ADVERTISEMENT FOR REQUEST FOR PROPOSALS

PARKING ACCESS AND REVENUE CONTROL SYSTEM
RFP NO. MDAD-07-17

Sealed Proposals for the above will be received for and in behalf of Miami-Dade County, by the Office of the Clerk, in the Stephen P. Clark Center, Suite 17-202, 111 N.W. 1st Street, Miami, Florida, 33128 until 2:00 P.M., Wednesday, November 15, 2017, or as modified by addendum, at which time all Proposals will be taken to a room to be designated by the Clerk of the Board in said Stephen P. Clark Center, where the proposals will be publicly opened and the names of the Proposers will be read aloud. Upon notification by Miami-Dade County Small Business Development, Proposers may correct certain defects on the Schedule of Intent Affidavit(s) within forty-eight (48) hours after Proposal submission. Failure to submit the required Schedule of Intent Affidavit or failure to correct deficiencies within the forty-eight (48) hours will result in the submittal being deemed nonresponsive.

The County will receive proposals from qualified, interested parties based upon the terms, covenants and provisions of this advertisement and the Request for Proposals (“RFP”). One (1) original and nine (9) copies (a total of 10) of the complete Proposal (Technical Proposal, Price Proposal and SBE Schedule of Intent Affidavit(s)) must be received by the due date as specified in the advertisement for this RFP (“Proposal Due Date and Time”), as may be amended by Addendum. One (1) PDF version of the complete Proposal must be submitted in a CD/DVD or USB/flash drive format. The original and all copies must be bound, and submitted in an envelope or container stating on the outside the Proposer’s name, address, telephone number and RFP number, RFP title, and Proposal Due Date to:

Clerk of the Board
Stephen P. Clark Center
111 NW 1st Street, 17th Floor, Suite 202
Miami, FL 33128-1983

Hand-carried proposals may be delivered to the above address ONLY between the hours of 8:00 a.m. and 4:30 p.m., Monday through Friday, excluding holidays observed by the County. Proposers 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.

SCOPE OF SERVICES: Miami-Dade County (the “County”), as represented by the Miami-Dade Aviation Department (“MDAD”), requires the services of one qualified firm to design/build, install, furnish, manage, operate and maintain a Parking Access and Revenue Control System (“PARCS”) to replace the current (legacy) parking system.

CONTRACT MEASURES: This solicitation includes Small Business Enterprise (SBE) Construction contract measures as follows:

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<thead>
<tr>
<th>Measure</th>
<th>Program</th>
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<tbody>
<tr>
<td>3.00% goal</td>
<td>SBE - Construction</td>
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<tr>
<td>10% goal</td>
<td>CWP</td>
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Responsible Wages and Benefits: Proposers are advised that the provisions of Miami-Dade County Code Section 2.11.16 will apply to any construction performed by or subcontracted by the Proposer under its Proposal.
MINIMUM QUALIFICATIONS: The Respondent should have the following minimum qualifications:

1. Have a minimum of one (1) project performing and managing a change-over of a PARCS System in a live operating environment, at an airport comparable in size and complexity to MIA during the last ten (10) years.

2. Must be authorized to do business in the State of Florida by the time of award.

3. Proposers who are less qualified than is suggested above may be considered for award. However, such Proposers may receive fewer points, or no points from the Selection Committee, or may be found non-responsible.

REQUEST FOR PROPOSAL DOCUMENTS: Request for Proposal documents will be available on or after October 20, 2017. Prospective Proposers may obtain the Request for Proposal documents from the Miami-Dade Aviation Department, Contracts Administration Division, 4200 N.W. 36 Street, Building 5A, 4th Floor, Miami, Florida 33122, or through a mail request to P.O. Box 025504, Miami, FL 33102-5504. The cost for each Solicitation package is $50.00 (non-refundable) per set, check or money order, made payable to the Miami-Dade Aviation Department. Each Proposer shall furnish an address, telephone and FAX numbers for the purpose of contact during solicitation process. All Proposals shall be submitted as set forth in the Instructions to Proposers.

PRE-PROPOSAL CONFERENCE/OPTIONAL SITE INSPECTION: The Miami-Dade Aviation Department will hold a Pre-Proposal Conference on October 27, 2017 at 9:30 a.m., at the MIA Conference Center, MIA Hotel, Seventh (7th) Floor, Conference Room C-D, Miami, Florida 33122, for all interested parties. Attendance will be limited to two (2) representatives per firm. Any changes to this Request for Proposal will be by written addendum. It is the policy of Miami-Dade County to comply with all the requirements of the Americans with Disabilities Act (ADA). For sign language, interpreter services, material in accessible format, other special accommodations, or airport-related ADA concerns, please contact the MDAD Office of ADA Coordination at (305) 876-7024.

Optional Site Inspection: After concluding the Pre-Proposal Conference at 10:30 am, an Optional Site Inspection of the facilities will take place from 10:30 a.m. to 12:00 p.m. The Optional Site Inspection will be limited to two (2) representatives per firm.

THE PROPOSER’S PROPOSAL IS SUBJECT TO THE FOLLOWING PROVISIONS, AMONG OTHERS:

1) CONE OF SILENCE: Pursuant to Section 2-11.1(t) of the Code and Administrative Order 3-27 (“Cone of Silence Provisions”), as amended, a “Cone of Silence” is imposed upon RFPs, RFQs, or bids after advertisement and terminates at the time the Mayor issues a written recommendation to the Board of County Commissioners. The Cone of Silence prohibits communication regarding RFPs, RFQs, or bids between: A) potential vendors, service providers, bidders, lobbyists or consultants and the County’s professional staff; B) a potential vendor, service provider, bidder, lobbyist, or consultant County Commissioners or their respective staffs; C) the Mayor, County Commissioners or their respective staffs and any member of the County’s professional staff; D) a potential vendor, service provider, bidder, lobbyist, or consultant and any member of the selection committee assigned to this Solicitation; E) the Mayor, County Commissioners or their respective staffs and member of the selection committee assigned to this Solicitation; F) any member of the County’s professional staff and any member of the selection committee therefor.

Section 2.11.1(t) of the Code and Administrative Order 3-27, as amended, permits oral communications regarding a particular RFP, RFQ or bid for solicitation of goods or services between any person and the Contracting Officer responsible for administering the procurement process for such RFP, RFQ, or bid.
The Cone of Silence Provisions do not apply to oral communications at pre-proposal conferences, oral presentations before selection committees, contract negotiations during any duly noticed public meetings, public presentations made to the Board of County Commissioners during any duly noticed public meeting, or communications in writing at any time unless specifically prohibited by the applicable RFP, RFQ, or bid document.

Proposers must file a copy of any written communications with the Clerk of the Board, which shall be made available to any person upon request. Written communications may be submitted via e-mail to the Clerk of the Board at CLERKBCC@MIAMIDADE.GOV. The County shall respond in writing and file a copy with the Clerk of the Board, which shall be made available to any person upon request.

In addition to any other penalties provided by law, violation of the Cone of Silence Provisions by any proposer and Proposer shall render any RFP award, RFQ award, or bid award voidable. Any person having personal knowledge of a violation of the Cone of Silence provisions shall report such violation to the State Attorney and/or may file a complaint with the Ethics Commission. Proposers should reference the actual Cone of Silence Provisions for further clarification.

Failure of the Proposer to comply with Miami-Dade County Ordinances Nos. 98-106 and 02-3 may result in the disqualification of the Proposer.

All Proposers will be notified in writing when the Mayor makes an award recommendation to the Board of County Commissioners.

The Contact Person for this Request for Proposals is:

Name and Title:  Pedro J. Betancourt, Contract Officer  
Name of Agency:  Miami Dade Aviation Department  
Mailing Address:  PO Box 025504, Miami, Florida 33102-5504  
Physical Location:  4200 NW 36th Street, Bldg. 5A, Suite 400, Miami, Florida 33122  
Telephone:  (305) 876-7345  
Facsimile:  (305) 876-8068  
Email:  pjbetancourt@miami-airport.com

All questions must be submitted in writing to the Contracting Officer by November 6, 2017.

2) The County shall not be responsible for any modifications or alterations made to the Request for Proposal Documents other than those made by Addendum. Proposers are advised to carefully check their Request for Proposal Documents to make certain the documents they obtained contain the complete set of documents. Any partial set of documents obtained shall be at the Proposer’s risk.

MIAMI-DADE COUNTY, FLORIDA
HARVEY RUVIN, CLERK

BY: ____________________________ DE
DEPUTY CLERK

END OF ADVERTISEMENT