



**MIAMI-DADE COUNTY PUBLIC SCHOOLS
INVITATION TO BID**

SEALED BID NO: ITB-14-037-VF

TITLE: Full-Service Plumbing and General Repairs

DESCRIPTION: The purpose of this Invitation To Bid is to establish a pool of pre-approved vendors, to furnish all labor, supervision, equipment and materials necessary to perform any plumbing, general plumbing repairs and installations at Miami-Dade County Public Schools facilities.

TERMS: One (1) year initial term, with four (4) one (1) year options to renew.

ITB RELEASE DATE: Friday, May 29, 2015

PRE-BIDDERS CONFERENCE DATE/TIME: Tuesday, June 16, 2015, at 10 a.m. EST

PRE-BID CONFERENCE LOCATION: Miami-Dade County Public Schools
School Board Administration Building
Procurement Management Services
1450 Northeast 2nd Avenue, Suite 650
Miami, Florida 33132

DEADLINE FOR QUESTIONS: Tuesday, June 16, 2015, at 5 p.m. EST

BID DUE DATE/TIME: Tuesday, June 23, 2015, at 2 p.m. EST

PUBLIC OPENING OF BIDS: Tuesday, June 23, 2015, at 2 p.m. EST

BID OPENING LOCATION: Miami-Dade County Public Schools
School Board Administration Building
Procurement Management Services
1450 Northeast 2nd Avenue, Suite 650
Miami, Florida 33132

FOR INFORMATION CONTACT: Vanessa Flores, CPSM, C.P.M.
Buyer, Procurement Management Services
Phone: (305) 995-1379
Fax: (305) 523-2331
Email: vyflores@dadeschools.net

Visit our website at procurement.dadeschools.net to download a vendor registration package. The website also displays Bids, ITBs, bid opening, scheduled Selection Committee Meetings, award recommendations, and the current Board-approved Procurement/Purchasing Regulations.

TABLE OF CONTENTS

Section

1.0	ITB Overview and Bid Procedures	3
2.0	Scope of Services	19
3.0	Price Proposal	32
4.0	Proposal Submission and Format.....	33
5.0	Evaluation/Selection Process	36
6.0	Attachments.....	37

Exhibit 1	Cover Page for Proposal
Exhibit 2	Acknowledgment of Amendments
Exhibit 3	Local Business Affidavit of Eligibility
Exhibit 4	Florida Statutes on Public Entity Crimes
Exhibit 5	Bidder Experience
Exhibit 6	Anti-Collusion Statement
Exhibit 7	Disclosure of Employment of Former School Board Employees
Exhibit 8	List of M-DCPS Locations by Maintenance Service Center (MSC)

SECTION 1.0 - ITB OVERVIEW AND BID PROCEDURES

1.1 INTRODUCTION/BACKGROUND

Miami-Dade County Public Schools (“M-DCPS”) is the fourth largest school district in the United States, comprised of approximately 392 schools, 345,000 students and over 40,000 employees. Located at the southern end of the Florida peninsula, the school district stretches over 2,000 square miles of diverse and vibrant communities ranging from rural and suburban to urban cities and municipalities. A truly global community, district students speak 56 different languages and represent 160 countries.

The Vision, Mission and Core Values of M-DCPS are as follows:

VISION

We are committed to provide educational excellence for all.

MISSION

We provide the highest quality education so that all of our students are empowered to lead productive and fulfilling lives as lifelong learners and responsible citizens.

CORE VALUES

Excellence

We pursue the highest standards in academic achievement and organizational performance.

Integrity

We build positive relationships through honesty, respect and compassion, which enhance the self-esteem, safety, and well-being of our students, families and staff.

Equity

We foster an environment that serves all students and aspires to eliminate the achievement gap.

Citizenship

We honor the diversity of our community by working as a team, to ensure the educational success of all of our students and recognize that our obligations go beyond our professional responsibilities to promote democratic principles.

1.2 SUMMARY OF MAJOR GOAL, OBJECTIVES AND NEEDS

M-DCPS is seeking bids from qualified firms and/or individuals to establish to establish a pool of pre-approved vendors, to furnish all labor, supervision, equipment and materials necessary to perform any plumbing, general plumbing repairs and installations at Miami-Dade County Public Schools’ facilities.

The selected bidders will be awarded a one (1) year agreement, with four (1) one-year options to renew at the District’s sole discretion.

1.3 ITB TIMETABLE

The anticipated schedule for this ITB and contract approval is as follows:

ITB available for distribution:	Friday, May 29, 2015
Pre-Bid Conference date, time and place:	Tuesday, June 16, 2015, at 10 a.m. Local Time Miami-Dade County Public Schools School Board Administration Building Procurement Management Services 1450 Northeast 2 nd Avenue, Suite 650 Miami, Florida 33132
Deadline for receipt of questions:	Tuesday, June 16, 2015 No later than 5:00 p.m. (Local Time) Emailed to Buyer (See Section 1.4)
Deadline for receipt of Bids:	Tuesday, June 23, at 2 p.m. No later than 2 p.m. Local Time (See Section 1.9 for location)
Projected Board Approval of Contract:	August 2015
Projected Contract start date:	August 2015

1.4 CONTACT PERSON

The contact person for this ITB is:

Name and Title:	Vanessa Flores, CPSM, C.P.M. Buyer, Procurement Management Services
Mailing Address:	Miami-Dade County Public Schools School Board Administration Building Procurement Management Services 1450 Northeast 2 nd Avenue, Suite 650 Miami, Florida 33132
E-mail Address:	vyflores@dadeschools.net
Telephone:	(305) 995-1379
Fax:	(305) 523-2331

Explanation(s) desired by Bidder(s) regarding the meaning or interpretation of this ITB must be requested from the contact person, in writing, as is further described below.

Bidders are advised that from the date of release of this ITB until recommendations for award are published to the School Board or one of its committees, **NO verbal contact with District personnel related to this ITB is permitted**, except as authorized pursuant to the Cone of Silence provision herein at **Section 1.5**. Any such unauthorized contact shall not be used as a basis for responding to this ITB and also may result in the disqualification of the Bidder's submittal.

1.5 CONE OF SILENCE

As stated within School Board Policy 6325, "Cone of Silence" means a prohibition on any communication regarding a particular Request For Proposals (RFP), Invitation To Bid (ITB), or other competitive solicitation between:

1. Any person who seeks an award there from, including a potential vendor or vendor's representative; and
2. Any School Board member or the member's staff, the Superintendent, Deputy Superintendents and their respective support staff, or any person appointed by the School Board to evaluate or recommend selection in such procurement process. For purpose of this section, "vendor's representative" means 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.

A Cone of Silence shall be applicable to each ITB, bid, or other competitive solicitation during the solicitation and review of bid proposals. At the time of issuance of the solicitation, the Superintendent or the Superintendent's designee shall provide public notice of the Cone of Silence. The Superintendent shall include any advertisement and public solicitation for goods and services in a statement disclosing the requirements of this section.

The Cone of Silence shall terminate at the time the Superintendent of Schools submits a written recommendation to award or approve a contract, to reject all bids or responses, or otherwise takes action which ends the solicitation and review process. All provisions of the above-referenced School Board Policy 6325 apply to this solicitation.

1.6 LOBBYING

School Board Policy 8150, LOBBYISTS – states, in part, that The School Board of Miami-Dade County, Florida, has determined and declared that the operation of responsible government requires that the fullest opportunity be afforded to the people to petition the School Board and the Miami-Dade County Public Schools District to express freely their opinions on School Board actions and issues; and that to preserve and maintain the integrity of the governmental decision-making process, it is necessary that the identity, expenditures, fees, and activities of certain persons who engage in efforts to influence actions of School Board members and employees either by direct or indirect communication be publicly and regularly disclosed.

Lobbyist means any individual, firm, or corporation compensated by or who contracts for economic consideration from any principal person or organization for the purpose of lobbying. Lobbying means any oral or written communication, direct or indirect with the School Board,

members of the School Board, School Board Committees, School Board Administrative Assistants, School Board Attorneys, or members of the Miami-Dade County Public Schools administrative staff, for the purpose of influencing any action, non-action or decision, or attempting to obtain the good will of a School Board member or employee of the school district. Pursuant to this rule, lobbyists shall complete, annually, a Lobbyist Registration Form, and pay the annual registration fee. Furthermore, every person required to register shall list all individuals who may make a presentation when the person appears as a representative for an individual or firm for an oral presentation before a site administrator, or instructional personnel, or certification, evaluation, selection, technical review or similar oral presentation committee. This listing shall include the Clerk's form, the list of presenters, and the indication of fee receipt, prior to the oral presentation. No person shall appear before any employee or committee on behalf of any individual or firm unless he or she has been listed as part of the firm's presentation team or unless he or she is registered with the Clerk's office and has paid all applicable fees.

The School Board policy may be accessed at: dadeschools.net/schoolboard/rules/

1.7 ITB AVAILABILITY

The solicitation package is available through the District's Procurement Management Department. Please email your request to Vanessa Flores, Buyer, at vyflores@dadeschools.net. Bidders or Respondents who obtain copies of this Solicitation from sources other than the District's Procurement Management Department risk the potential of not receiving amendments, since their names will not be included on the list of firms participating in the process for this particular Solicitation. Such Bidders or Respondents are solely responsible for those risks.

1.8 TERM AND RENEWAL

The term of the resulting agreement shall be for a period of one (1) year with four (4) successive options to renew of one-year each, all at the sole 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. The District, in its sole discretion, may negotiate a different contract term (fixed term and option periods) from the term advertised in this ITB in the best interests of the District.

1.9 BID SUBMISSION

The entire proposal packets, including all originals and copies, must be submitted in a main sealed envelope or container (box). Proposals must be submitted in the following format:

- **One (1) unbound original proposal, with all attachments and original signatures.**
- **One (1) bound copy of the original proposal.**
- **One (1) electronic versions on CD or memory stick in Microsoft Word, Excel or PDF format.**

All proposals must be submitted on 8-1/2" X 11" paper, neatly typed on one side only, with normal margins and spacing. Proposals **must be received by the deadline for receipt of proposal specified in this ITB Timetable.** The original and all copies must be submitted in a sealed envelope or container clearly labeled on the outside with the Bidder's name, address, telephone number, the ITB number, ITB title, and Proposal Due Date to:

**Miami-Dade County Public Schools
School Board Administration Building
Procurement Management Services
Attn: Vanessa Flores, CPSM, C.P.M.
1450 N.E. 2nd Avenue, Suite 650
Miami, FL 33132**

Hand-carried proposals may be delivered to the above address **ONLY** between the hours of 9 a.m. and 4 p.m.; Mondays through Fridays (however, please note that proposals are due at the District on the date and at the time indicated in **Section 1.3**. Additionally, M-DCPS is closed on holidays observed by the District. Bidders are responsible for informing any commercial delivery service, if used, of all delivery requirements and for ensuring that the required address information appears on the outer wrapper or envelope used by such service. **Proposal response submission to the Procurement Management Services 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 delays caused by the United States mail delivery system or by any other occurrence.**

Proposals must be signed by an authorized officer of the Bidder, who is legally authorized to enter into a contractual relationship in the name of the Bidder. The submittal of a proposal 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.

1.10 PRE-BIDDERS CONFERENCE

A pre-proposal conference has been scheduled for **the date, time, and place specified in this ITB Timetable (see Section 1.3)**. **Attendance is highly recommended, but not mandatory. Please note, bidders may ask questions, however, all questions MUST be submitted in writing by the due date stated in Section 1.3.**

1.11 ADDITIONAL INFORMATION/AMENDMENT

Requests for additional information or clarifications must be made in writing and received by the Buyer for this ITB, in accordance with **Section 1.4**, no later than the deadline for receipt of questions specified in the ITB Timetable (see **Section 1.3**). The request must contain the ITB number and title, Bidder's name, name of the Bidder's contact person, address, phone number, email and facsimile number.

Email requests for additional information will be received by the Buyer at the email address specified in **Section 1.4** above. Emails should have at a minimum, the Bidder's name, name of the Bidder's contact person, address, phone number, facsimile number, and ITB number and title. A copy of any written communication or email must be sent to the Clerk of the School Board as fully described in **Section 1.4**.

The District will issue responses to inquiries and any other corrections or changes it deems necessary by way of written solicitation amendments issued prior to the Bid Due Date. Bidders should not rely on any representations, statements or explanations other than those made in this ITB or in any written amendments to this ITB. Where there appears to be a conflict between the ITB and any amendments, the last amendment issued shall prevail.

It is the Bidder's responsibility to assure receipt of all amendments. The Bidder should verify with the designated Buyer prior to submitting a proposal that all amendments have been received. Bidders are required to acknowledge the number of amendments received as part of their proposals (see attached **Exhibit 2**).

Bidders who obtain copies of this ITB from sources other than the District's Department of Procurement Services risk the potential of not receiving amendments, since their names will not have been included on the Bidder List for this particular ITB. Such Bidders are solely responsible for those risks.

1.12 PROPOSAL GUARANTEE DEPOSIT

No Proposal Guarantee Deposit will be required for this ITB.

1.13 PERFORMANCE OR PAYMENT BONDS

No Performance or Payment Bonds will be required for this ITB.

1.14 SMALL/MICRO BUSINESS ENTERPRISE PROGRAM

The School Board of Miami-Dade County, Florida, has a strong commitment to SBE/MBE participation, as part of all related procurement processes and continues to reflect such commitment. The School Board has an active Small/Micro Business Enterprise (SBE/MBE) Certification Program, to increase contracting opportunities for SBEs and MBEs. Pursuant to School Board Policy 6320.02, the Board may apply scoring incentives, and/or other incentives for SBE/MBE firms responding to this ITB. **The Office of Economic Opportunity (OEO) must certify all SBE/MBEs, prior to contract award.** The application may be accessed through the following link:

<http://forms.dadeschools.net/webpdf/3920.pdf>

Vendors certified as an SBE/MBE with any entity or agency other than The School Board of Miami-Dade County, Florida, may not be acceptable. Proposers with certifications from other entities or agencies must contact the OEO for additional information. A current list of certified SBE/MBEs can be found online at www.oeo.dadeschools.net or by contacting the Office of Economic Opportunity at (305) 995-1307.

1.15 LOCAL PREFERENCE

The School Board of Miami-Dade County, Florida, adopted School Board Policy 6320.05, which gives local preference to businesses located in Miami-Dade County, Florida, when evaluating the lowest responsible, responsive bid or submittal for the purchase of goods and services, professional and construction-related services, in excess of \$50,000 or the current formal bidding threshold set by Statute. The preference does not apply to goods or services exempted by Statute as reflected in School Board Policy **6320**, or prohibited by Federal or State law, or other funding source restrictions.

Definition:

Local business means the vendor has a valid business license, issued by a jurisdiction located in Miami-Dade County, with its headquarters, manufacturing facility, or locally-owned franchise located within the legal boundaries of Miami-Dade County, for at least twelve (12) months (or

having a street address for at least twenty-four (24) months), prior to the bid or proposal opening date. Post office boxes are not verifiable and shall not be used for the purpose of establishing said physical address. In order to be considered for local preference, vendors must provide a copy of their business license and the local business affidavit of eligibility with their bid or proposal. A vendor who misrepresents the local preference status of its firm in a proposal or bid submitted to the School Board will lose the privilege to claim local preference status, and shall lose eligibility to claim local preference status for a period of one (1) year. The Superintendent may also recommend that the firm be referred for debarment in accordance with School Board Policy 6320.04.

PROCESS:

Invitation To Bids:

If following the completion of initial evaluations, a local firm has submitted a proposal and is competing with a non-local Bidder(s), then the local vendor(s) shall have the opportunity to proceed to be considered for further evaluation provided the price is within five percent (5%) of the cost proposed by the non-local vendor, all other technical requirements being equal. In the case of a tie in the best and final proposal between local businesses, the tie shall be broken as delineated in School Board Policy 6320.

Bidders claiming local vendor preference must submit a Local Business Affidavit of Eligibility (Exhibit 4) and a copy of their business license with their response.

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

1.16 INCOMPLETE OR MISSING DOCUMENTS FOR THIS SOLICITATION

All proposals received in response to this ITB, will be sealed for a period of 20 days, pursuant to Florida Statute 119.07, to allow for the request and receipt of any missing documents.

Respondents who do not meet all the requirements for the ITB may be contacted to submit the missing information within two (2) business days. If the District requests missing documentation and does not receive the documents within the stated deadline, incomplete or noncompliant proposals may be disqualified.

1.17 LATE PROPOSALS, LATE MODIFICATIONS AND LATE WITHDRAWALS

No late proposal, bid, modification, or late withdrawal will be considered.

1.18 ITB POSTPONEMENT/CANCELLATION

The District may, at its sole and absolute discretion, reject any and all, or parts of any and all proposals; re-advertise this ITB; postpone or cancel, at any time, this ITB process; or waive any irregularities in this ITB or in the proposals received as a result of this ITB.

When a solicitation is canceled, notice of cancelation shall be posted on the District's website and sent to all Bidders solicited.

1.19 COSTS INCURRED BY BIDDERS

All expenses involved with the preparation and submission of proposals to the District, or any work performed in connection therewith, shall be borne by the Bidder(s). No payment will be made for any responses received, or for any other effort required of or submitted by the Bidder prior to commencement of work as defined by a contract executed by M-DCPS.

1.20 COMPLIANCE WITH LAWS, ORDINANCES, CODES AND RULES/REGULATIONS

Bidders shall certify their ongoing compliance with the School Board Policies. Furthermore, Bidders must be familiar with and must be in compliance with all Federal, State and local laws, ordinances, codes, resolutions and implementing rules and regulations that may in any way affect the products or services offered. In the event of a conflict between this ITB and these legal requirements, the legal requirements shall prevail.

(a) Bidder must complete, sign as required and submit the following documents at the time of ITB submission due date. Also see **Section 4.1**.

Exhibit 1	Cover Page for Proposal
Exhibit 2	Acknowledgment of Amendments
Exhibit 3	Local Business Affidavit of Eligibility
Exhibit 4	Florida Statutes on Public Entity Crimes
Exhibit 5	Bidder Experience
Exhibit 6	Anti-Collusion Statement
Exhibit 7	Disclosure of employment of Former School Board Employees

By completing and submitting said documents, the Bidder affirms continued compliance with the provisions of the District and School Board policies and procedures, as may be amended.

1.21 FLORIDA STATUTES ON PUBLIC ENTITY CRIMES

Pursuant to Paragraph 2(a) of Section 287.133, Florida Statutes, a person or affiliate who has been placed on the convicted Bidder list following a conviction for a public entity crime may not submit a proposal for a contract to provide any goods or services to a public entity; may not submit a proposal on a contract with a public entity for the construction or repair of a public building or public work; may not submit proposals 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 (\$35,000) for a period of thirty-six (36) months from the date of being placed on the convicted Bidder list. Attached is a Public Entity Crime Disclosure Affidavit (**Exhibit 4**) that must be completed and notarized prior to award unless, an Affidavit of Continued Compliance is applicable and is appropriately executed.

1.22 PROPRIETARY/ CONFIDENTIAL INFORMATION

Bidders are hereby notified that all information submitted as part of, or in support of, proposals would be available for public inspection after opening of proposals, in compliance with Chapter 119, Florida Statutes, popularly known as the "Public Record Law."

The Bidder shall not submit any information in response to this solicitation, which the Bidder considers to be a trade secret, proprietary or confidential. The submission of any information to the District in connection with this solicitation shall be deemed conclusively to be a waiver of any trade secret or other protection, which would otherwise be available to the Bidder. In the event that the Bidder submits information to the District in violation of this restriction, either inadvertently or intentionally and clearly identifies that information in the proposal as protected or confidential, the District shall endeavor to redact and return that information to the Bidder as quickly as possible and, if appropriate, evaluate the balance of the proposal. The redaction or return of information pursuant to this clause may render a proposal not eligible for consideration. Alternatively, the Bidder may choose in writing to waive any claim to confidentiality promptly upon written notice from the District.

1.23 EVALUATION/SELECTION PROCESS

Please see **Section 5.0** of this document for the Evaluation/Selection process that shall govern this ITB.

1.24 PROTEST TO CONTRACT SOLICITATION OR AWARD

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

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

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

Formal written protests will be reviewed by Procurement Management Services who will offer the protesting Bidder the opportunity to meet and discuss the merits of the protest. If the protest is not resolved, the Bidder may seek an administrative hearing pursuant to 120.57 Florida Statutes. Petitions for hearings on protests pursuant to 120.57 Florida Statutes must be filed in accordance with School Board Policies 6320 and 0133.

The “Notice of and/or formal written Protest” shall be filed with:

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

1.25 NOTICE OF AWARDS

The Board reserves the right to reject any and all proposals, to waive irregularities or technicalities, and to request rebids. The Board reserves the right to utilize other governmental contracts, if in the best interest of the Board.

Notices will be posted on the District's website no later than the Friday preceding a regularly scheduled Board meeting.

Awards become official upon the Board's formal approval of the award.

1.26 DEFAULT

In the event of default, which may include, but is not limited to non-performance and/or poor performance, the Bidder shall lose eligibility to transact new business with the Board for a period of 14 months from date of termination of award by the Board. Bidders who are determined ineligible may request a hearing pursuant to §120.569, Fla. Statute, and School Board Policy 6320. The School Board reserves the right to reject any and all bids from a Vendor who is currently debarred or in default of any bid, purchase order or contract with the School Board or any other private or governmental entity, pursuant to School Board Policy 6320.

1.27 COMPLIANCE WITH STATE/FEDERAL REGULATIONS

All contracts 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 vendor certifies, by signing the proposal, that the vendor and his/her principals are not presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from participation in federally-funded transactions and may, in certain instances, be required to provide a separate written certification to this effect.

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

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

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 services contracts using federal funds.

Each Offerer and each duly authorized person signing on behalf of any Offerer certifies as to its own entity, under penalty of perjury, that the named Offerer has registered and is participating in the Status Verification System to verify the work eligibility status of the contractor’s new employees who are employed in the State of Florida in accordance with Executive Order 13465

The contractor shall require that the following provision be placed in each subcontract at every tier. “The subcontractor shall certify to the main (prime or general) contractor by affidavit that the subcontractor has verified through the Status Verification System the employment status of each new employee in the respective subcontractor, all in accordance with and to comply with all applicable employee verification laws. Such affidavit must be provided prior to the notice to proceed for the subcontractor to perform the work.” The Board will not consider a proposal for award, nor will it make any award where there has not been compliance with this Section. Manually or electronically signing the Proposal is deemed the Contractor’s certification of compliance with all provisions of this employment status verification certification required by all applicable status verification laws.

1.28 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, Florida.

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 Addendum that may be inconsistent with, contrary to, or determined to be in conflict with § 1012.467, will be superseded by said Statute.

A non-instructional 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 the Board, if the Board deems necessary, the Board will issue a photo

identification badge which shall be worn by the individual at all times while on Board property when students are present.

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 Agreement, agreeing that the employee will abide by the heretofore described background screening requirements, and also agreeing that the employee will notify the Bidder/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 was 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 grounds for immediate termination of this Agreement by the Board.

The parties further agree that failure by Bidder to perform any of the duties described in this section 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.

1.29 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.

1.30 CONFLICT OF INTEREST

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

The School Board of Miami-Dade County, Florida, shall be prohibited from entering into any business relationship or continue an existing business relationship with any person or entity determined to have engaged in violation of the restriction contained in this provision.

1.31 PUBLIC RECORDS LAW

It is the practice of The School Board of Miami-Dade County, Florida, to evaluate all Requests For Proposals in a public forum open to the Sunshine Law, pursuant to Florida Statute § 286.011 and to make available for public inspection and copying any information received in response to an ITB, in accordance with Florida Statute § 119, as such any information sent to M-DCPS is being sent into the public domain. No action on the part of the Bidder would create an obligation of confidentiality on the part of the School Board, including but not limited to, making a reference in the proposal to the trade secret statutes, Florida Statutes §§ 812.081, 815.045. It is recommended that potential suppliers exclude from their response any information that, in their judgment, may be considered a trade secret.

1.32 ASSIGNMENT

This Contract 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 Miami-Dade County Public Schools. If Bidder attempts to make such an assignment, such attempt shall constitute a condition of default.

1.33 TERMINATION FOR CONVENIENCE

The School Board may terminate the Agreement at any time, without cause, upon a minimum thirty (30) days' notice to Bidder, in which case the following provisions shall apply: (A) The notice may be effective as of a date certain or may apply only after the delivery of certain enumerated deliverables; (B) The School Board shall pay to Bidder upon receipt of an invoice from Bidder otherwise complying with the Agreement, for any services in respect of a deliverable not yet delivered which have actually been performed by Bidder, pro-rated on a percentage completion basis based on Bidder's reconciliation of labor actually expended compared to labor originally estimated by Bidder in constructing its proposal.

1.34 DEBARMENT

Pursuant to School Board Policy 6320, 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.

1.35 PURCHASES BY OTHER PUBLIC AGENCIES

With the consent and agreement of the successful Bidders(s), purchases may be made under this proposal 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.

1.36 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.

1.37 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 provision 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).

1.38 INDEMNIFICATION

To the fullest extent permitted by law, 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 Bidder's performance under this Contract or to the extent caused by negligence, recklessness, or intentional wrongful conduct of Bidder or other persons employed or utilized by Bidder's performance of this Contract. The remedy provided to the Indemnitees by this indemnification shall be in addition to and not in lieu of any other remedy available under the Contract or otherwise. This indemnification obligation shall not be diminished or limited in any way to any insurance maintained pursuant to the Contract otherwise available to Bidder. The remedy provided to the Indemnitees by this indemnification shall survive this Contract. The provisions of this Section shall specifically survive the termination of this Contract. The provisions of this Section are intended to require Bidder to furnish the greatest amount of indemnification allowed under Florida law. To the extent any indemnification requirement contained in this Contract is deemed to be in violation of any law, that provision shall be deemed modified so that Bidder shall be required to furnish the greatest level of indemnification to the Indemnitees as was intended by the parties hereto.

1.39 DUTY TO DEFEND

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 Bidder's performance under this Contract.

1.40 INSURANCE REQUIREMENTS

Prior to commencement of work under the agreement, the Bidder shall obtain and maintain without interruption the insurance as outlined below. The Bidder agrees to furnish a fully completed certificate of insurance naming The School Board of Miami-Dade County, Florida, as additional insured, signed by an authorized representative of the insurer providing such insurance coverages. The insurance coverages and limits shall meet, 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: \$ 1,000,000 Each Accident

\$ 1,000,000 Disease - Policy Limit

\$ 1,000,000 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:

\$ 2,000,000 General Aggregate
\$ 2,000,000 Products/Completed Operations Aggregate
\$ 1,000,000 Personal and Advertising Injury
\$ 1,000,000 Each Occurrence

Company shall name the Board as an additional insured on a form no more restrictive than the CG 20 10.

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

D. Professional Liability

Such insurance shall be on a form acceptable to the Board and shall cover Company for those sources of liability arising out of the rendering or failure to render professional services in the performance of the services required in the Agreement including any hold harmless and/or indemnification agreement. Coverage must either be on an occurrence basis; or, if on a claims-made basis, the coverage must respond to all claims reported within three years following the period for which coverage is required and which would have been covered had the coverage been on an occurrence basis. The minimum limits (inclusive of any amounts provided by an umbrella or excess policy) shall be:

\$ 3,000,000 Each Claim/Annual Aggregate

The Professional Liability Insurance required under this Section D. may be subject to a deductible not to exceed \$25,000 per claim.

E. Employee Dishonesty (Fidelity)

Such insurance shall be no more restrictive than that provided by the most recent version of standard Commercial Crime Coverage Form (ISO CR 00 21) without restrictive endorsements or on a form acceptable to the Board and shall cover Company and Board against loss caused by the dishonesty of employees of Company in connection with the Contract. Coverage will

include Employee Theft, Forgery and Alteration, Computer Fraud, and Funds Transfer Fraud. The minimum limits shall be:

\$10,000,000 Each Occurrence

The insurance provided by the Company 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 Company.

Compliance with these insurance requirements shall not limit the liability of the Company. 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 Company) available to the Board under this Contract or otherwise.

Neither approval nor failure to disapprove insurance furnished by the Company shall relieve the Company from responsibility to provide insurance as required by this Contract.

M-DCPS and its members, officers, employees, and agent shall be named an additional insured on all liability coverages except Workers' Compensation Insurance and Professional Liability Insurance.

1.41 TYPE OF BUSINESS ORGANIZATION AND AUTHORITY OF SIGNATORY

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 the 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 the Bidder. In addition, set forth names and titles of any and all parties who are authorized to contract on behalf of the Bidder.

1.42 CANCELLATION OF BIDS OR REQUESTS FOR PROPOSALS

A Bid or RFP 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. When a solicitation is canceled prior to opening, a notice of the cancellation shall be posted on the District's website. Any Bids or proposals received for the canceled solicitation shall be returned to the vendor unopened.

1.43 TESTING AND PRODUCT EVALUATIONS

During the Bid award period, Awardee(s) products may be tested to determine compliance with bid specifications at no cost to M-DCPS. The Awarded vendor must pay for testing and evaluation of these samples to ensure compliance to Bid specifications. All materials testing information is available for review at the following website: <http://materials.dadeschools.net>.

1.44 CHARTER SCHOOLS

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

SECTION 2.0 - SCOPE OF SERVICES

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.

2.1 GENERAL INFORMATION

The District is soliciting bids to establish a pool of pre-approved, qualified individuals and/or firms, regularly engaged in the performance of any plumbing, general plumbing repairs and installations, to include furnishing all labor, supervision, equipment and materials necessary for this work, at various Miami-Dade County Public Schools facilities.

2.2 DEFINITIONS

- A. Owner – Shall mean The School Board of Miami-Dade County, Florida. Also referred to as M-DCPS or the Board.
- B. Site Representative – Shall mean the senior administrator or designee at the facility where services are being provided.
- C. M-DCPS Authorized Representative – Shall mean the individual/firm designated by the Owner to schedule, inspect and accept payment for the work covered by this solicitation.
- D. Inspector – Shall mean an authorized representative of Maintenance Operations, or designee.
- E. Vendor/Awarded Bidder – Refers to the person, firm or corporation authorized to do business with The School Board of Miami-Dade County, Florida, to whom a contract has been awarded directly from the School Board for the performance of the work described by these documents.
- F. Performance – Shall mean to furnish all supervision, labor, materials, equipment, transportation and services required for the completion of the work.
- G. Substantial Completion – Shall mean work that has been inspected and approved by M-DCPS as being completed in accordance with **Section 2.0, Scope of Services**, in its entirety.
- H. Punch List – Is a list of items, which have been identified as not acceptable in accordance with **Section 2.0, Scope of Services**, in its entirety, at time of inspection.
- I. Final Acceptance – Shall mean work that has been fully commissioned, inspected and approved by Maintenance Operations, as having been completed in accordance with **Section 2.0, Scope of Services**, in its entirety, design drawings and punch list, and shall include receipt of all required training, manuals, drawings, warranties, and releases of lien and claim.

- J. Emergency – Shall be as determined by the M-DCPS Authorized Representative.
- K. Written Notice – Shall mean delivery of a certified or registered letter to the vendor's last known business address, or confirmed facsimile or e-mail transmission to the Owner or vendor.
- L. Planned Project or Project – Shall mean a specific planned undertaking, consisting of the scope of work defined in the project site-scope meeting described **Section 2.0, Scope of Services**, in its entirety, including all work incidental thereto.
- M. Service Work – Work that requires immediate response to avoid interrupting the educational process and/or health and safety issues.
- N. RSMean – A tool that provides cost information to the construction industry so contractors in the industry can provide accurate estimates and projections for their project costs. It is a data standard for government work in terms of pricing, and is widely used by the industry as a whole.

2.3 REFERENCES

In order to adhere to the terms and conditions of this bid, prospective Bidders must comply with all of the following documents:

- A. Florida Building Code (FBC) and associated codes and standards, including NFPA and the Florida Fire Prevention Code referenced therein – latest edition;
- B. Occupational Safety and Health Act (OSHA);
- C. Florida Statute 255.05 Bond of contractor constructing public buildings; form; action by materialmen; and
- D. Miami-Dade County Public Schools Master Specification Guidelines.

NOTE: Master Specifications may be accessed on our website at:

<http://facilities.dadeschools.net/servProvided.asp>

It is the responsibility of the bidder to comply with all codes and regulations having jurisdiction for work to be performed under this contract. Where conflicting specifications exist between reference documents, or any specifications contained herein, the more restrictive specification will prevail. Trade association general standards referred to in the reference documents will be interpreted based on the most recent revision.

2.4 SCOPE OF WORK

As previously stated, the District is seeking to establish a pool of pre-approved individuals and/or firms to complete any plumbing, general plumbing repairs and installations, to include furnishing all labor, supervision, equipment and materials necessary for this work. Vendor(s) shall also be required to perform all associated and incidental work required for project acceptance. Vendors may also be required to provide labor and parts for spot repairs on a time and materials basis.

Prior to award, and throughout the term of the contract, the successful bidders must be qualified and properly licensed to perform the scope of the work described herein. Vendors, as a minimum qualification, shall be certified or registered as Plumbing Contractors pursuant to Section 489, F.S. Approved contractors shall only perform work permitted under their respective licensure. Performing work beyond the scope of licensure shall be deemed a violation of Section 489, F.S., and the vendor shall cease and desist immediately, and may be subject to default.

Awarded Bidders will be contacted for services under this bid as follows:

- a. Bidders meeting the requirements of this ITB, will be added to a pre-approved list, and shall receive a Request For Quotes (RFQ), refer to Section 2.4.1 Project Site-Scope Meeting, to complete any plumbing, general plumbing repairs and installations, to include furnishing all labor, supervision, equipment and materials necessary for this work. At the time of the RFQ, pre-approved bidders will be required to submit a lump sum quote for the designated planned project. The project will be awarded to the lowest responsive, responsible vendor, meeting specifications.
- b. Service work will be awarded to Bidders on a time and material basis, refer to Section 2.4.2 Time and Material Repairs.

When applicable to the project, prior to issuance of a purchase order, the vendor shall submit manufacturers' specifications and drawings for all equipment to be installed.

Vendor shall ensure that all of its personnel, subcontractors and subcontractor personnel, engaged in activities encompassed by this term bid, are properly qualified, trained, certified and licensed in accordance with all applicable local, state and federal rules, regulations laws and standards to perform the work assigned. The vendor may be requested at any time to provide evidence of such qualifications.

The vendor is required, and shall have the capability, to simultaneously perform all work described herein at multiple locations throughout Miami-Dade County on a timely basis.

2.4.1 PROJECT SITE-SCOPE MEETING

An M-DCPS authorized representative will arrange a site-scope meeting with all awarded vendors, so that they may be fully acquainted with the conditions that exist and the work to be quoted. **Any vendor who does not attend the site-scope meeting for a particular job will not be permitted to submit a quote for that job.**

The vendors shall submit a detailed proposal to Procurement Management Services within five (5) working days of the project site-scope meeting, unless otherwise specified. By submitting a proposal, the vendor is agreeing to accomplish the work defined at the project site-scope meeting, and it is the vendor's responsibility to include all necessary items prior to submission to Procurement Management Services. The proposal shall contain, at a minimum, the firm, fixed price, to complete the work, a list of materials, equipment, itemized cost of any special conditions, alternates, extended warranties or options, labor hours and subcontractors, if any. The proposal shall also contain the relative project schedule and estimated time frame for completion as mutually agreed upon during the project site-scope meeting. Vendor shall guarantee the price for one hundred twenty (120) days from the date of submittal.

The vendor submitting the lowest cost, meeting specifications, shall be awarded the project on a lump sum basis. The School Board, by requesting proposals, does not by implication commit itself to commencement or completion of any project.

The vendor shall be required to submit a project schedule within five (5) work days after issuance of a Notice-to-Commence. This schedule shall conform to the project duration period as stipulated at the site-scope meeting.

2.4.1.1 M-DCPS FURNISHED EQUIPMENT AND/OR MATERIALS

M-DCPS reserves the right to supply its own materials and/or equipment or to independently purchase parts and equipment directly from manufacturers, or any other source, for any project. An inventory of owner-furnished materials and equipment shall be included as part of the scope of work. In those cases, the vendor may be required to provide transportation of any owner-furnished equipment and/or materials anywhere within Miami-Dade County. While such property is in the custody of the vendor, the vendor shall be responsible for loss or damage until delivery to the work site, and/or if released into the custody of the contractor for project usage, the contractor must store material in a secured location. The M-DCPS authorized representative shall then inspect the materials or equipment and verify its condition before releasing the vendor from liability. All furnished equipment, materials and/or property, not consumed in the performance of the project, shall remain the property of M-DCPS.

2.4.2 TIME AND MATERIAL REPAIRS

When the need arises, M-DCPS may require vendors to respond to requests for repairs on a time and materials basis, refer to Section 3.0 Price Proposal. **Vendors not completing this information sheet will not be excluded from submitting quotes for other projects.** Updated rates will be requested at the renewal period.

Vendors will be selected to perform time and materials repairs based upon:

- a. The lowest responsive and responsible submitted rates, and
- b. Availability of the vendor's service personnel to respond within the necessary time frame dictated by the nature of the repair.

2.4.3 DESIGN/DRAWING REQUIREMENTS

If it is determined by the M-DCPS authorized representative that signed and sealed drawings by a Florida Registered design professional, are required for any work under this contract, such shall be considered incidental to the work and shall be provided by the vendor. The requirement for these services shall be made a part of the scope of work identified in Section 2.4.1 and the cost shall be included in the project proposal.

- a. Said services shall include, but not be limited to, the provision of all design and construction documents as specified, calculations, shop drawings, record drawings, and submittals. All design and construction documents, calculations, shop drawings, and record drawings may be required to be signed and sealed by a design professional. The vendor, through a responsible design professional, shall also provide, if necessary, the executed forms, studies, and other documentation required by applicable codes and agencies having jurisdiction.

- b. The vendor shall make any corrections required by the M-DCPS authorized representative and/or design professional and shall resubmit the required number of corrected copies until approved. The vendor shall direct specific attention in writing or on resubmitted documents to revisions other than the corrections requested by the M-DCPS authorized representative on previous submission(s). The School Board shall not be liable for any parts or materials ordered by the vendor prior to approval of design documents.
- c. All drawings and specifications produced by the design professional(s) shall become the property of the School Board at the completion of the work. The vendor shall provide six (6) sets of prints and technical specifications, which must be signed and sealed. This requirement may be revised through stipulations in the scope of work issued by M-DCPS pursuant to 2.4.1 Project Site-Scope Meeting.

The vendor shall submit the name, address and current Florida registration for all design professionals for each proposal, which requires design services. The School Board reserves the right to approve or disapprove the design professional. If disapproved, the vendor shall be required to provide an alternate.

For projects where the School Board provides design documents, the vendor shall review the plans and identify any discrepancies, inconsistencies, mistakes, etc. prior to preparation of a cost proposal. Prior to commencement of construction, the vendor shall verify measurements in the field, and identify any differences from the furnished drawings.

For projects, which do not require signed and sealed documents, the vendor may be required to furnish shop drawings, record drawings, and any other documents and/or information as may be required in support of the work. The School Board reserves the right to approve all drawings and submittals.

2.4.3.1 SHOP DRAWINGS

When required for a project, as identified at the project site-scope meeting, the vendor shall review, approve and submit six (6) sets of all shop drawings and samples required for the work. Shop drawings and samples shall be identified as specified, or as required by the M-DCPS authorized representative. At the time of submission, the vendor shall inform the M-DCPS authorized representative, in writing, of any deviation of the shop drawings or samples from the requirements of the project scope.

The vendor shall make any corrections required by the M-DCPS authorized representative and/or design professional and shall resubmit the required number of corrected copies of shop drawings or new samples until approved. The vendor shall direct specific attention, in writing or on resubmitted shop drawings, to revisions other than the corrections requested by the M-DCPS authorized representative on previous submission(s).

No portion of the work requiring a shop drawing or sample submission shall commence, nor shall the School Board be liable for any parts or materials ordered by the vendor until the submission has been approved. All such portions of the work shall be in accordance with approved shop drawings and samples.

2.4.4 CHANGE IN SCOPE OF WORK

All changes of scope for a project must be acted upon, only after receipt of a revised or new purchase order, issued by Procurement Management Services.

2.4.4.1 AT OWNER REQUEST

After a purchase order has been issued and the work has begun, the scope may be changed for any reason, including unforeseen circumstances or at the request of the M-DCPS authorized representative. In order to maintain continuity, M-DCPS shall issue a Request For Quote (RFQ) to the vendor assigned to the project, however, this does not preclude the District from obtaining additional quotes, from other contractors. The time frame for response shall be stated in the RFQ. Vendor error or omission shall not be cause for any additional cost or issuance of a supplemental purchase order. Supplemental work must be authorized, in writing, by M-DCPS and accompanied by a purchase order.

The Bidder will be given a specific period of time to respond to the RFQ for the additional work. Should the vendor decide not to quote the additional work, or not respond in the prescribed time period, M-DCPS, at its discretion, may perform the work in a manner it deems to be in the best interest of M-DCPS, including revision of the original purchase order (PO) to compensate the Bidder for all work already performed.

If there is a reduction in the scope of work, the M-DCPS authorized representative shall issue a Request For Credit (RFC), the amount of which shall be reached through mutual agreement, or, absent such agreement, by the use of RSMMeans from the Gordion Group, to establish a fair market value of the work in question. This amount shall be deducted from the sum due to the vendor.

If the Bidder's proposal is acceptable, a supplemental PO will be issued for the additional work. If required, the original completion date will be adjusted.

2.4.4.2 AT VENDOR REQUEST

Should the vendor identify an unforeseen problem or circumstance, which necessitates a change in scope of work, the vendor shall submit a Request for Change of Scope (RCS) to the M-DCPS authorized representative within three (3) working days of identifying the need. This RCS shall contain all necessary information, including details of material and labor costs, as well as any adjustments to the completion schedule.

Additional contract costs and/or credits shall be reached through mutual agreement, or, absent such agreement, by the use of RSMMeans from the Gordion Group, to establish a fair market value of the work in question.

All details of the RCS shall be reviewed and approved by the M-DCPS Authorized Representative. Inadequate credits, excessive costs, and/or time extensions shall be rejected. Vendors shall be diligent when submitting Requests for Change of Scope. Untimely submissions may be rejected.

If the Bidder's proposal is acceptable, a supplemental PO will be issued for the additional work. If required, the original completion date will be adjusted.

2.4.5 WORKING DAY

The normal working hours for M-DCPS Maintenance Operations are between 7:00 a.m. to 11:00 p.m., Monday through Saturday. Calls outside these hours will be considered premium time.

As may be required for a specific project, and directed by the M-DCPS authorized representative, the vendor shall work a schedule that may include: work during school hours, prior to or after school hours, school recess periods, Saturdays and/or Sundays, School Board authorized holidays or legal holidays.

2.4.6 PROJECT EXECUTION

It is the vendor's responsibility to understand the full scope of each project. Failure to adhere to the specifications or instructions given at the site-scope meeting by the M-DCPS authorized representative shall not entitle the vendor to additional compensation after the project has been awarded.

All work performed shall be accomplished in strict accordance with **Section 2.3, References**, the requirements set forth in the scope definition provided by M-DCPS, the terms and conditions contained within the purchase order and the general terms and conditions of this contract. Vendors are responsible for compliance with all federal, state and local statutes, codes and ordinances applicable to this work.

Under no circumstance shall a vendor commence work until a PO has been issued and a Notice To Commence (NTC) has been received from the M-DCPS authorized representative.

Prior to commencement of work, the vendor shall be required to participate in preconstruction coordination meeting(s) with the M-DCPS authorized representative(s) and all appropriate stakeholders. Details regarding the execution and scheduling of the work, accessing the premises, occupant and program requirements during the work, use of facilities and approaches, and any other pertinent issues specific to the project, shall be addressed. The vendor shall provide 24-hour emergency contact information to the M-DCPS authorized representative(s).

If, during the course of the work, any unforeseen hazards are encountered, the vendor shall immediately: 1) render the work area safe, 2) cease all other work, and 3) contact the M-DCPS authorized representative.

2.5 SITE INSPECTION

Vendors bidding on jobs, must visit the job sites, inspect and assess job requirements, and become fully acquainted and familiarized with conditions as they exist, and the operations to be carried out pursuant to **Section 2.0, Scope of Services**. The vendor shall make such investigations, as appropriate, to fully understand the facilities, difficulties and restrictions before execution of the work. Also, the vendor shall thoroughly examine and be familiar with all the specifications and references herein.

Failure or omission of the vendor to receive or examine any instruction or document, or any part of the specifications, or to become acquainted with the nature of the work, the general and local

conditions and all matters which may in any way affect performance, shall not relieve the vendor of any obligation to perform as specified herein.

2.6 VENDOR PERFORMANCE AT M-DCPS SITES

All personnel employed by the vendor, including any subcontractor and subcontractor's employees when applicable, shall display at all times an identification badge which shall include the employee's name, the employer's name and either a physical description or a photograph of the employee. Vendor staff without proper identification shall not be permitted to work on M-DCPS property, refer to Section 1.25 Background Screening Requirements.

The vendor's employees, subcontractors and its employees, and any other personnel, including material suppliers engaged in any activities encompassed by this term bid, are strictly forbidden from participating in any manner and form of interaction with students of Miami-Dade County Public Schools. Violation of this provision may result in removal of the individual(s) involved from the school site, the project, and further, the vendor may be prohibited from employing the individual in any future work with M-DCPS performed under this term bid.

Vendor, its employees and/or assigns shall not use M-DCPS restrooms, cafeteria, lounges, dumpsters, equipment, etc. without permission prior to commencement of the project from the M-DCPS authorized representative. Vendor, its employees and/or assigns shall never use student restrooms or cafeteria while school and after-school activities are in session.

Vendor shall assure that no use of any controlled substance, including alcohol shall occur on M-DCPS premises by the vendor's employees, subcontractors and its employees, and any other personnel, including material suppliers engaged in any activities encompassed by this term bid.

Vendor shall not block exits, hallways, corridors, driveways, delivery areas, nor impede ingress or egress. Vendor shall not impede or interfere with the normal function of the facility, its occupants or its programs.

2.7 PROTECTIONS AND CLEANUP

The vendor shall conform to all applicable OSHA, state and local regulations, while performing work under this contract, and shall take all necessary, ordinary and extraordinary precautions, to provide a safe work environment at all times for the occupants of the school and the general public in and around the work area. The vendor shall also insure that M-DCPS property is protected from damage and defacement resulting from the vendor's activities. The vendor, at the vendor's sole expense, shall correct any such damage. Prior to payment of the final invoice, all corrections shall be inspected and accepted by the M-DCPS authorized representative.

It is the responsibility of the vendor to keep the site free from trash, debris, excess materials, tools and hazardous conditions at all times. The vendor shall be responsible for disposing of all waste material, and shall do so in conformance with applicable laws, codes and ordinances. The site shall be left in a "broom clean" condition upon completion of work.

Vendor's materials, equipment and tools, which are not in use, shall be stored in a secured location supplied by the vendor. M-DCPS is not responsible for loss of tools, equipment or supplies.

2.8 INSPECTIONS

The M-DCPS authorized representative will monitor the vendor to ensure that appropriate quality assurance procedures are adhered to, and in no event shall M-DCPS right to inspect be restricted. The vendor is responsible for requesting all required inspections through the M-DCPS authorized representative and shall give three (3) working days notice prior to the requested inspection date. If the work is not complete when the inspection occurs, the vendor may be held liable for the cost of the re-inspection.

2.8.1 PROGRESS INSPECTION

During the execution of projects performed under this contract, the M-DCPS authorized representative may inspect the work at any time without prior notice. The vendor shall correct the deficiencies noted within a certain time as established by the M-DCPS authorized representative.

2.8.2 FINAL INSPECTION

Upon completion of the work, the vendor shall notify the M-DCPS authorized representative, and a final inspection shall be scheduled. Deficiencies shall be documented and corrected within ten (10) days of the inspection, unless additional time is required and granted by the M-DCPS authorized representative.

The vendor may be required to furnish:

- a. Four (4) sets of reproducible record drawings and technical specifications. One (1) set shall be on Mylar, two (2) sets of blue line or bond and one (1) set in Auto Cad format. All copies shall be stamped "AS BUILT".
- b. Three (3) copies of maintenance and operating manuals for any equipment included in the scope of work and supplied by the vendor.

M-DCPS reserves the right to withhold final payment until receipt of these documents.

2.9 STOPPAGE OF WORK

M-DCPS reserves the right to stop work on any project, if deemed necessary by authorized M-DCPS authorized representative or Inspector, if:

- a. Materials or work are not in conformance with the specifications, applicable codes, standards or accepted practices;
- b. The vendor's activities result in damage to School Board Property;
- c. The vendor's activities interfere with the normal operation of the facility or its program; and
- d. Any other condition, situation, or circumstance which, in the opinion of the M-DCPS authorized representative or Inspector, would be a detriment to the best interests of the School Board if allowed to persist.

2.10 TERMINATION AND REMEDY

M-DCPS reserves the right to cancel this contract, as stated in Section 1.33, or any portion of the work performed under this contract and subject the vendor to default, if unauthorized material is used and/or procedures violated.

In the event that the vendor fails to perform any of the services in a satisfactory and timely manner, and is found in non-compliance with the terms and conditions of this contract, M-DCPS shall issue a written notice to the vendor, listing such deficiencies and establishing a specific time frame for correction. If correction is not affected in an acceptable manner within the allocated time, M-DCPS may, after written notice to the vendor, complete the work in any manner it chooses, with all direct and indirect costs of such work being borne by the vendor, and vendor may be subject to default.

Any fines and/or penalties levied against the owner by any agency or individual of jurisdiction which are a result of the vendor's negligence in adherence to the terms and conditions of this contract, applicable statutes, codes and/or ordinances, shall be borne solely by the vendor.

2.11 EMERGENCY RESPONSE

Where an emergency is deemed to exist by the M-DCPS authorized representative, the vendor shall be required to respond on a verbal notice-to-proceed, issued by Procurement Management Services or the Maintenance Operations authorized representative, when a safety-to-life emergency occurs before or after Procurement Management Services normal work hours; 8:00 a.m. to 4:30 p.m., Monday through Friday, during school recess periods, Saturdays and/or Sundays, and School Board authorized holidays or legal holidays. This response **must** result in the arrival of a work crew at the affected site **within two (2) hours** of such notification. Failure to respond in a timely manner to emergency requests may result in M-DCPS affecting remedial action in any manner deemed to be in the best interest of the School Board and back-charging the vendor for all associated costs. Failure to pay back-charges shall subject the vendor to default, as defined in School Board Policy 6320.

2.12 PERMITS

Awarded contractors will be permitted to perform work classified as general maintenance and repairs. However, only Contractors who have successfully been pre-qualified pursuant to State Requirements for Educational Facilities will be permitted to perform work classified as construction. Work requiring a separate permit from the M-DCPS Building Department can only be performed by M-DCPS pre-qualified contractors.

This work will be generally accomplished under the auspices of the Annual Maintenance Permit issued to each facility. **The vendor shall not be responsible for obtaining this permit.** However, a specific building permit will be required for any category of work administered and supervised by any M-DCPS department other than Maintenance Operations and certain projects defined by the Florida Building Code, including, but not limited to, all projects estimated to cost \$200,000 or more, and any work categorized as remodeling. The vendor will be responsible for obtaining these specific permits from the Miami-Dade County Public Schools Building Code Compliance Office.

2.13 WARRANTY

The vendor shall warrant the work and shall remedy any defects due to faulty materials or workmanship for a minimum of one (1) year from the date of final acceptance. M-DCPS reserves the right to request extended warranties for workmanship, materials and/or equipment. The request for an extended warranty shall be included in the RFQ process. This warranty shall be provided to the School Board, in writing, at the time of final invoicing.

Vendor shall remedy any work which fails to conform to the requirements of the contract and which appears during the progress of the work. All work, material and hardware shall be free from defects and shall be structurally and operationally sound during the entire warranty period. Upon written notice, the vendor shall remedy any defects, and pay all expenses for any damage to other work resulting there from. Unless otherwise specified, warranty repairs shall be corrected immediately upon receipt of the written notice. Vendor(s) who fail to cure warranty repairs during or after the expiration of this contract, shall be subject to default and/or debarment as stated in Section 1.34.

Neither the final payment nor any provision in the contract documents shall relieve the vendor of the responsibility for negligence, defects of manufacture, latent defects, faulty materials and/or workmanship to the extent of, and within the period provided by law.

2.14 INVOICING

The invoice document shall contain the following information:

- a. M-DCPS Purchase Order Number and release number when appropriate;
- b. Description and serial number of equipment purchased, if applicable;
- c. Scope of work performed;
- d. Start and completion time and date of work performed;
- e. Work location where services were provided;
- f. Final release of lien, and/or consent of surety, from any subcontractor or supplier, if applicable;
- g. Final release of claim from the vendor, if applicable;
- h. Written warranty; and
- i. Three (3) copies of maintenance and operating manuals for all purchased equipment, if applicable.

Invoices shall be mailed or delivered to the M-DCPS authorized representative identified in the item description of the purchase order.

2.15 PAYMENTS

Payment will only be made for actual installed materials and work performed which has been inspected and found to be in accordance with the terms and conditions of the contract. Work found to be deficient must be corrected by the vendor at the vendor's expense prior to any payment being made. The vendor will not be compensated for waste and/or surplus materials.

Projects that do not exceed 45 actual workdays shall be paid in one lump sum. For Projects exceeding 45 days duration, partial payments may be requested and may be honored at the discretion of the M-DCPS authorized representative and shall be contingent upon submittal of appropriate documentation.

Invoices, required documents and manuals shall be mailed or delivered to the M-DCPS authorized representative as identified in the item description of the purchase order.

The acceptance of final payment shall constitute a waiver of all claims by the vendor except those previously made in writing and unresolved at the time of final invoicing.

2.16 SUBCONTRACTING

Subcontracting is permitted under this contract for incidental work, however, the vendor must obtain approval from M-DCPS, as stated in Section 1.32. The vendor shall submit a list of subcontractors with its Request For Quotes, pursuant to Section 2.4.1 Project Site-Scope Meeting. M-DCPS reserves the right to reject any subcontractor. Rejection of any subcontractor shall not entitle the vendor to adjustment of quoted prices. M-DCPS shall not be responsible for resolution of disputes between the vendor and any subcontractor. The vendor shall be held fully responsible and liable for the supervision and performance of all work performed by subcontractors.

2.17 WAIVER

Failure by M-DCPS to invoke any of its rights under this contract shall not constitute a waiver of these rights nor prevent their exercise. Exercise of any sanction provided for in this contract shall not preclude the District from pursuing remedies available through law, rule or any other provision of this contract.

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2.18 REQUIRED INFORMATION TO BE SUBMITTED BY THE BIDDER

In no more than five (5) pages, the Bidder must include the following information within the submitted proposal:

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. Provide a copy of bidder's, Plumbing Contractor License pursuant to Florida Statute, Section 489.		
c. Provide a minimum of three (3) references of similar work performed within the South Florida area, and shall include documentation of at least three (3) years experience as a Plumbing Contractor, as appropriate to the license, refer to Exhibit 5.		
d. Please submit written confirmation that your company has the ability to transmit and receive purchase orders/data electronically, via a computerized system, e.g. (An ERP system).		
e. List of emergency contact numbers.		
f. Provide a copy of bidder's M-DCPS Prequalification Certificate.		

Vendor will provide services to the following service center areas, please refer to Exhibit 8 - List of M-DCPS Locations by Maintenance Service Center (MSC):

	Yes	No
Maintenance Service Center 1		
Maintenance Service Center 2		
Maintenance Service Center 3		
Maintenance Service Center 4		

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SECTION 3.0 - PRICE PROPOSAL

[Signature is required at the end of this Section 3.0]

BIDDER MUST READ THIS SECTION IN ITS ENTIRETY AND ACKNOWLEDGE RECEIPT OF THIS SECTION BY SIGNATURE ON FOLLOWING PAGE

- 3.1 Bidders meeting the requirements of this ITB, will be added to a pre-approved list, and shall receive a Request For Quotes (RFQ), refer to Section 2.4.1 Project Site-Scope Meeting, to complete any plumbing, general plumbing repairs and installations, to include furnishing all labor, supervision, equipment and materials necessary for this work. At the time of the RFQ, pre-approved bidders will be required to submit a lump sum quote for the designated planned project. The project will be awarded to the lowest responsive, responsible vendor, meeting specifications.

- 3.2 Service work will be awarded to Bidders on a time and material basis, refer to Section 2.4.2 Time and Material Repairs.

1	Base cost per service call (Includes 1 hour labor and all transit related costs)	\$ _____
2	Cost per labor hour for Skilled Mechanic (applied to time spent on site beyond the first hour)	\$ _____
3	Cost per labor hour for unskilled helper	\$ _____
4	Overtime rate	\$ _____
5	Percentage markup for parts and materials	_____ %

Please note that prices quoted may not include sales tax, as The School Board of Miami-Dade County, Florida, is a non-profit organization and as such does not pay sales tax on any materials, equipment, services, etc.

The Bidder shall offer all of the elements of this ITB and meet all service requirements and specifications listed within **Section 2.0 - Scope of Services**, to include furnishing all labor, supervision, equipment and materials necessary for this work.

The information in 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.

For this Section 3.0 – PRICE PROPOSAL:

Signature of Bidder's Authorized Representative

Title

Printed Name:

Date:

SECTION 4.0 - PROPOSAL SUBMISSION AND FORMAT

This section identifies the format to be followed in assembling a response. Bidders must carefully follow the format and instructions outlined below, creating a tabbed section in the response for each of the sections in 4.1 below. Bidders are instructed to indicate a response to ALL requirements and specifications contained in this section in the order listed using the same numbering system.

Proposal responses must contain each of the enumerated documents below, each fully completed, signed, and notarized as required. Proposals that do not include the required documents may be deemed ineligible and may not be considered for contract award. All materials (except for plans and schematics, if any) are to be submitted on 8½" X 11" paper, neatly typed on one side only, with normal margins, spacing and quantities as outlined in **Section 1.9** of this ITB.

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 the proposal being considered non-responsive.

4.1 CONTENTS OF PROPOSAL

All proposals must contain the following tabs/sections:

1) Cover Page

Exhibit 1 found in Section 6 is to be used as the cover page for the Proposal. This form must be fully completed and signed by an authorized officer of the Bidder submitting the proposal.

2) Table of Contents

The Table of Contents should outline in sequential order the major areas of the proposal. All pages of the proposal, including the enclosures, must be clearly and consecutively numbered and correspond to the Table of Contents.

3) Executive Summary

Provide a brief summary of no more than two (2) pages, describing the basic services offered, experience and qualifications of the Bidder, staff and any other relevant information.

4) Technical Qualifications

Provide a response to all of the items listed in **Section 2.0** of this ITB. If the Bidder is unable to provide a particular service, the Bidder is required to suggest an appropriate alternative in his/her response to that item. The Bidder must respond to ALL Requirements in the order listed in **Section 2.0** of this ITB using the same numbering system. The inability or denial expressed in a proposal, or omission in the proposal, to offer solutions or an explanation to the requirements of this section may result in the proposal being considered non-responsive.

5) Qualifications of the Bidder including Corporate Past Performance & Key Personnel

Provide a response regarding the Bidder's qualifications, including but not limited to, the following: full name, address and brief description of Bidder's organization. Also, provide a description of the organization's qualifications to provide the scope of services requested in this ITB, whereby resumés of Key personnel should be included within the Proposal. Lastly, please provide three (3) references whereby your company has successfully provided services requested within this ITB.

6) Price Proposal List

The Price Proposal List, as outlined within **Section 3.0**, shall be submitted per the directions in that section. Be sure to include your signature as it appears on **Section 3.0**.

7) Required Forms & Attachments

The Bidder must complete, sign and submit the following forms available in **Section 6.0** as part of the Proposal. If awarded a contract, the Bidder will be asked to submit a Bidder registration packet that will include all of the forms listed in **Section 6.0**.

Exhibit 1	Cover Page for Proposal
Exhibit 2	Acknowledgment of Amendments
Exhibit 3	Local Business Affidavit of Eligibility
Exhibit 4	Florida Statutes on Public Entity Crimes
Exhibit 5	Bidder Experience
Exhibit 6	Anti-Collusion Statement
Exhibit 7	Disclosure of Employment of Former School Board Employees

4.2 PROPOSAL PREPARATION REQUIREMENT

- (1) **All ITB Bidders must submit one (1) unbound, one-sided original, one (1) bound copy of the complete proposal, one (1) electronic version on CD or memory stick.**
- (2) All proposals must be submitted on 8½" X 11" paper, except for any drawings, charts, diagrams, and bound, tab divided by designated category. Binders will have clearly printed front, back and spine title covers, that clearly identify the proposal subject, due date and Bidder's contact information.
- (3) The original, the soft copy and all copies must be submitted in a sealed envelope/container. Bidders shall include their complete name, return address, and telephone number on the left upper side of mailing label. The ITB title, number, due date and opening time will be clearly printed at the bottom left side of the label. Such outer envelope/container should be addressed as follows:

4.3 PROPOSAL LABELING REQUIREMENTS

The box below, with all appropriate information, must appear as a label to allow proper processing of proposal. The label will allow the Buyer to properly handle the sealed container without revealing the contents until the proposals are opened.

SEALED PROPOSAL ENCLOSED (To be opened by the Contact Person noted below)	
Bidder's Name: Bidder's Address: Bidder's Telephone Number:	<u>BID BOX</u> Miami-Dade County Public Schools Procurement Management Services <u>Attn: Vanessa Flores, CPSM, C.P.M.</u> <u>Buyer</u> School Board Administration Building 1450 N.E. 2 nd Avenue, Suite 650 Miami, FL 33132
ITB No.: ITB-14-037-VF ITB Title: Full Service Plumbing and General Repairs Proposal Due Date: Thursday, May 28, 2015, by 2 p.m. EST (local time)	

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SECTION 5.0 - EVALUATION/SELECTION PROCESS

5.1 COMPETITIVE ITB PROCESS

- (a) The selection process under this ITB shall be a competitive process that shall utilize and be governed by the authority, methodology and guidance established within School Board Policy 6320, Purchasing, located on the District's website at:

procurement.dadeschools.net

- (b) Also see Section 1.0 of this document for additional information and provisions applicable to this competitive ITB process.

5.2 EVALUATION CRITERIA

The Procurement Staff, assigned to this ITB, will evaluate all responsive and responsible bids based on the criteria listed herein, specifically Section 2.

5.3 PRICE PROPOSAL

A completed price proposal list is not required under this ITB, however, at the time of proposal submission, the signature form in Section 3.0 Price Proposal List, must be submitted with each proposal package. See **Section 3.0 – PRICE PROPOSAL**.

5.4 AWARD

Contract award shall be made to the responsive and responsible Bidder(s), whose proposal is determined to be the most advantageous to the District. No other factors or criteria shall be used in the evaluation. The recommendation for award shall be submitted through the Buyer to the School Board.

In this ITB Process, the award decision will be made by the School Board, whose decision shall be final.

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SECTION 6.0 – ATTACHMENTS

Exhibit 1	Cover Page for Proposal
Exhibit 2	Acknowledgment of Amendments
Exhibit 3	Local Business Affidavit of Eligibility
Exhibit 4	Florida Statutes on Public Entity Crimes
Exhibit 5	Bidder Experience
Exhibit 6	Anti-Collusion Statement
Exhibit 7	Disclosure of Employment of Former School Board Employees
Exhibit 8	List of M-DCPS Locations by Maintenance Service Center (MSC)

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EXHIBIT 1

Cover Page For Proposal

BIDDER'S NAME (Name of firm, entity or organization):		
FEDERAL EMPLOYER IDENTIFICATION NUMBER:		
NAME AND TITLE OF BIDDER'S CONTACT PERSON:		
Name: _____ Title: _____		
TELEPHONE: (____) _____	FAX: (____) _____	E-MAIL ADDRESS _____
BIDDER'S ORGANIZATIONAL STRUCTURE:		
____ Corporation ____ Partnership ____ Proprietorship ____ Joint Venture		
____ Other (Explain) _____		
IF CORPORATION:		
Date Incorporated/Organized: _____		
State Incorporated/Organized: _____		
States registered in as foreign corporation: _____		
BIDDER'S SERVICE OR BUSINESS ACTIVITIES OTHER THAN WHAT THIS SOLICITATION REQUESTS FOR:		
LIST NAMES OF BIDDER'S SUBCONTRACTORS OR SUBCONSULTANTS FOR THIS PROJECT		

Exhibit 2
ACKNOWLEDGMENT 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.

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: _____

Exhibit 4
FLORIDA STATUTES ON PUBLIC ENTITY CRIMES

The State of Florida has enacted a law that requires bidders 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 Bidder, the contractor nor any officer, director, executive, partner, shareholder, employee, member nor agent who is active in the management of the Bidder or contractor nor any affiliate of the Bidder or contractor shall have been convicted of a public entity crime subsequent to July 1, 1989.

All Bidders 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.

Bid 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 bidder or contractor) is _____.
2. My relationship to _____ (name of bidder 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 Bidder, contractor nor any officer, director, executive, partner, shareholder, employee, member nor agent who is active in the management of the Bidder or contractor nor any affiliate of the Bidder 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 Bidder or contractor, or an officer, director, executive, partner, shareholder, employee, member or agent of the Bidder or contractor, or an officer, director, executive, partner, shareholder, employee, member or agent of the Bidder or contractor who is active in the management of the Bidder or contractor or an affiliate of the Bidder 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 Bidder 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

**Exhibit 5
BIDDER EXPERIENCE**

Submit one form for each client reference. Understand that each client may be contacted to verify the validity of the partnership between the Bidder and the client.

Prime Bidder:

Client Name:

Address:

Client Contact name:

Title:

Phone number:

Email:

Is Client a School District? (Yes___ No ___)

Duration of Client Relationship:

Date Started: _____ Date Ended: _____ for _____ Total Years.

Additional information (attach pages as necessary):

Describe the services provided; provide total value of the contract, result of the project and Bidders role in the project, difficulties experienced during implementation or ongoing operations. If contract was terminated, state the reason for termination.

**Exhibit 6
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 of 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: _____

E-MAIL ADDRESS: _____

BY: SIGNATURE (ORIGINAL) _____

BY: NAME TYPED _____

TITLE: _____

Exhibit 7

DISCLOSURE OF EMPLOYMENT OF FORMER SCHOOL BOARD EMPLOYEES

Pursuant to School Board Policy 6460, which may be accessed at <http://www.dadeschools.net/schoolboard/rules>, all bidders and consultants are required to disclose the names of any of their employees who serve as agents or principals for the bidder, Bidder or consultant, and who, within the last two years, have been or are employees of the School Board. Such disclosure will be in accordance with current School Board rules, but will include, at a minimum, the name of the former School Board employee, a list of the positions the employee held in the last two years of his or her employment with the School Board, and the dates the employees held those positions. See following page and include page in your proposal packages. If non-applicable, please indicate so on the form and return.

DISCLOSURE OF CONFLICT OF INTEREST (Affiliation with District Committees, Task Force or Associations)

Bidders are required to disclose the names of any officers/directors, who serve on any district committees, task force, or associations. See following page and include page in your proposal packages. If non-applicable, please indicate so on the form and return.

**DISCLOSURE OF EMPLOYMENT OF FORMER SCHOOL BOARD EMPLOYEES
(PLEASE INCLUDE THIS FORM WITH YOUR PROPOSAL PACKAGE)**

Pursuant to School Board Policy 6460, which may be accessed on the school website at dadeschools.net/schoolboard/rules all bidders, Bidders, and consultants, are required to disclose the names of any of their employees who serve as agents or principals for the bidders, Bidders or consultant, and who **within the last two years**, have been or are employees of the School Board. Such disclosure will be in accordance with current School Board rules, but will include, at a minimum, the name of the former School Board employee, a list of the positions the employee held in the last two years of his or her employment with the School Board, and the dates the employee held those positions.

NAME	LIST OF POSITIONS	DATES EMPLOYEE HELD POSITION
_____	_____	_____
_____	_____	_____
_____	_____	_____

DISCLOSURE OF CONFLICT OF INTEREST

(AFFILIATION WITH DISTRICT COMMITTEES, TASK FORCE, ASSOCIATIONS)

Firms under Contract or proposing to enter into a Contract with Agency must be in conformance with the M-DCPS Conflict of Interest policies available at www.dadeschools.net. Any vendor who submits a response to a solicitation must disclose the names of any of its company directors or officers who serve on any District Committees, Task Force or Associations. Does the Firm or any Associate of the Firm (Director's, Officers, etc.) serve or have served within the past two years (2) on a Miami-Dade County Public Schools District Committee, Task Force, or Association?

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

Employee Name	Current Title with Firm	Name of M-DCPS Committee, Task Force, Association Served
Name: _____ •		
Name: _____ •		

NOTE: THIS FORM SHALL BE RETURNED WITH THE PROPOSAL SUBMITTAL

List of M-DCPS Locations by Maintenance Service Center (MSC)

Maintenance Service Center	Location Number	School Name	Address
1	7011	American Sr.	18350 NW 67 Av
1	6023	Andover Md.	121 NE 207 St
1	0341	Arch Creek El.	800 NE 137 St
1	0231	Aventura Waterways K-8 Ctr.	21101 NE 26 Av
1	0321	Biscayne El.	800 77 St
1	0361	Biscayne Gardens El.	560 NW 151 St
1	2441	Boone, Virginia A./Highland Oaks El.	20500 NE 24 Av
1	0461	Brentwood El.	3101 NW 191 St
1	0481	Bright, J. H. El.	2530 W 10 Av
1	0561	Bryan W.J. El.	1200 NE 125 St
1	0641	Bunche Park El.	16001 Bunche Pk Dr
1	0681	Carol City El.	4375 NW 173 Dr
1	6051	Carol City Md.	3737 NW 188 St
1	6161	Chiles, Lawton Md.	8190 NW 197 St
1	6611	Country Club Md.	18305 NW 75 Place
1	1161	Crestview El.	2201 NW 187 St
1	6151	Doral Md. (Various)	5005 NW 112 Av
1	5081	Dr. Federica S. Wilson / Skyway El.	4555 NW 206 Terr
1	1481	Dupuis, J. G. El.	1150 W 59 Pl
1	1521	Earhart, Amelia El.	5987 E 7 Av
1	0092	Edelcup, Norman S. K-8 /Sunny Isle Beach Comm. Sch	201 182 Drive
1	4801	Edelman Gertrude K. / Sabal Palm El.	17101 NE 7 Av
1	0122	Espinosa, Dr. Rolando K-8 Ctr SS "P-1"	11250 NW 86 St
1	6171	Filer, Henry Md.	531 W 29 St
1	1921	Flamingo El.	701 E 33 St
1	2041	Franklin, Benjamin El.	13100 NW 12 Av
1	2081	Fulford El.	16140 NE 18 Av
1	2161	Golden Glades El.	16520 NW 28 Av
1	7751	Goleman, Barbara Sr.	14100 NW 89 Av
1	2181	Good, Joella C. El.	6350 NW 188 Terr
1	4621	Graham, Bob Ed. Ctr. PLC"H"	8875 NW 143 St
1	0091	Graham, Bob K-8 Educational Ctr.	15901 NW 79 Av
1	5051	Graham, Ernest R. El.	7330 W 32 Av
1	2241	Gratigny El.	11905 N Miami Av
1	2281	Greynolds Park El.	1536 NE 179 St
1	3781	Hawkins, Barb./N.Carol Cty El.	19010 NW 37Av
1	2111	Hialeah Gardens El.	9702 NW 130 St
1	6751	Hialeah Gardens Md.	11690 NW 92 Av
1	7191	Hialeah Gardens Sr.	11700 Hialeah Gardens Blvd.
1	6231	Hialeah Md.	6027 E 7 Av
1	7111	Hialeah Sr.	251 E 47 St
1	7131	Hialeah-Miami Lakes Sr.	7977 W 12 Ave
1	2401	Hibiscus El.	18701 NW 1 Av
1	6241	Highland Oaks Md.	2375 NE 203 St
1	4121	Ingram, Dr. Robert B. El. / Opa-Locka El.	600 Ahmad St

List of M-DCPS Locations by Maintenance Service Center (MSC)

Maintenance Service Center	Location Number	School Name	Address
1	2581	Ives, Madie Community El.	20770 NE 14 Av
1	6281	Jefferson, T. Md.	525 NW 147 St
1	2621	Johnson, J.W. El.	735 W 23 St
1	6301	Kennedy, J. F. Md.	1075 NE 167 St
1	7023	K-Mart Conversion (Krop Annex)-Lease	700 Ives Dairy Rd
1	7141	Krop, Dr. Michael Sr.	1410 N.E. 215 St
1	2801	Lake Stevens El.	5101 NW 183 St
1	6351	Lake Stevens Md.	18484 NW 48 Pl
1	2821	Lakeview El.	1290 NW 115 St
1	5005	Lawrence, David Jr. K-8 Ctr.	15000 Bay Vista Blvd
1	2911	Lentin, Linda K-8 Ctr.	14312 N.E. 2nd Ct
1	9241	Maintenance Service Central and 1 (old 2)	12525 NW 28 Av
1	8101	Mann, Jan Opportunity N.	16101 NW 44 Ct
1	7291	Marti, Jose (MAST 6-12 Academy)	5701 W 24 Av
1	3141	Meadowlane El.	4280 W 8 Av
1	5901	Meek, Carrie P. K-8 Ctr. / Westview El.	2101 NW 127 St
1	7231	Miami Carol City Sr. New	3422 NW 187 St
1	7254	Miami D. MacArthur North Sr./Charter	13835 NW 97 Av
1	3241	Miami Gardens El.	4444 NW 195 St
1	8901	Miami Lakes Ed. Ctr	5780 NW 158 St
1	3281	Miami Lakes K-8 Ctr. PLC	14250 NW 67 Av
1	6501	Miami Lakes Md.	6425 Mia. Lakeway N
1	7391	Miami Lakes Technological Sr.	5780 NW 158 St
1	7381	Miami Norland Sr.	1050 NW 195 St
1	3421	Milam, M. A. K-8 Ctr.	6020 W 16 Av
1	7048	Mourning, Alonzo & Tracy Sr.	2601 NE 151 St
1	3581	Myrtle Grove K-8 CENTER	3125 NW 176 St
1	3661	Natural Bridge El.	1650 NE 141 St
1	3701	Norland El.	19340 NW 8 Ct
1	6571	Norland Md.	1235 NW 192 Terr
1	3821	North County K-8 Ctr.	3250 NW 207 St
1	5131	North Dade Ctr. Modern Lang. El.	1840 NW 157 St
1	6591	North Dade Md.	1840 NW 157 St
1	3861	North Glade El.	5000 NW 177 St
1	3901	North Hialeah El.	4251 E 5 Av
1	7541	North Miami Beach Sr.	1247 NE 167 St
1	3941	North Miami El.	655 NE 145 St
1	6631	North Miami Md.	13105 NE 7 Av
1	7591	North Miami Sr. New Fac SF	13110 NE 8 Av
1	9571	North Region Office	733 E 57 St
1	3981	North Twin Lakes El.	625 W 74 Pl
1	4001	Norwood El.	19810 NW 14 Ct
1	4021	Oak Grove El.	15640 NE 8 Av
1	4061	Ojus El.	18600 W Dixie Hwy
1	4241	Palm Lakes El.	7450 W 16 Av

List of M-DCPS Locations by Maintenance Service Center (MSC)

Maintenance Service Center	Location Number	School Name	Address
1	4261	Palm Springs El.	6304 E 1 Av
1	6681	Palm Springs Md.	1025 W 56 St
1	4281	Palm Springs N. El.	17615 NW 82 Av
1	4301	Parkview El.	17631 NW 20 Av
1	4341	Parkway El.	1320 NW 188 St
1	6721	Parkway Md.	2349 NW 175 St
1	8211	Powell,Nathaniel Traz. Stadium	11380 NW 27 Av
1	4541	Rainbow Park El.	15355 NW 19 Av
1	7241	Reagan, Ronald Sr. / Doral Sr.	8600 NW 107 Av
1	4491	Reeves, Henry E. S. El.	2005 NW 111 St
1	8151	Renick, Robert Ed. Ctr	2201 NW 207 St
1	4881	Scott Lake El.	1160 NW 175 St
1	5021	Sheppard, B. El.	5700 W 24 Av
1	5141	Sibley, Hubert O. El.	255 NW 115 St
1	5101	Smith, John. I. K-8 Ctr.	10415 NW 52 St
1	0074	Spanish Lake ECC # 1	7940 NW 194 St
1	2191	Spanish Lake El.	7940 NW 194 St
1	0071	Thomas, Eugenia B. K-8 Ctr.	5950 NW 114 Av
1	9239	Transportation John H. Schee	2755 NW 122 Street
1	9232	Transportation North	16150 NW 42 Av
1	5601	Twin Lakes El.	6735 W 5 Pl
1	5711	Walters, Mae El.	650 W 33 St
1	2371	West Hialeah Gardens El.	11990 NW 92 Av
1	7049	Westland Hialeah Sr.	4000 W 18 Av
1	6981	Westview Md.	1901 NW 127 St
1	9600	WLRN-FM Radio Transmission Station Pembroke/Dade	3200 SW 52 Av
1	5991	Wyche, Charles. D. El.	5241 NW 195 Dr
1	5971	Young, Nathan B. El.	14120 NW 24 Av
2	5044	Academy of International Education (LaBaron Dr)	1080 LeBaron Drive
2	6011	Allapattah Md.	1331 NW 46 St
2	0111	Angelou, Maya El.	1850 NW 32 St
2	0101	Arcola Lake El.	1037 NW 81 St
2	0121	Auburndale El.	3255 SW 6 St
2	7801	Baker, George T. Aviation	3275 NW 42 Av
2	0281	Bethune Ctr.	2900 NW 43 Terr
2	9485	Biscayne Nature Ctr.	4000 Crandon Blvd Pk Lot #1
2	0401	Blanton, Van E. El.	10327 NW 11 Av
2	0241	Broad, R.K K-8 Ctr./Bay Harbor El.	1155 93 St
2	0521	Broadmoor El.	3401 NW 83 St
2	6031	Brownsville Md.	4899 NW 24 Av
2	0721	Carver, G. W. El.	238 Grand Av
2	6071	Carver, G. W. Md.	4901 Lincoln Dr
2	9797	Chapman House	526 NW 13 St
2	0801	Citrus Grove El.	2121 NW 5 St
2	6091	Citrus Grove Md.	2153 NW 3 St

List of M-DCPS Locations by Maintenance Service Center (MSC)

Maintenance Service Center	Location Number	School Name	Address
2	0841	Coconut Grove El.	3351 Matilda St
2	0881	Comstock El.	2420 NW 18 Av
2	8121	COPE Center North	9950 NW 19 Av
2	0961	Coral Gables K-8 Prep Academy	105 Minorca Av
2	0961a	Coral Gables Prep MS Campus/Merrick Ed. Ctr. (OLD)	11001 SW 76 STREET
2	7071	Coral Gables Sr.	450 Bird Rd
2	1121	Coral Way K-8 Ctr.	1950 SW 13 Av
2	8161	Corporate Academy North @ Floral Heights	5120 NW 24 Av
2	2531	Crowder, T. El. / ESE Facility	757 NW 66 St
2	6361	de Diego, Jose Md.	3100 NW 5 Av
2	7081	Design & Architect Sr.	4001 NE 2 Av
2	8139	Dorsey, D. A. Educ. Ctr.	7100 NW 17 Av
2	1361	Douglass, F. El.	314 NW 12 St
2	1401	Drew, Charles R. El.	1775 NW 60 St
2	6141	Drew, Charles R. Md.	1801 NW 68 St
2	1441	Dunbar, Paul Laurence El.	505 NW 20 St
2	1561	Earlington Hts. El.	4750 NW 22 Av
2	1601	Edison Park El.	500 NW 67 St
2	7841	English Ctr.	3501 SW 28 St
2	1681	Evans, Lillie C. El.	1895 NW 75 St
2	1801	Fairlawn El.	444 SW 60 Av
2	0761	Fienberg/Fisher K-8 Ctr.	1420 Washington Av
2	1881	Flagler, H. El.	5222 NW 1 St
2	9025	Food and Nutrition	7042 West Flagler St
2	2351	Hartner, E. M. El.	401 NW 29 St
2	2361	Hialeah El.	550 E 8 St
2	2501	Holmes El.	1175 NW 67 St
2	9799	Homeless Assistance Center #1	1550 N Miami Av
2	8005	Hopkins, Lindsey. Tech. Ed. Ctr.	750 NW 20 St
2	7571	International Studies Prep. Acad / 1570 Madruga	1570 Madruga Avenue
2	7005	iTech @ Edison Ed Ctr / Edison Md	6101 NW 2 Av
2	8141	Juvenile Justice Ctr./Troy Academy	3300 NW 27 Av
2	2661	Kensington Park El.	711 NW 30 Av
2	2741	Key Biscayne K-8	150 W McIntire St
2	2761	King, M. L. El./Part of Liberty City El. See 2981	7124 NW 12 Av
2	2781	Kinloch Park El.	4275 NW 1 St
2	6331	Kinloch Park Md.	4340 NW 3 St
2	3051	L 'Ouverture, Toussaint. El.	120 NE 59 St
2	7033	Law Enforcement Officers Memorial High School	300 NW 2 Av
2	2981	Liberty City El.	1855 NW 71 St
2	3041	Lorah Park El.	5160 NW 31 Av
2	5861	Mack, Dr. Henry El. / West Little River El.	2450 NW 84 St
2	6391	Madison Md.	3400 NW 87 St
2	9281	Maintenance Service Ctr. 2 (old 4)	2925 NW 41 St
2	9271	Maintenance Service Ctr.(old 3)	2780 NW 87 St

List of M-DCPS Locations by Maintenance Service Center (MSC)

Maintenance Service Center	Location Number	School Name	Address
2	6411	Mann, Horace Md.	8950 NW 2 Av
2	7161	MAST Academy Sr.	3979 Rickenb. Cswy
2	9134	Materials Control	7040 W Flagler St
2	3021	McCrary, Jesse J. / Little River El.	514 NW 77 St
2	9938	MDSPD Gen. Invest. Unit (GIU)-(Six Pack/Police)	2900 NW 43 Terr
2	9913	MDSPD HQ	6100 NW 2 Av
2	3181	Melrose El.	3050 NW 35 St
2	3191	Merritt, Ada K-8 Ctr.	660 SW 3 St
2	7202	Miami Beach Adult and Community Ed Ctr.Fisher Fien	1424 Drexel Avenue
2	7201	Miami Beach Sr.	2231 Prairie Av
2	7251	Miami Central Sr.	1781 NW 95 St
2	7301	Miami Edison Sr.	6161 NW 5 Ct
2	7341	Miami Jackson Sr.	1751 NW 36 St
2	7411	Miami Northwestern Sr.	1100 NW 71 St
2	3301	Miami Park El.	2225 NW 103 St
2	3341	Miami Shores El.	10351 NE 5 Av
2	3381	Miami Springs El.	51 Park St
2	6521	Miami Springs Md.	150 S Royal Poinciana Blvd
2	7511	Miami Springs Sr.	751 Dove Av
2	7461	Miami Sr.	2450 SW 1 St
2	3431	Miller, Phyllis Ruth El.	840 NE 87 St
2	3501	Morningside K-8 Academy	6620 NE 5 Av
2	6541	Nautilus Md.	4301 N. Michigan Av
2	7901	New World School of Arts Sr.	300 NE 2 Av
2	3741	North Beach El	4100 Prairie Av
2	9000	OLD-Mill Annex (Empty old 9262)	1191 NW 73 St
2	4171	Orchard Villa El.	5720 NW 13 Av
2	4071	Paschal, Agenoria S. El. /Olinda El.	5536 NW 21 Av
2	4401	Pharr, Kelsey El.	2000 NW 46 St
2	4501	Poinciana Park El.	6745 NW 23 Av
2	6741	Ponce de Leon Md.	5801 Augusto St
2	4681	Riverside El.	1190 SW 2 St
2	9181	S & D Warehouse	7001 SW 4 St
2	4841	Santa Clara El.	1051 NW 29 Terr
2	9015	SBAB COMPLEX (SBAB-Garage-Annex/PLC)	1450 NE 2 Av
2	4961	Shadowlawn El.	149 NW 49 St
2	5001	Shenandoah El.	1023 SW 21 Av
2	6841	Shenandoah Md.	1950 SW 19 St
2	5041	Silver Bluff El.	2609 SW 25 St
2	0081	Smith, Lenora B. / Allapattah El.	4700 NW 12 Av
2	5201	South Hialeah El.	256 E 5 St
2	5091	South Pointe El.	1050 Fourth St
2	5321	Southside El.	45 SW 13 St
2	5361	Springview El.	1122 Blue Bird Av
2	9028	Student Services	489 EAST DRIVE

List of M-DCPS Locations by Maintenance Service Center (MSC)

Maintenance Service Center	Location Number	School Name	Address
2	8119	The 500 Role Mod. Acad. Of Exc	6300 NW 27 Av
2	9700	Title I Administration	7900 N.W. 27th Ave
2	9231	Transportation Central East .-Gas P	7011 SW 4 St
2	9234	Transportation Northeast	5901 NW 27 Av
2	9236	Transportation Northwest	9900 NW S River Dr
2	5481	Treasure Island El.	7540 E Treasure Dr
2	5561	Tucker, Frances. S. El.	3500 Douglas Rd
2	7601	Turner, W.H. Tech. Arts Sr.	10151 NW 19 Av
2	7791	Washington, B. T. Sr.	1200 NW 6 Av
2	5831	West, Henry S. Laboratory El.	5300 Carillo St
2	5931	Wheatley, P. El.	1801 NW 1st Pl
2	9606	WLRN Ch 17- Anna Brenner Meyers	172 NE 15 St
2	7056	Young Men's Prep. Acad. / BuenaVista	3001 NW 2 Av
2	7055	Young Women's Preparatory Academy	1150 SW 1 St
3	6021	Arvida Md.	10900 SW 127 Av
3	4731	Ashe, B. F. PLC"N"	16251 SW 72 St
3	0451	Ashe, Dr. Bowman F. K-8 Ctr.	6601 SW 152 Av
3	0201	Banyan El.	3060 SW 85 Av
3	0211	Barreiro, Dr. Manuel C. El.	5125 SW 162 Av
3	4651	Beckford, Ethel F./ Richmond El.	16929 SW 104 Av
3	0251	Beckham, Ethel K. El.	4702 SW 143 Ct
3	6041	Bell, Paul. Md.	11800 NW 2 St
3	0271	Bent Tree El.	4861 SW 140 Av
3	0441	Blue Lakes El.	9250 SW 52 Terr
3	0125	Bossard, Norma Butler El.	15950 SW 144TH STREET
3	7051	Braddock, G. Holmes Sr.	3601 SW 147 Av
3	0671	Calusa El.	9580 W Calusa Club Dr
3	0861	Colonial Drive El.	10755 SW 160 St
3	8131	COPE Center S./Wallace D.	10225 SW 147 Terr
3	1001	Coral Park El.	1225 SW 97 Av
3	1041	Coral Reef El.	7955 SW 152 St
3	7101	Coral Reef Sr.	10101 SW 152 St
3	1081	Coral Terrace El.	6801 SW 24 St
3	6921	Curry, Lamar Louise Md.	SW 157 Ave and 47 St
3	1281	Cypress El.	5400 SW 112 Ct
3	6121	Dario, Ruben Md.	350 NW 97 Av
3	1331	Devon Aire K-8 Ctr.	10501 SW 122 Av
3	6131	Doolin, Howard Md.	6400 SW 152 Av
3	1371	Douglas, Majory Stoneman El.	11901 SW 2 St
3	1641	Emerson El.	8001 SW 36 St
3	1691	Eve, Christina M. El.	16251 SW 99 St
3	1721	Everglades K-8 Ctr.	8375 SW 16 St
3	9618	F.D.L.R.S.(Diagnostic & Learning)	5555 SW 93 Av
3	1761	Fairchild, D. El.	5757 SW 45 St
3	1811	Fascell, Dante B. El.	15625 SW 80 St

List of M-DCPS Locations by Maintenance Service Center (MSC)

Maintenance Service Center	Location Number	School Name	Address
3	7121	Ferguson, John A. Sr.	56 St. S.W. 162 Av
3	5061	Finlay, Dr. Carlos J. El.	851 SW 117 Av
3	1841	Flagami El.	920 SW 76 Av
3	2021	Floyd, Gloria. El.	12650 SW 109 Av
3	6211	Glades Md.	9451 SW 64 St
3	4811	Gordon J.-Manatee PLC"T"	15551 SW 142 Av
3	4791	Gordon J.-Panther PLC"S"	15001 SW 127 Av
3	2151	Gordon, J. El.	14600 Country Walk Dr
3	2261	Greenglade El.	3060 SW 127 Av
3	2331	Hadley, Charles El.	8400 NW 7 St
3	2341	Hall, Joe. El.	1901 SW 134 Av
3	6221	Hammocks Md.	9889 Hammocks Blvd
3	2521	Hoover, Oliver El. And ECC# 2	9050 Hammocks Blvd
3	2541	Howard Dr. El.	7750 SW 136 St
3	2511	Hurston, Zora N. El.	13125 SW 26 St
3	9412	ITS - Computer Ctr. Complex	13135 SW 26 St
3	9411	ITS - Warehouse	2740 NW 104 Ct
3	2641	Kendale El.	10693 SW 93 St
3	2651	Kendale Lakes El.	8000 SW 142 Av
3	2701	Kenwood K-8 Ctr.	9300 SW 79 Av
3	8181	Kruse, R. O. Educ. Ctr.	11001 SW 76 St
3	2881	Leewood K-8 Ctr.	10343 SW 124 St
3	2891	Lehman, William. H. El.	10990 SW 113 Pl
3	3061	Ludlam El.	6639 SW 74 St
3	9264	Maintenance Service Ctr. 3 (old 5)	15301 SW 117 Av
3	3101	Martin, Frank C. K-8 Ctr.	14250 Boggs Dr
3	6771	Mas Canosa, Jorge Md.	15735 SW 144 St
3	3111	Matthews, Wesley. El.	12345 SW 18 Terr
3	6441	McMillian, Howard D. Md.	13110 SW 59 St
3	6052	Miami Arts Studio 6-12 @ Zelda Glazer	15015 SW 24 St
3	7271	Miami Coral Park Sr.	8865 SW 16 St
3	7361	Miami Killian Sr.	10655 SW 97 Av
3	7431	Miami Palmetto Sr.	7460 SW 118 St
3	7531	Miami Sunset Sr.	13125 SW 72 St
3	4091	Olympia Hts. El.	9797 SW 40 St
3	4221	Palmetto El.	12401 SW 74 Av
3	6701	Palmetto Md.	7351 SW 128 St
3	0831	Pepper, Claude. El.	14550 SW 96 St
3	4381	Perrine El.	8851 SW 168 St
3	4441	Pine Lake El.	16700 SW 109 Av
3	4421	Pinecrest El.	10250 SW 57 Av
3	9221	Plant Operations @ TERRA	11005 SW 84 St
3	4511	Porter, Dr. Gilbert El.	15851 SW 112 St
3	6781	Richmond Hts. Md.	15015 SW 103 Av
3	6801	Riviera Md.	10301 SW 48 St

List of M-DCPS Locations by Maintenance Service Center (MSC)

Maintenance Service Center	Location Number	School Name	Address
3	4691	Roberts, Jane S. K-8 Ctr.	14850 SW Cottonwood Cir
3	4721	Rockway El.	2790 SW 93 Ct
3	6821	Rockway Md.	9393 SW 29 Terr
3	4741	Royal Green El.	13047 SW 47 St
3	4761	Royal Palm El.	4200 SW 112 Ct
3	4921	Seminole El.	121 SW 78 Pl
3	5121	Snapper Creek El.	10151 SW 64 St
3	5241	South Miami K-8 Ctr.	6800 SW 60 St
3	6881	South Miami Md.	6750 SW 60 St
3	7721	South Miami Sr.	6856 SW 53 St
3	9575K	South Region Office - Kendall Annex	9040 SW 79 Av
3	7741	Southwest Miami Sr.	8855 SW 50 Terr
3	6861	Southwood Md.	16301 SW 80 Av
3	5381	Stirrup, E.W.F. El.	330 NW 97 Av
3	5401	Sunset El.	5120 SW 72 St
3	5421	Sunset Park El.	10235 SW 84 St
3	5431	Sweetwater El.	10655 SW 4 St
3	5441	Sylvania Heights El.	5901 SW 16 St
3	7029	TERRA Env. Research Inst./old Mia MacArthur S.	11005 SW 84 St
3	6901	Thomas, W. R. Md.	13001 SW 26 St
3	9230	Transportation Center Adm. Offices	15401 SW 117 Av
3	9237	Transportation Central West	13775 NW 6 St
3	9292	Transportation Coral Reef	11601 SW 160 St
3	9235	Transportation Southwest	15401 SW 117 Av
3	5521	Tropical El.	4545 SW 104 Av
3	7781	Varela , Felix Sr.	15255 SW 96 St
3	5641	Village Green El.	12265 SW 34 St
3	5671	Vineland K-8 Ctr.	8455 SW 119 St
3	6961	West Miami Md.	7525 SW 24 St
3	5961	Winston Park K-8 Ctr.	13200 SW 79 St
3	2861	YWAACD / Lee, J.R.E. Educational Ctr.	6521 SW 62 Av
4	0041	Air Base Elementary	12829 SW 272 St
4	6001	Ammons, Herbert Md.	17990 SW 142 Av
4	0161	Avocado El.	16969 SW 294 St
4	0261	Bel Aire El.	10205 SW 194 St
4	0651	Campbell Drive El.	15790 SW 307 St
4	0661	Caribbean El.	11990 SW 200 St
4	0771	Chapman, Dr. William A. El.	27190 SW 140 Av
4	3621	Coconut Palm K-8 Ctr.(Loc 0202 to 3621 Naranja El)	24400 SW 124 Av
4	0921	Cooper, Neva K. Ed. Ctr.	151 NW 5 St
4	6111	Cutler Bay Md.	19400 SW 97 Av
4	6081	Cutler Bay Sr.	8601 SW 212 St
4	1241	Cutler Ridge El.	20210 Coral Sea Rd
4	2001	Florida City El.	364 NW 6 Av
4	4031	Gateway Enviromental K-8 Ctr. "TT1"	955 SE 18 Avenue

List of M-DCPS Locations by Maintenance Service Center (MSC)

Maintenance Service Center	Location Number	School Name	Address
4	0311	Goulds Elementary	23555 SW 112TH AVENUE
4	2321	Gulfstream El.	20900 SW 97 Av
4	6251	Homestead Md.	650 NW 2 Av
4	7151	Homestead Sr.	2351 SE 12 Av
4	7021	International Ed Academy/ old Campbell Drive Md.	900 NE 23 Av
4	2901	Leisure City K-8 Ctr.	14950 SW 288 St
4	9261	Maintenance Service Ctr. 4 (old 6)	24600 SW 159 Av
4	0073	Mandarin Lakes K-8 Academy	12225 SW 280 St
4	7351	Mays Conservatory (6-12)/Mays, Arthur & Polly Md	11700 SW 216 St
4	7171	Medical Academy For Science And Tech. (MAST)	1220 NW 1 Av
4	7631	Miami D. McArthur S. Sr/Young Man Acad/Naranja	13990 SW 264 St
4	3261	Miami Heights El.	17661 SW 117 Av
4	7731	Miami Southridge Sr.	19355 SW 114 Av
4	8911	Morgan, Robert Tech. Ctr.	18180 SW 122 Av
4	7371	Morgan, Robert Tech. Sr.	18180 SW 122 Av
4	3541	Moton, Robert Russa El.	18050 Homestead Av
4	4391	Peskoe Irving & Beatrice K-8 Ctr.	29035 SW 144 Av
4	4461	Pine Villa El.	21799 SW 117 Ct
4	4581	Redland El.	24501 SW 162 Av
4	6761	Redland Md.	16001 SW 248 St
4	4611	Redondo El.	18480 SW 304 St
4	2941	Saunders, Laura C. El / Lewis, A. L. El.	505 SW 8 St
4	7702	South Dade Adult Ed Ctr.	109 NE 8 St
4	5003	South Dade Md. (4-8 grades)	29100 SW 194 Av
4	8981	South Dade Skill Ctr.	28300 SW 152 Av
4	7701	South Dade Sr.	28401 SW 167 Av
4	5281	South Miami Heights El.	12231 SW 190 Terr
4	9575	South Region Office @ Robert Morgan	18180 SW 122 Av
4	9238	Transportation Redland	24601 SW 160 Av
4	9233	Transportation South /Fl City	660 SW 3 Avenue
4	5791	West Homestead El.	1550 SW 6 St
4	5981	Whigham, Dr. Edward L. El.	21545 SW 87 Av
4	4571	Whigham, Dr. Edward L. PLC"E"	8035 SW 196 St
4	5951	Whispering Pines El.	18929 SW 89 Rd
4	2201	Withers, Isaac Ctr./Goulds Center/Headstart Ctr.	21300 SW 122 Av