

1. Are one original and 10 copies required (as stated on RFP page iii) or a total of 10 copies (as stated on RFP page 1)? **This is a total of 10, one of which must be labeled as the original.**
2. Please provide Attachment A – Vendor Information Sheet. The RFP copy provided seems to be the same as Attachment B – Reference Sheet. **See attached vendor information sheet, complete and submit with proposal**
3. Please clarify the requirement for Section H. Occupational License. **Any vendor located outside of Miami-Dade County must show proof of a valid license and/or business certificate, verifying they can legally provide services indicated in the RFP.**
 - a. Does MD-CPS require potential vendors to provide a license to work in the county (to submit with the proposal)? **The licensing must meet the requirements of the state and/or county that the proposer is located in and proof of licensing must be provided with submission of the RFP.**
 - b. Is it possible this requirement does not apply to non-profit organizations?
4. The second to last page of the RFP seems to be a label for the proposal submission. Is the potential vendor to use this label for the shipment bid box or the information stated in Section III on RFP page 1 (Instructions for Submission of Proposals)? The Room numbers do not match – one section states Room 352 and the other states Room 351. **The last two pages are for use in the event that a vendor does not wish to bid on a particular proposal. If you are in fact sending in a proposal, please do not use those pages. The room numbers are one, in the same. Both rooms are located in a large suite but we only have one bid box where the bids and/or proposals are placed.**

Vendor Information Sheet



1A. _____
Federal Employer Identification Number

Or _____
Owner's Social Security Number

1B. _____
Name of Firm, Individual(s), Partners or Corporation

_____ Street Address

_____ City State Zip Code

2. Telephone/Fax/Contact Person

_____ Telephone number

_____ Fax number

_____ Contact Person

_____ E-mail address

3. Ownership Disclosure

If the contract or business transaction is with a corporation, partnership, sole proprietorship, or joint venture, the full legal name and business address shall be provided for the chief **officer**, director, or owner who holds, directly or indirectly the majority of the stock or ownership. If the contract or business transaction is with a trust, the full legal name and address shall be provided for each trustee and each beneficiary. **Post Office addresses are not acceptable.**

Name	Title	Address	Gender	Race-ethnicity	Stock Ownership

NOTE: The information provided by the vendor on this form should be consistent with that provided on the "Vendor's Application". All vendors must have a current vendor's application on file with M-DCPS, and have provided information and/or be familiar with M-DCPS' policy regarding the following: (a) Employment Disclosure, (b) Drug Free Workplace, (c) Family Leave Policy, (d) Code of Business Ethics, (e) Conflict of Interest, (f) Perception, (g) Gratuities, and (h) Business Meals. **Failure to provide M-DCPS a current vendor application may cause the vendor not to be awarded any new business with M-DCPS.** Vendor applications can be downloaded at: <http://procurement.dadeschools.net>