



THE SCHOOL BOARD OF MIAMI-DADE COUNTY, FLORIDA
 SCHOOL BOARD ADMINISTRATION BUILDING
 Procurement Management Services
 1450 N.E. 2nd Avenue, Room 650
 Miami, FL 33132

Direct All Inquiries To
 Procurement Management Services

Buyer's Name: Miranda James

PHONE: (305) 995- 1621

Email: mjames@dadeschools.net

TDD PHONE: (305) 995-2400

BID/RFP ADDENDUM

Date: 10/19/2020

Addendum No. 1

BID/RFP No. ITB-19-060-MJ BID/RFP TITLE: Grease Trap, Septic Tank & Storm Drain Pump Out & Repairs

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

Please see attached for the answers to the questions received. Also the deadline for this solicitation has been extended with a due date of Tuesday, 10/27/2020 at 1:00pm EST. The price sheet has also been revised, please submit pricing on the attached spreadsheet. All other terms and conditions for this solicitation still apply.

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

The attached pages containing clarifications, additional information and requirements constitute an integral part of the referenced bid. If your bid/proposal has not been submitted, substitute the pages marked REVISED and mail your entire bid/proposal package.

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 him/her 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

Addendum #1: ITB-19-060-MJ

Grease Trap, Septic Tank & Storm Drain Pump Out & Repair Services

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1. The sizes of the grease traps are not attached to each school on the list?
Answer: Grease trap sizes depend on the number of students which the cafeteria serves so it varies per school.
2. What is the schedule of frequency of pump outs for each school on the list?
Answer: Once every quarter.
3. Are keys available so schools can be serviced outside of high traffic times?
Answer: A 27 fence padlock key will be made available.
4. Are resealing lids necessary as it is not required by other school districts?
Answer: Resealing lids is not necessary.
5. What locations have septic tanks and/or wet wells?
Answer: We will provide the list of lift station wet wells and there are currently only 2 schools with septic tanks.
6. Wet wells have their own set of requirements by DERM, where are they listed?
Answer: Wet well and septic tank have their own reporting forms. They will be provided.
7. What size are the connecting pipes between the catch basins that are being requested pricing on to be jetted?
Answer: Typically 8 inches
8. There is no line item for lab testing cost if requested?
Answer: Lab testing is not required.
9. Are employees required to wear ID badges, while on property and does the School Board handle the background check? What is the cost?
Answer: Employees are required to wear ID badges. The School District will conduct the background checks and the vendor is responsible for the cost. See Section 5, Paragraph XVIII, Background Screening Requirements.
10. DERM has been on a yearly disposal increase program every October, it was increased last year and this year but there is no provision for this pass through increase or a CPI? A hauler cannot absorb these direct operating costs.
Answer: Question 10 and 11 will require changes to the bid to allow for the WASD and DERM fees to be passed through since they change often.

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11. In relation to question #10 also if there is a change in regulations by DERM resulting in an operating cost increase to the contractor to comply with a change, there should be a mechanism to show proof to the School Board for a rate adjustment.

Answer: Question 10 and 11 will require changes to the bid to allow for the WASD and DERM fees to be passed through since they change often.

12. In the past line items totaling \$.01 have been accepted. Are they going to be accepted as an unbalanced bid not covering the cost of the service? IE: Item 7 on the Bid Sheet Hourly rate for one person or a crew, if bid at \$.01 this is below minimum or a living wage and illegal.

Answer: If, for any reason, a vendor chooses to underbid the actual cost of service, the vendor will still be held responsible for rendering the service in accordance with the terms and conditions of the contract, regardless of actual cost to the vendor, and will be paid only in accordance with the submitted bid price.

It is the responsibility of the vendor to adhere to prevailing wage requirements regardless of what has been bid. Also, please refer to Section 5, Instructions to bidders, Paragraph VI, AWARDS, regarding the Board's right to reject bids.

13. Scope of Services 7.2.4 Grease trap pumping: Section C and D conflict, skimming is not allowed by DERM regulations.

Answer: Skimming will only be done when authorized by MDCPS. All grease traps are to be completely pumped down.

14. Item 8 on the Bid Sheet Material Cost: There is no material that can be purchased for \$.01 as in the past, once again rendering a submittal unbalanced.

Answer: If, for any reason, a vendor chooses to underbid the actual cost of materials, the vendor will still be held responsible for providing the materials in accordance with the terms and conditions of the contract and the submitted bid price, regardless of actual cost to the vendor. To be absolutely clear, the vendor will be paid only in accordance with the submitted bid price.

15. Why would 7.6, Non – Exclusivity apply if the School Board has changed the bid from a North and South District to District Wide?

Answer: The section pertaining to non-exclusivity is self-explanatory and is unrelated to the form of award.

16. Is this project a rebid? Thank you, in advance, for your time.

Answer: This contract is a rebid.



The School Board of Miami-Dade County, Florida
 PROCUREMENT MANAGEMENT SERVICES
 1450 N.E. 2nd. Ave., Miami, Florida 33132
 305-995-4288
 Bidder Qualification Form

INVITATION TO BID (ITB)

DUE DATE: Bids due at or before Tuesday, October 27, 2020 at 1:00 p.m. Eastern Time (ET) at the School Board Administration Building. **DUE TO SOCIAL DISTANCING GUIDELINES PLEASE REFER TO ATTACHMENTS 14 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. Faxed and/or emailed bids are not allowed and will not be considered for award.	ITB NO.: ITB-19-060-MJ	RELEASE DATE: September 22, 2020	PURCHASING AGENT: Miranda James
	BID TITLE: Grease Trap, Septic Tank & Storm Drain Pump Out & Repair 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. ☐ Check this box if address is the same as stated on the left.
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:	
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.	_____ <i>Signature of Authorized Representative (Manual)</i>
	_____ <i>Name of Authorized Representative (Typed or Printed)</i>
	_____ <i>Name of Authorized Representative</i>
	_____ <i>E-Mail Address of Authorized Representative</i>

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

SECTION 2 - SUBMITTAL REQUIREMENTS

In order to assure that your bid is in compliance with bid requirements, please verify that the items indicated by the ☒ below are included with your bid.

☒ Bidder Acknowledgement	☒ Disclosure of Conflict of Interest Form	☒ Certificate of Debarment	☒ Bidder's Preference Statement
☒ Manufacturers Authorization	☒ One Printed, Hard Copy of Bid (including Bid Summary Sheet)	☒ Electronic Copy of Bid on Flash Drive (submit with printed, hard copy)	☒ Electronic Copy of Bid Summary Sheet in Excel Format
☐ S/M/WBE Participation Forms (if applicable)	☐ Material Safety Data Sheets	☐ Descriptive Literature	☐ Other _____ See Special Condition _____

Note: If your firm wishes to not submit a bid in response to the ITB, please complete and return the "Statement of No Bid" attached to this ITB.

SECTION 4 - CALENDAR

ITB Release Date	Tuesday, September 22, 2020
Pre-Bid Conference*	Friday, October 2, 2020 at 10:00 a.m. EST
Pre-Bid Conference Location	Via Zoom at: www.dadeschools.zoom.us/j/93500153641 Meeting ID: 935 0015 3641 Passcode: 410726 One tap mobile +16468769923,,93500153641# US (New York) +13017158592,,93500153641# US (Germantown)
Deadline for Questions	Friday, October 2, 2020 at 5:00 p.m. EST
Bid Due Date/Time	Tuesday, October 27, 2020 at 1:00 p.m. EST
Virtual Bid Opening Meeting:	Tuesday, October 27, 2020 EST 2:00pm via Zoom(see instructions on Attachment 14) Meeting ID: 963 8325 8347 Passcode: 978824 One tap mobile +16468769923,,96383258347# US (New York) +13017158592,,96383258347# US (Germantown)
Projected Board Approval of Contract	December 2020
The contact person for this ITB is:	Miranda James
Email Address:	mjames@dadeschools.net
Telephone:	(786) 423-0039
Fax:	(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.*

ATTACHMENT 1 - MAILING LABEL

Please print the mailing label below and affix to your bid package to ease identification when MDCPS receives your bid. Affix the mailing label below on the outside of your package even if you are utilizing UPS, FedEx or another carrier who prints the address information.



SEALED PROPOSAL ENCLOSED

(To be opened by the Contact Person noted below)

Bidder's Name:
Bidder's Address:
Bidder's Telephone Number:

BID BOX

Miami-Dade County Public Schools
Procurement Management Services
Attn: Miranda James
1450 NE 2nd Ave
Miami, FL 33132

ITB No.: ITB-19-060-MJ
ITB Title: Grease Trap, Septic Tank & Storm Drain Pump-Out & Repair Services
Proposal Due Date: Tuesday, October 27, 2020 by 1 p.m. EST

ATTACHMENT 13 – PROPOSAL SUBMITTAL RECEIPT FORM

All Bidders MUST adhere to the guidelines stated in the Instructions to Bidders. As such, all bidders will sign and acknowledge timely submittal of this ITB, as well as Procurement Management Services Staff. This form must be included within the timely bid package. Please complete the following form and attach the form to the outside of your firm's bid response.

ITB Name and Number:	ITB-19-060-MJ Grease Trap, Septic Tank & Storm Drain Pump-Out & Repair Services
ITB Due Date:	Tuesday, October 27, 2020 by 1:00 p.m. EST
Bidder's Name	
Business Address	
Bidder's Date and Time of Submission:	
Authorized Bidder's Signature:	
Procurement Management Staff Name and Signature:	
Verify Date and Time of Bidder's Submission:	

ATTACHMENT 14 – BID OPENING

ITB-19-060-MJ

GREASE TRAP, SEPTIC TANK & STORM DRAIN PUMP-OUT & REPAIR SERVICES

BIDS DUE: Sealed bids will be received by The School Board of Miami-Dade County, Florida until **1:00 P.M. local time, Tuesday, October 27, 2020 at 1:00PM at the MDCPS School Administration Building located at 1450 NE 2nd Ave, Miami, FL 33132.**

INSTRUCTIONS: Bidders can drop off their bids at the bid box right next to the auditorium. Bidders should place security badge on the outside of their bid submissions. **The bid opening will take place virtually at 2:00pm via zoom.** A picture ID is required to enter the premises.

Tuesday, October 27, 2020 EST 2:00pm via Zoom

Meeting ID: 963 8325 8347

Passcode: 978824

One tap mobile

+16468769923,,96383258347# US (New York)

+13017158592,,96383258347# US (Germantown)

Should you have any trouble locating the site please call (305) 995 – 4288.