



THE SCHOOL BOARD OF MIAMI-DADE COUNTY, FLORIDA
 SCHOOL BOARD ADMINISTRATION BUILDING
 Procurement Management Services
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BID/RFP ADDENDUM

Date: 04/20/2016

Addendum No. 1

BID/RFP# ITB-15-049-CV BID/RFP TITLE: Custodial Cleaning Equipment

This addendum modifies the conditions of the above referenced BID/RFP as follows:

1. Please see attached questions and answers related to the above-mentioned ITB.
2. Warranty costs for years 4 and 5 is removed from groups II and III.

All other terms and conditions remains the same.

All information, specifications terms, and conditions for the above referenced BID/RFP, is included on the document posted on the Procurement Management website at <http://procurement.dadeschools.net>

The attached pages containing clarifications, additional information and requirements constitutes an integral part of the referenced bid.

1. If your bid/proposal has not been submitted, substitute the pages marked REVISED and mail your entire bid/proposal package. **REMEMBER TO SIGN THE BIDDER QUALIFICATION FORM.**

OR

2. If your bid/proposal has been submitted, sign and return this addendum form with the revised pages by the time and date indicated on the Bidder Qualification Form. **BY SIGNING THIS ADDENDUM, THE VENDOR AGREES TO THE TERMS AND CONDITIONS CONTAINED IN THE BIDDER QUALIFICATION FORM AND ALL RELATED BID DOCUMENTS.**

I acknowledge receipt of Addendum Number 1

PLEASE NOTE: If your firm has forwarded a copy of this bid/proposal to another vendor, it is your responsibility to forward them a copy of this addendum.

(PLEASE TYPE OR PRINT BELOW)

LEGAL NAME OF BIDDER: _____

MAILING ADDRESS: _____

CITY, STATE ZIP CODE: _____

TELEPHONE NUMBER: _____ E-MAIL I.D. _____ FAX # _____

BY: SIGNATURE (Manual): _____
 OF AUTHORIZED REPRESENTATIVE

NAME (Typed): _____ TITLE: _____
 OF AUTHORIZED REPRESENTATIVE

ITB-15-049-CV CUSTODIAL CLEANING EQUIPMENT

QUESTIONS AND ANSWERS

1. Are any of the items in this bid exempted from School Board Policy 6320 – 1.15 Local Preference?

Answer: No, there are no exempt items on this ITB.

2. When equipments need to be repaired and they cannot be returned within the allotted time, what do you mean by replacement? Does it have to be the same model of machine or can it be something similar?

Answer: A replacement is a loaner and must be the same type equipment.

3. Please provide list of all acceptable computerized systems (software or protocol) that you will accept for the transmitting and receiving of purchase orders/data electronically

Answer: The School Board of Miami-Dade County uses the SAP system

4. Would e-mailing the Purchase Orders to us be acceptable?

Answer: Purchase Orders are currently being emailed to vendors.

5. Item number 15 on "3-1 Commodities Proposal List" you are asking for a quote on the 14x20 rectangular SPP pad, but within the approved items there is an 20" round SPP pad? They are two different items with different prices, what would you like quoted?

Answer: There are 2 types of orbital machines approved one is circular and the other is rectangular, our preference is rectangular

6. By bound copy of the proposal, do you mean a 3 ring binder, else please clarify?

Answer: No, it can be regular file folder with prongs.

7. How do you want the tabs to be placed – with a number tab with an index or a tab with the information on it?

Answer: A tab with the information is acceptable.

8. Who and where will the criminal history checks and all background screening be done?

Answer: This will be done by Miami-Dade County Public School's Office of Professional Standards.

9. On "1.9 Bid Submission" it states" All proposals must be submitted on 8 ½" x 11" paper, neatly typed on one side only, with normal margins and spacing." Please specify font, character sizing, spacing, line spacing, and "normal margins and spacing."

Answer: The intent is to ensure that the document is legible.

10. On "1.37 Davis-Bacon Act Labor Standards", the Davis-Bacon act deals mostly with workers in the construction field, which section are you requesting for compliance if any?

Answer: This Section is not applicable for this ITB.

11. In section 1.29, what chapter and part of the Florida K-20 Education Code, Title XLVIII pertains to this bid?

Answer: As stated, "All sections of the Florida K-20....."

12. What is the percentage preference for SBE and MBE?

Answer: The percentage preference for SBE/MBE is five percent (5%).

13. What is the percentage of preference for local business

Answer: The percentage preference for local business is five percent (5%).

14. Will the district allow drop shipments directly to the individual school for the bidder to uncrate and perform required training and installation?

Answer: Drop shipments are permitted as long as they are boxed and crated before training and the training occurs within the 30 days of date of purchase.

15. Under Proof of Experience do other major existing contracts with Miami Dade County qualify as proof?

Answer: Yes, that could be considered proof.

16. For Proof of Past Performance are current invoices to MDCPS acceptable?

Answer: That could be considered along with other references.

17. We discussed this in the pre-bid and I believe an agreement was made that there were no insurance requirements.

Answer: There is no insurance requirement for this ITB as per our Risk Management Office.

18. Is there maintenance required on any machines?

Answer: Yes, the equipment will need maintenance:

- a. **Warranty work**
- b. **Regular repairs by a certify technician after warranty has expired**

19. What are the maintenance or repair visit procedures required other than the Manufacturer's specified?

Answer: The repair procedures are:

- a. **Site informs vendor**
- b. **Vendor picks up equipment**
- c. **Equipment is repaired and returned to the site**
- d. **If it takes more than a week for repairs, vendor will supply the facility with a loaner**

20. What is the vendor required to do on each visit (Sign in with a custodian, sign any paperwork)?

Answer: the vendor needs to report to the office and follow site visitor's protocol.

21. Who is authorized to accept work not covered under warranty?

Answer: Site administrator or designee is the only individuals allowed to accept work not cover by warranty

22. What credentials are technicians required to carry during their visits to the school

Answer: Please see Section 1.28 – Background Screening Requirements. Also, technicians need to wear a photo I.D.

