

The School Board of Miami-Dade County, Florida  
SCHOOL BOARD ADMINISTRATION BUILDING  
Procurement Management  
1450 N.E. 2<sup>nd</sup> Avenue, Room 352  
Miami, Fl. 33132

Direct All Inquiries To  
Procurement Management -  
Barbara D. Jones, CPPB, Director  
  
PHONE: (305) 995-2348  
TDD PHONE: (305) 995-2400

BID/RFP ADDENDUM

Date: April 11, 2006  
Addendum No. 2

BID/RFP TITLE: 096-FF10 – SELF-OPERATED VENDING PROGRAM

This addendum modifies the conditions of the above referenced bid as follows:

- 1. Revises Evaluation of Proposals – Page 8
- 2. Adds Occupational License Requirements – Page 13

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

If your bid/proposal has been mailed, 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.**

PLEASE NOTE: If your firm has mailed 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

## **IX. EVALUATION OF PROPOSALS**

School District representatives will evaluate all proposals to identify the best leasing option most advantageous to the Board. The evaluation committee will include the following members or designees:

Representatives (2), Food and Nutrition

Senior High School Principal

Middle School Principal

Representative, Division of Business Development and Assistance

Representative(s), Procurement Management Services (non-voting)

Representative, Food Service Accounting

Representative, School Operations

Representative, Management and Compliance Audits (non-voting)

The evaluation committee will consider the following specific criteria:

- Proposer's ability to provide requisite items specified in the RFP;
- Proposer's expertise and experience with similar projects in similar environments;
- Proposer's stated lease arrangement;
- Estimated time frame for completion of implementation;
- Ability to accommodate M-DCPS district volume (schools, students, employees) and work within M-DCPS environment and culture;
- W/MBE Participation;
- Past Performance.

The School Board reserves the right to reject any or all proposals, to further negotiate proposals by the successful proposer(s) for terms more favorable to the District, to waive any irregularities or informalities, to accept or reject any items or combination of items, to request clarification of information submitted in any proposal and to request additional information from any proposer. Following the selection of a proposal and approval by the School Board, a professional services agreement acceptable to the School Board Attorney will be entered into with the successful proposer. Unsuccessful proposers will not receive additional information following the issuance of a final decision.

## **X. EQUAL EMPLOYMENT OPPORTUNITY AND M/WBE PARTICIPATION**

Equal Employment Opportunity

1. It is the policy of the School Board that no person will be denied access,

**PRE-BID CONFERENCE:** A pre-bid conference will be held on **March 31, 2006**, at **9:00 a.m.**, in the Department of Food and Nutrition Training Center, at 7042 West Flagler Street, Miami, FL 33144. For directions to the pre-bid conference site, please call (786) 275-0400.

- A. All comments or questions regarding this solicitation **must** be e-mailed no later than 2 p.m. on March 27, 2006 to:

Barbara Jones, CPPB, Director  
Procurement Management Services  
Phone: (305) 995-2348  
E-mail: [bjones@dadeschools.net](mailto:bjones@dadeschools.net)

- B. Attendance at the pre-bid conference is recommended, although not a prerequisite for proposal submittal.
- C. At this meeting, any discrepancies or omissions in the proposal documents or any questions regarding the bid and scope of work shall be discussed and dispensation made.
- D. Responses to questions will be posted to M-DCPS's website and it is the responsibility of the proposer(s) to monitor this site for posting of response(s). The website link is the following:

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

#### **OCCUPATIONAL LICENSE:**

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 Occupational License Tax requirements in accordance with Chapter 8A, Article IX of the Code of Miami-Dade County, Florida. Bidders with a location outside Miami-Dade County shall meet their local Occupational Tax requirements. A copy of the license is requested to be submitted with the Bid Proposal. If the Bidder has already complied with this requirement, a new copy is not required while the license is valid and in effect. It is the Bidder's responsibility to resubmit a copy of a new license after expiration or termination of the current license. Non-compliance with this condition may cause the bid not to be considered for award.