid Opening Meeting:	Thursday, January 11, 2024, at 2:00 p.m.
Bid Opening Location	Via Zoom at:  Meeting ID: 963 8325 8347 Passcode: 978824 One tap mobile +16468769923,,96383258347# US (New York) +13017158592,,96383258347# US (Germantown) <b>(See instructions on Attachment 14)</b>
Projected Board Approval of Contract	February 2024
Contact Person for this ITB: Email Address: Telephone: Fax:	Tosha Alice <a href="mailto:Toshabowen@dadeschools.net">Toshabowen@dadeschools.net</a> (305) 995- 7254 (305) 995-2307

*\*Pre-Bid Conference attendance is not required. In compliance with Florida Statutes, Chapter 119, commonly known as the Florida Sunshine law this meeting will be recorded in its entirety.*

# SECTION 4 - INSTRUCTIONS TO BIDDERS

Board policies may be accessed at: <http://www.dadeschools.net/schoolboard/rules/>

## CONE OF SILENCE

The School Board of Miami-Dade County, Florida ("Board") enacts a Cone of Silence from issuance of a solicitation and shall terminate at the time when the agenda is published for the upcoming School Board meeting, wherein the Superintendent: (1) recommends an award or approves a contract; (2) rejects all bids or responses; or (3) takes any other action that ends the solicitation and review process.. All provisions of School Board Policy 6325 apply.

A. "Cone of silence" means a prohibition on any communication regarding a particular Request for Proposals (RFP), bid, invitation to bid, or other competitive solicitation between:

1. any person who seeks an award, including a potential vendor or vendor's representative, an employee, partner, director, or officer of a potential vendor, or consultant, lobbyist, or actual or potential subcontractor or sub-consultant of a vendor, or any other individual acting through or on behalf of any person seeking an award; and
2. any School Board member or the member's staff, the Superintendent, deputy superintendent and their respective support staff, or any person appointed by the Board to evaluate or recommend selection in the competitive procurement process.

B. A cone of silence shall be applicable to each RFP, bid, invitation to bid, or other competitive solicitation during the solicitation, review, and proposed Board action of bid proposals as appropriate. At the time of issuance of the solicitation, the Superintendent shall provide public notice of the cone of silence and written notice, including electronic communication, to the Board, District staff and any other person involved in the review, evaluation, recommendation, approval, rejection, or award of the responses as appropriate. The Superintendent shall include in any advertisement and public solicitation for goods and services a statement disclosing the requirements of this section.

C. For unsolicited public-private partnership proposals, the cone of silence shall be in accordance with Policy 6327, Public-Private Partnerships and Unsolicited Proposals, Competitive Solicitations, and Direct Negotiations Regarding Board-Owned Property and Resources.

D. The cone of silence shall terminate at the time when the agenda is published for the upcoming School Board meeting, wherein the Superintendent:

1. Recommends an award or approves a contract;
2. Rejects all bids or responses; or
3. Takes any other action that ends the solicitation and review process.

## I. PREPARATION OF BIDS

A. **BIDDER QUALIFICATION FORM** qualifies the Bidder and the bid and must be completed and submitted as page 1 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. 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 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 Bidder 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, in compliance with the bid submission requirements set forth under Section 5.4. 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. All changes must be crossed out and initialed in ink.

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

C. **PLACE, DATE AND HOUR:** Electronic submission ONLY, in accordance with the bid submittal requirements set forth under Section 5.4 and Attachment 14. 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, as currently enacted or as amended from time to time, states that 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 [currently \$25,000] 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 statement of "No Bid". Failure to respond, either by submitting a bid or the statement of "No Bid" 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 may 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. If Bidder is not registered to transact business in the State of Florida, Bidder must provide a copy of Bidder's current registration in their state of incorporation/organization, along with the applicable exemption to this requirement as set forth in Section 607.1501, Florida Statutes.
- H. **MISSING INFORMATION.** Respondents who do not meet all the documentation requirements for the ITB may be contacted to submit the missing information within 2 business days. If the District requests missing documentation and does not receive the documents within the stated deadline, incomplete or noncompliant bids may be disqualified.

### 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 Chief Procurement Officer, 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 Board's website. Any bids or proposals received for the canceled solicitation shall be returned to the Bidder 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 650, 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."

### V.

#### PROTESTS

A Bidder, who wishes to file a bid protest, must file such notice and follow procedures prescribed by F.S. 120.57(3) and Bylaw 0133, for resolution.

#### Protest of Specifications

Any notice of protest of the specifications contained in an Invitation to Bid (ITB) or Request for Proposal (RFP) or Invitation to Negotiate (ITN) shall be filed accordance with Board Rule 6320, Bylaw 0133 and/or F.S. 120.57.

For a protest of the specifications contained in an Invitation to Bid (ITB) or in a Request for Proposals (RFP) or Invitation to Negotiate (ITN), the Notice of Protest shall be filed in writing within seventy-two (72) hours after the posting of a solicitation. The Formal Written Protest shall be filed within ten (10) calendar days after the date the notice of protest is filed. Failure to file a Notice of Protest or failure to file a Formal Written Protest shall constitute a waiver of proceedings under this rule. The Formal Written Protest shall state with particularity the facts and law upon which the protest is based. Saturdays, Sundays, and legal holidays shall be excluded in the computation of the seventy-two (72) hour time period provided by this paragraph.

#### Posting the Bond

The protesting party shall post a bond in a form consistent with F.A.C. Rule 28-110.005(2). A notice of decision or intended decision shall contain this statement: "Failure to file a protest within the time prescribed in F.S. 120.57(3), 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 proceeding under F.S. Chapter 120."

- A. **Bond:** Commodities (Other than Lease of Space) and Contractual Services (Including Professional Services and Insurance) – Pursuant to F.S. 287.042(2)(c), any person who files an action protesting a decision or intended decision pertaining to a solicitation or contract award shall post with the Board, at the time of filing the formal written protest, a bond secured by an acceptable surety company in Florida, payable to The School Board of Miami-Dade County, Florida, in an amount equal to one percent (1%) of the Board's estimate of the dollar value of the proposed contract.

1. The Board shall provide the estimated contract amount to the protestor within seventy-two (72) hours (excluding Saturdays, Sundays, and holidays when the Board administrative office is closed) after the filing of the Notice of Protest. The estimated contract amount is not subject to protest under this policy or F.S. 120.57(3). In lieu of a bond, the Board may accept a cashier's check or money order in the amount of the bond.
2. The bond shall be conditioned upon the payment of all costs and charges which may be levied against the protestor in the administrative hearing in which the action is brought and in any subsequent appellate court proceeding.
3. Pursuant to F.S. 287.042(2)(c), if, the Board prevails in the administrative hearing process and any appellate court proceedings, it shall be entitled to recover all costs and charges which are included in the final order or judgment, excluding attorneys' fees. Upon payment of such costs and charges by the person protesting the decision or intended decision or contract award, the bond, cashier's check, or money order shall be returned to the protestor. If the protestor prevails, the protestor may recover from the Board the costs and charges which are

included in the final order or judgment, excluding attorneys' fees.

- B. Bond:** Competitive Bids for Lease of Space -- Pursuant to F.S. 255.25(3)(c), any person who files an action protesting a decision or intended decision pertaining to a competitive bid for space to be leased by the Board shall post with the Board, at the time of filing the formal written protest, a bond payable to the Board in an amount equal to one percent (1%) of the estimated total rental of the basic lease period or \$5,000, whichever is greater. The bond shall be conditioned upon the payment of all costs which may be levied against him/her in the administrative hearing in which the action is brought and in any subsequent appellate court proceeding. If the Board prevails in the administrative hearing process and any appellate court proceedings, it shall recover all costs and charges, which are included in the final order or judgment, excluding attorneys' fees. Upon payment of such costs and charges by the person protesting the award, the bond shall be returned to him/her. If the person protesting the award prevails, the bond shall be returned to that person and she/he shall recover from the Board the costs and charges which are included in the final order or judgment, excluding attorneys' fees.
- C. Bond:** Construction Purchasing -- Construction purchasing is separately governed by Board policy, and persons protesting competitive procurement related to educational facilities shall be required to post a bond in the amount specified in F.S. 255.0516, which also governs recovery of fees and costs including attorneys' fees.
- D. Staying the Procurement Process** -- Upon timely receipt of the formal written protest petition, and posting of the bond, the solicitation or contract award process shall be stayed until the protest is resolved by final agency action, unless the Board sets forth, in writing, particular facts and circumstances which require the continuance of the solicitation or contract award process in order to avoid an immediate and serious danger to the public health, safety, and welfare.

#### Protest of Bid Award

Any person who is adversely affected by the Board's decision or intended decision, shall file a Notice of Protest in writing with the Clerk of the Board, who shall maintain an office in the Board Administration building, within seventy-two (72) hours after the posting of the Board's decision or intended decision/action and shall file a Formal Written Protest within ten (10) calendar days after filing the Notice of Protest. The protesting Bidder shall also be required to post a bond, consistent with this rule. Failure to file a Notice of Protest or failure to file a Formal Written Protest shall constitute a waiver of proceedings under F.S. Chapter 120.57. The formal written protest shall state with particularity the facts and law upon which the protest is based. Saturdays, Sundays, and legal holidays shall be excluded in the computation of the seventy-two (72) hour time period provided by this paragraph.

The Board's notice of intended action shall be posted the Friday preceding the Board's Fiscal Accountability & Government Relations Committee meeting immediately prior to the Board meeting at which the contract will be awarded or approved. The notice of intended action can be found on the Procurement Management Services' website at: [http://procurement.dadeschools.net/bidsol/asp/bid\\_portal.htm](http://procurement.dadeschools.net/bidsol/asp/bid_portal.htm), under the NOTICES section located on the top left hand side of the page. The Board's monthly Committee meetings are posted on the District's Master Calendar page, which can be accessed via the following link: <https://www3.dadeschools.net/Meetings/home>. To find the Board Committee meeting for the current month, search under the "School Board and School Board Committee Meetings" category from the drop down menu, which can be found under the MEETINGS LISTING section of the page.

Parties interested in obtaining records related to any items noted in the notice of intended action shall submit a public records request to the District at [pr@dadeschools.net](mailto:pr@dadeschools.net). Such public records requests shall be addressed in accordance with Chapter 119 of the Florida Statute. If a public records request is related to an intent to protest, parties may wish to include a notation of such intent in their request.

The Formal Written Protest 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 matter may be referred for proceedings, pursuant to F.S. 120.569 and 120.57. Petitions for hearing on protests pursuant to F.S. 120.569 and 120.57 must be filed in accordance with Board Bylaw 0133 on quasi-judicial proceedings.

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 N.E. Second Avenue, Suite #311 Miami, Florida 33132  
Phone: (305) 995-1440  
Fax: (305) 995-1448  
E-Mail: [Dlopiz@dadeschools.net](mailto:Dlopiz@dadeschools.net)  
[celianrubio@dadeschools.net](mailto:celianrubio@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 Board'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 Agreement at any time and for any reason upon giving thirty (30) days' notice to the other party. If said Agreement should be terminated for convenience as provided herein, the Board will be relieved of all obligations under said Agreement. The Board will only be required to pay that amount of the Agreement actually performed to the date of termination. Upon such payment, both parties shall be relieved of any further obligations under this Agreement.
- E. TERMINATION OF AGREEMENT:** In addition to the above, the Board may terminate this Agreement upon thirty (30) days advance written notice to the Awarded Bidder, for default of Awarded Bidder, or due to lack of, or cancellation of, grant funds made available to the Board by a Federal grantor agency. Upon receipt of a notice of termination, the Awarded Bidder shall cease incurring additional obligations under this Agreement. However, the Board shall allow the Awarded Bidder to incur all necessary and proper costs, which the Awarded Bidder cannot reasonably avoid during the termination process. Each payment obligation of the Board created by this Agreement is conditioned upon the availability of funds that are appropriate or allocated for the payment of services or goods. If such funds are not allocated and available, this Agreement may be terminated by the Board at the end of the period for which funds are available. The Board shall notify the Awarded Bidder at the earliest possible time before such termination. No penalty shall accrue to the Board in the event this provision is exercised, and the Board shall not be obligated or liable for any future payments due or for any damages as a result of termination under this section. Any individual or corporation or other entity that attempts to meet its contractual obligations with the Board through fraud, misrepresentation or material misstatement, shall have its Agreement with the Board terminated upon receiving notice of the attempted fraud as determined by the Board.
- F. PURCHASE ORDERS** sent to Awarded 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 Awarded 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 Agreement and subject to the default provisions stated in Section VI. G.

- G. **DEFAULT:** A Bidder who fails to perform according to the terms of the Agreement (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, the contractor Disciplinary Review Committee may recommend disbarment or suspension pursuant to Board Policy 6320.04.
- H. **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.
- I. **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.
- J. **IDENTICAL PRICES:** When identical prices are received from two or more Bidders and all other factors are equal, priority for award shall be given to the vendor that has 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 Awarded Bidder of his/her cash security, or notification to the Awarded Bidder 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.

When bid samples are required, the Board 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 all required supporting documentation, are to be delivered to the Materials Testing and Evaluation Department within 48 hours of request from the Miami-Dade County Public Schools ("M-DCPS") Procurement Management Services department between 8:30 a.m. and 3:00 p.m. 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

Board 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 Board 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 Awarded 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 Board 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 Awarded Bidder shall furnish packaging as specified. All packaging, wrapping and bundling shall be adequate to ensure 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. Bidder'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 Awarded 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

Board supports recycling and recommends the use of recycled products where possible upon notification by the Board. Bidders 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

Board 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 Bidder, at no cost to the Board.
- C. **INVOICES:** Each invoice shall be issued by the Awarded Bidder and shall be submitted in DUPLICATE to the Accounts Payable Section, P.O. Box 01-2570, Miami, Florida 33101. Invoice delivery may also be via a PDF or WORD document email to: [mdcpsvendorsstatements@dadeschools.net](mailto:mdcpsvendorsstatements@dadeschools.net). 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

- D. **PAYMENT:** Unless otherwise specified by Board, payment will be made only after delivery, authorized inspection, and acceptance. Payment will be made only to the Awarded Bidder, unless otherwise requested, in writing, by the Awarded Bidder and accepted by Board 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 Agreements involving federal funds will contain certain provisions required by applicable sections of CFR 34, Part 80.36(I) and Part 85.510, Florida Statute 257.36, or Florida Administrative Code Chapter 1B. The Bidder certifies by signing the bid that the Bidder 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.
- B. By signing the bid, the Bidder shall comply with all applicable laws, ordinances, codes, rules and regulations of federal, state and local governments, if required, for performance of any work under this Bid. Bidders awarded contracts involving Federal Funds and are cost reimbursable must be in compliance with 7 CFR 210.21. Bidders awarded contracts involving Federal Funds must be in compliance with the Energy and Policy Conservation Act (42 USC 6201). Bidders awarded contracts involving the employment of mechanics, laborers, or construction work must be in compliance with 40 USC Chapter 37.
- C. During the term of any Agreement with the Board, in the event of debarment, suspension, proposed debarment, declared ineligible or voluntarily excluded from participation in federally funded transactions, the Bidder shall immediately notify the Chief Procurement Officer, Procurement Management Services, in writing. Bidders will also be required to provide access to records, which are directly pertinent to the Agreement and retain all required records for three years after the Board, makes final payment.
- D. 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 Bidder.
- E. **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 Bidder and each person signing on behalf of any Bidder certifies as to its own entity, under penalty of perjury, that the named Bidder 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 Bidder 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 Bidder'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 Bidder agrees that, if Bidder receives remuneration for services, Bidder and all of its employees who provide or may provide services under this Agreement 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 Policies prior to providing services to the School Board of Miami-Dade County.

Additionally, Bidder 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 Policies.

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. Bidder will not be charged for this search. Further, upon obtaining clearance by Board, if Board deems necessary, Board will issue a Florida Public Schools Contractor Badge which shall be worn by the individual at all times while on Board property when students are present.

Bidder 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. Bidder agrees to require all its affected employees to sign a statement, as a condition of employment with Bidder 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. Bidder 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. Bidder 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. Bidder 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 Bidder 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 Agreement entitling the Board to terminate this Agreement immediately with no further responsibility to make payment or perform any other duties under this Agreement.

#### **XIX. COMPLIANCE WITH SCHOOL CODE**

Bidder 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 Bidder agrees that failure to comply with the Florida K-20 Education Code shall constitute a material breach of this Agreement and may result in the termination of this Agreement by the Board.

#### **XX. CHARTER SCHOOLS**

Items or Services awarded under this Agreement shall be made available to Charter Schools approved by the Board. Board 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 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 Board to make available for public inspection 119 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 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.

Bidder understands the broad nature of these laws and agrees to comply with Florida's Public Records Laws and laws relating to records retention. The Bidder shall keep and maintain public records required by the School Board to perform the service. The Bidder shall keep records to show its compliance with program requirements. Bidders and subcontractors must make available, upon request of the School Board, a Federal grantor agency, the Comptroller General of the United States, or any of their duly authorized representatives, any books, documents, papers, and records of the Bidder which are directly pertinent to this specific Agreement for the purpose of making audit, examination, excerpts, and transcriptions. Upon request from the School Board's custodian of public records, provide the School Board with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in this chapter or as otherwise provided by law. Bidder shall ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the contract term and following completion of the contract if the Bidder does not transfer the records to the public agency. The Bidder shall retain all records for five (5) years after final payment is made or received and all pending matters are completed pursuant to Title 34, Sections 80.36(b)(1). Upon completion of the contract, transfer, at no cost, to the School Board

all public records in possession of the Bidder or keep and maintain public records required by the School Board to perform the service. If the Bidder transfers all public records to the School Board upon completion of the contract, the Bidder shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If the Bidder keeps and maintains public records upon completion of the contract, the Bidder shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to the School Board, upon request from the School Board's custodian of public records, in a format that is compatible with the information technology systems of the School Board.

IF THE BIDDER HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE PROVIDER'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT 305-995-1128, [pr@dadeschools.net](mailto:pr@dadeschools.net), and 1450 NE 2 Avenue, Miami, Florida 33132.

### **XXIII. ASSIGNMENT**

This Agreement may not be assigned nor may any assignment of monies due, or to become due to Bidder, be assigned without the prior written agreement of Board. If Bidder 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**

A. "Lobbyist" means a person, firm or corporation who is employed and receives payment from, or who contracts for economic consideration with, any principal, person or organization for the purpose of lobbying, or a person who is principally employed for governmental affairs by another person or governmental entity to lobby on behalf of that other person or governmental entity. For purposes of this rule, the term "Lobbyist" specifically includes the principal as well as any agent, officer, or employee of a principal regardless of whether they are employees of the principal whose normal scope of employment does not include lobbying activities.

B. One who is not an employee of a principal is a "lobbyist" if s/he is retained as an independent contractor or otherwise for payment or economic consideration by a person or governmental entity to lobby an agency on behalf of that person or governmental entity.

If a corporation, partnership, firm, or other business organization is retained for payment or economic consideration to lobby on behalf of another person or governmental entity, only the members, partners, associates, or employees of the entity who personally lobby on behalf of that person or governmental entity are "lobbyists."

C. The terms "payment" or "economic consideration" do not include receiving only reimbursement for actual travel, lodging, and meal expenses.

D. "Lobbying" means any oral or written communication, direct or indirect, with the Board, members of the Board, Board Committees, Board administrative assistants, Board Attorneys, or members of the District administrative staff, including site administrators and instructional staff for the purpose of doing business with the School District, the Board and/or schools, influencing any official action, non-action, or decision or attempting to obtain the good will of a Board member or employee of the School District.

### **XXVI. LOCAL-AND STATE VENDOR PREFERENCE**

A. 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.

B. 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 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 contracted vendors to make full disclosure of their relationship with any Board committees, task force, or associations. The Bidder Qualification Form will now include the clause titled "Disclosure of Conflict of Interest.

Board policies may be accessed at:  
<http://www.dadeschools.net/schoolboard/rules/>

### **XXVIII. UNDERWRITERS' LABORATORIES**

Unless otherwise stipulated in the bid, all manufactured items and fabricated assemblies shall be UL listed where such has been established by UL for the item(s) offered and furnished. In lieu of the UL listing, Bidder may substitute a listing by an independent testing laboratory recognized by OSHA under the Nationally Recognized Testing Laboratories (NRTL) Recognition Program.

### **XXIX. DISPUTES**

In case of any doubt or difference of opinion as to the items to be furnished hereunder, the decision of the Board shall be final and binding on both parties.

### **XXX. PATENTS & ROYALTIES**

The Awarded Bidder, without exception, shall indemnify and save harmless The School Board of Miami-Dade County, Florida and its employees from liability of any nature or kind, including cost and expenses for any copyrighted, patented, or unpatented invention, process, or article manufactured or used in the performance of the Agreement, including its use by The School Board of Miami-Dade patent, or copyright, it is mutually understood and agreed without exception that the bid prices shall include all royalties or cost arising from the use of such design, device or materials in any way involved in the work.

All books, manuals, films or other materials suitable for copyright or patent, regardless of means of transmission, produced as a result of the work or services performed under or in connection with this Agreement, are hereby reserved as the exclusive property of and sole ownership by The School Board of Miami-Dade County, Florida, unless and to the extent that the parties agree otherwise, as evidenced in writing and included as a part of this Agreement. Bidder shall defend, indemnify and hold the School Board and its successors and assigns harmless from and against all third-party claims, suits and proceedings and any and all damages, liabilities, costs and expenses (including reasonable attorneys' fees and court costs) incurred as a result of (i) infringement by Bidder of any third-party patent, copyright or trademark or (ii) misappropriation by Bidder of any third-party trade secret in connection with any of the foregoing. Bidder will indemnify and hold harmless the School Board from liability of any nature or kind, including costs and expenses for or on account of any copyrighted, service marked, trademarked, patented or unpatented invention, process, article or work manufactured or used in the performance of the Agreement, including its use by the School Board.

If Bidder uses any design, device, materials or works covered by letters, service mark, trademark, patent, copyright or any other intellectual property right, it is mutually agreed and understood without exception that the proposal prices will include all royalties or costs arising from the use of such design, device or materials in any way involved in the work. In addition, Bidders awarded contracts involving Federal Funds are subject Rights to Invention as set forth in 37 CFR 401.

**XXXI. OSHA**

The Awarded Bidder warrants that the product supplied to The School Board of Miami-Dade County, Florida shall conform in all respects to the standards set forth in the Occupational Safety and Health Act of 1970, as amended, and the failure to comply with this condition will be considered as a breach of contract.

**XXXII. QUALITY**

All materials used for the manufacture or construction of any supplies, materials or equipment covered by this bid shall be new unless otherwise specified. The items bid must be new, the latest model, of the best quality and highest workmanship.

**XXXIII. FACILITIES**

Board reserves the right to inspect the Awarded Bidder's facilities at any time with prior notice". Board may use the information obtained from this in determining whether a Bidder is a responsible Bidder.

**XXXIV. ASBESTOS AND FORMALDEHYDE STATEMENT**

All building materials, pressed boards, and furniture supplied to Board shall be 100% asbestos free. It is desirous that all building materials, pressed boards and furniture supplied to the School Board also be 100% formaldehyde free. Bidder, by virtue of bidding, certifies by signing bid that, if awarded this bid, only building materials, pressed boards, and/or furniture that is 100% asbestos free will be supplied.

**XXXV. EXTENSION**

In addition to any extension options contained herein, Board is granted the right to extend any award resulting from this bid. The extension period shall not be in excess of 90 days from (a) the termination date of an Agreement entered into as a result of this bid or (b) the termination date under any applicable period of extension under an Agreement entered into as a result of this bid. Such extension shall be upon the same price, terms and conditions as existing at the time of Board's exercise of this extension right.

**XXXVI. OMISSION FROM THE SPECIFICATIONS**

The apparent silence of this specification and any Addendum regarding any details or the omission from the specification of a detailed description concerning any point shall be regarded as meaning that only the best available units shall be provided and the best commercial practices are to prevail, and that only materials and workmanship of first quality are to be used. All interpretations of this specification shall be made upon the basis of this agreement.

**XXXVII. PURCHASE AGREEMENT**

This bid, and the corresponding Purchase Orders, will constitute the complete agreement. Board will not accept proposed terms and conditions that are different than those contained in this Invitation to Bid, including pre-printed text contained on catalogs, price lists, other descriptive information submitted or any other materials. By virtue of submitting a bid, vendor agrees to not submit to any Board employee, for signature, any document that contains terms and conditions that are different than those contained herein and that in the event any document containing any term or condition that differs from those contained herein is executed, said document shall not be binding on Board.

**XXXVIII. CERTIFICATION REGARDING DEBARMENT, SUSPENSION, INELIGIBILITY OR VOLUNTARY EXCLUSION; Lower Tier Covered Transactions**

Executive Order 12549, as currently enacted or as amended from time to time, provides that, to the extent permitted by law, Executive departments and agencies shall participate in a government-wide system for non-procurement debarment and suspension. A person who is debarred or suspended shall be excluded from Federal financial and non-financial assistance and benefits under Federal programs and activities. Except as provided in 85.200, Debarment or Suspension, 85.201, Treatment of Title IVHEA participation, and 85.215, Exception Provision, debarment or suspension of a participant in a program by one agency shall have government-wide effect. A lower tier covered transaction is, in part, any transaction between a participant [Board] and a person other than a procurement contract for goods or service, regardless of type, under a primary covered transaction; or any procurement contract for goods or services between a participant and a person, regardless of type, expected to equal or exceed the Federal procurement small purchase threshold fixed at 10 U.S.C.23049g) and 41 U.S.C.253(g) (currently \$100,000) under a primary covered transaction; or any procurement contract for goods or services between a participant and a person under a covered transaction, regardless of amount, under which that person will have a critical influence on or substantive control over that covered transaction. (The Board) may rely upon the certification of a prospective participant in a tier covered transaction that it and its principals are not debarred, suspended, for debarment under 48 CFR part 9, subpart 9.4, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. The Board shall require participants in lower tier covered transactions, to include the certification for it and its principals in any bid submitted in connection with such lower tier covered transactions.

**CERTIFICATION**

- a) The prospective lower tier participant certifies, by submission of this bid, that neither it nor its principals is presently debarred, Suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.
- b) Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participants shall attach an explanation to this bid.

**XXXIX. SEVERABILITY**

In case of any one or more of the provisions contained in this Bid shall be for any reason be held to be invalid; illegal, unlawful, unenforceable or void in any respect; the invalidity, illegality, unenforceability or unlawful or void nature of that provision shall not affect any other provision of this Bid shall be considered as if such invalid, unlawful, unenforceable or valid provision had herein.

**XL. DISTRIBUTION**

. It is the responsibility of all interested parties to assure they have received all necessary documents, including Addenda and have included all necessary information within their response. Board is not responsible for Bidder's failure to obtain complete bidding documents. Board reserves the right to reject any bid as non-responsive for failure to include all necessary documents or required Addenda. For information regarding the above referenced solicitation, contact the designated Purchasing Agent as stated herein.

**XLI. CONFIDENTIAL RECORDS**

Notwithstanding any provision to the contrary within this Agreement, any party contracting with Board under this Agreement shall fully comply with the requirements of Sections 1002.22 and 1002.221, Florida Statutes; Family Educational Rights and Privacy Act (FERPA), and any other state or federal law or regulation regarding the confidentiality of student information and records. Each such party agrees, for itself, its officers, employees, agents, representatives, contractors or subcontractors, to fully indemnify and hold harmless Board and its officers and employees for any violation of this section, including, without limitation, defending

Board and its officers and employees against any complaint, administrative or judicial proceeding, payment of any penalty imposed upon Board, or payment of any and all costs, damages, judgments or losses incurred by or imposed upon Board arising out of a breach of this covenant by the party, or an officer, employee, agent, representative, contractor, or sub-contractor of the party to the extent that the party or an officer, employee, agent, representative, contractor, or sub-contractor of the party shall either intentionally or negligently violate the provisions of this section or of Sections 1002.22 and/or 1002.221, Florida Statutes.

Awarded Bidder agrees that it may create, receive from or on behalf of Board, or have access to, records or record systems that are subject to FERPA and/or HIPAA (collectively, the "Confidential Records"). Awarded Bidder represents, warrants, and agrees that it shall: (1) hold the Confidential Records in strict confidence and shall not use or disclose the Confidential Records except as (a) permitted or required by this Agreement, (b) required by law, or (c) otherwise authorized by the Board in writing; (2) safeguard the Confidential Records according to commercially reasonable administrative, physical and technical standards as required by law; and (3) continually monitor its operations and take any and all action necessary to assure that the Confidential Records are safeguarded in accordance with the terms of this Agreement. At the request of the Board, Awarded Bidder agrees to provide Board with a written summary of the procedures Awarded Bidder uses to safeguard the Confidential Records. A breach of these confidentiality requirements shall constitute grounds for the Board to terminate any Agreement with Awarded Bidder.

All confidential records must remain within the continental United States.

## **XLII. PROPRIETARY INFORMATION**

Pursuant to Chapter 119, Florida Statutes, bids received as a result of this ITB shall not become public record until thirty (30) days after the date of opening or until posting of the recommendation for award, whichever occurs first. Thereafter, all bid documents or other materials submitted by all Bidders in response to this ITB shall be open for inspection by any person and in accordance with Chapter 119, Florida Statutes. To the extent a Bidder asserts any portion of its bid is confidential and exempt, long with specific citations of the Florida Statutes establishing the confidentiality or exemption. Failure to identify the portions of the bid claimed to be exempt or the specific statutory authority establishing the exemption shall be deemed a waiver by the Bidder that any unidentified portion of the bid is confidential or exempt from disclosure under Chapter 119, Florida Statutes.

**XLIII.** Clean Air Act (42 U.S.C. 7401-7671q.) and the Federal Water Pollution Control Act (33 U.S.C. 1251-1387), as amended-Contracts and subgrants of amounts in excess of \$150,000 Bidder agrees to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act (42 U.S.C. 7401-7671q), pursuant to the Clean Water Act (33 U.S.C. 1368), Executive Order 11738, Environmental Protection Agency regulations (40 CFR part 15) and the Federal Water Pollution Control Act as amended (33 U.S.C. 1251-1387).

**XLIV.** For all Bids for the purchase of food for Child Nutrition the following Buy American clause is applicable:

- a) Federal regulations require that all foods purchased for Child Nutrition Program be of domestic origin to the maximum extent practicable. While rare, two (2) exceptions may exist when the product is not produced or manufactured in the US in sufficient, reasonable and available quantities of a satisfactory quality, such as bananas and pineapple or competitive proposals reveal the cost of a domestic product is significantly higher than a non-domestic product.
- b) All products that are normally purchased by Bidder as non-domestic and proposed as part of this ITB must be identified with the country of origin. Bidder shall outline their procedures to notify the School Board when products are purchased as non-domestic.
- c) Any substitution of a non-domestic product for a domestic product (which was originally a part of the bid), must be approved, in writing, by the School Board, prior to the delivery of the product.

- d) Any non-domestic product delivered to the School Board, without the prior, written approval of the School Board, will be rejected.

**XLV.** Debarment and Suspension (Executive Orders 12549 and 12689) – A contract award (see 2 CFR 180.220) must not be made to parties listed on the governmentwide Excluded Parties List System in the System for Award Management (SAM), in accordance with the OMB guidelines at 2 CFR 180 that implement Executive Orders 12549 (3 CFR Part 1986 Comp., p. 189) and 12689 (3 CFR Part 1989 Comp., p. 235) "Debarment and Suspension." The Excluded Parties List System in SAM contains the names of parties debarred, suspended, or otherwise excluded by agencies, as well as parties declared ineligible under statutory or regulatory authority other than Executive Order 12549.

**XLVI.** Byrd Anti-Lobbying Amendment (31 U.S.C. 1352) Board for an award greater than 100,000 must file the required certification. Each tier certifies to the tier above that it will not and has not used Federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress, or an employee of a member of Congress in connection with obtaining any Federal contract, grant or any other award covered by 31 U.S.C. § 1352.

## **XLVII. LICENSES, CERTIFICATIONS AND REGISTRATIONS**

Bidder must have all Licenses, Certifications and Registrations required when performing the services as described herein, in order for Bid to be considered a responsive and responsible Bid. Licenses, Certifications and Registrations required for this Bid shall be as required by Chapter 489, Florida Statutes, as currently enacted or as amended from time to time; by the State Requirements for Educational Facilities (SREF), latest version; and by Miami-Dade County, Florida. Bidder must submit a copy of all its current Licenses, Certifications and Registrations required as described herein, either with its Bid or within five working days of notification.

An Awarded Bidder who has any License, Certification or Registration either suspended, revoked or expired after the date of the Bid Opening, shall provide notice to the Chief Procurement Officer of Procurement Management Services within five working days of such suspension, revocation or expiration. However, such suspension, revocation or expiration after the date of the Bid Opening shall not relieve the Awarded Bidder of its responsibilities under this ITB.

## **XLVIII. EXPENDITURE**

No guarantee is given or implied as to any sums payable or the quantity or scope of any award under this ITB. Board is not obligated to place any order for goods/services as a result of this award. Order placement shall be based upon the needs and best interest of Board.

## **XLIX. POTENTIAL INTERNSHIP OPPORTUNITIES FOR M-DCPS STUDENTS WITH AWARDED VENDORS**

The District has several initiatives to prepare and increase student participation in appropriate internship opportunities. The District's Office of Community Engagement facilitates the student internship program where organizations may participate as Business Mentors. For more information about how to be an internship provider, please visit <http://www.engagemiamidade.net/#/community-internships/c7pc> or email us at [internships@dadeschools.net](mailto:internships@dadeschools.net). As an awarded vendor, District staff may contact your organization regarding current and upcoming Business Mentor opportunities for M-DCPS students and seek your organization's participation, if eligible.

## **L. COMPLIANCE WITH SCHOOL BOARD POLICIES**

Bidder agrees to comply with the following School Board Policies: 6465 Commercial Anti-Discrimination, Diversity, and Inclusion; 6460 Business Code of Ethics; 6325 Code of Silence; 6320 Purchasing; 6320.01 Outside Vendors Selling; 6320.02 Small/Micro, Minority/Women, and Veteran Business Enterprise Programs, and agree to comply with all applicable School Board contracting and procurement policies and procedures.

## **LI. INDEMNIFICATION**

To the fullest extent permitted by law, the Awarded Bidder shall indemnify and hold harmless the Board, and its employees ("Indemnitees") from and against all claims, liabilities, damages, losses, and costs including, but not limited to, reasonable costs and attorneys' fees at the pre-trial, trial and appellate levels, arising out of, resulting from or incidental to the Awarded Bidder's performance under this Agreement or to the extent caused by negligence, recklessness, or intentional wrongful conduct of the Awarded Bidder or other persons employed or utilized by the Awarded Bidder in the performance of this Agreement. The remedy provided to the Indemnitees by this indemnification shall be in addition to and not in lieu of any other remedy available under this Agreement or otherwise. This indemnification obligation shall not be diminished or limited in any way to any insurance maintained pursuant to this Agreement otherwise available to the Awarded Bidder. The provisions of this Section are intended to require the Awarded Bidder to furnish the greatest amount of indemnification allowed under Florida law. To the extent any indemnification requirement contained in this Agreement is deemed to be in violation of any law, that provision shall be deemed modified so that the Awarded Bidder shall be required to furnish the greatest level of indemnification to the Indemnitees as was intended by the parties hereto.

DUTY TO DEFEND: The Awarded Bidder agrees, at its own expense, and upon written request by the Board, to defend any suit, action or demand brought against the Board on any claim or demand arising out of, resulting from or incidental to the Awarded Bidder's performance under this Agreement.

**LII. ADA COMPLIANCE**

Awarded Bidder agrees and warrants that its services and/or products comply with the Americans with Disabilities Act of 1990 and Section 504 of the Rehabilitation Act of 1973, along with the its implementing regulations, to ensure that individuals with disabilities have an equal opportunity to participate in the School Board's programs and activities. Awarded Bidder agrees to promptly respond and resolve any complaints regarding the accessibility of its services and/or products. Awarded Bidder further agrees to defend, hold harmless and indemnify the School Board, including reasonable attorneys' fees, for any claims or actions arising out of the Awarded Bidder's failure to comply with this requirement.

**LIII. RESPONSIBLE BIDDER DETERMINATION**

Bidder is hereby notified that Section 287.05701, Florida Statutes, requires that the District may not request documentation of or consider a bidder's social, political, or ideological interests when determining if the bidder is a responsible bidder.

## SECTION 5 - SPECIAL CONDITIONS

### 5.1 GENERAL INFORMATION

The purpose of this Invitation To Bid (ITB) is to establish a contract, at firm unit prices, to provide pest inspection, evaluation and treatment components of an Integrated Pest Management (IPM) program in specified areas for Miami-Dade County Public Schools (M-DCPS).

The term of the resulting agreement shall be for a period of three (3) years with two (2) successive options to renew of one-year each, all at the discretion of the District. Options to renew will be evidenced in writing as a contract amendment to the resulting agreement, negotiated, executed and signed by the District prior to the expiration date of the resulting agreement or any valid extension thereof.

### 5.2 METHOD OF AWARD

The Procurement staff assigned to this ITB will evaluate all responsive and responsible bids. The contract may be awarded to a Primary Vendor, based on lowest cost, submission of all required documentation, and compliance with the conditions stated herein. Additionally, a second bidder may be recommended as an Alternate Vendor. In the event of a Default or significant delivery delays by the Primary Vendor, the entire Contract may be assigned or transferred to the Alternate Vendor, all at the discretion of the District.

The recommendation for award, for a Primary and Alternate vendor, will be submitted through Procurement staff to the School Board. The award decision will be made by the School Board, whose decision shall be final.

The agreement between the successful bidder(s) and the Board will be non-exclusive. Procurement staff may apply scoring incentives for registered businesses certified by the M-DCPS Office of Economic Opportunity, at the recommendation of the Goal Setting Committee, and/or vendors claiming local preference, in accordance with School Board Policy 6320.05. **The Goal Setting Committee recommended that this solicitation be open with a 5% price preference for SBE/MBE certified firms.** As outlined in Section 5.7, Bidders must submit a copy of current certificate showing their certified firm designation (i.e., SBE, MBE, M/WBE, VBE, etc.) with their bid response. Bidders' certified firm certification(s) must be in place prior to the ITB due date.

### 5.3 PRICE ADJUSTMENTS

For firm fixed pricing, catalog discounts and/or preapproved vendor bids, it is expected that the prices submitted shall remain firm for the entire contract and extension period (if any). However, fluctuating market conditions may affect the ability of awarded bidder(s) to maintain the original bid prices. Therefore, the awarded bidder(s) may request a price adjustment based on verifiable changes in the market prior to the end of the initial contract term or each extension period to be valid for the upcoming contract extension period. This price adjustment is subject to approval by M-DCPS. All requests for price adjustments must be submitted in writing to M-DCPS Procurement Management Services, with substantial documentation, including but not limited to, applicable market indexes for the product/service affected, Consumer Price Index (CPI) published by the U.S. Department of Labor, and any other documentation supporting the request for price adjustment. The price adjustment shall not exceed the price index as reported by the Department of Labor. M-DCPS will review all requests for price adjustments, and reserves the right to reject or to modify all requests as deemed to be in the best interest of M-DCPS with appropriate documentation provided to the awarded bidder(s). If mutually agreed upon, the price adjustment(s) shall be valid for the next contract and/or extension period unless the adjustment period is otherwise stated and approved by M-DCPS Procurement Management Services. Awarded bidder(s) who are granted price adjustments must make these price adjustments valid for the contract extension period. Price adjustments shall be subject to audit as to the validity/accuracy at any time by M-DCPS personnel.

## 5.4 BID SUBMISSION

The entire bid packet must be submitted electronically via the e-bidding platform DemandStar. All bids must be neatly typed on 8 1/2" X 11" page size, with normal margins and spacing. **It should be noted that M-DCPS is no longer accepting submittal of bids in hard copy format. All bids must be submitted electronically via DemandStar.**

For more information on how to register on DemandStar, please refer to the instructions set forth in **Attachment 15.**

**Bids must be received by the deadline for receipt of proposals specified in this ITB Timetable (Section 3).**

Please note that bids are due on the date and at the time indicated in Section 3. Bid response submission to the Procurement Management Services via DemandStar on or before the stated time and date will be solely and strictly the Bidder's responsibility. M-DCPS will not in any way be responsible for any delays in Bidder's submission of their bid.

Bids must be signed by an authorized officer of the Proposer who is legally authorized to enter into a contractual relationship in the name of the Proposer. The submittal of a bid by a Bidder will be considered by the District as constituting an offer by the Bidder to perform the required services at the stated prices.

## 5.5 INSURANCE REQUIREMENTS

Bidders shall be required to provide, at the time of submittal of their bid, evidence of insurance coverages and limits meeting, at a minimum, the following requirements:

### **A. Workers' Compensation/Employer's Liability Insurance**

Such insurance shall be no more restrictive than that provided by the Standard Workers' Compensation Policy, as filed for use in Florida by the National Board on Compensation Insurance, without restrictive endorsements. The minimum amount of coverage (inclusive of any amount provided by an umbrella or excess policy) shall be:

Part One: "Statutory"

Part Two: \$100,000 Each Accident

\$500,000 Disease - Policy Limit

\$100,000 Disease - Each Employee

### **B. General Liability Insurance**

Such insurance shall be no more restrictive than that provided by the most recent version of standard Commercial General Liability Form (ISO Form CG 00 01) without any restrictive endorsements.

The minimum limits (inclusive of amounts provided by an umbrella or excess policy) shall be:

\$ 1,000,000 General Aggregate

\$ 1,000,000 Each Occurrence

### **C. Automobile Liability Insurance**

Such insurance shall be no more restrictive than that provided by Section II (Liability Coverage) of the most recent version of standard Business Auto Policy (ISO Form CA 00 01) without any restrictive endorsements, including coverage for liability contractually assumed, and shall cover all owned, non-owned, and hired autos used in connection with the performance of the Contract. The minimum limits (inclusive of any amounts provided by an umbrella or excess policy) shall be \$ 1,000,000

Each Occurrence - Bodily Injury and Property Damage Combined

Failure to submit evidence of insurance, as outlined above, may cause the bidder to be considered non-responsive and ineligible for award.



In addition, upon award, the successful bidder shall provide a fully completed certificate of insurance signed by an authorized representative of the insurer providing the insurance coverages set forth hereinabove, and naming **“The School Board of Miami-Dade County, Florida and its members, officers and employees”** as an additional insured and certificate holder. Failure by the successful bidder to provide a fully completed certificate of insurance providing the insurance coverages outlined above, or to maintain such insurance coverages throughout the contractual period, including any extension periods, may cause the bidder to be in default, which may result in the termination of the award.

Neither approval nor failure to approve the insurance furnished by the bidder shall relieve the bidder of the bidder's full responsibility to provide insurance as required herein.

The insurance provided by the bidder shall apply on a primary basis. Any insurance, or self- insurance, maintained by the Board shall be in excess of, and shall not contribute with, the insurance provided by the bidder.

Compliance with these insurance requirements shall not limit the liability of the bidder. Any remedy provided to the Board by the insurance provided by the Board shall be in addition to and not in lieu of any other remedy (including, but not limited to, as an indemnitee of the bidder) available to the Board under this contract or otherwise.

The bidder shall be responsible for assuring that the insurance remains in full force and effect for the duration of the contractual period, including any and all extension periods that may be granted to the bidder. The certificate of insurance shall contain the provision that the School Board be given no less than (30) days written notice of cancellation. If the insurance is scheduled to expire during the contractual period, the bidder shall be responsible for submitting new or renewed certificates of insurance to the School Board at a minimum of fifteen (15) calendar days in advance of such expiration.

As noted above, the certificate of insurance shall name “The School Board of Miami-Dade County, Florida and its members, officers and employees” as an additional insured and certificate holder, and shall be delivered to the following location, unless otherwise notified:

Miami-Dade County Public Schools  
Office of Risk and Benefits Management  
1501 N.E. 2nd Avenue, Suite 335  
Miami, Florida 33132

The above insurance requirements may only be amended or waived via written approval of the Office of Risk and Benefits Management.

## **5.6 SMALL/MICRO, MINORITY/WOMEN, AND VETERAN BUSINESS ENTERPRISE PROGRAMS**

The School Board of Miami-Dade County, Florida, has a strong commitment to participation by businesses certified by the M-DCPS Office of Economic Opportunity, as part of all District contracting. The School Board has active certification programs to increase contracting opportunities for local businesses. Pursuant to School Board Policy 6320.02, the Goal Setting Committee may apply scoring incentives and/or other affirmative procurement initiatives for firms. The application may be accessed through the following link: <https://miamidadeschools.diversitycompliance.com/?TN=miamidadeschools>

All certifications must be completed online using the following link: <http://oeo.dadeschools.net/certification.asp> Furthermore, vendors certified as a small/micro, minority/women, veteran and/or other qualifying certifications with any entity or agency other than The School Board of Miami-Dade County, Florida, should contact the Office Of Economic Opportunity (OEO). Proposers with certifications from other entities or agencies must contact the OEO for additional information on the M-DCPS shortened interlocal certification agreement. A current list of businesses certified by the M-DCPS OEO

can be found online at: <https://miamidadeschools.diversitycompliance.com/?TN=miamidadeschools>.

All vendors must comply with Board Policy 6320.02 and the procedures described in the OEO Administrative Procedures Manual in effect at the time the vendors enter into an agreement with the Board. All vendors will be required to submit a monthly compliance report via the M-DCPS Online Diversity Compliance System for compliance with use of certified subcontractors and/or any affirmative procurement initiatives. All vendors will be required to submit monthly compliance reports online at: <http://miamidadeschools.diversitycompliance.com>. Please contact the Office of Economic Opportunity at 305-995-1307 or via email at [OEO@dadeschools.net](mailto:OEO@dadeschools.net) for additional information on getting certified and/or submittal of the monthly compliance reports.

Please refer to Section 5.2 (Method of Award) for the certified firm participation information applicable to this ITB.

## **5.7 CERTIFIED FIRM INFORMATION**

### **A. INFORMATION TO BE SUBMITTED BY CERTIFIED FIRMS**

As outlined in Section 5.2 (Method of Award), if applicable, Bidders must submit a copy of current certificate showing their certified firm designation with their bid response. Bidders' certified firm certification(s) must be current and in place prior to the ITB due date.

### **B. REQUIRED SUBCONTRACTOR/SUBCONSULTANT INFORMATION TO BE SUBMITTED BY THE BIDDER**

If applicable, please include a completed Attachment 16 (Statement of Intent to Perform as a Certified Subcontractor/Subconsultant) in your bid response to specify the name of the certified subcontractor/subconsultant, the proposed percentage or dollar amount of the work to be assigned to the certified subcontractor/subconsultant, along with the scope of work the subcontractor/subconsultant will provide related to this solicitation. Please submit a copy of the subcontractor's/subconsultant's current certificate showing the firm's designation, along with the completed Attachment 16. In addition, please refer to Section 5.6 for compliance reporting requirements when using a certified subcontractor.

Bidder(s) are required to provide notification of certified subcontractor substitution within five (5) business days of any change. Please note that the substitution of subcontractor must have prior approval by the Office of Economic Opportunity. All substitution requests should be submitted on the Substitution Form.

## **5.8 CERTIFICATIONS**

Contractors shall be licensed by the Florida Department of Agriculture and Consumer Services, Bureau of Entomology and Pest Control License. Contractors shall have the following personnel.

1. A full-time Certified Pest Control Operator-in-Charge (C.P.C.O.), minimally certified by the Florida Department of Agriculture and Consumer Services, Bureau of Entomology and Pest Control, in the category of General Household Pest and Rodent Control, as prescribed by law. Contractor shall also submit a notarized statement attesting that the Certified Operator-in-Charge is a full-time employee of the Contractor and is not employed elsewhere.

NAME OF C.P.C.O.: \_\_\_\_\_

CERTIFICATE NUMBER: \_\_\_\_\_

## SECTION 6 - SCOPE OF WORK

This section identifies the levels of performance that are desired by the District. Bidders are instructed to indicate a response to ALL service requirements and specifications contained in this section in the order listed using the same numbering system.

The inability or denial expressed in a proposal, or omission in the proposal, to offer to comply/conform with the technical requirements of this section of the ITB may result in your company being deemed non-responsive.

### 6.1 GENERAL INFORMATION

M-DCPS is seeking to establish a contract for Pest Control Services which encompasses pest inspection, evaluation and treatment components of an Integrated Pest Management (IPM) program, in specified areas for Miami-Dade County Public Schools. **The successful bidder shall also provide site-specific recommendations for structural and procedural modifications necessary to achieve pest prevention.**

Bidder(s) must commit to maintaining and enforcing the highest levels of pricing, service, quality, and standards for the entire term of this contract and subsequent renewal periods.

The bidder shall eliminate:

- Rats
- Mice
- Cockroaches
- Flies
- Ants
- Silverfish
- Wasps
- Any other arthropod pest not specifically excluded from this contract
- Individuals of pests which primarily feed on outdoor vegetation, which become incidental invaders inside of buildings, shall be eliminated.
- Populations of these pests which are located outside the facilities listed herein, but within the property boundaries, are included.

Populations of the following pests are **excluded** from this contract:

- Birds
- Bats
- Snakes
- All other vertebrates other than communal rodents, termites and other wood-destroying organisms, mosquitoes, pests that primarily feed on outdoor vegetation.

### 6.2 SCHEDULE OF SERVICE

Regular service visits shall be performed on a scheduled basis **ONCE** per month, as specified for the individual cafeteria and dining areas in the specified facilities. The once per month frequency for regular service visits will also apply to food laboratories and selected classrooms unless otherwise instructed. Refer to the M-DCPS Location List (Appendix B) for frequency for the food service areas only. The frequency of service for food laboratories and classrooms will be determined on an as needed basis. **The pest control inspections shall have a minimum of eight (8) working days in-between service visits, unless otherwise approved by the designee at the Department of Food and Nutrition.**

The time schedule of regular service shall be established by an agreement between the awarded bidder and the Facility Administrator, Cafeteria Manager or their Assigned Designees. The Bidder shall adhere to the service schedule at all times. The Bidder shall allocate sufficient time during the regular and emergency

service visits at each facility to allow the Bidder's Pest Control Technician (s) to inspect and provide treatment as necessary to effectively eliminate the included pests. Once the schedule of regular service is arranged with each facility, the Bidder shall submit a list of the schedule of regular service for each facility to the appropriate administrator at the M-DCPS Department of Food and Nutrition. **Note: *The number of service areas (i.e. Food Service areas, dining areas, home labs and classrooms) are subject to change and are amounts currently serviced at issuance of this ITB.*** Vendor will be notified in writing of any increases or decreases, during the contract period.

### 6.3 SERVICE DURING SUMMER/CLOSED PERIODS

M-DCPS requires services during summer/closed time periods for pre-existing service requests. The awarded bidder must make arrangement with the Food Service Manager and the company representative to provide the following:

Beginning and ending dates of summer service, in addition, during the closed time periods, service shall continue upon pre-arrangement with the Food Service Manager and the representative of the pest control company/technician if the following information/action is provided to or by the pest control company before the last day of operation prior to the closed period.

1. Name, position, and phone number of contact person who can provide access to the food service area.
2. Assurance by pest control company, through a phone call to contact person that all arrangements are made and understood for entry into the food service area (i.e. time of service, length of service and handling of invoice).

### 6.4 AREAS OF SERVICE

When servicing food service areas and classrooms, the following shall apply:

1. The Bidder is responsible for inspection and elimination of pests present in all areas associated with the food service kitchen at each facility, including, but not necessarily limited to the food preparation areas and equipment, spaces above ceilings, serving lines, tables, storage rooms, offices, food waste processing and storage areas (waste pulping and extractor areas), custodial rooms, can wash rooms, restrooms, locker rooms, receiving area, dumpster area, and exterior perimeter. The Bidder shall arrange for access to all areas with the Cafeteria Manager, Principal or their Designee which describes the results of inspections, actions taken to eliminate encountered pests and recommendations for eliminating conditions which may be encouraging pests in these areas.

2. The Bidder is responsible for inspection and elimination of pests in all areas of the dining room and areas connected to the dining area at each facility, including, but not necessarily limited to cabinets, pianos, desks, space above ceilings, the stage and all rooms and storage spaces associated with the stage, if present. The Bidder shall arrange for access to all areas with the Cafeteria Manager, Principal or their Designee and provide an Inspection/Action Report to the Cafeteria Manager, Principal or their designee which describes the results of inspections, actions taken to eliminate encountered pests and recommendations for eliminating conditions which may be encouraging pests in these areas.

3. The Bidder is responsible for inspection and elimination of pests present in all areas of the Home Economics Food Laboratories, where present, including, but not necessarily limited to cabinets, closets, appliances, equipment, tables, spaces above ceilings, storage rooms and preparations/work rooms associated or connected to the food lab. The Bidder shall arrange for access to all areas of the cooking labs with the Principal or their designee and provide an Inspection/Action Report to the Principal or their designee which describes the results of inspections, actions taken to eliminate encountered pests and recommendations for eliminating conditions which may be encouraging pests in these areas.

4. The Bidder is responsible for inspection and elimination of pests in all areas of selected classrooms, specified by the M-DCPS Department of Food and Nutrition, including, but not necessarily limited to cabinets, closets, connected storage rooms, work rooms, sub flooring crawl spaces, if present, spaces above ceilings, if present and exterior perimeter. The Bidder shall arrange for access to the selected classrooms with the Principal or their designee and provide an Inspection/Action Report to the Principal or their designee which describes the results of inspections, actions taken to eliminate encountered pests and recommendations for eliminating conditions which may be encouraging pests in these areas.

## 6.5 SPECIFIED SERVICES

1. The Bidder shall perform pest control in M-DCPS facilities utilizing Integrated Pest Management (IPM) based on the species of pest(s) encountered and the site-specific situation(s) in which the pests are found. The Bidder shall perform pest control in M-DCPS facilities using the least toxic methods and materials possible to achieve a pest free environment. "Least toxic" shall mean the use of pesticides which have little or no toxicity to man, such as, but not limited to, containerized baits, like MAX FORCE or equivalent, directed powder baits, like AVERT, or equivalent, directed PUDDY, ALPHA 3 or equivalent, silica aero gel, diatomaceous earth, glue traps and paste baits, like STAPLETON'S MRF 2000, MAX FORCE gel bait, BUDDY'S mechanical traps. Furthermore, "least toxic" shall mean the application of pesticides or non-pesticides treatments to actual and potential pest harborage sites where pests are present, such as voids, cracks and crevices instead of surfaces of floors, baseboards, shelves and tabletops. Using HEPA-filtered vacuums has shown to be effective in rapidly reducing cockroach populations in specific spots in conjunction with crack and crevice injection of such products as silica aero gel and pyrethrum combinations without the need for spraying surfaces. *NOTE: Pesticides are to be applied only as needed to eliminate current populations of pests and only to the specific harborage sites of the pests. The routine use of liquid sprays aerosols and powders is not permitted in regularly occupied areas (such as, but not limited to, offices, classrooms, kitchens, dining rooms, day care centers, store rooms, etc.), unless written approval is obtained from the M-DCPS Pest Control Manager. The use of powders, dusts, liquids and aerosols is not permitted in areas above drop-ceiling tiles, unless written approval is obtained from the M-DCPS Pest Control Manager.*
2. The Bidder shall determine the presence and location of included pests by thorough inspection, which includes visual inspection, monitoring with sticky traps, reports from occupants of pest sightings, and other surveillance techniques. When a pest infestation is discovered or reported, a thorough inspection of the infested and surrounding areas shall be performed to determine the location and extent of all pest harborage locations. The approved pesticides or traps shall be intensively placed in all area(s) of infestation. Cockroach control is achieved by locating and treating all harborage locations. Rodent trapping shall be intensively carried out by the Bidder in accordance with accepted rodent trapping procedures depending on the rodent species encountered (as described in recognized pest control books, periodicals and manuals containing information on rodent control). The Bidder shall arrange with the facility administrator or the administrator's designee to prepare areas which develop pest infestations for inspection and/or treatment. The Bidder shall provide written instructions to the Site Administrator for the preparation of the infested area. Regular service shall consist of inspection, surveillance, monitoring to find all the active harborage spots and treat them. The Bidder shall perform follow-up inspections and necessary additional treatments within two (2) days following any treatments which have been performed because of the presence of pests to determine that the initial and any follow-up treatments were effective. Pests shall not be endured in M-DCPS facilities until the next "Regular" Service. If the Bidder's technician observes rodent and other pests entry points or conditions which are conducive to pests or interfere with the application of pest control materials, such as, but not limited to, buildup of food and grease, uncleaned areas, broken or missing screens, spaces around exterior doors or windows, cracks or holes in walls, improper waste disposal, improper housekeeping and cluttered storage, the Bidder shall notify, in writing, the Cafeteria Manager, Principal or their designee, with a copy provided to the designee at:

The Department of Food and Nutrition  
7042 West Flagler Street  
Miami, Florida 33144  
Telephone: (786) 275-0400

## **6.6 PESTICIDES AND CAPTURE DEVICES**

Before any pesticides are applied under this contract, the Bidder(s) shall submit a list of all proposed pest control chemicals, supplies and equipment designating the site(s), method(s) of application of their intended use, complete, current, legible pesticide "specimen" labels, E.P.A. Registration Numbers and Material Safety Data Sheets (MSDS). As per Florida Statutes Chapter 442, the Right To Know Law, MSDS are required for all items, materials and/or substances in this contract. All MSDS submitted must be either an original as received from the manufacturer or supplier or a legible copy. Facsimile copies or originals that have been highlighted, marked or altered before or after reproduction are not acceptable. This documentation must be either a current version or a version updated within the last year and must include a clear delineation of chemical contents (s) of the product.

For the purpose of this contract, "current version" is defined as follows: The entire contents of the MSDS shall be reviewed and revised in compliance with Federal, State and local legislation (as it pertains to Worker's Right To Know and/or Hazards Communication). Proof of said review/revision shall be noted on MSDS, and must be dated within the last calendar year. All information and reports that are required in this contract shall be submitted via email or on letter-size (8.5 inch by 11 inch) format for possible inclusion into 3-ring binders.

- A. Before any pesticides are applied, the M-DCPS Division of Safety and Emergency Management shall approve of all pest control materials and methods used. The Bidder certifies that these will be the only materials and methods used, unless prior written approval is obtained from the M-DCPS Department of Safety, Environment and Hazards Management Pest Control Manager.
- B. In the event that any of the pest control materials on the original list submitted with this contract are not acceptable to the M-DCPS Division of Safety and Emergency Management, for any reason, Bidder will have an opportunity to substitute other materials, without any increase to the original contract prices. Such substitutions shall be submitted, along with labels, intended methods of application and Material Safety Data Sheets within five (5) working days of notification of rejection or entire contract will be disqualified.
- C. Success in pest control is largely determined by the skill, thoroughness and follow-up of the Bidder's Pest Control Technicians and the cooperation given from all concerned and involved in a particular pest problem. Where it has been determined that any pest control material and method being used have become ineffective or perform unsatisfactorily for whatever reason, such as pest resistance, the Bidder shall submit recommendations for replacement materials and methods. An ineffective pest control material and method is any that is used repeatedly without significant reduction of the pest population. Recommendations for replacement materials along with labels, intended methods of application and Material Safety Data Sheets shall be submitted, in writing, to the M-DCPS Department of Safety, Environment and Hazards Management Pest Control Manager for written approval. The least toxic replacement product and method shall be selected.
- D. Routine rodent control activities at M-DCPS facilities shall be limited to the use of capture devices only. Any type of capture device, deployed as specified, is permissible.

## 6.7 GUARANTEE

Integrated Pest Management must be used as a regular form of safe service. Treatment shall eliminate populations of rats, mice, ants, cockroaches, fleas, silverfish, mites, wasps, stored product pests and any other arthropod pest not specifically excluded from the contract. Populations of these pests which are located outside the facilities listed herein, but within the property boundaries of the facilities, are included. Should re-infestation or continued infestation occur, the Bidder shall provide Emergency Pest Management Service, defined as, unscheduled service provided under the scope of services of this contract in response to a report of an unexpected and sudden appearance of an insect or rodent population that affects the health or safety of occupants of M- DCPS facilities or disrupts the efficient operation of that facility.

***The Bidder shall respond to a request for Emergency Pest Management Service within twenty-four (24) hours and at no additional cost to M-DCPS.***

## 6.8 SUMMARY/STATUS REQUIREMENT

If requested by the designee at the Department of Food and Nutrition, the vendor must provide, via electronic mail a short summary of the schools serviced during that week. The short summary must contain specifics of concerns, inefficiencies and or other important items regarding service.

## 6.9 SERVICE CALLS

For regular, emergency (complaint calls) and follow-up service visits, the Bidder's service technician will first report to the Cafeteria Manager, Facility Administrator or their assigned designee to find out the areas of pest problems. All chemicals and application methods will be on the approved list and used according to the federally registered label of each product in a manner which will eliminate the pests in the shortest possible time with the least impact on occupant health and safety. On completion of the service visit, the Bidder's technician will prepare a report to discuss the technician's actions and the status of the problem(s), if any. At this time the technician will present an inspection/action report, including the required written information, as required below. The technician may use additional pages, if required. The written record of these service visits should be filed at the service location and at the Bidder's licensed business location.

For both regular and emergency (complaint calls) service visits, the Bidder may use a form of its own design provided that all the required information is present and understandable. The Bidder may use additional sheets, drawings, charts, and graphs to provide a complete description of inspection results and action taken.

The Bidder shall provide information and reports via email. Information and reports that need to be submitted, provide it on letter-size (8.5 inch by 11 inch) paper, suitable for inclusion in a three-ring binder. The Bidder shall report these conditions each time they are encountered at each visit via email. Reports shall be legible and concise on all copies submitted via email or paper. The service report shall show:

- A. Name and address of the facility.
- B. Date and duration (time in and time out) of service visit.
- C. Type of service: Regular service or Emergency service (trouble calls)
- D. Location of service within the facility (kitchen, dining room, storage room, waste disposal area, receiving area, food lab, office, snack area, classroom, etc. The specific name of pests or evidence found, such as German Cockroaches, not just cockroaches, ghost ants, not just ants, mice or roof rats or sewer rats not just rodents.
- E. Action taken to eliminate the pest population including the full names of pesticides used, quantities, percentages, methods of application and specific sites of application and non-pesticidal procedures used.
- F. Notes on sanitation problems and/or required maintenance, such as broken screens, doors, uncleaned areas, improper waste removal improper housekeeping and storage, etc.

- G. The Facility Administrator's or Designee's signature to verify that the services were satisfactorily performed and pest problems, if any were addressed and discussed.
- H. Bidder's technician's printed full name and signature.

## 6.10 SAFETY CONSIDERATIONS

In order to protect both life and property, the Bidder shall adhere to the following:

- A. No pesticides or any other pest control materials or devices shall be given by the Bidder or their representatives to M-DCPS personnel for any reason. All pest control materials and devices used shall be applied, deployed, monitored and serviced by the Bidder in such a manner that they effectively eliminate the pest populations while not interfering with the health and safety of the facility occupants and routine operations of the facility. If it becomes necessary to use numerous capture devices in an area to quickly harvest many pests such as rodents, in a short period of time, the Bidder shall deploy these devices after operating hours and collect the devices early the next operating day before the area is occupied.
- B. Prior to using any additional pest control materials not on the approved list, the Bidder shall submit a written request including justification, method of application, safety precautions to be implemented, complete, legible specimen label and MSDS to the Division of Safety and Emergency Management Pest Control Manager. **THE BIDDER SHALL NOT USE ANY PESTICIDE, CHEMICAL OR APPLICATION METHOD THAT IS NOT ON THE APPROVED LIST UNTIL SUCH WRITTEN APPROVAL IS OBTAINED.**
- C. No aerosol machine generated foggers, misters or space spray of any kind shall be used at M-DCPS facilities by the Bidder unless the Bidder submits written request prior to each intended use and written approval is obtained prior to each intended use from the Division of Safety, and Emergency Management 12525 NW 28 Ave Street, Miami, Florida 33167, telephone: (305) 995-4900, fax: (305)995-4924.
- D. No pesticide applications will be performed while the treated area is occupied by students. No pesticides will be applied to surfaces that can be contacted by students, such as tops and undersides of dining tables unless injected into cracks, crevices and inside hollow table legs. Inspections and evaluations of pest problems may be conducted while school is in session.
- E. All containers holding pesticides used in the treatment of M-DCPS facilities shall be properly labeled with the name and strength of the pesticide product therein, as prescribed by law. The Division of Safety and Emergency Management Pest Control Manager reserves the right to inspect the Bidder's chemicals at the time of application to ensure all chemicals are properly labeled, including manufacturer's recommended dilution and usage data.
- F. No materials and chemicals are to be stored by the Bidder at M-DCPS facilities.
- G. No empty pesticide containers and excess pesticides are to be discarded by the Bidder at M-DCPS facilities.
- H. Appropriate protective clothing and equipment consistent with the chemical manufacturer's label and MSDS recommendations shall be provided by the Bidder and worn by the Bidder's Pest Control Technicians during application.
- I. If the Bidder uses glue boards or other capture devices to control and eradicate a rodent infestation. The Bidder shall be responsible for said traps and the immediate removal from the normal operation in the area of placement. Traps shall be placed so that they are not visible to students, staff or other



occupants. Glue boards can sometimes be placed inside of anchored tamper proof bait stations or sections of PVC pipes. When using capture devices for rodent control, the Bidder shall provide the location and type of capture devices to the Principal or Food Service Manager. The information provided shall be schematic drawings or narratives indicating the location of the capture devices. When rodent infestations have previously occurred, glue boards and/or mechanical traps, in lieu of poisoned baits, have been successful when placed in the proper quantities and locations.

- J. No rodenticide baits or tracking powders are to be used at M-DCPS facilities unless the Bidder obtains written approval for each intended use from the Division of Safety and Emergency Management Pest Control Manager.
- K. Rodenticide baits, when used, shall be in anchored and locked inside tamper proof containers and placed in areas not accessible to students and /or faculty. Rodenticide tracking powders, when used, shall be injected, using appropriate equipment, directly into rodent burrows and the burrows are to be covered with earth. Daily follow-up visits to the facility where rodenticide baits or tracking powders have been used are required. If the Bidder fails to obtain written approval from the Division of Safety and Emergency Management Pest Control Manager, prior to using rodenticide baits or tracking powders, the Bidder shall be considered in violation of technical specifications. The designee at the Department of Food and Nutrition will notify the Bidder, in writing, indicating three (3) business days to correct the violation or face default.
- L. M-DCPS reserves the right to obtain product samples at any time during application, to verify that the pesticide complies fully with the pesticides approved by the Division of Safety and Emergency Management. Refusal by the Bidder to provide such samples shall be grounds for default of contract.
- M. The Bidder shall not apply a water-based liquid pesticide directly on or into the electrical component of any equipment. Furthermore, the Bidder shall not apply any aerosols, mists, ULV's or other space sprays into areas containing open flames. The Bidder shall not apply any pesticides onto tabletops, food serving utensils or any other surface which comes in contact with food. The Bidder shall not apply liquid or other pesticides, which can volatilize onto any surface which generates heat, such as the inside surfaces of the baking chamber of ovens or inside the plenum spaces and hot plates of steam tables of serving lines and food conveyers.
- N. If pest control materials must be applied to sites that contain stored items, such as food, utensils, paper goods, contents of desks and filing cabinets, and the stored items interfere with the proper application of the pest control material or risk contact by the pest control, then the Bidder shall arrange with the food service manager to remove the food, utensils and/or other stored items and clean the area prior to and after the application of the pest control materials.

#### **6.11 BIDDER TECHNICAL CREDENTIALS**

- A. During the term of this contract, any additions and/or deletions of personnel must be submitted to the designee at the Department of Food and Nutrition prior to servicing any M-DCPS Facilities. During the course of this contract and any renewals thereof, when the business license and identification cards expire annually, the Bidder shall submit copies of the current renewals of the business license and identification cards for each employee performing work at M-DCPS facilities.
- B. Bidder Eligibility Requirements: Vendors shall provide a minimum of (3) three letters of reference of similar work performed, documenting at least five (5) years' experience. This must be documented on Attachment 11, Bidder Experience form, whereby each bidder uses one form per reference.
- C. Upon award, awarded vendor must be prepared to initiate full service the day after contract award by The School Board of Miami-Dade County, Florida, or whatever is agreed upon by the designee at the Department of Food and Nutrition.

D. To enhance the rapid accurate transfer of information, including diagrams, sketches and detailed descriptions of situations, the Bidder shall provide to the Food and Nutrition designee, the following within 3 business days after contract award:

- *Bidder's FAX: No.*
- *Technician(s) Contact: Cellular Telephone*
- *E-mail Address: Direct Service Phone Number*

E. Bidders' technicians conducting on-site treatments and inspections must hold current, valid company identification cards, issued by the Florida Department of Agriculture and Consumer Services, Bureau of Entomology and Pest Control. The Bidder shall provide a sufficient number of competent, trained and properly equipped Technicians, Certified Operators and support personnel to provide the service necessary to effectively monitor and control the covered pests at the locations included in this contract.

F. Bidder and technicians must be able to communicate effectively in English.

#### **6.12 PESTICIDES LABELS AND MATERIAL SAFETY DATA SHEETS**

After approval of the pesticide list, the Bidder shall supply to each facility, the Specimen label and MSDS for each pesticide that is actually used at that facility. If available, the "end use dilution" MSDS shall be supplied to the facility. This information shall be provided on letter-size (8.5 inch by 11-inch) format. This information shall be supplied to the Cafeteria Manager, Principal, Site Administrator or their Assigned Designees as specified for the Inspection/Action Reports. The provided Labels and MSDSs shall match the materials included in the Inspection/Action Reports required to be provided at each service. Each label and MSDS need only be supplied once to each facility, provided no subsequent changes have occurred in the labels or MSDS.

#### **6.13 BIDDERS EQUIPMENT**

Miami-Dade County Public Schools shall not be responsible for the loss or damage to any equipment, pest control materials or devices belonging to the Bidder.

#### **6.14 M-DCPS RESPONSIBILITY**

The failure of M-DCPS to implement the Bidder's recommendations to upgrade sanitation, make repairs or modify personnel practices shall not relieve the Bidder of its requirements in this contract.

#### **6.15 PERSONNEL IDENTIFICATIONS**

All Bidder personnel working in M- DCPS facilities shall wear distinctive uniform clothing. The uniform shall have the Bidder's name easily identifiable and affixed to the uniform in a permanent or semi-permanent manner. All Bidder personnel, while working at M-DCPS facilities shall carry their employee identification card, issued by the State of Florida, Department of Agriculture and Consumer Services, and shall show the card when requested.

#### **6.16 DEFAULT OF CONTRACT**

**Continued infestations of included pests in any facility specified herein shall be reasonable grounds for contract default.**

#### **6.17 ADDITIONAL REQUIREMENTS**

1. All service reports must be legibly printed. The pest control company must leave one (1) copy of the service report with the Food Service Manager and one (1) copy of the service report with the Principal or designee.
2. All service reports must have specific details of the condition of the school site [i.e., structural (holes in the wall and ceiling, peeling paint, door sweeps and insect fans), sanitation, work habits] etc.
3. Any reports that have any type of infestation of pests must be faxed, e-mailed or delivered within 24 hours to the designee at the Department of Food and Nutrition.
4. If a report reflects an infestation of pests, then the school site must be serviced at a frequency required until infestation/problem is resolved, at no additional charges.
5. The designee at the Department of Food and Nutrition will supervise the contract and all communication regarding food service school site pest situations. If needed, designee will direct the pest control company to contact the Division of Safety and Emergency Management, School Principal, Food Service Manager and any other related personnel to resolve any situations at the school site.
6. Areas of the school, other than the food service area that are infested with pest activity, may be given an estimate for service to eliminate the situation (If requested by the Principal). The cost on this service will be submitted to the principal at the time of inspection. Additional cost for treatments and/or service to the school facility other than food service area will be the sole responsibility of the principal and/or designee at the school site.

#### **6.18 INVOICING TO M-DCPS ACCOUNTS PAYABLE**

Statements must be received on a weekly basis, no later than two (2) weeks after the week of service. All Vendor copy of invoices, including signatures, must be submitted along with the statement for each corresponding week. Any required changes to invoicing submittals will be communicated to the awarded vendor by the designee at Food and Nutrition.

Vendor must verify that the following information is correct before submitting:

- Invoice numbers must match invoice numbers on the statement(s).
- Invoice date must match the invoice date on the statement(s).
- Amounts on the invoices must match the amounts on the statement(s).

## SECTION 7 - BID SUMMARY EXCEL SPREADSHEET

**SPREADSHEET:** Bidder **MUST** complete the attached Excel document with the corresponding prices as requested. Submit the completed Excel file in .xls (or similar type format) with your bid proposal response via the e-bidding platform DemandStar. **No handwritten Summary sheets will be accepted.**

The Bidder shall offer all the elements of this ITB and meet all service requirements and specifications listed within Section 6.0 – Scope of Work, including furnishing labor, supervision, and materials necessary for this work.

The information contained on this ITB is to be utilized solely for preparing the proposal response to this ITB and does not constitute a commitment by the District to procure any product in any volume.

**The Remainder of this page was left intentionally blank.**

## **SECTION 8 - FORMS AND ATTACHMENTS**

Please fill out all attachments. Some attachments must be notarized.

ATTACHMENT 1	COVER PAGE
ATTACHMENT 2	STATEMENT OF "NO BID"
ATTACHMENT 3	ACKNOWLEDGEMENT OF AMENDMENTS
ATTACHMENT 4	CONFLICT OF INTEREST
ATTACHMENT 5	DEBARMENT (must be notarized)
ATTACHMENT 6	INSTRUCTIONS
ATTACHMENT 7	BIDDER'S PREFERENCE (must be notarized)
ATTACHMENT 8	DRUG-FREE WORKPLACE (must be notarized)
ATTACHMENT 9	LOCAL BUSINESS AFFIDAVIT OF ELIGIBILITY (must be notarized)
ATTACHMENT 10	ANTI-COLLUSION STATEMENT
ATTACHMENT 11	BIDDER EXPERIENCE
ATTACHMENT 12	SUBMITTED BID DOCUMENT VERIFICATION FORM
ATTACHMENT 13	FLORIDA STATUTES ON PUBLIC ENTITY CRIMES (must be notarized)
ATTACHMENT 14	BID OPENING INSTRUCTIONS
ATTACHMENT 15	DEMANDSTAR REGISTRATION INSTRUCTIONS
ATTACHMENT 16	STATEMENT OF INTENT TO PERFORM AS A CERTIFIED SUBCONTRACTOR/SUBCONSULTANT
ATTACHMENT 17	CERTIFICATION OF COMPLIANCE 6465 – COMMERCIAL ANTI-DISCRIMINATION IN BUSINESS OPERATIONS AND PRACTICES (must be notarized)
APPENDIX A	PESTS AND REQUIRED TREATMENTS
APPENDIX B	M-DCPS LOCATION LIST

# ATTACHMENT 1 - COVER PAGE

## Cover Page for Bid

<b>BIDDER'S NAME (Name of firm, entity or organization):</b>		
<b>FEDERAL EMPLOYER IDENTIFICATION NUMBER:</b>		
<b>NAME AND TITLE OF BIDDER'S CONTACT PERSON:</b>		
Name: _____ Title: _____		
<b>MAILING ADDRESS:</b>		
Street Address: _____		
City, State, Zip: _____		
<b>TELEPHONE:</b>	<b>FAX:</b>	<b>E-MAIL ADDRESS:</b>
<b>BIDDER'S ORGANIZATIONAL STRUCTURE:</b>		
____ Corporation      ____ Partnership      ____ Proprietorship      ____ Joint Venture		
____ Other (Explain): _____		
<b>IF CORPORATION:</b>		
Date Incorporated/Organized: _____		
State Incorporated/Organized: _____ (attach current registration from state of incorporation/organization)		
If Bidder was not incorporated/organized in the State of Florida, attach current registration authorizing Bidder to transact business in Florida.		
If Bidder is not registered to transact business in the State of Florida, state below the applicable exemption to this requirement as set forth in Section 607.1501, Florida Statutes: _____ _____ _____		
States registered in as foreign corporation: _____		
<b>BIDDER'S SERVICE OR BUSINESS ACTIVITIES OTHER THAN WHAT THIS SOLICITATION REQUESTS FOR:</b>		
_____ _____		
<b>LIST NAMES OF BIDDER'S SUBCONTRACTORS OR SUBCONSULTANTS FOR THIS PROJECT (Also refer to Section 5.7 and Attachment 16):</b>		
_____ _____		
<b>BIDDER'S AUTHORIZED SIGNATURE:</b>		
The undersigned hereby certifies that this bid is submitted in response to this solicitation.		
Sign Name: _____ Date: _____		
Print Name: _____ Title: _____		

## ATTACHMENT 2 - STATEMENT OF "NO BID"

If your company shall not be submitting a bid in response to this Invitation to Bid, please complete this Statement of "No Bid" sheet and submit via Demandstar, prior to the Bid Due Date established herein

This information shall help M-DCPS in the preparation of future Bids.

Company Name: \_\_\_\_\_

Contact: \_\_\_\_\_

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

\_\_\_\_\_

Telephone: \_\_\_\_\_ Email: \_\_\_\_\_

√	<b>Reasons for "No Bid":</b>
	Unable to comply with product or service specifications.
	Unable to comply with scope of work.
	Unable to quote on all items in the group.
	Insufficient time to respond to the Invitation to Bid.
	Unable to hold prices firm through the term of the contract period.
	Our schedule would not permit us to perform.
	Unable to meet delivery requirements.
	Unable to meet bond requirements.
	Unable to meet insurance requirements.
	Other (Specify below)

Comments:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Signature: \_\_\_\_\_

## ATTACHMENT 3 - ACKNOWLEDGEMENT OF AMENDMENTS

**Instructions:** Complete Part I or Part II, whichever is applicable.

**PART I:** Listed below are the dates of issue for each addendum received in connection with this solicitation.

Please include a signed copy of each addendum.

Addendum #1, Dated \_\_\_\_\_, 20\_\_

Addendum #2, Dated \_\_\_\_\_, 20\_\_

Addendum #3, Dated \_\_\_\_\_, 20\_\_

Addendum #4, Dated \_\_\_\_\_, 20\_\_

Addendum #5, Dated \_\_\_\_\_, 20\_\_

Addendum #6, Dated \_\_\_\_\_, 20\_\_

Addendum #7, Dated \_\_\_\_\_, 20\_\_

Addendum #8, Dated \_\_\_\_\_, 20\_\_

**PART II:**

☐ No Addendum was received in connection with this solicitation.

Authorized Signature: \_\_\_\_\_ Date: \_\_\_\_\_

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

Federal Employer Identification Number: \_\_\_\_\_

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

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

City/State/Zip: \_\_\_\_\_

Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_



## ATTACHMENT 4 - CONFLICT OF INTEREST

### DISCLOSURE OF POTENTIAL CONFLICT OF INTEREST AND CONFLICTING EMPLOYMENT OR CONTRACTUAL RELATIONSHIP

**MUST BE COMPLETED BY ALL BIDDERS AND SUBMITTED WITH THEIR BID TO BE CONSIDERED FOR AWARD**

VENDOR NAME:

In accordance with General Condition 11, each Bidder must disclose in its Bid, the names of any employees who are employed by Bidder who are also an employee of M-DCPS. Persons identified below may have obligations and restrictions applicable to them under Chapter 112, Florida Statutes.

Name of Bidder's Employee	M-DCPS Title or Position of Employee	M-DCPS Department/School of Bidder's Employee
<hr/>	<hr/>	<hr/>
<hr/>	<hr/>	<hr/>
<hr/>	<hr/>	<hr/>
<hr/>	<hr/>	<hr/>

Check one of the following and sign:

- ☐ I hereby affirm that there are no known persons employed by Bidder who are also an employee of M-DCPS.
- ☐ I hereby affirm that all known persons who are employed by Bidder who are also an employee of M-DCPS have been identified above.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Printed Name

## ATTACHMENT 5 – DEBARMENT

THIS FORM MUST BE COMPLETED BY ALL BIDDERS AND SUBMITTED WITH THEIR BID TO BE CONSIDERED FOR AWARD

### SECTION I. CERTIFICATION OF DEBARMENT, SUSPENSION, INELIGIBILITY AND VOLUNTARY EXCLUSION - LOWER TIER TRANSACTIONS

This certification is required by the regulations implementing Executive Order 12549, Debarment and Suspension, 45 CFR 1183.35, Participants' responsibilities. The regulations were published as Part VII of the May 26, 1988 Federal Register (pages 19160-19211). Copies of the regulations may be obtained by going to this link: <http://www.gpo.gov/fdsys/granule/CFR-2011-title45-vol3/CFR-2011-title45-vol3-sec1183-35>

#### (BEFORE COMPLETING CERTIFICATION, READ INSTRUCTIONS ON ATTACHMENT 6)

- (1) The prospective lower tier participant certifies, by submission of this proposal, that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any federal department or agency.
- (2) Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

### SECTION II. CERTIFICATION OF DEBARMENT OR SUSPENSION (NON-FEDERAL)

- (1) Bidder certifies, by submission of this proposal, that Bidder is not presently debarred or suspended by Miami-Dade County Public Schools or any other state or local agency.
- (2) Bidder certifies, by submission of this proposal, that Bidder has not been debarred or suspended by Miami-Dade County Public School or any other state or local agency within the last five (5) years from the date of submission of this bid.
- (3) If Bidder is unable to certify to the statements noted under Sections II (1) and II (2) above, Bidder must set forth below such instance(s) of debarment or suspension, including the agency name, period of debarment or suspension and reason for debarment or suspension.

---

---

---

---

---

---

### SECTION III: ADDITIONAL CERTIFICATION

- (1) Bidder must provide below a list of all lawsuits in the last five (5) years prior to the bid or proposal submittal that have been filed against the firm, its directors, partners, principals and/or board members based on a breach of contract by the firm. Provide the case name, number and disposition.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
*Bidder's failure to disclose any debarment, suspension and/or lawsuit information may deem the Bidder non-responsive and ineligible for award.*

\_\_\_\_\_  
Organization Name

\_\_\_\_\_  
Name(s)

\_\_\_\_\_  
Title(s) of Authorized Representative(s)

\_\_\_\_\_  
Signature(s)

\_\_\_\_\_  
Date

STATE OF FLORIDA  
COUNTY OF \_\_\_\_\_

BEFORE ME; the undersigned authority, in and for the State of Florida, 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.

\_\_\_\_\_  
SIGNATURE OF AFFIANT

\_\_\_\_\_  
DATE

\_\_\_\_\_  
PRINTED NAME OF AFFIANT

\_\_\_\_\_  
TITLE

\_\_\_\_\_  
COMPANY NAME

**SWORN AND SUBSCRIBED BEFORE ME**

\_\_\_\_\_  
SIGNATURE OF NOTARY PUBLIC

THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_

My Commission Expires: \_\_\_\_\_

NOTARY SEAL

## ATTACHMENT 6 - INSTRUCTIONS

### INSTRUCTIONS FOR CERTIFICATION

1. By signing and submitting this proposal, the prospective lower tier participant is providing the certification set out below.
2. The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the prospective lower tier participant knowingly rendered an erroneous certification, in addition to other remedies available to the federal government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.
3. The prospective lower tier participant shall provide immediate written notice to the person to which this proposal is submitted if at any time the prospective lower tier participant learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.
4. The terms "covered transaction," "debarred," "suspended," "ineligible," "lower tier covered transaction," "participant," "person," "primary covered transaction," "principal," "proposal," and "voluntarily excluded," as used in this clause, have the meanings set out in the Definitions and Coverage sections of rules implementing Executive Order 12549. You may contact the person to which this proposal is submitted for assistance in obtaining a copy of those regulations.
5. The prospective lower tier participant agrees by submitting this proposal that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency with which this transaction originated.
6. The prospective lower tier participant further agrees by submitting this proposal that it will include the clause titled "Certification Regarding Debarment, Suspension, Ineligibility, and Voluntary Exclusion-Lower Tier Covered Transactions," without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions.
7. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the eligibility of its principals. Each participant may, but is not required to, check the Non-procurement List (Telephone Number).
8. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.
9. Except for transactions authorized under paragraph 5 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the federal government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.

# ATTACHMENT 7 - BIDDER'S PREFERENCE

## LEGAL OPINION OF BIDDER'S PREFERENCE

**MUST BE COMPLETED BY ALL BIDDERS AND SUBMITTED WITH THEIR BID TO BE CONSIDERED FOR AWARD**

VENDOR NAME:

**Section 1: Attorney for an Out-of-State Bidder must complete and sign Section 1**

**Section 2: Florida Bidder must complete and sign Section 2 and have it notarized**

**NOTICE:** The State of Florida provides a Bidder's preference for Bidders whose principal place of business is within the State of Florida for the purchase of personal property. The local preference is five (5) percent. Bidders whose principal place of business is outside the State of Florida must have an Attorney, licensed to practice law in the out-of-state jurisdiction, as required by Florida Statute 287.084(2), execute the "Opinion of Out-of-State Bidder's Attorney on Bidding Preferences" form and must submit this form with submitted bid. Such opinion should permit M-DCPS' reliance on such attorney's opinion for purposes of complying with Florida Statute 287.084.

Florida Bidders are not required to have an Attorney render an opinion, but the Florida Bidder must complete its portion of this form.

Failure to submit and execute this form, with bid, shall result in bid being considered "non-responsive" and bid rejected.

### **SECTION 1**

### **LEGAL OPINION ABOUT OUT-OF-STATE BIDDING PREFERENCES**

***(Must Select One)***

\_\_\_\_\_ The Bidder's principal place of business is in the State of \_\_\_\_\_ and it is my legal opinion that the laws of that state **do not grant a preference** in the letting of any or all public contracts to business entities whose principal places of business are in that state.

\_\_\_\_\_ The Bidder's principal place of business is in the State of \_\_\_\_\_ and it is my legal opinion that the laws of that state **grant the following preference(s)** in the letting of any or all public contracts to business entities whose principal places of business are in that state: [Please describe applicable preference(s) and identify applicable state law(s)]:

The undersigned attorney submits the foregoing opinions with the intention that they be relied upon by The School Board of Miami-Dade County, Florida in the letting of public contracts

Signature of out-of-state Bidder's attorney: \_\_\_\_\_

Printed name of out-of-state Bidder's attorney: \_\_\_\_\_

Address out-of-state Bidder's attorney: \_\_\_\_\_

Telephone number out-of-state Bidder's attorney: \_\_\_\_\_

E-Mail address out-of-state Bidder's attorney: \_\_\_\_\_

Attorney's state(s) of bar admission: \_\_\_\_\_

### **SECTION 2**

### **LEGAL OPINION ABOUT POLITICAL SUBDIVISION BIDDING PREFERENCES FOR A FLORIDA BIDDER ONLY - FLORIDA BIDDER MUST COMPLETE AND SIGN THIS SECTION AND HAVE IT NOTARIZED** **ATTORNEY'S OPINION AND SIGNATURE NOT REQUIRED FOR FLORIDA BIDDERS**

***(Must Select One)***

\_\_\_\_\_ The Bidder's principal place of business is in the political subdivision of Miami-Dade County, Florida.

\_\_\_\_\_ The Bidder's principal place of business is in the political subdivision of \_\_\_\_\_ and it is my legal opinion that the laws of that political subdivision **do not grant a preference** in the letting of any or all public contracts to business entities whose principal places of business are in that political division.

\_\_\_\_\_ The Bidder's principal place of business is in the political subdivision of \_\_\_\_\_ and it is my legal opinion that the laws of that political subdivision **grant the following preference(s)** in the letting of any or all public contracts to business entities whose principal places of business are in that political subdivision: [Please describe applicable preference(s) and identify applicable authority granting the preference(s)]: \_\_\_\_\_

STATE OF FLORIDA  
COUNTY OF \_\_\_\_\_

BEFORE ME; the undersigned authority, in \_\_\_\_\_ and for the State of Florida, 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.

\_\_\_\_\_  
SIGNATURE OF AFFIANT

\_\_\_\_\_  
DATE

\_\_\_\_\_  
PRINTED NAME OF AFFIANT

\_\_\_\_\_  
TITLE

\_\_\_\_\_  
COMPANY NAME

**SWORN AND SUBSCRIBED BEFORE ME**

\_\_\_\_\_  
SIGNATURE OF NOTARY PUBLIC  
THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_

My Commission Expires: \_\_\_\_\_  
NOTARY SEAL

## ATTACHMENT 8 - DRUG-FREE WORKPLACE

VENDOR NAME:

SWORN STATEMENT PURSUANT TO SECTION 287.087, FLORIDA STATUTES, AS CURRENTLY ENACTED OR AS AMENDED FROM TIME TO TIME, ON PREFERENCE TO BUSINESSES WITH DRUG-FREE WORKPLACE PROGRAMS.

**THIS FORM MUST BE SIGNED AND SWORN TO IN THE PRESENCE OF A NOTARY PUBLIC OR OTHER OFFICIAL AUTHORIZED TO ADMINISTER OATHS.**

This sworn statement is submitted to The School Board of Miami-Dade County, Florida,

by \_\_\_\_\_  
(Print individual's name and title)

for \_\_\_\_\_  
(Print name of entity submitting sworn statement)

whose business address is \_\_\_\_\_

and (if applicable) its Federal Employer Identification Number (FEIN) is \_\_\_\_\_  
(If the entity has no FEIN, include the Social Security Number of the individual signing this sworn statement: \_\_\_\_\_.)

I certify that I have established a drug-free workplace program and have complied with the following:

1. Published a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the workplace and specifying the actions that shall be taken against employees for violations of such prohibition.
2. Informed employees about the dangers of drug abuse in the workplace, the business' policy of maintaining a drug-free workplace, any available drug counseling, rehabilitation and employee assistance programs, and the penalties that may be imposed upon employees for drug abuse violations.
3. Given each employee engaged in providing the commodities or contractual services that are under bid a copy of the statement specified in subsection (1).
4. In the statement specified in subsection (1), notified the employees that, as a condition of working on the commodities or contractual services that are under bid, the employee shall abide by the terms of the statement and shall notify the employer of any conviction of, or plea of guilty or nolo contendere to, any violation of chapter 893 or of any controlled substance law of the United States or any state, for a violation occurring in the workplace no later than five days after such conviction.
5. Shall impose a sanction on, or require the satisfactory participation in a drug abuse assistance or rehabilitation program if such is available in the employee's community by, any employee who is so convicted.
6. Am making a good faith effort to continue to maintain a drug free workplace through implementation of this section.

\_\_\_\_\_  
(Signature)

Sworn to and subscribed before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

Personally known \_\_\_\_\_ or \_\_\_\_\_

Produced Identification \_\_\_\_\_

Notary Public – State of \_\_\_\_\_

My commission expires: \_\_\_\_\_

\_\_\_\_\_  
(Type of Identification)



## ATTACHMENT 9 - LOCAL BUSINESS AFFIDAVIT OF ELIGIBILITY

### 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.*

<b>THIS AFFIDAVIT IS SUBMITTED IN REFERENCE TO THE FOLLOWING SOLICITATION:</b>	
RFQ/RFP/BID/CONTRACT/PROJECT # (as applicable): _____	
<b>BUSINESS NAME:</b>	_____
<b>CONTACT PERSON:</b>	_____
<b>LOCAL ADDRESS:</b> (Include City State & Zip Code)	_____
<b>FEIN</b> (Federal Employer Identification Number):	Length of Time at Address Provided: _____
	Length of Time Located within the legal boundaries of Miami-Dade County: _____
<b>BUSINESS STRUCTURE:</b>	<input type="checkbox"/> Corporation <input type="checkbox"/> LLC <input type="checkbox"/> Partnership <input type="checkbox"/> Sole Proprietorship <input type="checkbox"/> Other (Specify): _____
<b>PHONE:</b>	(      ) <b>FAX:</b> (      )
<b>E-MAIL ADDRESS:</b>	_____
<b>ATTESTATION</b> - I understand that: <ul style="list-style-type: none"><li>In accordance with School Board Policy <a href="#">6320.05</a>, local business means the Bidder 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.</li><li>To be considered for local preference, <b>a Bidder must attach a copy of its business license (Local Business Tax Receipt) to this affidavit of eligibility with a bid or proposal.</b></li><li>The preference does not apply to goods or services exempted by statute as reflected in Policy <a href="#">6320</a>, or prohibited by Federal or State law, or other funding source restrictions.</li><li>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.</li><li>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.</li><li>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.</li><li>The above information may be subject to verification.</li><li>A Bidder 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 <a href="#">6320.04</a>.</li></ul>	

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



## ATTACHMENT 10 - ANTI-COLLUSION STATEMENT

THE UNDERSIGNED BIDDER HAS NOT DIVULGED TO, DISCUSSED, OR COMPARED HIS/HER PROPOSAL WITH OTHER BIDDERS AND HAS NOT COLLUDED WITH ANY OTHER BIDDER OR PARTIES TO THE PROPOSAL WHATSOEVER. BIDDER ACKNOWLEDGES THAT ALL INFORMATION CONTAINED HEREIN IS PART OF THE PUBLIC DOMAIN AS DEFINED BY THE STATE OF FLORIDA SUNSHINE LAW.

### CERTIFICATION AND IDENTIFICATION FOR BIDDERS SUBMITTING PROPOSALS

I certify that this proposal is made without prior understanding, agreement or connection with any corporation, firm or person submitting a proposal for the same service and is in all respects fair and without collusion or fraud. I agree to abide by all conditions of these proposal specifications, and I certify that I am authorized to sign this proposal. I certify agreement with The School Board of Miami-Dade County, Florida 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). 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 and that the company satisfies all necessary requirements as an entity to do business with The School Board of Miami-Dade County, Florida.

### **Type of Business Organization and Authority of Signatory:**

Indicate type of business organization Bidder is registered as with the Florida Department of State Division of Corporations. For example, Partnership, Limited Partnership, Limited Liability Company, Corporation, etc. If a proposal 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 or proposal. As to other types of business organizations, please provide any and all documentation relating thereto, including without limitation, verification that the party signing this proposal 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.

LEGAL NAME OF AGENCY OR  
BIDDER SUBMITTING PROPOSAL: \_\_\_\_\_

MAILING ADDRESS: \_\_\_\_\_

CITY STATE, ZIP CODE: \_\_\_\_\_

TELEPHONE NUMBER: \_\_\_\_\_

TYPE OF BUSINESS ORGANIZATION: \_\_\_\_\_

EMAIL ADDRESS: \_\_\_\_\_

BY: SIGNATURE (ORIGINAL) \_\_\_\_\_

BY: NAME TYPED \_\_\_\_\_

TITLE: \_\_\_\_\_

Revised 11/19/20

## ATTACHMENT 11 - BIDDER EXPERIENCE

Bidder must submit three (3) completed Vendor Reference Survey Form with ITB. Understand that each agency may be contacted to verify the validity of the partnership between the Bidder and the Agency/Client.

Reference for: **ITB-22-053-TA – Food Service and Food Laboratories Pest Control Services**

Bidder's Name: \_\_\_\_\_

Agency (Client) Name: \_\_\_\_\_

Agency Contract: \_\_\_\_\_

Dollar Amount of Contract: \_\_\_\_\_

Brief description of product/services provided: \_\_\_\_\_

### **Please rate your experience with the vendor/bidder.**

Please use the following scale to answer the questions:

**Rating:**      **1 Poor**      **2 Good**      **3 Exceptional**      **4 Not Applicable**

1. Rate the delivery accuracy of Vendor \_\_\_\_\_
2. Rate the packaging of the Vendor \_\_\_\_\_
3. Rate the Vendors' ability to meet delivery deadlines. \_\_\_\_\_
4. Rate competency and accessibility of the Vendor. \_\_\_\_\_
5. Rate the Vendor's success in dealing with problems/issues. \_\_\_\_\_
6. Rate the Vendor's knowledge of product provided. \_\_\_\_\_
7. Rate the success at warranty resolution. \_\_\_\_\_
8. Rate the accuracy and completeness of invoices and payment applications. \_\_\_\_\_
9. Rate the level of comfort and confidence you had in the Vendor. \_\_\_\_\_
10. Rate the overall performance of the Vendor. \_\_\_\_\_
11. Would you buy from them again in the future? \_\_\_\_\_

Additional Comments: \_\_\_\_\_

Evaluator Name: \_\_\_\_\_ Title: \_\_\_\_\_

(Please print – Person completing survey)

Evaluator Signature: \_\_\_\_\_ Date: \_\_\_\_\_

(Person completing survey)

Evaluator Phone: \_\_\_\_\_ Evaluator Email: \_\_\_\_\_

Reference Verified By: \_\_\_\_\_ Date: \_\_\_\_\_

## ATTACHMENT 12 - SUBMITTED BID DOCUMENT VERIFICATION FORM

All bidders are required to submit the following information to be considered for award. Failure to submit any of the required documents with the bid will cause the bidder to be considered nonresponsive and ineligible for further consideration. Each bidder must include the following information within their submittal:

REQUIREMENT	YES	NO
a. Provide a Local 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 Local Business Tax Receipt requirements in accordance with Miami-Dade County, Florida, code. Bidders with a location outside Miami-Dade County shall meet their local Occupational Tax requirements. A copy of the license must be submitted. Noncompliance with this condition may cause the bidder not to be considered for award.		
b. Copy of current registration with the Florida Dept. of State, Division of Corporations to conduct business in the State of Florida. If Bidder is not registered to transact business in the State of Florida, Bidder must provide a copy of Bidder's current registration in their state of incorporation/organization, along with the applicable exemption to this requirement as set forth in Section 607.1501, Florida Statutes. <b>This information must be documented on Attachment 1 (Cover Page), along with submittal of required incorporation/organization documentation.</b>		
c. Vendors shall provide a minimum of (3) three letters of reference of similar work performed, documenting at least five (5) years' experience. This must be documented on Attachment 11, Bidder Experience form, whereby each bidder uses one form per reference.		
d. Submission of all documentation/information stated in this ITB, including, without limitation, the documentation, information and/or plans stated in Sections 5, 6, and 7 of this ITB, as well as the required forms and attachments, as stated in Section 8 of this ITB.		
e. If applicable, Bidders must submit a copy of their current certified firm certificate showing their firm's designation with their bid response. Bidders' certified firm certification(s) must be in place prior to the ITB due date.		
f. If applicable, please include a completed Attachment 16 (Statement of Intent to Perform as a Certified Subcontractor/Subconsultant) <u>in your bid response</u> to specify the name of the certified subcontractor/subconsultant, the proposed percentage or dollar amount of work to be assigned to the certified subcontractor/subconsultant, if any, along with the scope of work the certified subcontractor/subconsultant will provide related to this solicitation. Please submit a copy of the subcontractor's/ subconsultant's current certificate showing the firm's designation, along with the completed Attachment 16.		
g. A full-time Certified Pest Control Operator-in-Charge (C.P.C.O.), minimally certified by the Florida Department of Agriculture and Consumer Services, Bureau of Entomology and Pest Control, in the category of General Household Pest and Rodent Control, as prescribed by law. Contractor shall also submit a notarized statement attesting that the Certified Operator-in-Charge is a full-time employee of the Contractor and is not employed elsewhere.  NAME OF C.P.C.O.: _____ CERTIFICATE NUMBER: _____		

Please complete and sign below confirming all items noted above are included in your submission.

Name of Bidder:\_\_\_\_\_

\_\_\_\_\_  
*Signature of Bidder’s Authorized Representative*

\_\_\_\_\_  
*Date*

\_\_\_\_\_  
*Printed Name*

\_\_\_\_\_  
*Title*

*For Internal Use Only:*

\_\_\_\_\_  
*Signature of Originating Department (as applicable)*

\_\_\_\_\_  
*Date*

\_\_\_\_\_  
*Printed Name*

\_\_\_\_\_  
*Title*

\_\_\_\_\_  
*Procurement Staff Name/Signature*

\_\_\_\_\_  
*Date*

## ATTACHMENT 13 - FLORIDA STATUTES ON PUBLIC ENTITY CRIMES AFFIDAVIT

The State of Florida has enacted a law that requires proposers or contractors to submit a sworn document stating whether or not a corporation, its officers, predecessors or successors have been convicted of a public entity crime. Neither the Proposer, the contractor nor any officer, director, executive, partner, shareholder, employee, member nor agent who is active in the management of the Proposer or contractor nor any affiliate of the Proposer or contractor shall have been convicted of a public entity crime subsequent to July 1, 1989.

**All Proposers must read and complete in its entirety, sign and have notarized the attached "Sworn Statement under Section 287.133 (3) (a), Florida Statutes, on Public Entity Crimes."**

**Failure to do so will result in the proposal submitted being considered non-responsive and therefore not considered for award.**

ITB or Contract No. \_\_\_\_\_

SWORN STATEMENT UNDER SECTION 287.133 (3) (A),  
FLORIDA STATUTES, ON PUBLIC ENTITY CRIMES

STATE OF \_\_\_\_\_  
COUNTY OF \_\_\_\_\_

**Before me, the undersigned authority, personally appeared \_\_\_\_\_ who, being by me first duly sworn, made the following statement:**

1. The business addresses of \_\_\_\_\_ (name of proposer or contractor) is \_\_\_\_\_.
2. My relationship to \_\_\_\_\_ (name of proposer or contractor) is \_\_\_\_\_ (relationship such as sole proprietor, partner, president, vice president).
3. I understand that a public entity as defined in Section 287.133 of the Florida Statutes includes a violation of any state or federal law by a person with respect to and directly related to the transaction of business with any public entity in Florida or with an agency or political subdivision of any other state or with the United States, including, but not limited to, any bid or contract for goods or services to be provided to any public entity or such an agency or political subdivision and involving antitrust, fraud, theft, bribery, collusion, racketeering conspiracy, or material misrepresentation.
4. I understand that "convicted" or "conviction" is defined by the statute to mean a finding or a conviction of a public entity crime with or without an adjudication of guilt, in any federal or state trial court of record relating to charges brought by indictment or information after July, 1989, as a result of a jury verdict, non-jury trial, or entry plea of guilty or nolo contendere.

5. I understand that "affiliate" is defined by the statute to mean (1) a predecessor or successor of a person or a corporation convicted of a public entity crime, or (2) an entity under the control of any natural person who is active in the management of the entity and who has been convicted of a public entity crime, or (3) those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in the management of an affiliate, or (4) a person or corporation who knowingly entered into a joint venture with a person who has been convicted of a public entity crime in Florida during the preceding 36 months.
6. Neither the Proposer, contractor nor any officer, director, executive, partner, shareholder, employee, member nor agent who is active in the management of the Proposer or contractor nor any affiliate of the Proposer or contractor has been convicted of a public entity crime.

(Draw a line through paragraph 6 if paragraph 7 below applies)

7. There has been a conviction of a public entity crime by the Proposer or contractor, or an officer, director, executive, partner, shareholder, employee, member or agent of the Proposer or contractor, or an officer, director, executive, partner, shareholder, employee, member or agent of the Proposer or contractor who is active in the management of the Proposer or contractor or an affiliate of the Proposer or contractor. A determination has been made pursuant to Section 287.133 (3) by order of the Division or Administrative Hearings that it is not in the public interest for the name of the convicted person or affiliate to appear on the convicted Proposer list. The name of the convicted person or affiliate is\_\_\_\_\_. A copy of the order of the Division of Administrative Hearing is attached to this statement.

\_\_\_\_\_  
Affiant's Signature

Sworn to and subscribed before me in the state and county first mentioned above on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

NOTARY PUBLIC

MY COMMISSION EXPIRES

# ATTACHMENT 14 - BID OPENING INSTRUCTIONS

## ITB-22-053-TA

### Food Service and Food Laboratories Pest Control Services

BIDS DUE: Sealed bids will be received by The School Board of Miami-Dade County, Florida until **1:00 P.M. local time, on Thursday, January 11, 2024**, via the e-bidding platform DemandStar.

**NOTE: M-DCPS is no longer accepting submittal of bids in hard copy format. All bids must be submitted electronically via DemandStar.**

For bid submittal requirements or instructions, please refer to **Section 5.4** of this ITB.

.

**The bid opening will take place virtually via zoom.**

Thursday, January 11, 2024 at 2:00 p.m. ET

Meeting ID: 963 8325 8347

Passcode: 978824

One tap mobile

+16468769923,,96383258347# US (New York)

+13017158592,,96383258347# US (Germantown)

## ATTACHMENT 15 – DEMANDSTAR REGISTRATION INSTRUCTIONS

To register for free as a vendor in the DemandStar Platform, you must complete the registration form.

1. Navigate to the DemandStar page by going to:

<https://www.demandstar.com/app/registration>.

2. On the **Get Started! Create your free DemandStar account** page, fill in your **E-mail address** and your **Company Name**.
3. Read and accept the Terms of Use and Privacy Policy.
4. Choose your Free Agency: Please type **Miami-Dade County Public Schools** and select it, click next.
5. Input your Company Contact Information and click Submit.
6. Input your Contact Information and click Submit.
7. An email will be sent for you to confirm your account.
8. If you need further assistance, please contact DemandStar Support at support@demandstar.com or call (206) 940-0305





## ATTACHMENT 16 - STATEMENT OF INTENT TO PERFORM AS A CERTIFIED SUBCONTRACTOR/SUBCONSULTANT

Solicitation No.: \_\_\_\_\_

Solicitation Title: \_\_\_\_\_

A signed *Statement of Intent to Perform as a Certified Subcontractor/Subconsultant* form must be completed by the owner or authorized principal of each firm certified by the Miami-Dade County Public Schools (M-DCPS) Office of Economic Opportunity, listed in the Proposer's/Bidder's submittal to perform work on the above solicitation as a subcontractor/subconsultant.

STATEMENT OF INTENT											
<p>The undersigned is a vendor certified by the M-DCPS Office of Economic Opportunity:    <input type="checkbox"/> Yes    <input type="checkbox"/> No</p> <p>_____ (Name of M-DCPS certified firm) agrees to perform work as a subcontractor/subconsultant on the above solicitation as a (check one):</p> <p style="text-align: center;"> <input type="checkbox"/> Individual                      <input type="checkbox"/> Partnership                      <input type="checkbox"/> Corporation </p> <p>The M-DCPS certified firm named above will enter into a formal agreement with _____ (Name of Bidder/Proposer) to perform work as a subcontractor/subconsultant on the above solicitation conditioned upon the Bidder/Proposer executing a contract with M-DCPS.</p> <p>Firm Designation: _____</p>											
DESCRIPTION OF WORK & VALUE											
Please provide the details and value of the work to be performed by the certified subcontractor/subconsultant named above:											
Item No.	Type of Work	Agreed Upon Price	% of Work								
		\$	%								
		\$	%								
		\$	%								
TOTAL VALUE OF WORK		\$	%								
M-DCPS CERTIFIED SUBCONTRACTOR/SUBCONSULTANT SIGNATURE											
<table style="width: 100%; border: none;"> <tr> <td style="width: 50%; border-bottom: 1px solid black; text-align: center;">(Signature)</td> <td style="width: 50%; border-bottom: 1px solid black; text-align: center;">Title</td> </tr> <tr> <td style="text-align: center;">M-DCPS Certified Subcontractor/Subconsultant</td> <td> </td> </tr> <tr> <td style="width: 50%; border-bottom: 1px solid black; text-align: center;">(Print)</td> <td style="width: 50%; border-bottom: 1px solid black; text-align: center;">Date</td> </tr> <tr> <td style="text-align: center;">Name of M-DCPS Certified Subcontractor/Subconsultant</td> <td> </td> </tr> </table>				(Signature)	Title	M-DCPS Certified Subcontractor/Subconsultant		(Print)	Date	Name of M-DCPS Certified Subcontractor/Subconsultant	
(Signature)	Title										
M-DCPS Certified Subcontractor/Subconsultant											
(Print)	Date										
Name of M-DCPS Certified Subcontractor/Subconsultant											

**ATTACHMENT 17 –CERTIFICATION OF COMPLIANCE**  
**6465 – COMMERCIAL ANTI-DISCRIMINATION IN BUSINESS OPERATIONS AND PRACTICES**

Note: Click link to access fillable form: <https://api.dadeschools.net/wmsfiles/61/pdfs/7594.pdf>



**CERTIFICATION OF COMPLIANCE**  
**6465 - COMMERCIAL ANTI-DISCRIMINATION IN BUSINESS OPERATIONS AND PRACTICES**

The School Board shall strive to ensure an equal opportunity for all businesses to participate in all District contracts (contracts) and that District funds are not used to promote, reinforce, or perpetuate discriminatory practices. The Board is committed to fostering an environment in which all businesses are free to participate in business opportunities and to flourish without the impediments of discrimination.

In furtherance of that commitment, any business entity or its representatives, that execute a contract with the Miami-Dade County Public Schools (District), and all Board employees involved in the procurement process must adhere to the totality of School Board Policy 6465 Commercial Anti-Discrimination in Business Operations and Practices, which states in pertinent part, a business entity or its representatives:

- (1) shall not discriminate against businesses based on sex, race, color, ethnic or national origin, religion, marital status, disability, genetic information, age, political beliefs, sexual orientation, gender, gender identification, social and family background, linguistic preference, pregnancy, and any other legally prohibited basis, in connection with the award and/or performance of contracts or modification of a contract between a vendor or contractor and the Board which contract is paid for, in whole or in part, with Board appropriated funds; and
- (2) shall provide a full and fair opportunity for the participation of small/micro (S/MBE), minority and women-owned business enterprises (M/WBE) in contracts pursuant to Policy 6320 and Policy 6320.02.

This policy is applicable to all contracts, including but not limited to: contracts for the design, development, construction, operation and maintenance of school buildings and other buildings and structures owned, leased or used by the District or its contractors, assignees, lessees and licensees (facilities); contracts for professional services and contracts for the purchase of goods, services, supplies and equipment for the District and facilities.

This Certification of Compliance also requires that the business entity or its authorized representative submit its written policies and/or procedures regarding adherence to federal, state, local laws, ordinances and School Board Rules, regarding non-discriminatory employment or procurement procedures. The written policies and/or procedures along with this form must be submitted at the time the business entity registers to be a vendor with the District, responds to any solicitation published by the District, and/or at the time the business entity enters into any type of agreement with Miami-Dade County Public Schools. For further guidance as to what is encompassed within a non-discriminatory employment procedure please visit <http://www.eeoc.gov/laws/guidance/index.cfm> and <http://crc.dadeschools.net/>

In adherence with the U.S Equal Employment Opportunity Commission (EEOC), if a business entity has 15 or more employees who worked for the business for at least twenty calendar weeks (in this year or last), that business entity must also comply with the EEOC non-discriminatory practices and procedures. Board Policy 6465 is not an exemption to the requirements established by the EEOC.

Also, while a business entity may not be covered under the EEOC, the business entity is still subject to all the requirements of School Board Policy 6465.

**CERTIFICATION:**

Please read, check, and initial the following:

- ☐ I hereby declare that I have read and understand the foregoing and that I agree that the business entity listed below is in compliance and will remain in compliance with the requirements set forth herein. \_\_\_\_
- ☐ I hereby declare that the business entity listed below and its employees will cooperate and participate in any investigation initiated by the School Board of Miami-Dade County, Florida, Office of Civil Right Compliance in adherence with School Board Policy 6465. \_\_\_\_
- ☐ I hereby declare that I have read and understand that a business entity who fails to cooperate with the investigation will be subject to sanctions including, but not limited to, suspension, cancellation of the contract and/or debarment from future contracting opportunities with the District pursuant to School Board Policy 6320.04. \_\_\_\_
- ☐ I have attached a copy of the most current version of the business entity listed below non-discriminatory employment or procurement procedures. \_\_\_\_

**Name of Business/Firm:** \_\_\_\_\_

**Authorized Representative Name (Print):** \_\_\_\_\_

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

STATE OF FLORIDA )

) ss:  
COUNTY OF MIAMI-DADE)

The foregoing instrument was acknowledged before me this \_\_\_\_ day of \_\_\_\_\_, 20\_\_, by \_\_\_\_\_, who is personally known to me or who has produced \_\_\_\_\_ (type of identification) as identification.

\_\_\_\_\_  
NOTARY PUBLIC, STATE OF FLORIDA

\_\_\_\_\_  
(Print, Type or Stamp Commissioned Name of Notary Public)

# APPENDIX A

## PESTS AND REQUIRED TREATMENTS

## PESTS AND REQUIRED TREATMENTS

### ➤ Rats/Mice

Intensive treatment of rodents/mice shall consist of the treatment shall consist of a minimum of three (3) site visits per week for the first month. Two (2) site visits per week are required for the duration of the treatment program. Contractors shall immediately respond to calls to remove dead rodents during this treatment period. This visit will be labeled as a service visit.

The contractor shall make a thorough initial inspection of all the areas (classrooms, offices, cabinets, closets, storage rooms, work rooms, ceilings, etc.) included in the request to determine the kinds of rodents/pests present in each area, the extent of the infestation(s), the location of the nesting site(s), and the conditions which are contributing to the rodent infestation, such as the presence of improperly stored food, the presence of pets improper cleaning and removal of food wastes, cluttered storage, and rodent entry points into the building. This inspection will enable the contractor to determine the method(s) that will be used to control the rodent population as quickly as possible.

**Rodent removal shall be accomplished using trapping devices only. The use of rodenticide baits and tracking powders is prohibited at school sites except as specified below.**

If the use of rodenticide baits and tracking powders is deemed necessary by the contractor, after all efforts using trapping devices have failed to eliminate all of the rodents, or conditions exist which do not permit the use of trapping devices, the contractor shall submit a written proposal, including labels, Data Sheet (DS), exact method(s) of application, including description of equipment, safety measures, and justification for such use, to Kenneth Campbell, Pest Control Manager, Division of Safety, Emergency Management, 12525 NW 28 Avenue, Room 500, Miami, Florida 33167, Phone 305-995-4900 Fax: 305-995-4924, who shall provide a written decision as to acceptability.

When rodenticide baits are permitted to be used, they shall be placed in containers qualified as

"Tamper Proof" or "Resistant" according to the standards of the United States Environmental Protection Agency (EPA), namely, locked, anchored, and the bait secured inside the bait chamber of the container. The exact location of each container shall be recorded, and copies of the records shall be provided to the principal/facility administrator where the

work is being performed and to the Pest Control Manager. Service reports shall be provided to the treated facility principal or administrator at the time of each visit. The information on the service reports shall include date and time of service, technician's printed name, bait consumption, type of fecal droppings found in the container, replacement of bait etc. for each station. All rodenticide baits will be accounted for and removed at the end of the treatment plan.

Use of pelletized rodenticides ("toss-packs" or "place-packs") is not permitted at school sites or ancillary facilities.

Placement of trapping devices in areas where they may be seen or contacted by students, staff or other occupants must be done after hours and the devices, including any captured rodents, must be removed before occupancy the next business day.

Many styles of deadfall (snap) traps, glue traps, multi-catch traps, and live trap are available, as well as many attractant varieties. The successful bidder shall use enough devices and frequent follow-up visits.

The remaining time of the project period will be used to monitor the effectiveness and to make adjustments as to capture device type, placement and attractant in order to catch the few rodents remaining after the initial intensive period.

The placement locations and types of the traps shall be recorded using diagrams or narratives and the numbers, types and locations of captured rodents shall be recorded and submitted to the principal or the principal's designee. Rodent entry points, and other conditions conducive to rodents shall be noted and reported to the school principal or the principal's designee and pest control manager.

Service visits and procedures shall be arranged and coordinated with the principal or the principal's designee to minimize exposure of the students, staff and visitors to the trapping devices and obtain access to all spaces necessary to inspect and treat. Inspections may be performed during instructional hours, with the permission of the principal or designee in order to gain access to cabinets and closets which may be locked by teachers or outside groups (P.T.S.A., After School Care, etc.), or arrange with the principal for access to these areas.

During the initial phase of this project and until it has been determined that the current rat or mouse population has been eliminated, the

contractor shall make follow-up visits at least every other day. Twice (2) daily visits are required when traps are set in locations which are visible and accessible to building occupants.

Traps which are set in sight shall be removed in the morning before regular daily operations begin and reset after hours unless the traps are placed inside of protective boxes which prevent occupant exposure.

The contractor shall provide written reports of actions taken and results of these actions, as well as information about improving sanitation, housekeeping and maintenance to the principal or the principal's designee at the time of each visit. Timely delivery of action reports and inspection results is of utmost importance to enable the principal to implement the appropriate procedures as soon as possible. All information required in the performance of pest control activities shall be provided on letter-size (8 1/2-inch by 11-inch) format and legible. All reports and recommendations shall be signed by the principal, their assigned designee or the M-DCPS pest control manager, if present at the time of service.

Success in pest control is largely determined by the skill, thoroughness and follow-up of the pest control contractor and the cooperation given from all concerned and involved in a particular pest problem. However, the failure of Miami-Dade County Public Schools to implement any of the contractor's recommendations for improving sanitation, housekeeping or maintenance procedures shall not relieve the contractor from its responsibility to effectively suppress or eliminate the rodent population in as short a period as possible.

Contractor shall provide quality control inspections.

Contractor shall remove all capture devices and other materials at the termination of the project.

Miami-Dade County Public Schools shall not be responsible for missing or damaged materials or equipment belonging to the contractor.

Contractor shall submit copies of all signed service reports with invoice indicating bid number to:

The Pest Control Manager  
Division of Safety and Emergency Management

➤ **Roaches (interior/exterior)**

The contractor shall treat identified areas utilizing Maxforce, Avert, Syngenta, Siege or equivalent.

➤ **Spiders**

The contractor shall treat identified areas utilizing Microcare, Cykick or equivalent.

➤ **Ants' Interior**

The contractor shall treat identified areas inside a school utilizing ant baits, Syngenta, Maxforce or equivalent.

➤ **Scorpions**

The contractor shall treat identified areas utilizing Talstar, Suspend or equivalent.

➤ **Caterpillars/Centipedes**

The contractor shall treat identified areas utilizing Talstar, Sevin or equivalent.

➤ **Wasps**

The contractor shall treat identified areas utilizing Wasp Freeze or equivalent.

➤ **Flying insects**

The contractor shall treat identified areas utilizing P.I. pyrethrin spray or equivalent.



**APPENDIX B**  
**M-DCPS Location List**

LOC#	SITE NAME	ADDRESS	Area
	AIE - Academy for Innovative Education Charter Upper School for Science and Technology	1080 LaBaron Drive, Miami Springs, FL 33166	N
6093	American Senior	18350 NW 67 AVENUE, MIAMI, FL 33015	N
7011	Andover Middle	121 NE 207 STREET, MIAMI, FL 33179	N
6023	Andrea Castillo Preparatory Academy	10201 NW 78 Street, Doral, FL 33178	N
3881	Angelou, Maya Elementary	1850 NW 32 STREET, MIAMI, FL 33142	N
0111	Arch Creek Elementary	702 NE 137 STREET, NORTH MIAMI, FL 33161	N
0341	Arcola Lake Elementary	1037 NW 81 STREET, MIAMI, FL 33150	N
0101	Aventura Waterways - Annex	750 IVES DAIRY ROAD, MIAMI, FL 33179	N
0231	Aventura Waterways K-8 Center	21101 NE 26 AVENUE, MIAMI, FL 33180	N
7801	Baker, George T. Aviation Technical College	3275 NW 42 AVENUE, MIAMI SPRINGS, FL 33142	N
6041	Bell, Paul W. Middle	11800 NW 2 STREET, MIAMI, FL 33182	N
7641	Bermudez, JC Doral Senior	5005 NW 112TH Ave, DORAL, FL 33178	N
4011A	Bilbao, Dr. Toni MLC	8905 NW 114 AVENUE DORAL, FL 33178	N
4011	Bilbao, Dr. Toni Preparatory Academy	8905 NW 114 AVENUE DORAL, FL 33178	N
0321	Biscayne Beach Elementary	800 77 STREET, MIAMI BEACH, FL 33141	N
0401	Blanton, Van E. Elementary	10327 NW 11 AVENUE, MIAMI, FL 33150	N
2441	Boone, Virginia A./Highland Oaks Elementary	20500 NE 24 AVENUE, MIAMI, FL 33180	N
0461A	Brentwood - PLC	3101 NW 191 STREET, MIAMI GARDENS, FL 33056	N
0461	Brentwood Elementary	3101 NW 191 STREET, MIAMI GARDENS, FL 33056	N
0481	Bright, James H./J.W. Johnson Elementary	2530 WEST 10 AVENUE, HIALEAH, FL 33010	N
0481A	Bright, James H./J.W. Johnson (Annex)	735 WEST 23 STREET, HIALEAH, FL 33010	N
0241	Broad, Ruth K./Bay Harbor K-8 Center	1155 93 STREET, BAY HARBOR ISLANDS, FL 33154	N
0241A	Broad/Bay Harbor Annex	1155 93 STREET, BAY HARBOR ISLANDS, FL 33154	N
0521	Broadmoor Elementary	3401 NW 83 STREET, MIAMI, FL 33147	N
6031	Brownsville Middle	4899 NW 24 AVENUE, MIAMI, FL 33142	N
0561	Bryan, W.J. Elementary	1201 NE 125 STREET, NORTH MIAMI, FL 33161	N
0641	Bunche Park Elementary	16001 BUNCHE PARK DRIVE, MIAMI GARDENS, FL 33054	N
0681	Carol City Elementary	4375 NW 173 DRIVE, MIAMI GARDENS, FL 33055	N
6051	Carol City Middle	3737 NW 188 STREET, MIAMI GARDENS, FL 33055	N
0331	Chapman Partnership Early Childhood Center - North	1550 NORTH MIAMI AVENUE, MIAMI, FL 33136	N
6161	Chiles, Lawton Middle	8190 NW 197 STREET, MIAMI, FL 33015	N
0801A	Citrus Grove Annex	2153 NW 3 STREET, MIAMI, FL 33125	N
0801	Citrus Grove K-8 Center	2121 NW 5 STREET, MIAMI, FL 33125	N
0881	Comstock Elementary	2420 NW 18 AVENUE, MIAMI, FL 33142	N
8121	COPE Center North	9950 NW 19 AVENUE, MIAMI, FL 33147	N
6611	Country Club Middle	18305 NW 75 PLACE, MIAMI, FL 33015	N
1161	Crestview Elementary	2201 NW 187 STREET, OPA LOCKA, FL 33056	N
2531	Crowder, Thena Early Childhood Diagnostic SP ED	757 NW 66 STREET, MIAMI, FL 33150	N
6121	Dario, Ruben Middle	350 NW 97 AVENUE, MIAMI, FL 33172	N
7081	DASH - Design and Architecture Senior High	4001 NE 2 AVENUE, MIAMI, FL 33137	N
6361	Diego, Jose de Middle	3100 NW FIFTH AVENUE, MIAMI, FL 33127	N
1371B	Douglas, Marjory Stoneman - ECC	11920 NW 2 STREET, MIAMI, FL 33182	N
1371	Douglas, Marjory Stoneman Elementary	11901 SW 2 STREET, MIAMI, FL 33184	N
1371A	Douglas, Marjory Stoneman - PLC	650 NW 132 AVENUE, MIAMI, FL 33182	N

**APPENDIX B**  
**M-DCPS Location List**

LOC#	SITE NAME	ADDRESS	Area
1361	Douglass, Frederick Elementary	314 NW 12 STREET, MIAMI, FL 33136	N
3002	Downtown Doral Charter Elementary	8390 NW 53 STREET, DORAL, FL 33166	N
7044	Downtown Doral Charter Upper School	7905 NW 53 St Doral, FL 33166	N
1401	Drew, Charles R. K-8 Center	1775 NW 60 ST, Miami, FL 33142	N
1441	Dunbar, Paul L. K-8 Center	505 NW 20 STREET, MIAMI, FL 33127	N
8019	Dunn, Dr. Marvin Academy for Co. Edu. (ACE)	8950 NW 2 AVENUE, EL PORTAL, FL 33150	N
1481	DuPuis, John G. Elementary	1150 WEST 59 PLACE, HIALEAH, FL 33012	N
1521	Earhart, Amelia Elementary	5987 EAST 7 AVENUE, HIALEAH, FL 33013	N
1561	Earlington Heights Elementary	4750 NW 22 AVENUE, MIAMI, FL 33142	N
0092	Edelcup, Norman S. /Sunny Isles Beach K-8 Center	201 182 DRIVE, SUNNY ISLES BEACH, FL 33160	N
4801	Edelman, Gertrude K. /Sabal Palm El.	17101 NE 7 AVENUE, NORTH MIAMI BEACH, FL 33162	N
1601	Edison Park K-8 Center	500 NW 67 STREET, MIAMI, FL 33150	N
0122	Espinosa, Dr. Rolando K-8 Center	11250 NW 86 STREET, DORAL, FL 33178	N
1681	Evans, Lillie C. K-8 Center	1895 NW 75 STREET, MIAMI, FL 33147	N
6171	Filer, Henry H. Middle	531 WEST 29 STREET, HIALEAH, FL 33012	N
1881	Flagler, Henry M. Elementary	5222 NW 1 STREET, MIAMI, FL 33126	N
1921	Flamingo Elementary	701 EAST 33 STREET, HIALEAH, FL 33013	N
2041	Franklin, Benjamin K-8 Center	13100 NW 12 AVENUE, NORTH MIAMI, FL 33168	N
2081	Fulford Elementary	16140 NE 18 AVENUE, NORTH MIAMI BEACH, FL 33162	N
2161	Golden Glades Elementary	16520 NW 28 AVENUE, MIAMI GARDENS, FL 33054	N
7751	Goleman, Barbara Senior	14100 NW 89 AVENUE, MIAMI LAKES, FL 33018	N
2181	Good, Joella C. Elementary	6350 NW 188 TERRACE, MIAMI, FL 33015	N
0091	Graham, Bob Educational Center	15901 NW 79 AVENUE, MIAMI LAKES, FL 33016	N
0091	Graham, Bob - MLC	15901 NW 79 AVENUE, MIAMI LAKES, FL 33016	N
0091	Graham, Bob - PLC	8875 NW 143 STREET, MIAMI, FL 33018	N
5051	Graham, Ernest R. - Satellite Center	7330 WEST 32 AVENUE, HIALEAH, FL 33018	N
5051	Graham, Ernest R. K-8 Academy	7330 W. 32 AVENUE, HIALEAH, FL 33018	N
2241	Gratigny Elementary	11905 N. MIAMI AVENUE, MIAMI, FL 33168	N
2281A	Greynolds Park - PLC	1575 NE 177 STREET, NORTH MIAMI BEACH, FL 33162	N
2281	Greynolds Park Elementary	1536 NE 179 STREET, NORTH MIAMI BEACH, FL 33162	N
2331	Hadley, Charles R. - PLC	8390 NW 7 STREET, MIAMI, FL 33126	N
2331	Hadley, Charles R. Elementary	8400 NW 7 STREET, MIAMI, FL 33126	N
2351	Hartner, Eneida Massas Elementary	401 NW 29 STREET, MIAMI, FL 33127	N
3781	Hawkins, Barbara Elementary	19010 NW 37 AVENUE, MIAMI GARDENS, FL 33056	N
2361	Hialeah Elementary	550 EAST 8 STREET, HIALEAH, FL 33010	N
2111A	Hialeah Gardens El - PLC	9749 NW 127 LANE, HIALEAH, FL 33018	N
2111	Hialeah Gardens Elementary	9702 NW 130 STREET, HIALEAH GARDENS, FL 33018	N
6751	Hialeah Gardens Middle	11690 NW 92 AVENUE, MIAMI, FL 33018	N
7191	Hialeah Gardens Senior	11700 HIALEAH GARDENS BLVD., HIALEAH GARDENS, FL 33018	N
6231	Hialeah Middle	6027 EAST 7 AVENUE, HIALEAH, FL 33013	N
7111	Hialeah Senior	251 EAST 47 STREET, HIALEAH, FL 33013	N
7111A	Hialeah Senior Annex	251 EAST 47 STREET, HIALEAH, FL 33013	N
7131	Hialeah-Miami Lakes Senior	7977 WEST 12 AVENUE, HIALEAH, FL 33014	N
2401	Hibiscus Elementary	18701 NW 1 AVENUE, MIAMI, FL 33169	N

**APPENDIX B**  
**M-DCPS Location List**

LOC#	SITE NAME	ADDRESS	Area
6241	Highland Oaks Middle	2375 NE 203 STREET, MIAMI, FL 33180	N
2501	Holmes Elementary	1175 NW 67 STREET, MIAMI, FL 33150	N
4121	Ingram, Dr. Robert B. Elementary	600 AHMAD STREET, OPA LOCKA, FL 33054	N
7459	IPREP ACADEMY NORTH	1420 NE 215TH ST MIAMI, FL 33179	N
7581	iPreparatory Academy	1500 BISCAYNE BLVD, MIAMI, FL 33132	N
7005	iTech @ Thomas A. Edison Education Center	6101 NW 2 AVENUE, MIAMI, FL 33127	N
2581	Ives, Madie K-8 Preparatory Academy	20770 NE 14 AVENUE, MIAMI, FL 33179	N
2581A	Ives, Madie Elementary - PLC	1351 IVES DAIRY ROAD, MIAMI, FL 33179	N
6011	Jones-Ayers, Georgia Middle (formerly Allapattah Md.)	1331 NW 46 STREET, MIAMI, FL 33142	N
6301	Kennedy, John F. Middle	1075 NE 167 STREET, NORTH MIAMI BEACH, FL 33162	N
2661	Kensington Park Elementary	711 NW 30 AVENUE, MIAMI, FL 33125	N
2661A	Kensington Park PLC	1025 NW 30 AVENUE, MIAMI, FL 33125	N
2781	Kinloch Park Elementary	4275 NW 1 STREET, MIAMI, FL 33126	N
6331	Kinloch Park Middle	4340 NW 3 STREET, MIAMI, FL 33126	N
7141	Krop, Dr. Michael M. Senior	1410 NE 215 STREET, MIAMI-DADE, FL 33179	N
2801	Lake Stevens Elementary	5101 NW 183 STREET, MIAMI GARDENS, FL 33055	N
6351	Lake Stevens Middle	18484 NW 48 PLACE, MIAMI GARDENS, FL 33055	N
2821	Lakeview Elementary	1290 NW 115 STREET, MIAMI, FL 33167	N
7033	Law Enforcement Officers Memorial High	300 NW 2 AVENUE, MIAMI, FL 33128	N
5005	Lawrence Jr., David K-8 Center	15000 BAY VISTA BLVD., NORTH MIAMI, FL 33181	N
5005A	Lawrence Jr.,David K-8 @ W.J. Bryan PLC Bldg	12175 NE 12 COURT, MIAMI, FL 33161	N
2911	Lentin, Linda K-8 Center	14312 NE 2 COURT, MIAMI, FL 33161	N
2911A	Lentin, Linda MLC	14312 NE 2 COURT, MIAMI, FL 33161	N
2981A	Liberty City @ Martin Luther King - PLC	7124 NW 12 AVENUE, MIAMI, FL 33150	N
2981	Liberty City Elementary	1855 NW 71 STREET, MIAMI, FL 33147	N
3041	Lorah Park Elementary	5160 NW 31 AVENUE, MIAMI, FL 33142	N
3051	L'ouverture, Toussaint Elementary	120 NE 59 STREET, MIAMI, FL 33137	N
5861	Mack, Dr. Henry W./West Little River K-8 Center	2450 NW 84 STREET, MIAMI, FL 33147	N
6391	Madison Middle	3400 NW 87 STREET, MIAMI, FL 33147	N
6411	Mann, Horace Middle	8950 NW 2 AVENUE MIAMI, FL 33150	N
8101	Mann, Jan Educational Center	16101 NW 44 COURT, MIAMI GARDENS, FL 33054	N
7291	Marti, Jose MAST 6-12 Academy	5701 WEST 24 AVENUE, HIALEAH, FL 33016	N
7031	MAST@FIU Biscayne Bay Campus	3000 NE 151 STREET, ACADEMIC I - ROOM 395, NM, FL 33181	N
3021	McCrary Jr., Jesse Elementary	514 NW 77 STREET, MIAMI, FL 33150	N
3141	Meadowlane Elementary	4280 WEST 8 AVENUE, HIALEAH, FL 33012	N
5901A	Meek, Carrie P./Westview Annex	1901 NW 127 STREET, MIAMI, FL 33167	N
5901	Meek, Carrie P./Westview K-8 Center	2101 NW 127 STREET, MIAMI, FL 33167	N
3181	Melrose Elementary	3050 NW 35 STREET, MIAMI, FL 33142	N
3181A	Melrose@Bethune	2900 NW 43 TERRACE, MIAMI, FL 33142	N
7231	Miami Carol City Senior	3301 MIAMI GARDENS DRIVE, MIAMI GARDENS, FL 33056	N
7251	Miami Central Senior	1781 NW 95 STREET, MIAMI, FL 33147	N
7301	Miami Edison Senior High	6161 NW 5 COURT, MIAMI, FL 33127	N
3241	Miami Gardens Elementary	4444 NW 195 STREET, MIAMI, FL 33055	N
7341	Miami Jackson Senior	1751 NW 36 STREET, MIAMI, FL 33142	N
7391	Miami Lakes Educational Center	5780 NW 158 STREET, MIAMI LAKES, FL 33014	N
3281A	Miami Lakes K-8 - MLC	14250 NW 67 AVENUE, MIAMI LAKES, FL 33014	N
3281B	Miami Lakes K-8 - PLC	14250 NW 67 AVENUE, MIAMI LAKES, FL 33014	N
3281	Miami Lakes K-8 Center	14250 NW 67 AVENUE, MIAMI LAKES, FL 33014	N
6501	Miami Lakes Middle	6425 MIAMI LAKEWAY NORTH, MIAMI LAKES, FL 33014	N
7381	Miami Norland Senior	1193 NW 193 ST, Miami, FL 33169	N
7411	Miami Northwestern Senior	1100 NW 71 STREET, MIAMI, FL 33150	N
3341	Miami Shores Elementary	10351 NE 5 AVENUE, MIAMI SHORES, FL 33138	N
3381	Miami Springs Elementary	51 PARK STREET, MIAMI SPRINGS, FL 33166	N

**APPENDIX B**  
**M-DCPS Location List**

<b>LOC#</b>	<b>SITE NAME</b>	<b>ADDRESS</b>	<b>Area</b>
6521	Miami Springs Middle	150 S. ROYAL POINCIANA BLVD, MIAMI SPRINGS, FL 33166	N
7511	Miami Springs Senior	751 DOVE AVENUE, MIAMI SPRINGS, FL 33166	N
3421	Milam, M.A. MLC	6020 WEST 16 AVENUE, HIALEAH, FL 33012	N
3421	Milam, M.A. K-8 Center	6020 WEST 16 AVENUE, HIALEAH, FL 33012	N
3431	Miller, Phyllis R. Elementary	840 NE 87 STREET, MIAMI, FL 33138	N
3501	Morningside K-8 Academy	6620 NE 5 AVENUE, MIAMI, FL 33138	N
7048	Mourning, Alonzo and Tracy Senior	2601 NE 151 STREET, MIAMI, FL 33160	N
3581	Myrtle Grove K-8 Center	3125 NW 176 STREET, MIAMI GARDENS, FL 33056	N
3661	Natural Bridge Elementary	1650 NE 141 STREET, NORTH MIAMI, FL 33181	N
7901	New World School of The Arts	25 NE 2 STREET, MIAMI, FL 33132	N
3701	Norland Elementary	19340 NW 8 COURT, MIAMI, FL 33169	N
6571	Norland Middle	1235 NW 192 TERRACE, MIAMI, FL 33169	N
3821	North County K-8 Center	3250 NW 207 STREET, OPA LOCKA, FL 33056	N
5131	North Dade Center for Modern Languages Elementary	1840 NW 157 STREET, MIAMI GARDENS, FL 33056	N
6591	North Dade Middle	1840 NW 157 STREET, MIAMI GARDENS, FL 33054	N
3861	North Glade Elementary	5000 NW 177 STREET, OPA LOCKA, FL 33055	N
3901	North Hialeah Elementary	4251 EAST 5 AVENUE, HIALEAH, FL 33013	N
7541	North Miami Beach Senior	1247 NE 167 STREET, NORTH MIAMI BEACH, FL 33162	N
3941	North Miami Elementary	655 NE 145 STREET, NORTH MIAMI, FL 33161	N
6631	North Miami Middle	700 NE 137 STREET, NORTH MIAMI, FL 33161	N
7591	North Miami Senior	13110 NE 8 AVENUE, NORTH MIAMI, FL 33161	N
3981	North Twin Lakes Elementary	625 WEST 74 PLACE, HIALEAH, FL 33014	N
4001	Norwood Elementary	19810 NW 14 COURT, MIAMI, FL 33169	N
4021	Oak Grove Elementary	15640 NE 8 AVENUE, MIAMI, FL 33162	N
4061	Ojus Elementary	18600 WEST DIXIE HIGHWAY, MIAMI, FL 33180	N
4171	Orchard Villa Elementary	5720 NW 13 AVENUE, MIAMI, FL 33142	N
4241	Palm Lakes Elementary	7450 WEST 16 AVENUE, HIALEAH, FL 33014	N
4261	Palm Springs Elementary	6304 EAST 1 AVENUE, HIALEAH, FL 33013	N
6681	Palm Springs Middle	1025 WEST 56 STREET, HIALEAH, FL 33012	N
4281	Palm Springs North Elementary	17615 NW 82 AVENUE, HIALEAH, FL 33015	N
4281A	Palm Springs North Elementary - PLC	17615 NW 82 AVENUE, HIALEAH, FL 33015	N
4301	Parkview Elementary	17631 NW 20 AVENUE, OPA LOCKA, FL 33056	N
4341	Parkway Elementary	1320 NW 188 STREET, MIAMI GARDENS, FL 33169	N
4071	Paschal, Agenoria S. / Olinda Elementary	5536 NW 21 AVENUE, MIAMI, FL 33142	N

**APPENDIX B**  
**M-DCPS Location List**

LOC#	SITE NAME	ADDRESS	Area
4401	Pharr, Kelsey Elementary	2000 NW 46 STREET, MIAMI, FL 33142	N
4501	Poinciana Park Elementary	6745 NW 23 AVENUE, MIAMI, FL 33147	N
4541	Rainbow Park Elementary	15355 NW 19 AVENUE, MIAMI GARDENS, FL 33054	N
7241	Reagan, Ronald W. / Doral Senior (9th grade @ J.I.Smith MLC)	8600 NW 107 AVENUE, MIAMI, FL 33178	N
4491	Reeves, Henry K-8 Center	2005 NW 111 STREET, MIAMI, FL 33167	N
4491	Reeves, Henry PLC Primary Academy	2225 Nw 103rd St. Miami, FL 33147	N
8151	Renick, Robert Educational Center	2201 NW 207 STREET, MIAMI GARDENS, FL 33056	N
4841	Santa Clara Elementary	1051 NW 29 TERRACE, MIAMI, FL 33127	N
7061	School for Advanced Studies - North	11380 NW 27 AVENUE, ROOM 1111, MIAMI, FL 33167	N
7261	School for Advanced Studies - West (Doral)	3800 NW 115 AVENUE, RM 1245, DORAL, FL 33138	N
7041	School for Advanced Studies - Wolfson	25 NE 2 STREET, ROOM 5515, MIAMI, FL 33132	N
4881	Scott Lake Elementary	1160 NW 175 STREET, MIAMI, FL 33169	N
8804	Secondary Student Success Center ( D) @D.A. Dorsey	6300 NW 27 AVENUE, MIAMI, FL 33147	N
8801	Secondary Student Success Center (A) (@Parkway Ed. Ctr)	2349 NW 175 STREET, MIAMI, FL 33056	N
8802	Secondary Student Success Center (B) housed @ L. Hopkins	750 NW 20 STREET, BLDG. G, MIAMI, FL 33127	N
4961	Shadowlawn Elementary	149 NW 49 STREET, MIAMI, FL 33127	N
5021A	Sheppard, Ben - PLC	5601 WEST 24 AVENUE, HIALEAH, FL 33016	N
5021	Sheppard, Ben Elementary	5700 W. 24 AVENUE, HIALEAH, FL 33016	N
5141	Sibley, Hubert O. K-8 Academy	255 NW 115 STREET, MIAMI, FL 33168	N
5101A	Smith, John I - MLC	5005 NW 112 AVENUE, MIAMI, FL 33178	N
5101B	Smith, John I. - PLC	10415 NW 52 STREET, MIAMI, FL 33178	N
5101	Smith, John I. K-8 Center	10415 NW 52 STREET, MIAMI, FL 33178	N
0081	Smith, Lenora B. Elementary	4700 NW 12 AVENUE, MIAMI, FL 33127	N
1070	South Florida Autism Charter School	18305 NW 75th Place, Miami, FL 33015	N
5201	South Hialeah Elementary	265 EAST 5 STREET, HIALEAH, FL 33010	N
2191	Spanish Lake Elementary	7940 NW 194 STREET, MIAMI, FL 33015	N
2191	Spanish Lake Elementary - ECC	19200 NW 79 AVENUE, MIAMI, FL 33015	N
5361	Springview Elementary	1122 BLUEBIRD AVENUE, MIAMI SPRINGS, FL 33166	N
5381	Stirrup, E.W.F. Elementary	330 NW 97 AVENUE, MIAMI, FL 33172	N
6018	The SEED School of Miami Charter School	1901 NW 127 STREET, MIAMI, FL 33167	N
6281A	Thomas Jefferson Biscayne Gardens ANNEX (virtual sch)	560 NW 151 STREET, MIAMI, FL 33169	N
6281	Thomas Jefferson Biscayne Gardens K-8 Academy	525 NW 147 STREET, MIAMI, FL 33168	N
0071A	Thomas, Eugenia B. - MLC	5950 NW 114 AVENUE, MIAMI, FL 33178	N
0071	Thomas, Eugenia B. K-8 Center	5950 NW 114 AVENUE, MIAMI, FL 33178	N
5481	Treasure Island Elementary	7540 E. TREASURE DRIVE, NORTH BAY VILLAGE, FL 33141	N
7601	Turner, William H. Technical Arts Senior	10151 NW 19 AVENUE, MIAMI, FL 33147	N
5601	Twin Lakes Elementary	6735 WEST 5 PLACE, HIALEAH, FL 33012	N
5711	Walters, Mae M. Elementary	650 WEST 33 STREET, HIALEAH, FL 33012	N
7791	Washington, Booker T. Senior	1200 NW 6 AVENUE, MIAMI, FL 33136	N
2371	West Hialeah Gardens Elementary	11990 NW 92 AVENUE, HIALEAH GARDENS, FL 33018	N
3001	West Lakes Preparatory Academy	13832 NW 97th AVE, HIALEAH, FL 33018	N
7049	Westland Hialeah Senior	4000 WEST 18 AVENUE, HIALEAH, FL 33012	N
5931	Wheatley, Phillis Elementary	1801 NW 1 PLACE, MIAMI, FL 33136	N
5081	Wilson, Dr. Frederica S. /Skyway El.	4555 NW 206 TERRACE, MIAMI GARDENS, FL 33055	N
5991	Wyche Jr., Charles David Elementary	5241 NW 195 DRIVE, MIAMI, FL 33055	N
7056	Young Men's Preparatory Academy	3001 NW 2 AVENUE, MIAMI, FL 33127	N
7055	Young Women's Preparatory Academy	1150 SW 1 STREET, MIAMI, FL 33130	N
5971	Young, Nathan B. Elementary	14120 NW 24 AVENUE, OPA LOCKA, FL 33054	N

**APPENDIX B**  
**M-DCPS Location List**

LOC#	SITE NAME	ADDRESS	Area
<b>SOUTH</b>			
7073	Academy for Advanced Academics @ FIU	11200 S.W. 8th Street VH 130, Miami, FL 33199	S
0041	Air Base K-8 Center for International Education	12829 SW 272 STREET, HOMESTEAD, FL 33032	S
6001	Ammons, Herbert A. Middle	17990 SW 142 AVENUE. MIAMI, FL 33177	S
6021	Arvida Middle	10900 SW 127 AVENUE, MIAMI, FL 33186	S
0121A	Auburndale - PLC	3255 SW 6 STREET, MIAMI, FL 33135	S
0121	Auburndale Elementary	3255 SW 6 STREET, MIAMI, FL 33135	S
0161	Avocado Elementary	16969 SW 294 STREET, HOMESTEAD, FL 33030	S
0201	Banyan Elementary	3060 SW 85 AVENUE, MIAMI, FL 33155	S
0211A	Barreiro, Dr. Manuel ECC	16350 SW 47 STREET, MIAMI, FL 33185	S
0211	Barreiro, Dr. Manuel C. Elementary	5125 SW 162 AVENUE, MIAMI, FL 33185	S
4651	Beckford, Ethel F./Richmond PLC	16929 SW 104 AVENUE, MIAMI, FL 33157	S
0251	Beckham, Ethel Koger K-8 Center	4702 SW 143 COURT, MIAMI, FL 33175	S
0261	Bel-Aire Elementary	10205 SW 194 STREET, CUTLER BAY, FL 33157	S
0271	Bent Tree Elementary	4861 SW 140 AVENUE, MIAMI, FL 33175	S
7008	Biotech @ Richmond Heights 9-12 High School	15020 SW 102 AVENUE, MIAMI, FL 33176	S
0441	Blue Lakes K-8 Center	9250 SW 52 TERRACE, MIAMI, FL 33165	S
0125	Bossard, Norma Butler Elementary	15950 SW 144 STREET, MIAMI, FL 33196	S
0451A	Bowman Ashe/Doolin - PLC	16251 SW 72 STREET, MIAMI, FL 33193	S
0451B	Bowman Ashe/Doolin Annex	6401 SW 152 AVENUE, MIAMI, FL 33193	S
0451	Bowman Ashe/Doolin K-8 Academy	6601 SW 152 AVENUE, MIAMI, FL 33193	S
7051	Braddock, G. Holmes Senior	3601 SW 147 AVENUE, MIAMI, FL 33185	S
9732	Brucie Ball Educational Center (previously Merrick)	11001 SW 76 STREET, MIAMI, FL 33173	S
0671	Calusa Elementary	9580 WEST CALUSA CLUB DRIVE, MIAMI, FL 33186	S
0651	Campbell Drive K-8 Center	15790 SW 307 STREET, HOMESTEAD, FL 33033	S
0661	Caribbean K-8 Center	11990 SW 200 STREET, MIAMI, FL 33177	S
6071	Carver, George Washington - MLC	4901 LINCOLN DRIVE, CORAL GABLES, FL 33133	S
0721	Carver, George Washington Elementary	238 GRAND AVENUE, CORAL GABLES, FL 33133	S
6071	Carver, George Washington Middle	4901 LINCOLN DRIVE, CORAL GABLES, FL 33133	S
7021	Center for International Education: A Cambridge Associate School	900 NE 23 AVENUE, HOMESTEAD, FL 33033	S
0351	Chapman Partnership Early Childhood Center - South	28205 SW 124 COURT, HOMESTEAD, FL 33033	S
0771	Chapman, Dr. William A. Elementary	27190 SW 140 AVENUE, HOMESTEAD, FL 33032	S
0841	Coconut Grove Elementary	3351 MATILDA STREET, MIAMI, FL 33133	S
3621	Coconut Palm K-8 Academy	24400 SW 124 AVENUE, HOMESTEAD, FL 33032	S
0921	Cooper, Neva King Educational Center	151 NW 5 STREET, HOMESTEAD, FL 33030	S
8131	COPE South - Dorothy M. Wallace COPE Center	10225 SW 147 TERRACE, MIAMI, FL 33176	S
0961	Coral Gables Lower Preparatory Academy	105 MINORCA AVENUE, CORAL GABLES, FL 33134	S
0961A	Coral Gables- MLC	39 ZAMORA AVENUE, CORAL GABLES, FL 33134	S
7071	Coral Gables Senior	450 BIRD ROAD, CORAL GABLES, FL 33146	S
7071A	Coral Gables Senior Annex	450 BIRD ROAD, CORAL GABLES, FL 33146	S
1001	Coral Park Elementary	1225 SW 97 AVENUE, MIAMI, FL 33174	S
1041	Coral Reef Elementary	7955 SW 152 STREET, PALMETTO BAY, FL 33157	S
7101	Coral Reef Senior	10101 SW 152 STREET, MIAMI, FL 33157	S
1081	Coral Terrace Elementary	6801 SW 24 STREET, MIAMI, FL 33155	S
1121	Coral Way K-8 Center	1950 SW 13 AVENUE, MIAMI, FL 33145	S
1121	Coral Way MLC	1950 SW 13 AVENUE, MIAMI, FL 33145	S
6921	Curry, Lamar Louise Middle	15750 SW 47 STREET, MIAMI, FL 33185	S
6111	Cutler Bay Middle	19400 GULFSTREAM ROAD, CUTLER BAY, FL 33157	S
6081	Cutler Bay Senior	8601 SW 212 STREET, CUTLER BAY, FL 33189	S
1241	Cutler Ridge Elementary	20210 CORAL SEA ROAD, CUTLER BAY, FL 33189	S
1281	Cypress K-8 Center	5400 SW 112 COURT, MIAMI, FL 33165	S
1331	Devon Aire K-8 Center	10501 SW 122 AVENUE, MIAMI, FL 33186	S

**APPENDIX B**  
**M-DCPS Location List**

LOC#	SITE NAME	ADDRESS	Area
1641	Emerson Elementary	8001 SW 36 STREET, MIAMI, FL 33155	S
1691	Eve, Christina M. PLC	16251 SW 99 St., Miami, FL 33196	S
1691	Eve, Christina M. Elementary	16251 SW 99 STREET, MIAMI, FL 33196	S
8025	Everglade Labor Camp (Snacks Plus only)	38000 SW 193 Avenue, RM 4 & 5, Florida City, FL 33034	S
1721A	Everglades - MLC	8300 SW 14 STREET, MIAMI, FL 33155	S
1721	Everglades K-8 Center	8375 SW 16 STREET, MIAMI, FL 33155	S
1761	Fairchild, David Elementary	5757 SW 45 STREET, MIAMI, FL 33155	S
1801	Fairlawn Elementary	444 SW 60 AVENUE, MIAMI, FL 33144	S
1811	Fascell, Dante B. Elementary	15625 SW 80 STREET, MIAMI, FL 33193	S
7121	Ferguson, John A. Senior High	15900 SW 56 STREET, MIAMI-DADE, FL 33185	S
5061	Finlay, Dr. Carlos J. Elementary	851 SW 117 AVENUE, MIAMI, FL 33184	S
1841	Flagami Elementary	920 SW 76 AVENUE, MIAMI, FL 33144	S
2001	Florida City Elementary	364 NW 6 AVENUE, FLORIDA CITY, FL 33034	S
2021	Floyd, Gloria Elementary	12650 SW 109 AVENUE, MIAMI, FL 33176	S
4031	Gateway Environmental K-8 Learning Center	955 SE 18 AVENUE, HOMESTEAD, FL 33035	S
6211	Glades Middle	9451 SW 64 STREET, MIAMI, FL 33173	S
2151A	Gordon, Jack D. - Panther - PLC	15001 SW 127 AVENUE, MIAMI, FL 33186	S
2151B	Gordon, Jack D. - Manatee- PLC	15551 SW 142 AVENUE, MIAMI, FL 33177	S
2151	Gordon, Jack D. Elementary	14600 COUNTRY WALK DRIVE, MIAMI, FL 33186	S
0311	Goulds Elementary	23555 SW 112 AVENUE, MIAMI, FL 33032	S
2261	Greenglade Elementary	3060 SW 127 AVENUE, MIAMI, FL 33175	S
2321	Gulfstream Elementary	20900 SW 97 AVENUE, CUTLER BAY, FL 33189	S
2341	Hall, Joe Elementary	1901 SW 134 AVENUE, MIAMI, FL 33175	S
6221	Hammocks Middle	9889 HAMMOCKS BLVD., MIAMI, FL 33196	S
6251	Homestead Middle	650 NW 2 AVENUE, HOMESTEAD, FL 33030	S
7151	Homestead Senior	2351 SE 12 AVENUE, HOMESTEAD, FL 33034	S
2521	Hoover, Oliver Elementary	9050 HAMMOCKS BLVD., MIAMI, FL 33196	S
2521	Hoover, Oliver - PLC	15700 SW 96 STREET, MIAMI, FL 33196	S
2541	Howard Drive Elementary	7750 SW 136 STREET, PALMETTO BAY, FL 33156	S
2511	Hurston, Zora Neale Elementary	13137 SW 26 STREET, MIAMI, FL 33175	S
7571	ISPA - International Studies Prep Academy	1570 MADRUGA AVE, CORAL GABLES, FL 33146	S
0861	Johnnie M. Parris Colonial Drive Es	10755 SW 160 STREET, MIAMI, FL 33157	S
2641	Kendale Elementary	10693 SW 93 STREET, MIAMI, FL 33176	S
2651	Kendale Lakes Elementary	8000 SW 142 AVENUE, MIAMI, FL 33183	S
3031	Kendall Square K-8 Center	9325 SW 169 PLACE, MIAMI, FL 33196	S
2701	Kenwood K-8 Center	9300 SW 79 AVENUE, MIAMI, FL 33156	S
2701A	Kenwood MLC	9300 SW 79 AVENUE, MIAMI, FL 33156	S
2741A	Key Biscayne - MLC	150 WEST MCINTIRE STREET, KEY BISCAINE, FL 33149	S
2741	Key Biscayne K-8 Center	150 WEST MCINTIRE STREET, KEY BISCAINE, FL 33149	S
2881	Leewood K-8 Center	10343 SW 124 STREET, MIAMI, FL 33176	S
2891	Lehman, William Elementary	10990 SW 113 PLACE, MIAMI, FL 33176	S
2901	Leisure City K-8 Center	14950 SW 288 STREET, HOMESTEAD, FL 33033	S
2901A	Leisure City MLC	14950 SW 288 STREET, HOMESTEAD, FL 33033	S
2901B	Leisure City Mobiles (Enrolled @ Leisure City K-8)		S
3061	Ludlam Elementary	6639 SW 74 STREET, SOUTH MIAMI, FL 33143	S
0073	Mandarin Lakes K-8 Academy	12225 SW 280 STREET, HOMESTEAD, FL 33032	S
3101	Martin, Frank C. K-8 Center	14250 BOGGS DRIVE, MIAMI, FL 33176	S
6771	Mas Canosa, Jorge Middle	15735 SW 144 STREET, MIAMI, FL 33196	S
7161	MAST Academy	3979 RICKENBACKER CAUSEWAY, MIAMI, FL 33149	S
7171	MAST Medical Academy for Science & Technology	1220 NW 1 AVENUE, HOMESTEAD, FL 33030	S
3111	Matthews, Wesley Elementary	12345 SW 18 TERRACE, MIAMI, FL 33175	S
7351	Mays, Arthur & Polly Conservatory of the Arts	11700 SW 216 STREET, MIAMI, FL 33170	S
6441	McMillan, Howard D. Middle	13100 SW 59 STREET, MIAMI, FL 33183	S

**APPENDIX B**  
**M-DCPS Location List**

LOC#	SITE NAME	ADDRESS	Area
3191	Merritt, Ada K-8 Center	660 SW 3 STREET, MIAMI, FL 33130	S
6052	Miami Arts Studio 6-12 @ Zelda Glazer	15015 SW 24 STREET, MIAMI, FL 33185	S
0761	Miami Beach Fienberg/Fisher K-8 Center	1420 WASHINGTON AVENUE, MIAMI BEACH, FL 33139	S
6541	Miami Beach Nautilus Middle	4301 NORTH MICHIGAN AVENUE, MIAMI BEACH, FL 33140	S
7201	Miami Beach Senior	2231 PRAIRIE AVENUE, MIAMI BEACH, FL 33139	S
7271A	Miami Coral Park Annex	8865 SW 16 STREET, MIAMI, FL 33165	S
7271	Miami Coral Park Senior	8865 SW 16 STREET, MIAMI, FL 33165	S
3261	Miami Heights Elementary	17661 SW 117 AVENUE, MIAMI, FL 33177	S
3261A	Miami Heights Elementary PLC	17661 SW 117 AVENUE, MIAMI, FL 33177	S
7361	Miami Killian Annex	10655 SW 97 AVENUE, MIAMI, FL 33176	S
7361	Miami Killian Senior	10655 SW 97 AVENUE, MIAMI-DADE, FL 33176	S
7631	Miami MacArthur South	13990 SW 264 STREET, NARANJA, FL 33032	S
7431	Miami Palmetto Senior	7460 SW 118 STREET, PINECREST, FL 33156	S
7461	Miami Senior	2450 SW 1 STREET, MIAMI, FL 33135	S
7731	Miami Southridge Senior	19355 SW 114 AVENUE, MIAMI, FL 33157	S
7531	Miami Sunset Senior	13125 SW 72 STREET, MIAMI-DADE, FL 33183	S
7371	Morgan, Robert Educational Center	18180 SW 122 AVENUE, MIAMI, FL 33177	S
3541	Moton, Robert Russa Elementary	18050 HOMESTEAD AVENUE, MIAMI, FL 33157	S
3741	North Beach Elementary	4100 PRAIRIE AVENUE, MIAMI BEACH, FL 33140	S
4091	Olympia Heights Elementary	9797 SW 40 STREET, MIAMI, FL 33165	S
4221	Palmetto Elementary	12401 SW 74 AVENUE, PINECREST, FL 33156	S
6701	Palmetto Middle	7351 SW 128 STREET, PINECREST, FL 33156	S
0831	Pepper, Claude Elementary	14550 SW 96 STREET, MIAMI, FL 33186	S
4381	Perrine, Dr. Henry E. Academy of the Arts	8851 SW 168 STREET, PALMETTO BAY, FL 33157	S
4391	Peskoe, Irving & Beatrice K-8 Center	29035 SW 144 AVENUE, HOMESTEAD, FL 33033	S
4441	Pine Lake Elementary	16700 SW 109 AVENUE, MIAMI, FL 33157	S
4461A	Pine Villa @ Isaac Withers	21300 SW 122 AVENUE, GOULDS, FL 33170	S
4461	Pine Villa Elementary	21799 SW 117 COURT, MIAMI, FL 33170	S
4421	Pinecrest Elementary	10250 SW 57 AVENUE, PINECREST, FL 33156	S
6741	Ponce de Leon Middle	5801 AUGUSTO STREET, CORAL GABLES, FL 33146	S
4511	Porter, Dr. Gilbert - PLC	15751 SW 112 STREET, MIAMI, FL 33196	S
4511	Porter, Dr. Gilbert Elementary	15851 SW 112 STREET, MIAMI, FL 33196	S
4581	Redland Elementary	24501 SW 162 AVENUE, HOMESTEAD, FL 33031	S
8021	Redland Labor Camp	29355 SOUTH DIXIE HWY, HOMESTEAD, FL 33030	S
6761	Redland Middle	16001 SW 248 STREET, HOMESTEAD, FL 33031	S
4611	Redondo Elementary	18480 SW 304 STREET, HOMESTEAD, FL 33030	S
6781	Richmond Heights Middle	15015 SW 103 AVENUE, MIAMI, FL 33176	S
4681	Riverside Elementary	1190 SW 2 STREET, MIAMI, FL 33130	S
6801	Riviera Middle	10301 SW 48 STREET, MIAMI, FL 33165	S
4691	Roberts, Jane - MLC	14850 COTTONWOOD CIRCLE, MIAMI, FL 33185	S



**APPENDIX B**  
**M-DCPS Location List**

LOC#	SITE NAME	ADDRESS	Area
4691	Roberts, Jane S. K-8 Center	14850 COTTONWOOD CIRCLE, MIAMI, FL 33185	S
4721	Rockway Elementary	2790 SW 93 COURT, MIAMI, FL 33165	S
6821	Rockway Middle	9393 SW 29 TERRACE, MIAMI, FL 33165	S
4741	Royal Green Elementary	13047 SW 47 STREET, MIAMI, FL 33175	S
4761	Royal Palm Elementary	4200 SW 112 COURT, MIAMI, FL 33165	S
8181	Ruth Owens Kruse Educational Center	11001 SW 76 STREET, MIAMI, FL 33173	S
2941	Saunders, Laura C. Elementary	505 SW 8 STREET, HOMESTEAD, FL 33030	S
7551	School for Advanced Studies - Homestead	500 COLLEGE TERRACE, HOMESTEAD, FL 33030	S
7091	School for Advanced Studies - South	11011 SW 104 STREET, PORTABLE T-706, MIAMI, FL 33176	S
8803	Secondary Student Success Center ( C ) (@Robert Morgan)	18180 SW 122 AVENUE, MIAMI, FL 33177	S
4921	Seminole Elementary	121 SW 78 PLACE, MIAMI, FL 33144	S
6841A	Shenandoah - MLC	1950 SW 19 STREET, MIAMI, FL 33145	S
5001	Shenandoah Elementary	1023 SW 21 AVENUE, MIAMI, FL 33135	S
6841	Shenandoah Middle	1950 SW 19 STREET, MIAMI, FL 33145	S
5041	Silver Bluff Elementary	2609 SW 25 AVENUE, MIAMI, FL 33133	S
5121	Snapper Creek Elementary	10151 SW 64 STREET, MIAMI, FL 33173	S
8021A	South Dade Labor Camp	13600 SW 312 STREET, HOMESTEAD, FL 33033	S
5003	South Dade Middle	29100 SW 194 AVENUE, MIAMI, FL 33030	S
7701	South Dade Senior	28401 SW 167 AVENUE, MIAMI-DADE, FL 33030	S
5241A	South Miami - MLC	6800 SW 60 STREET, SOUTH MIAMI, FL 33143	S
5281	South Miami Heights Elementary	12231 SW 190 TERRACE, MIAMI, FL 33177	S
5241	South Miami K-8 Center	6800 SW 60 STREET, SOUTH MIAMI, FL 33143	S
6881	South Miami Middle	6750 SW 60 STREET, SOUTH MIAMI, FL 33143	S
7721	South Miami Senior	6856 SW 53 STREET, MIAMI, FL 33155	S
7721A	South Miami Senior Annex	6856 SW 53 STREET, MIAMI, FL 33155	S
5091	South Pointe Elementary	1050 FOURTH STREET, MIAMI BEACH, FL 33139	S
5321	Southside Preparatory Academy	45 SW 13 STREET, MIAMI, FL 33130	S
7741	Southwest Miami Senior	8855 SW 50 TERRACE, MIAMI, FL 33165	S
7741A	Southwest Miami Senior Annex	8855 SW 50 TERRACE, MIAMI, FL 33165	S
6861A	Southwood Annex	16301 SW 80 AVENUE, PALMETTO BAY, FL 33157	S
6861	Southwood Middle	16301 SW 80 AVENUE, PALMETTO BAY, FL 33157	S
5401	Sunset Elementary	5120 SW 72 STREET, MIAMI, FL 33143	S
5421	Sunset Park Elementary	10235 SW 84 STREET, MIAMI, FL 33173	S
5431	Sweetwater Elementary	10655 SW 4 STREET, MIAMI, FL 33174	S
5441	Sylvania Heights Elementary	5901 SW 16 STREET, WEST MIAMI, FL 33155	S
7029	TERRA Environmental Research Institute	11005 SW 84 STREET, MIAMI, FL 33173	S
6901	Thomas, W.R. Middle	13001 SW 26 STREET, MIAMI, FL 33175	S
5521	Tropical Elementary	4545 SW 104 AVENUE, MIAMI, FL 33165	S
5561	Tucker, Frances S. Elementary	3500 DOUGLAS ROAD, MIAMI, FL 33133	S
7781	Varela, Felix Senior	15255 SW 96 STREET, MIAMI, FL 33196	S
5641	Village Green Elementary	12265 SW 34 STREET, MIAMI, FL 33175	S
5671	Vineland K-8 Center	8455 SW 119 STREET, MIAMI, FL 33156	S
5791	West Homestead K-8 Center	1550 SW 6 STREET, HOMESTEAD, FL 33030	S
5831	West Laboratory School, Henry S.	5300 CARILLO STREET, CORAL GABLES, FL 33146	S
6961	West Miami Middle	7525 SW 24 STREET, MIAMI, FL 33155	S
5981	Whigham, Dr. Edward L. Elementary	21545 SW 87 AVENUE, CUTLER BAY, FL 33189	S
5981A	Whigham, Dr. Edward L. - PLC	8035 SW 196 STREET, CUTLER BAY, FL 33189	S
5951	Whispering Pines Elementary	18929 SW 89 ROAD, CUTLER BAY, FL 33157	S
5961	Winston Park K-8 Center	13200 SW 79 STREET, MIAMI, FL 33183	S

PRICE PROPOSAL FORM		PLEASE COMPLETE ALL HIGHLIGHTED AREAS	
		NAME OF BIDDER:	
<b>ITB-22-053-TA</b> <b>Food Service and Food Laboratories Pest Control Services</b>			
<p>This Bid shall be awarded only to responsive and responsible Bidders, qualified to provide the services specified herein. An award may be made to Primary and Alternate vendor (where applicable) offering the lowest responsive and responsible bid. Before completing any portion of this form, each bidder should be completely familiar with all the special conditions and bid terms.</p> <p>The pricing listed below is for servicing the ENTIRE M-DCPS District. The number of sites may vary due to adding new schools or deleting closed schools, refer to Appendix B - M-DCPS Location List for a complete list of locations. The cost of all products required to perform the services is to be included in Unit Price. Interested bidder(s) may propose either pricing for locations in the service areas North or South of Flagler Street, or propose pricing for both service areas. Information must be complete in all of the required fields, with absolutely no other marks. No changes to the units of measure will be acceptable.</p>			
Item #	Item Description	Unit	Unit Price
1	To provide food service and food laboratories pest control services for <b>North location</b> sites, to include elementary, K-8, middle, senior high, vocational and home economics/food labs locations in accordance with the terms and conditions, specifications and scope as set forth on ITB-22-053-TA.	Per Month	\$ _____
2	To provide food service and food laboratories pest control services for <b>South location</b> sites, to include elementary, K-8, middle, senior high, vocational and home economics/food labs locations in accordance with the terms and conditions, specifications and scope as set forth on ITB-22-053-TA.	Per Month	\$ _____