ADVERTISEMENT FOR REQUEST FOR PROPOSALS

BAGGAGE HANDLING SYSTEM OPERATION AND MAINTENANCE
AT MIAMI INTERNATIONAL AIRPORT
RFP NO. MDAD-11-14

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., Friday, October 31, 2014 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) (CSBE and SBE) 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”). An original and nine (9) copies (a total of 10) of the complete Proposal (Technical Proposal, Price Proposal, CSBE 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”), as may be amended by Addendum. One (1) PDF version of the complete Proposal must be submitted in an electronic (DVD/CD/Flash drive) format. The original shall be unbound 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.

THE SCOPE OF SERVICES - Miami-Dade County (the “County”), as represented by the Miami-Dade Aviation Department (“MDAD”), requires the services of one (1) qualified firm to operate, maintain, and repair all specified inbound and outbound automated and manual sortation Baggage Handling Systems (BHSs), and their related equipment at Miami International Airport (MIA).

CONTRACT MEASURES: This solicitation includes Community Small Business Enterprise (“CSBE”), Small Business Enterprise (“SBE”), and Community Workforce Program (“CWP”) Participation program contract measures as follows:

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<thead>
<tr>
<th>CSBE Trade Set-Aside</th>
<th>Small Business Enterprise (SBE)</th>
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<tr>
<td>Trade Set-Aside #1 – Electrical</td>
<td>Measure 3.02% SBE Goal</td>
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<tr>
<td>Trade Set-Aside #2 - Mechanical</td>
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CWP Goal: Ten percent (10%).
MINIMUM QUALIFICATIONS

1. Proposer should demonstrate a minimum of five (5) years in operating and maintaining complex automated baggage sortation systems including Checked Baggage Inspection Systems at a major airport, handling 15,000 bags per day within the United States. If the Proposer is a Joint Venture, then at least one (1) of the Joint Venture Partners should satisfy this minimum qualification. Evaluation criteria will be weighted toward Operations and Maintenance experience at airports with significant international baggage operations.

2. Proposer must possess the State of Florida Certified General Contractor License and the Transporting Assembly Install License. Copies for each respective license shall be submitted with the Proposal.

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

4. 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-responsive.

REQUEST FOR PROPOSAL DOCUMENTS: Request for Proposal documents will be available on or after October 2, 2014. 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 AND OPTIONAL SITE INSPECTION: The Miami-Dade Aviation Department will hold a Pre-Proposal Conference on October 9, 2014 at 9:30 A.M., Miami-Dade Aviation Department, 4200 NW 36 Street, Building 5-A, Conference Room F, fourth floor, 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 BHS facilities will take place from 10:30 am to 12:00 p.m. The Optional Site Inspection will be limited to two (2) representatives per firm. To assist in our planning including obtaining necessary security clearances, firms are required to submit the names of the individual(s) attending, Social Security Numbers, driver’s license or passport number, as well as their respective date of birth to amfernandez@miami-airport.com no later than October 7, 2014. Please state in your email that you are submitting the information in order to be scheduled for the referenced Optional Site Inspection. Those individuals that fail to submit the required information in a timely manner will not be able to attend the Optional Site Inspection.
BHS O&M Document Review
The Miami-Dade Aviation Department will make the BHS O&M documents available for review by Proposers from October 13, 2014 to October 17, 2014, Monday – Friday, during the hours of 8:00 a.m. to 4:00 p.m. at the offices of the Facilities Maintenance Division, Facilities Training Room, Building 3038 1st Floor, 4331 NW 22 Street, Miami, FL, 33122. Proposers are required to schedule an appointment to review this project book by contacting the MDAD Facilities Maintenance Division at (305) 876-7324 or 7319. The duration of each appointment will not exceed two (2) hours. **ONLY THOSE PROPOSERS THAT HAVE OBTAINED THE SOLICITATION CAN SCHEDULE AN APPOINTMENT TO REVIEW BHS O&M Documents.** At the time of the appointment, Proposers will be required to present current, valid identification (e.g., Driver’s License, United States Passport) and the completed and notarized MDAD Confidentiality Affidavit (included in Exhibit I, RFP-MDAD-11-14), certifying that the company and each employee agrees, that in accordance with Florida Statutes § 119.07(3)(b) to maintain the exempt status of the information contained in the BHS O&M documents prior to reviewing the BHS O&M documents. In addition, Proposers are advised that firms will be monitored while reviewing these documents. Proposers may take notes, however, **no photographs and/or copying of the BHS O&M documents will be allowed.**

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 October 17, 2014.

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.