CITY OF OPA-LOCKA

The City of Bright Opportunities

REGULAR COMMISSION MEETING
Agenda

Wednesday, May 27, 2026
6:00 PM

Commission Chambers
780 Fisherman Street, 3rd Floor
Opa-locka, FL 33054

City Commission
Mayor John H. Taylor, Jr.
Vice Mayor Joseph L. Kelley
Commissioner Sherelean Bass
Commissioner Natasha L. Ervin
Commissioner Luis B. Santiago

Appointed Officials
City Manager Sha'mecca Lawson
City Attorney Burnadette Norris-Weeks
City Clerk Joanna Flores, CMC

SPEAKING BEFORE THE CITY COMMISSION

NOTE: All persons speaking shall come forward and give your full name and address, and the name and address of the organization you are representing.

There is a three (3) minute time limit for speaker/citizens forum and participation at all city commission meetings and public hearings. Your cooperation is appreciated in observing the three (3) minute time limit policy. If your matter requires more than three (3) minutes, please arrange a meeting or an appointment with the City Clerk prior to the commission meeting. City of Opa-locka Code of Ordinances Section 2-57

DECORUM POLICY

Any person making impertinent or slanderous remarks or who become boisterous while addressing the commission, shall be declared to be out of order by the presiding officer, and shall be barred from further audience before the Commission by the presiding officer, unless permission to continue or again address the commission be granted by the majority vote of the commission members. City of Opa-locka Code of Ordinances Section 2-58

NOTICE TO ALL LOBBYISTS

Any person appearing in a paid or remunerated representative capacity before the city staff, boards, committees and the City Commission is required to register with the City Clerk before engaging in lobbying activities. *City of Opa-locka Code of Ordinances Section 2-18*

FLORIDA STATUTES, CHAPTER 285.0105

"If a person decides to appeal any decision made by the Board, Agency or Commission with respect to the proceedings, and that, for such purpose, that person may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based."

PROCEDURES FOR PUBLIC PARTICIPATION

How to watch the meeting

Members of the public can watch public meetings and public hearings athttps://www.youtube.com/user/CityofOpaLocka

City Commission Meetings are held in-person while allowing virtual participation. Members of the public wishing to address the Commission may do so in person or virtually.

To participate virtually, please register by 6:00 p.m. on the scheduled meeting date via the City of Opa-locka website at www.opalockafl.gov.

CITY OF OPA-LOCKA

"The City of Bright Opportunities"

AGENDA
REGULAR COMMISSION MEETING
May 27, 2026
6:00 PM

1. CALL TO ORDER:

2. ROLL CALL:

3. INVOCATION:

4. PLEDGE OF ALLEGIANCE:

5. AWARDS/PROCLAMATIONS/ACKNOWLEDGMENTS:

6. APPROVAL OF CONSENT AGENDA AND PULL LIST (deferrals and deletions)

7. APPROVAL OF AGENDA:

8. APPROVAL OF MINUTES:

Regular Commission Meeting Minutes — April 22, 2026
Special Commission Meeting Minutes — May 4, 2026

9. DISTRICT ONE / DISTRICT TWO - COUNTY COMMISSIONER REPORT:

10. PUBLIC PRESENTATIONS:

11. CITIZENS' FORUM:
(Opportunity for discussion of any concerns – please limit to 3 minutes)

12. ACTION ITEMS (items from consent agenda pull list):

13. ADMINISTRATION:

CONSENT AGENDA:

1. **A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF OPA-LOCKA, FLORIDA, DIRECTING THE CITY MANAGER TO REVIEW AND IDENTIFY OPPORTUNITIES TO DECREASE THE MILLAGE RATE DURING THE**

PREPARATION OF THE FISCAL YEAR 2026-2027 BUDGET; PROVIDING FOR INCORPORATION OF RECITALS; PROVIDING FOR SCRIVENER'S ERRORS; PROVIDING FOR AN EFFECTIVE DATE. *Sponsored by Mayor Taylor* **Deferred from April 22, 2026 RCM**

2. **A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF OPA-LOCKA, FLORIDA, AUTHORIZING THE CITY MANAGER TO ACCEPT ALL PROPOSALS FOR THE PRE-QUALIFIED POOL OF GENERAL CONTRACTORS FOR THE OWNER-OCCUPIED MINOR HOME REPAIR PROGRAM PURSUANT TO RFP NO. 26-0316200; FURTHER AUTHORIZING THE CITY MANAGER TO ENTER INTO MULTIPLE AGREEMENTS AS PROVIDED HEREIN; PROVIDING FOR INCORPORATION OF RECITALS; PROVIDING FOR AN EFFECTIVE DATE.** *Sponsored by City Manager*

3. **A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF OPA-LOCKA, FLORIDA, AUTHORIZING THE CITY MANAGER TO ACCEPT THE PROPOSAL OF HYDROCORP, LLC FOR CROSS-CONNECTION CONTROL PROGRAM MANAGEMENT SERVICES PURSUANT TO RFP NO. 26-0312200; AUTHORIZING THE CITY MANAGER TO ENTER INTO AN AGREEMENT WITH HYDROCORP, LLC FOR SAID SERVICES IN AN AMOUNT NOT TO EXCEED THREE HUNDRED EIGHTY-FIVE THOUSAND, FOUR HUNDRED SIXTY-THREE DOLLARS AND FORTY-SEVEN CENTS ($385,463.47); PROVIDING FOR ADOPTION OF REPRESENTATIONS; PROVIDING FOR AN EFFECTIVE DATE.** *Sponsored by City Manager*

4. **A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF OPA-LOCKA, FLORIDA, AUTHORIZING THE CITY MANAGER TO ACCEPT THE PROPOSAL OF DIAMANTI CONSTRUCTION & DEVELOPMENT, INC., FOR URBAN FORESTRY REVITALIZATION INITIATIVE PURSUANT TO RFP NO. 26-0220200; FURTHER AUTHORIZING THE CITY MANAGER TO ENTER INTO AN AGREEMENT WITH DIAMANTI CONSTRUCTION & DEVELOPMENT, INC. FOR SAID SERVICES, IN AN AMOUNT NOT TO EXCEED FOUR HUNDRED NINETY-SIX THOUSAND EIGHT HUNDRED FOURTEEN DOLLARS ($496,814.00); PROVIDING FOR ADOPTION OF REPRESENTATIONS; PROVIDING FOR AN EFFECTIVE DATE.** *Sponsored by City Manager*

5. **A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF OPA-LOCKA, FLORIDA, DIRECTING THE CITY MANAGER TO EXPLORE THE IMPLEMENTATION OF ACCESSORY DWELLING UNITS WITHIN RESIDENTIAL ZONING AREAS OF THE CITY; PROVIDING FOR INCORPORATION OF RECITALS; PROVIDING FOR SCRIVENER'S ERRORS; PROVIDING FOR AN EFFECTIVE DATE.** *Sponsored by Vice Mayor Kelley*

14. NEW ITEMS:

15. PLANNING & ZONING:

A. PUBLIC HEARINGS:

B. APPEALS:

16. ORDINANCES/RESOLUTIONS/PUBLIC HEARINGS:

A. FIRST READING ORDINANCE(S)/PUBLIC HEARING(S):

B. SECOND READING ORDINANCE(S)/PUBLIC HEARING(S):

1. **AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF OPA-LOCKA, FLORIDA, AMENDING CHAPTER 22 OF THE LAND DEVELOPMENT REGULATIONS, ARTICLE XII, DIVISION 5 ENTITLED "WATER AND SEWER IMPACT FEES", SPECIFICALLY AMENDING SECTION 22-379(F) ENTITLED "LEGISLATIVE FINDINGS" TO CHANGE THE NAME OF THE UPDATED RATE STUDY CONSULTANT TO STANTEC CONSULTING SERVICES INC; AMENDING SECTION 22-385 ENTITLED "COMPUTATION OF THE AMOUNT OF WATER AND SEWER IMPACT FEE" TO UPDATE WATER, SEWER, AND RELATED FACILITIES FEES; AMENDING SECTION 22-386 ENTITLED "PAYMENT OF FEE" TO UPDATE IMPACT FEE PAYMENT TERMS; PROVIDING FOR ADOPTION OF REPRESENTATIONS; PROVIDING FOR CONFLICT AND REPEALER; PROVIDING FOR SEVERABILITY; PROVIDING FOR INCLUSION IN CODE; PROVIDING FOR AN EFFECTIVE DATE (first reading / public hearing held on April 22, 2026).** *Sponsored by City Manager*

2. **AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF OPA-LOCKA, FLORIDA, AMENDING CHAPTER 22, OF THE LAND DEVELOPMENT REGULATIONS, ARTICLE XII, "IMPACT FEES", SPECIFICALLY AMENDING SECTION 22-310(F), ENTITLED "LEGISLATIVE FINDINGS" TO UPDATE THE METHODOLOGY AND ANALYSIS REPORT TITLE; AMENDING SECTION 22-316(A) ENTITLED "COMPUTATION OF THE AMOUNT OF PUBLIC SAFETY IMPACT FEE" TO UPDATE THE PUBLIC SAFETY FEE SCHEDULE; AMENDING SECTION 22-317 ENTITLED "PAYMENT OF FEE" TO UPDATE IMPACT FEE PAYMENT TERMS; PROVIDING FOR ADOPTION OF REPRESENTATIONS; PROVIDING FOR CONFLICT AND REPEALER; PROVIDING FOR SEVERABILITY; PROVIDING FOR INCLUSION IN CODE; PROVIDING FOR AN EFFECTIVE DATE (first reading / public hearing held on April 22, 2026).** *Sponsored by City Manager*

3. **AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF OPA-LOCKA, FLORIDA, AMENDING CHAPTER 22, OF THE LAND DEVELOPMENT REGULATIONS, ARTICLE XII, "IMPACT FEES", SPECIFICALLY AMENDING SECTION 22-344(F) ENTITLED "LEGISLATIVE FINDINGS" TO UPDATE THE METHODOLOGY AND ANALYSIS REPORT TITLE; AMENDING SECTION 22-350(A) ENTITLED "COMPUTATION OF THE AMOUNT OF PARK IMPACT FEE" TO UPDATE THE PARK IMPACT FEE SCHEDULE; AMENDING SECTION 22-351 ENTITLED "PAYMENT OF FEE" TO DELETE REFERENCE**

TO PARK IMPACT FEE DISTRICTS AND UPDATE IMPACT FEE PAYMENT TERMS; DELETING SECTION 22-352 ENTITLED "PARK IMPACT FEE DISTRICTS" TO DELETE REFERENCE TO PARK IMPACT FEE DISTRICTS; AMENDING SECTION 22-353(A) ENTITLED "PARK IMPACT FEE TRUST FUNDS ESTABLISHED" TO UPDATE THE AMOUNT OF PARK IMPACT FEE TRUST FUNDS; AMENDING SECTION 22-354 ENTITLED "USE OF FUNDS" TO DELETE REFERENCE TO PARK IMPACT FEE DISTRICTS; PROVIDING FOR ADOPTION OF REPRESENTATIONS; PROVIDING FOR CONFLICT AND REPEALER; PROVIDING FOR SEVERABILITY; PROVIDING FOR INCLUSION IN CODE; PROVIDING FOR AN EFFECTIVE DATE (first reading / public hearing held on April 22, 2026). *Sponsored by City Manager*

4. **AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF OPA-LOCKA, FLORIDA, AMENDING ARTICLE V, SECTION 22-116 OF THE CITY OF OPA-LOCKA'S LAND DEVELOPMENT REGULATIONS PERTAINING TO THE STORAGE OF RECREATIONAL VEHICLES; AMENDING CERTAIN DEFINITIONS WITHIN SECTION 22-116, TO INCLUDE THE DEFINITION OF "TRAVEL TRAILER" TO REDUCE THE OVERALL BODY LENGTH FROM 40 FEET TO 35 FEET; TO AMEND THE DEFINITION OF "CAMPING TRAILER" TO REMOVE THE WORD "VEHICULAR" AND REQUIRE CAMPING TRAILERS TO BE LOADED ONTO OR AFFIXED TO WHEELS; TO REMOVE THE WORD "TRUCK" FROM "TRUCK CAMPER"; TO AMEND THE WORD "MOTOR HOME" TO REQUIRE A "BUILT ON" REQUIREMENT TO MOTOR VEHICLE CHASSIS; TO AMEND THE DEFINITION OF "SCREENED" TO ADD THE WORDS "THE CONDITION OF BEING" AND EXPAND THE DEFINITION OF SIGNIFICANTLY HIDDEN FROM VIEW TO ENCOMPASS A COMBINATION OF STRUCTURES; TO DELETE "RESIDENTIAL TOWNHOUSE DISTRICT", "MODERATE DENSITY RESIDENTIAL DISTRICT", "HIGH DENSITY RESIDENTIAL DISTRICT" AND CERTAIN RESIDENTIAL MIXED USE DESIGNATIONS BEARING THE PREFIX HDOD; CMU; AND MNMU; TO DELETE THE REQUIREMENT THAT RECREATIONAL VEHICLE PARKING AND STORAGE IS PROHIBITED BUT REQUIRES A CERTIFICATION PROCESS AND FEE OF $100.00 WITH AN ACCOMPANYING AFFIDAVIT THAT THE VEHICLE WILL NOT BE USED FOR OCCUPANCY; REQUIRING PROOF OF CURRENT TITLE AND REGISTRATION, AS REQUIRED BY APPLICABLE LAW; ALLOWING A RECREATIONAL VEHICLE NOT EXCEEDING 35 FEET IN LENGTH TO BE PARKED IN A SIDE YARD NOT CLOSER THAN 3 FEET FROM THE RESIDENCE WITH ALL EXPANDED PANELS RETRACTED; REQUIRING RECREATIONAL VEHICLES TO BE UNOBSTRUCTED, MOUNTED ON WHEELS AND EASILY MOVABLE; PROHIBITING RECREATIONAL VEHICLES PARKED ON RESIDENTIAL PROPERTY FROM BEING USED FOR LIVING, SLEEPING, COOKING, OR STORAGE; ALLOWING NO MORE THAN ONE RECREATIONAL VEHICLE ON SINGLE FAMILY OR DUPLEX PROPERTY; REQUIRING THE RECREATIONAL VEHICLE OWNER TO HOLD A VALID LEASE AGREEMENT WITH THE PROPERTY OWNER; PROHIBITING UTILITY CONNECTIONS EXCEPT THROUGH AN EXTENSION CORD FOR BRIEF MAINTENANCE RELATED ACTIVITIES NOT TO EXCEED 24 HOURS; PROHIBITING PARKING ON TOWNHOUSE AND MULTIFAMILY PROPERTIES; AMENDING CHAPTER**

2, ARTICLE XI, SECTION 2-570.33 OF THE CITY OF OPA-LOCKA'S CODE OF ORDINANCES TO DECREASE THE CIVIL PENALTY FOR NONCOMPLIANCE FINE AMOUNT FROM $500.00 TO $250.00 FOR THE FIRST OFFENSE; PROVIDING FOR SEVERABILITY; PROVIDING FOR CODIFICATION; PROVIDING FOR AN EFFECTIVE DATE (first reading / public hearing held on April 22, 2026). *Sponsored by Commissioner Santiago*

C. RESOLUTION(S):

17. CITY MANAGER'S REPORT:

18. OFFICIAL BOARD REPORTS:

19. MAYOR/COMMISSION REPORTS:

Mayor John H. Taylor, Jr.
*** Financial Oversight**

Vice Mayor Joseph L. Kelley
*** Fiscal Responsibility & Accountability**

20. OFFICIAL BOARD APPOINTMENTS:

Civil Service Board
1 Individual Appointment (Mayor Taylor)
1 Individual Appointment (Commissioner Ervin)
1 Individual Appointment (Commissioner Santiago)

Charter Review Board
2 At-Large Appointments

Historic Environmental Preservation Board
1 Individual Appointment (Commissioner Santiago)
2 At-Large Appointments (Alternate Members)

Planning & Zoning Board
1 Individual Appointment (Vice Mayor Kelley)

Teen, Young Adult and Community Relations Advisory Board
1 Individual Appointment (Mayor Taylor)
1 Individual Appointment (Vice Mayor Kelley)
1 Individual Appointment (Commissioner Dr. Bass)
1 Individual Appointment (Commissioner Ervin)
2 At-Large Appointments

21. ADJOURNMENT:

SCHEDULE OF FUTURE WORKSHOPS/OFFICIAL ACTIVITIES

1. **Logos Women's Breakfast Dear Diary Edition, Saturday, May 23, 2026 at 10:00 AM, Sherbondy Village Auditorium, 215 Perviz Avenue, Opa-locka, Florida. A ticketed event.** *Hosted by Commissioner Natasha L. Ervin*

2. **City of Opa-locka Slip & Slide Kickball Showdown, Mayor Taylor vs Commissioner Ervin edition, Sunday, May 24, 2026 at 3:00 PM, Sherbondy Park, 215 Perviz Avenue, Opa-locka, Florida.** *Are you Team Taylor or Team Ervin?*

3. **Opa-locka Community Redevelopment Agency Meeting, Tuesday, May 26, 2026 at 6:00 PM, Opa-locka Government Center, Commission Chambers, 780 Fisherman Street, 3rd Floor, Opa-locka, Florida.**

4. **The City of Opa-locka Mayor & Commission presents Haitian Heritage Month Reception, Wednesday, May 27, 2026 at 5:00 PM, Opa-locka Municipal Complex, 780 Fisherman Street, 3rd Floor, Opa-locka, Florida.** *Hosted by Vice Mayor Joseph L. Kelley*

5. **City of Opa-locka Workshop to discuss proposed Charter Amendments, Monday, June 1, 2026 at 5:30 PM, Opa-locka Government Center, 780 Fisherman Street, 3rd Floor Commission Chambers, Opa-locka, Florida.**

6. **The City of Opa-locka Mayor & Commission invites you to a Monthly Free Food and Resource Drive, Wednesday, June 3, 2026, from 9:30 AM - 12:30 PM, Sherbondy Pavilion, 777 Sharazad Boulevard, Opa-locka, Florida. First come, first served — while supplies last.** *Hosted by Vice Mayor Joseph L. Kelley, co-hosted by Mayor John H. Taylor, Jr. Commissioner Natasha L. Ervin, Commissioner Dr. Sherelean Bass and Commissioner Luis B. Santiago*

7. **The City of Opa-locka Mayor & Commission presents Prayer in the Garden, Wednesday, June 3, 2026 at 12:05 PM, Rose Tydus Prayer Garden, corner of Sharazad Boulevard and Codadad Street, Opa-locka, Florida.** *Hosted by Vice Mayor Joseph L. Kelley*

8. **Miami-Dade County Tax Collector Dariel Fernandez in partnership with City of Opa-locka Mayor John H. Taylor presents TConnect - Driving Service Closer to You, Friday, June 5, 2026 from 9:00 AM - 4:00 PM, Opa-locka Government Center, 780 Fisherman Street, Opa-locka, Florida.**

9. **City of Opa-locka Mayor & Commission Triangle Community Block Party, in partnership with Lowe's Groceries, Friday, June 5, 2026 from 7:00 PM - 11:00 PM, Lowe's Groceries, 1731 Ali baba Avenue, Opa-locka, Florida.** *Hosted by Commissioner Luis B. Santiago*

10. **The City of Opa-locka Mayor & Commission presents Community Chess & Dominoes Monthly Challenge, Sunday, June 7, 2026 from 3:00 PM - 5:00 PM, Sherbondy Park Pavilion, 777 Sharazad Boulevard, Opa-locka, Florida.** *Hosted by Commissioner Dr. Sherelean Bass and Commissioner Luis B. Santiago*

11. **Join Vice Mayor Joseph L. Kelley for Meet Me Monday, June 8, 2026, at 6:00 PM, at a location to be determined.**

12. **The City of Opa-locka Mayor & Commission presents a Monthly Free Food Distribution, Friday, June 19, 2026, from 9:30 AM - 12:30 PM, Segal Park, 2331 NW 143rd Street, Opa-locka, Florida. First come, first served — while supplies last.**

13. **The City of Opa-locka Mayor & Commission presents Florida Licensing on Wheels, Friday, June 19, 2026 from 9:30 AM - 1:00 PM, Helen L. Miller Center, 2331 NW 143rd Street, Opa-locka, Florida. DMV services conveniently within the community.** *Hosted by Vice Mayor Joseph L. Kelley*

14. **City of Opa-locka 4th Annual Father & Son Basketball Tournament, in partnership with S.W.A.T., Saturday, June 20, 2026 from 10:00 AM - 3:00 PM, Sherbondy Village Gymnasium, 215 Perviz Avenue, Opa-locka, Florida. Registration required: www.SwatTeamWork.org, via telephone at 954.770.6148 or email at Inc.Swat@gmail.com** *Sponsored by Commissioner Dr. Sherelean Bass*

For further information, please contact the Office of the City Clerk by telephone at (305) 953-2800 or by email at jflores@opalockafl.gov.

CITY OF OPA-LOCKA

"The City of Bright Opportunities"

REGULAR COMMISSION MEETING
Wednesday, April 22, 2026
6:00 PM

1. CALL TO ORDER:

Mayor John H. Taylor, Jr. called the meeting to order at 6:05 PM on Wednesday, April 22, 2026, at the Opa-locka Government Center, 780 Fisherman Street, 3rd Floor – Commission Chambers, Opa-locka, Florida.

2. ROLL CALL:

The following members of the City Commission were present: Commissioner Dr. Sherelean Bass (arrived at 6:29 p.m.); Commissioner Natasha L. Ervin; Vice Mayor Joseph L. Kelley; Commissioner Luis B. Santiago; and Mayor John H. Taylor, Jr. Also, in attendance were City Manager Sha'mecca Lawson; Assistant City Attorney Candice Cobb; City Attorney Burnadette Norris-Weeks (arrived late) and City Clerk Joanna Flores.

3. INVOCATION:

The invocation was delivered by Assistant City Manager George Ellis.

4. PLEDGE OF ALLEGIANCE:

The Pledge of Allegiance was led by Chief Dr. Robin Starks and recited in unison.

5. AWARDS/PROCLAMATIONS/ACKNOWLEDGMENTS:

There were none.

6. APPROVAL OF CONSENT AGENDA AND PULL LIST (deferrals and deletions)

Mayor Taylor requested to defer item 13-10.

Commissioner Santiago requested to pull items 13-2, 13-3, 13-4, 13-5, 13-6, 13-7, 13-8, and 13-11.

Commissioner Ervin requested to pull item 13-9.

It was moved by Commissioner Santiago, seconded by Vice Mayor Kelley, to approve the Consent Agenda (items 13-1, 13-12, 13-13, 13-14, 13-15).

DRAFT

There being no additional discussion, the motion to approve the Consent Agenda passed by a 4-0 vote.

Commissioner Ervin Yes
Vice Mayor Kelley Yes
Commissioner Santiago Yes
Mayor Taylor Yes

7. APPROVAL OF AGENDA:

It was moved by Vice Mayor Kelley, seconded by Commissioner Ervin, to approve the agenda.

There being no discussion, the motion to approve the agenda passed by a 4-0 vote.

Commissioner Ervin Yes
Vice Mayor Kelley Yes
Commissioner Santiago Yes
Mayor Taylor Yes

8. APPROVAL OF MINUTES:

City Commission and Charter Review Board Workshop Minutes — April 6, 2026

It was moved by Commissioner Ervin, seconded by Vice Mayor Kelley, to approve the April 6, 2026 City Commission and Charter Review Board Workshop Minutes.

There being no discussion, the motion to approve the minutes passed by a 4-0 vote.

Commissioner Ervin Yes
Vice Mayor Kelley Yes
Commissioner Santiago Yes
Mayor Taylor Yes

Regular Commission Meeting Minutes — April 8, 2026

It was moved by Vice Mayor Kelley, seconded by Commissioner Ervin, to approve the April 8, 2026 Regular Commission Meeting Minutes.

There being no discussion, the motion to approve the minutes passed by a 4-0 vote.

Commissioner Ervin Yes
Vice Mayor Kelley Yes
Commissioner Santiago Yes
Mayor Taylor Yes

9. DISTRICT ONE / DISTRICT TWO - COUNTY COMMISSIONER REPORT:

There were none.

10. PUBLIC PRESENTATIONS:

There were none.

11. CITIZENS' FORUM:

City Clerk Joanna Flores announced the protocol for public participation at City Commission meetings.

City Clerk Joanna Flores stated there were no virtual public comments.

Mayor Taylor opened Citizens' Forum.

Andrew Herman, 1770 Opa-locka Boulevard, spoke regarding Pine Tree Lake and stated residents were interested in finding a way to maintain the lake after an initial cleanup. Mr. Herman stated he brought a representative from a lake management company to answer questions.

Mayor Taylor explained the City could not select a vendor during Citizens' Forum and noted any service would need to follow the City's procurement process.

Mark Cooper, 6801 SW 75th Terrace, commented on the Cairo Lane/NW 127th Street change orders and thanked the City for the work being completed on NW 127th Street. Mr. Cooper stated the improvements were helpful to the area, but expressed concern regarding additional costs through change orders. He noted that he pays significant property taxes on properties in the area and asked the City to ensure change orders are valid and taxpayer funds are carefully managed.

Mayor Taylor closed Citizens' Forum.

Mayor Taylor stated Pine Tree Lake and the change orders would be discussed under the applicable agenda items.

12. ACTION ITEMS (items from consent agenda pull list):

1. **[13-2] A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF OPA-LOCKA, FLORIDA, APPROVING CONSTRUCTION CHANGE ORDER NO. 1 FOR THE CAIRO LANE / NW 127TH STREET ROADWAY RECONSTRUCTION PROJECT; PROVIDING FOR INCORPORATION OF RECITALS; PROVIDING FOR SCRIVENER'S ERRORS; PROVIDING FOR AN EFFECTIVE DATE.** *Sponsored by City Manager*

The above resolution was read by Assistant City Attorney Candice Cobb.

It was moved by Commissioner Santiago, seconded by Vice Mayor Kelley, to discuss Agenda Item 12-1.

City Manager Lawson introduced the item and explained unsuitable native soils were encountered during excavation at NW 127th Street and Port Said Road. The conditions could not support the proposed pavement structure and were not identifiable during design. The contractor removed the unsuitable materials and installed compacted limerock to protect long-term roadway stability.

Commissioner Santiago noted the change orders were related to work on Cairo Lane and NW 127th Street. He expressed concern about repeated change orders on City construction projects and said contractors should fully evaluate project conditions before contracts are signed.

Adelina Gross, CIP Manager, explained the NW 127th Street area could not be fully evaluated during design due to trash, tires, truck parts, and car parts in the field. She noted a prior survey and geotechnical review had been completed, but field conditions limited the evaluation. Ms. Gross reported the City spent approximately $500,000 to $600,000 under the contract for disposal of tires, truck parts, bad soil, and related debris.

Ms. Gross added that funding had been allocated for trash removal, but additional dumping occurred after cleanup. A large portion of the change order costs was absorbed through project contingency funds. She noted Change Order No. 1 included $45,676 presented to the City Commission, while approximately $173,000 was absorbed by the project contingency.

Commissioner Santiago raised concern about dumping in the area and said property owners or responsible parties should be cited when dumping occurs. He recommended coordination among Code Enforcement, Public Works, and Police to prevent recurring dumping and reduce additional City costs.

Vice Mayor Kelley asked what steps were being taken to prevent similar issues.

Ms. Gross explained the area was now more accessible to Police, Code Enforcement, and Public Works for regular monitoring. She also noted cameras had been installed at Cairo Lane, with IT and Police monitoring dumping and other activity.

Mayor Taylor referenced financial oversight finding number 75 and asked whether the City verifies work before final payment.

City Manager Lawson confirmed the City was following the requirement.

Commissioner Bass arrived at approximately 6:29 PM.

Commissioner Santiago confirmed his questions on items 13-2 through 13-8 had been answered, but requested stronger proof and verification before future change orders are approved.

Mayor Taylor said each remaining change order item would be read and voted on separately.

There being no additional discussion, the motion passed by a 5-0 vote.

Commissioner Ervin Yes
Vice Mayor Kelley Yes
Commissioner Santiago Yes
Commissioner Bass Yes
Mayor Taylor Yes

2. **[13-3] A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF OPA-LOCKA, FLORIDA, APPROVING CONSTRUCTION CHANGE ORDER NO. 2 FOR THE CAIRO LANE / NW 127TH STREET ROADWAY RECONSTRUCTION PROJECT; PROVIDING FOR INCORPORATION OF RECITALS; PROVIDING FOR SCRIVENER'S ERRORS; PROVIDING FOR AN EFFECTIVE DATE.** *Sponsored by City Manager*

The above resolution was read by Assistant City Attorney Candice Cobb.

It was moved by Commissioner Santiago, seconded by Vice Mayor Kelley, to discuss Agenda Item 12-2.

There being no additional discussion, the motion passed by a 5-0 vote.

Commissioner Ervin Yes
Vice Mayor Kelley Yes
Commissioner Santiago Yes
Commissioner Bass Yes
Mayor Taylor Yes

3. **[13-4] A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF OPA-LOCKA, FLORIDA, APPROVING CONSTRUCTION CHANGE ORDER NO. 3 FOR THE CAIRO LANE / NW 127TH STREET ROADWAY RECONSTRUCTION PROJECT; PROVIDING FOR INCORPORATION OF RECITALS; PROVIDING FOR SCRIVENER'S ERRORS; PROVIDING FOR AN EFFECTIVE DATE.** *Sponsored by City Manager*

The above resolution was read by Assistant City Attorney Candice Cobb.

It was moved by Commissioner Santiago, seconded by Commissioner Ervin, to discuss Agenda Item 12-3.

There being no additional discussion, the motion passed by a 5-0 vote.

Commissioner Ervin Yes
Vice Mayor Kelley Yes
Commissioner Santiago Yes
Commissioner Bass Yes
Mayor Taylor Yes

4. **[13-5] A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF OPA-LOCKA, FLORIDA, APPROVING CONSTRUCTION CHANGE ORDER NO. 4 FOR THE CAIRO LANE / NW 127TH STREET ROADWAY RECONSTRUCTION PROJECT; PROVIDING FOR INCORPORATION OF RECITALS; PROVIDING FOR SCRIVENER'S ERRORS; PROVIDING FOR AN EFFECTIVE DATE.** *Sponsored by City Manager*

The above resolution was read by Assistant City Attorney Candice Cobb.

It was moved by Commissioner Santiago, seconded by Commissioner Bass, to discuss Agenda Item 12-4.

There being no additional discussion, the motion passed by a 5-0 vote.

Commissioner Ervin Yes
Vice Mayor Kelley Yes
Commissioner Santiago Yes
Commissioner Bass Yes
Mayor Taylor Yes

5. **[13-6] A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF OPA-LOCKA, FLORIDA, APPROVING CONSTRUCTION CHANGE ORDER NO. 5 FOR THE CAIRO LANE / NW 127TH STREET ROADWAY RECONSTRUCTION PROJECT; PROVIDING FOR INCORPORATION OF RECITALS; PROVIDING FOR SCRIVENER'S ERRORS; PROVIDING FOR AN EFFECTIVE DATE.** *Sponsored by City Manager*

The above resolution was read by Assistant City Attorney Candice Cobb.

It was moved by Commissioner Santiago, seconded by Commissioner Ervin, to discuss Agenda Item 12-5.

There being no additional discussion, the motion passed by a 5-0 vote.

Commissioner Ervin Yes
Vice Mayor Kelley Yes
Commissioner Santiago Yes
Commissioner Bass Yes
Mayor Taylor Yes

DRAFT

6. **[13-7] A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF OPA-LOCKA, FLORIDA, APPROVING CONSTRUCTION CHANGE ORDER NO. 6 FOR THE CAIRO LANE / NW 127TH STREET ROADWAY RECONSTRUCTION PROJECT; PROVIDING FOR INCORPORATION OF RECITALS; PROVIDING FOR SCRIVENER'S ERRORS; PROVIDING FOR AN EFFECTIVE DATE.** *Sponsored by City Manager*

The above resolution was read by Assistant City Attorney Candice Cobb.

It was moved by Commissioner Ervin, seconded by Commissioner Bass, to discuss Agenda Item 12-6.

There being no additional discussion, the motion passed by a 5-0 vote.

Commissioner Ervin Yes
Vice Mayor Kelley Yes
Commissioner Santiago Yes
Commissioner Bass Yes
Mayor Taylor Yes

7. **[13-8] A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF OPA-LOCKA, FLORIDA, APPROVING CONSTRUCTION CHANGE ORDER NO. 7 FOR THE CAIRO LANE / NW 127TH STREET ROADWAY RECONSTRUCTION PROJECT; PROVIDING FOR INCORPORATION OF RECITALS; PROVIDING FOR SCRIVENER'S ERRORS; PROVIDING FOR AN EFFECTIVE DATE.** *Sponsored by City Manager*

The above resolution was read by Assistant City Attorney Candice Cobb.

It was moved by Commissioner Ervin, seconded by Commissioner Bass, to discuss Agenda Item 12-7.

There being no additional discussion, the motion passed by a 5-0 vote.

Commissioner Ervin Yes
Vice Mayor Kelley Yes
Commissioner Santiago Yes
Commissioner Bass Yes
Mayor Taylor Yes

8. **[13-9] A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF OPA-LOCKA, FLORIDA, DIRECTING THE CITY MANAGER TO TAKE ALL NECESSARY STEPS TO EXPAND THE CITY'S CANAL MAINTENANCE INITIATIVES TO INCLUDE PINE TREE LAKE; FURTHER DIRECTING THE CITY MANAGER TO DEVELOP AND**

DRAFT

IMPLEMENT A MAINTENANCE AND AFTERCARE PLAN TO ENSURE THE LONG-TERM CLEANLINESS AND PRESERVATION; PROVIDING FOR INCORPORATION OF RECITALS; PROVIDING FOR SCRIVENER'S ERRORS; PROVIDING FOR AN EFFECTIVE DATE. *Sponsored by Mayor Taylor*

The above resolution was read by Assistant City Attorney Candice Cobb.

It was moved by Commissioner Santiago, seconded by Commissioner Ervin, to discuss Agenda Item 12-8.

Mayor Taylor introduced the item and stated the intent was for the City to clean Pine Tree Lake one time and for the City Manager to develop a plan for future maintenance to bring back to the City Commission.

Commissioner Ervin stated she wanted to know the cost before approval of any cleanup and did not want to create an expectation or precedent where private property matters would become City expenses. She suggested the City should not give residents false hope without knowing the amount.

Commissioner Santiago supported sending the item to the City Manager to determine the cost. He said the area's residents are City taxpayers and the City should explore one-time assistance. Commissioner Santiago added future maintenance should be discussed with Miami-Dade County and residents.

Vice Mayor Kelley explained he had worked on Pine Tree Lake concerns for approximately one and one-half years with residents and prior management. He noted prior direction indicated the City could not clean the lake because it was private property with disputed ownership. He said the County had declined to clean the lake. He understood homeowners were expected to address cleanup through a homeowner's association or special taxing district. Vice Mayor Kelley also questioned possible long-term liability without knowing the cost.

Aria Austin, Director of Public Works & Utilities, reported approximately 46 homeowners were associated with the area. He explained a special taxing district would require at least 50 percent participation. Mr. Austin said estimated costs were $1,500 for the first year and $1,400 for the second year. Only three homeowners responded. Mr. Austin added the City had secured a permanent easement for lake access. Long-term maintenance would still require a special taxing district or homeowner-led option.

Discussion continued about whether the City or County had previously cleaned Pine Tree Lake. The City did not have available cost records. Discussion also addressed the need to identify the one-time cleanup cost before any work begins.

It clarified the intent was for the City Manager to bring the cost back to the City Commission before proceeding.

Mayor Taylor offered an amendment requiring the City Manager to return within 60 days with the cost for a one-time cleanup. He noted the amendment would also prohibit work from beginning before City Commission review.

There being no additional discussion, the motion, as amended, passed by a 5-0 vote.

Commissioner Ervin Yes
Vice Mayor Kelley Yes
Commissioner Santiago Yes
Commissioner Bass Yes
Mayor Taylor Yes

9. [13-11] A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF OPA-LOCKA, FLORIDA, DIRECTING THE CITY MANAGER TO TAKE ALL NECESSARY STEPS FOR THE CITY OF OPA-LOCKA TO BECOME A CERTIFIED AUTISM CITY; FURTHER PROVIDING FOR STAFF TRAINING, COMMUNITY AWARENESS, AND INCLUSIVE PRACTICES; PROVIDING FOR INCORPORATION OF RECITALS; PROVIDING FOR SCRIVENER'S ERRORS; PROVIDING FOR AN EFFECTIVE DATE. *Sponsored by Mayor Taylor*

The above resolution was read by Assistant City Attorney Candice Cobb.

It was moved by Commissioner Santiago, seconded by Vice Mayor Kelley, to discuss Agenda Item 12-9.

Mayor Taylor introduced the item and stated the intent was for the City of Opa-locka to become a certified autism city. He stated free programs are available to help train staff, improve community awareness, support public-facing departments, and help the City become more inclusive for neurodivergent residents and visitors.

Commissioner Santiago asked which departments would receive training.

Mayor Taylor clarified the training would apply to public-facing departments, including Parks and Recreation, the Police Department, Building and Licensing, and staff members who interact with the public. Mayor Taylor said prior legislation addressed Police Department training, while the current item applied to the City as a whole.

Commissioner Santiago asked whether the item would cost the City.

Mayor Taylor stated there was no cost to the City because programs are available to support the effort.

Commissioner Bass asked whether the training would include residents as well as employees.

Mayor Taylor confirmed residents would also have an opportunity to participate.

There being no additional discussion, the motion passed by a 5-0 vote.

Commissioner Ervin Yes
Vice Mayor Kelley Yes
Commissioner Santiago Yes
Commissioner Bass Yes
Mayor Taylor Yes

13. ADMINISTRATION:

CONSENT AGENDA:

1. **A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF OPA-LOCKA, FLORIDA, APPROVING THE ANNUAL REPORT OF THE HISTORIC ENVIRONMENTAL PRESERVATION BOARD, FOR JANUARY 1, 2025 THROUGH DECEMBER 31, 2025; PROVIDING FOR INCORPORATION OF RECITALS; PROVIDING FOR APPROVAL; PROVIDING FOR SCRIVENER'S ERRORS; PROVIDING FOR AN EFFECTIVE DATE.** *Sponsored by City Manager*

2. **A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF OPA-LOCKA, FLORIDA, APPROVING CONSTRUCTION CHANGE ORDER NO. 1 FOR THE CAIRO LANE / NW 127TH STREET ROADWAY RECONSTRUCTION PROJECT; PROVIDING FOR INCORPORATION OF RECITALS; PROVIDING FOR SCRIVENER'S ERRORS; PROVIDING FOR AN EFFECTIVE DATE.** *Sponsored by City Manager*

3. **A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF OPA-LOCKA, FLORIDA, APPROVING CONSTRUCTION CHANGE ORDER NO. 2 FOR THE CAIRO LANE / NW 127TH STREET ROADWAY RECONSTRUCTION PROJECT; PROVIDING FOR INCORPORATION OF RECITALS; PROVIDING FOR SCRIVENER'S ERRORS; PROVIDING FOR AN EFFECTIVE DATE.** *Sponsored by City Manager*

4. **A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF OPA-LOCKA, FLORIDA, APPROVING CONSTRUCTION CHANGE ORDER NO. 3 FOR THE CAIRO LANE / NW 127TH STREET ROADWAY RECONSTRUCTION PROJECT; PROVIDING FOR INCORPORATION OF RECITALS; PROVIDING FOR SCRIVENER'S ERRORS; PROVIDING FOR AN EFFECTIVE DATE.** *Sponsored by City Manager*

5. **A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF OPA-LOCKA, FLORIDA, APPROVING CONSTRUCTION CHANGE ORDER NO. 4 FOR THE CAIRO LANE / NW 127TH STREET ROADWAY RECONSTRUCTION PROJECT; PROVIDING FOR INCORPORATION OF RECITALS; PROVIDING**

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FOR SCRIVENER'S ERRORS; PROVIDING FOR AN EFFECTIVE DATE. *Sponsored by City Manager*

6. **A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF OPA-LOCKA, FLORIDA, APPROVING CONSTRUCTION CHANGE ORDER NO. 5 FOR THE CAIRO LANE / NW 127TH STREET ROADWAY RECONSTRUCTION PROJECT; PROVIDING FOR INCORPORATION OF RECITALS; PROVIDING FOR SCRIVENER'S ERRORS; PROVIDING FOR AN EFFECTIVE DATE.** *Sponsored by City Manager*

7. **A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF OPA-LOCKA, FLORIDA, APPROVING CONSTRUCTION CHANGE ORDER NO. 6 FOR THE CAIRO LANE / NW 127TH STREET ROADWAY RECONSTRUCTION PROJECT; PROVIDING FOR INCORPORATION OF RECITALS; PROVIDING FOR SCRIVENER'S ERRORS; PROVIDING FOR AN EFFECTIVE DATE.** *Sponsored by City Manager*

8. **A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF OPA-LOCKA, FLORIDA, APPROVING CONSTRUCTION CHANGE ORDER NO. 7 FOR THE CAIRO LANE / NW 127TH STREET ROADWAY RECONSTRUCTION PROJECT; PROVIDING FOR INCORPORATION OF RECITALS; PROVIDING FOR SCRIVENER'S ERRORS; PROVIDING FOR AN EFFECTIVE DATE.** *Sponsored by City Manager*

9. **A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF OPA-LOCKA, FLORIDA, DIRECTING THE CITY MANAGER TO TAKE ALL NECESSARY STEPS TO EXPAND THE CITY'S CANAL MAINTENANCE INITIATIVES TO INCLUDE PINE TREE LAKE; FURTHER DIRECTING THE CITY MANAGER TO DEVELOP AND IMPLEMENT A MAINTENANCE AND AFTERCARE PLAN TO ENSURE THE LONG-TERM CLEANLINESS AND PRESERVATION; PROVIDING FOR INCORPORATION OF RECITALS; PROVIDING FOR SCRIVENER'S ERRORS; PROVIDING FOR AN EFFECTIVE DATE.** *Sponsored by Mayor Taylor*

10. **A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF OPA-LOCKA, FLORIDA, DIRECTING THE CITY MANAGER TO REVIEW AND IDENTIFY OPPORTUNITIES TO DECREASE THE MILLAGE RATE DURING THE PREPARATION OF THE FISCAL YEAR 2026-2027 BUDGET; PROVIDING FOR INCORPORATION OF RECITALS; PROVIDING FOR SCRIVENER'S ERRORS; PROVIDING FOR AN EFFECTIVE DATE.** *Sponsored by Mayor Taylor*

11. **A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF OPA-LOCKA, FLORIDA, DIRECTING THE CITY MANAGER TO TAKE ALL NECESSARY STEPS FOR THE CITY OF OPA-LOCKA TO BECOME A CERTIFIED AUTISM CITY; FURTHER PROVIDING FOR STAFF TRAINING, COMMUNITY AWARENESS, AND INCLUSIVE PRACTICES; PROVIDING FOR**

INCORPORATION OF RECITALS; PROVIDING FOR SCRIVENER'S ERRORS; PROVIDING FOR AN EFFECTIVE DATE. *Sponsored by Mayor Taylor*

12. **A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF OPA-LOCKA, FLORIDA, DIRECTING THE CITY MANAGER TO ESTABLISH A PROCESS FOR THE COLLECTION, TRACKING, AND ALLOCATION OF IMPACT FEES AND TO PROVIDE A TIMELINE FOR DISTRIBUTION TO ALL DESIGNATED CITY DEPARTMENTS; PROVIDING FOR INCORPORATION OF RECITALS; PROVIDING FOR SCRIVENER'S ERRORS; PROVIDING FOR AN EFFECTIVE DATE.** *Sponsored by Vice Mayor Kelley*

13. **A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF OPA-LOCKA, FLORIDA, DIRECTING THE CITY MANAGER TO INSTALL ALLIGATOR WARNING SIGNAGE THROUGHOUT ALL CITY CANALS AND WATERWAYS, AS DEEMED NECESSARY; PROVIDING FOR INCORPORATION OF RECITALS; PROVIDING FOR SCRIVENER'S ERRORS; PROVIDING FOR AN EFFECTIVE DATE.** *Sponsored by Vice Mayor Kelley*

14. **A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF OPA-LOCKA, FLORIDA, DIRECTING THE CITY MANAGER AND CITY ATTORNEY TO TAKE ALL NECESSARY AND APPROPRIATE ACTIONS TO ADDRESS NON-COMPLIANT DUMPSTERS, INCLUDING ENFORCEMENT AGAINST REPEAT VIOLATORS, AND TO PURSUE FINANCIAL PENALTIES AND POTENTIAL LIEN OR FORECLOSURE PROCEEDINGS TO THE EXTENT AUTHORIZED BY LAW; PROVIDING FOR INCORPORATION OF RECITALS; PROVIDING FOR SCRIVENER'S ERRORS; PROVIDING FOR AN EFFECTIVE DATE.** *Sponsored by Vice Mayor Kelley*

15. **A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF OPA-LOCKA, FLORIDA, EXPRESSING STRONG OPPOSITION TO SENATE BILL 1134 AND HOUSE BILL 1001, AND FURTHER DIRECTING THE CITY CLERK TO TRANSMIT A CERTIFIED COPY TO THE FLORIDA LEAGUE OF CITIES, AND OTHER ENTITIES DEEMED APPROPRIATE BY THE CITY MANAGER; PROVIDING FOR INCORPORATION OF RECITALS; PROVIDING FOR SCRIVENER'S ERRORS; PROVIDING FOR AN EFFECTIVE DATE.** *Sponsored by Vice Mayor Kelley*

14. NEW ITEMS:

There were none.

15. PLANNING & ZONING:

A. PUBLIC HEARINGS:

Item 15-A.1. was heard immediately following item 16-A-4.

1. **A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF OPA-LOCKA, FLORIDA, TO CONSIDER THE SITE PLAN APPLICATION FOR THE RENOVATION AND CONSTRUCTION OF A 5,250 SQUARE FOOT OFFICE AND MECHANICAL REPAIR BUILDING AND THE RENOVATION OF THE PARKING AREA ON THE PROPERTIES LOCATED AT 14800 NW 24TH COURT AND IDENTIFIED BY FOLIOS 08-2122-025-0510 AND 08-2122-025-0500, IN THE I-2 ZONING DISTRICT AND WITHIN THE INNOVATION DISTRICT; PROVIDING FOR INCORPORATION OF RECITALS; PROVIDING FOR SCRIVENER'S ERRORS; PROVIDING FOR AN EFFECTIVE DATE.** *Sponsored by City Manager*

The above resolution was read by Assistant City Attorney Candice Cobb.

It was moved by Commissioner Santiago, seconded by Commissioner Bass, to discuss Agenda Item 15-A.1.

City Manager Lawson introduced the item and stated the applicant, LDM Florida LLC, proposed construction of an office and mechanical repair building and renovation of the existing parking area at 14800 NW 24th Court. She said the project included adequate parking and landscaping in accordance with the City's Land Development Regulations. City Manager Lawson stated the Planning and Zoning Board reviewed the request at a duly noticed public hearing on March 3, 2026, determined approval of the site plan was in the best interest of the City and its residents, and voted 3-0 to recommend approval.

Mayor Taylor opened the public hearing.

Mark Cooper, 6801 SW 75th Terrace, spoke in opposition to the item. Mr. Cooper stated the property previously contained a larger warehouse and had been vacant for a long period. He expressed concern regarding the proposed use as a mechanical repair shop, truck traffic entering through nearby residential areas, and whether the use would sufficiently improve the tax base. Mr. Cooper suggested nearby investment had improved the area and said the proposed use was not the best use of the land.

Mayor Taylor closed the public hearing.

Vice Mayor Kelley asked whether there would be parking outside on the street.

Gregory Gay, Director of Planning and Community Development, stated the lot size was more than one acre and provided adequate space for required parking on the property. Mr. Gay stated parking would not be allowed outside of the property.

Commissioner Santiago expressed concern regarding trucks, vehicle parts, and parking outside of the work area. He stated the applicant should understand all activity must remain inside the property and not create issues similar to Cairo Lane, NW 127th Street, or Ali Baba Avenue.

Commissioner Bass stated she would support the item on first reading but requested Mr. Gay take her to view the site before second reading because Mr. Cooper's comments raised concerns.

Mayor Taylor stated he shared concerns regarding the proximity to residential areas and did not want to repeat the parking problems associated with Cairo Lane and NW 127th Street. Mayor Taylor asked City Manager Lawson to speak with the applicant and bring back a resolution to address the parking concerns before the item returned.

There being no additional discussion, the resolution passed by a 5-0 vote.

Commissioner Ervin Yes
Vice Mayor Kelley Yes
Commissioner Santiago Yes
Commissioner Bass Yes
Mayor Taylor Yes

2. **A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF OPA-LOCKA, FLORIDA, TO CONSIDER THE DEVELOPMENT AGREEMENT REQUEST FOR THE RENOVATION AND CONSTRUCTION OF A 5,250 SQUARE FOOT OFFICE AND MECHANICAL REPAIR BUILDING AND THE RENOVATION OF THE PARKING AREA ON THE PROPERTIES LOCATED AT 14800 NW 24TH COURT AND IDENTIFIED BY FOLIOS 08-2122-025-0510 AND 08-2122-025-0500, IN THE I-2 ZONING DISTRICT AND WITHIN THE INNOVATION DISTRICT; PROVIDING FOR INCORPORATION OF RECITALS; PROVIDING FOR SCRIVENER'S ERRORS; PROVIDING FOR AN EFFECTIVE DATE.** *Sponsored by City Manager*

The above resolution was read by Assistant City Attorney Candice Cobb.

It was moved by Commissioner Santiago, seconded by Vice Mayor Kelley, to discuss Agenda Item 15-A.2.

City Manager Lawson introduced the item and stated the item was a companion item to Agenda Item 15-A.1 and requested consideration of a development agreement for the property located at 14800 NW 24th Court.

Mayor Taylor opened the public hearing. No one came forth to speak. Mayor Taylor closed the public hearing.

Vice Mayor Kelley mentioned he asks the same question each time development agreements are presented regarding hiring and job opportunities for Opa-locka residents. He stated the language regarding CareerSource and coordination with the City appeared

similar to prior agreements and asked what would be different to ensure better compliance and resident employment opportunities.

Mr. Gay explained the development agreement included the strongest language available to encourage employment opportunities, but the City cannot require a business to hire Opa-locka residents. He stated the City attempts to create opportunities through job fairs, training opportunities, and connections with local resources.

Vice Mayor Kelley asked whether the City's Human Resources Department was involved at the front end of the process.

Mr. Gay stated staff had been communicating with the Human Resources Director and would coordinate opportunities for developers to participate in City-sponsored job fairs. He also noted staff speaks with developers about training resources within Opa-locka.

City Manager Lawson stated the City has a new Human Resources Director and directed Mr. Gay to schedule a meeting with the Human Resources Director to ensure the process is followed.

Commissioner Santiago said the City should better support qualified residents seeking City employment.

There being no additional discussion, the resolution passed by a 5-0 vote.

Commissioner Ervin Yes
Vice Mayor Kelley Yes
Commissioner Santiago Yes
Commissioner Bass Yes
Mayor Taylor Yes

B. APPEALS:

There were none.

16. ORDINANCES/RESOLUTIONS/PUBLIC HEARINGS:

A. FIRST READING ORDINANCE(S)/PUBLIC HEARING(S):

1. AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF OPA-LOCKA, FLORIDA, AMENDING CHAPTER 22, OF THE LAND DEVELOPMENT REGULATIONS, ARTICLE XII, DIVISION 5 ENTITLED "WATER AND SEWER IMPACT FEES", SPECIFICALLY AMENDING SECTION 22-379(F) ENTITLED "LEGISLATIVE FINDINGS" TO CHANGE THE NAME OF THE UPDATED RATE STUDY CONSULTANT TO STANTEC CONSULTING SERVICES INC; AMENDING SECTION 22-385 ENTITLED "COMPUTATION OF THE AMOUNT OF WATER AND SEWER

IMPACT FEE" TO UPDATE WATER AND SEWER AND RELATED FACILITIES FEES; AMENDING SECTION 22-386 ENTITLED "PAYMENT OF FEE" TO UPDATE IMPACT FEE PAYMENT TERMS; PROVIDING FOR ADOPTION OF REPRESENTATIONS; PROVIDING FOR CONFLICT AND REPEALER; PROVIDING FOR SEVERABILITY; PROVIDING FOR INCLUSION IN CODE; PROVIDING FOR AN EFFECTIVE DATE. *Sponsored by City Manager Deferred from the April 8, 2026 Regular Commission Meeting*

The above ordinance was read by Assistant City Attorney Candice Cobb.

It was moved by Vice Mayor Kelley, seconded by Commissioner Ervin, to discuss Agenda Item 16-A.1.

City Manager Lawson introduced the item and stated the recommended amendments to the water and sewer and related facilities impact fees were necessary to ensure adequate levels of service are provided and maintained for new residential, commercial, and industrial growth. She explained the existing impact fees of $1,439 per residential unit for water and $1,276 per residential unit for sewer were insufficient to meet the City's current and future infrastructure needs.

Mayor Taylor opened the public hearing. No one came forth to speak. Mayor Taylor closed the public hearing.

Commissioner Santiago left the dais at approximately 7:46 PM.

City Attorney Norris-Weeks arrived at approximately 7:46 PM.

There being no additional discussion, the ordinance passed on first reading by a 4-0 vote.

Commissioner Ervin Yes
Vice Mayor Kelley Yes
Commissioner Bass Yes
Mayor Taylor Yes

2. **AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF OPA-LOCKA, FLORIDA, AMENDING CHAPTER 22, OF THE LAND DEVELOPMENT REGULATIONS, ARTICLE XII, "IMPACT FEES", SPECIFICALLY AMENDING SECTION 22-310(F), ENTITLED "LEGISLATIVE FINDINGS" TO UPDATE THE METHODOLOGY AND ANALYSIS REPORT TITLE; AMENDING SECTION 22-316(A) ENTITLED "COMPUTATION OF THE AMOUNT OF PUBLIC SAFETY IMPACT FEE" TO UPDATE THE PUBLIC SAFETY FEE SCHEDULE; AMENDING SECTION 22-317 ENTITLED "PAYMENT OF FEE" TO UPDATE IMPACT FEE PAYMENT TERMS; PROVIDING FOR ADOPTION OF REPRESENTATIONS; PROVIDING FOR CONFLICT AND REPEALER;**

PROVIDING FOR SEVERABILITY; PROVIDING FOR INCLUSION IN CODE; PROVIDING FOR AN EFFECTIVE DATE. *Sponsored by City Manager Deferred from the April 8, 2026 Regular Commission Meeting*

Commissioner Santiago returned to the dais at approximately 7:49 p.m.

The above ordinance was read by Assistant City Attorney Candice Cobb.

It was moved by Vice Mayor Kelley, seconded by Commissioner Ervin, to discuss Agenda Item 16-A.2.

City Manager Lawson introduced the item and stated the item was similar to the previously approved item but addressed public safety impact fees. She stated the current rate of $0.166 per square foot was insufficient to meet the City's current and future needs.

Mayor Taylor opened the public hearing. No one came forth to speak. Mayor Taylor closed the public hearing.

There being no additional discussion, the ordinance passed on first reading by a 5-0 vote.

Commissioner Ervin Yes
Vice Mayor Kelley Yes
Commissioner Santiago Yes
Commissioner Bass Yes
Mayor Taylor Yes

3. **AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF OPA-LOCKA, FLORIDA, AMENDING CHAPTER 22, OF THE LAND DEVELOPMENT REGULATIONS, ARTICLE XII, "IMPACT FEES", SPECIFICALLY AMENDING SECTION 22-344(F) ENTITLED "LEGISLATIVE FINDINGS" TO UPDATE THE METHODOLOGY AND ANALYSIS REPORT TITLE; AMENDING SECTION 22-350(A) ENTITLED "COMPUTATION OF THE AMOUNT OF PARK IMPACT FEE" TO UPDATE THE PARK IMPACT FEE SCHEDULE; AMENDING SECTION 22-351 ENTITLED "PAYMENT OF FEE" TO DELETE REFERENCE TO PARK IMPACT FEE DISTRICTS AND UPDATE IMPACT FEE PAYMENT TERMS; DELETING SECTION 22-352 ENTITLED "PARK IMPACT FEE DISTRICTS" TO DELETE REFERENCE TO PARK IMPACT FEE DISTRICTS; AMENDING SECTION 22-353(A) ENTITLED "PARK IMPACT FEE TRUST FUNDS ESTABLISHED" TO UPDATE THE AMOUNT OF PARK IMPACT FEE TRUST FUNDS; AMENDING SECTION 22-354 ENTITLED "USE OF FUNDS" TO DELETE REFERENCE TO PARK IMPACT FEE DISTRICTS; PROVIDING FOR ADOPTION OF REPRESENTATIONS; PROVIDING FOR**

CONFLICT AND REPEALER; PROVIDING FOR SEVERABILITY; PROVIDING FOR INCLUSION IN CODE; PROVIDING FOR AN EFFECTIVE DATE. *Sponsored by City Manager Deferred from the April 8, 2026 Regular Commission Meeting*

The above ordinance was read by Assistant City Attorney Candice Cobb.

It was moved by Vice Mayor Kelley, seconded by Commissioner Ervin, to discuss Agenda Item 16-A.3.

Vice Mayor Kelley requested language be added before second reading requiring the City Commission to review the fees after two years to determine whether the fees remain appropriate based on growth, development, or other changes.

Mayor Taylor opened the public hearing. No one came forth to speak. Mayor Taylor closed the public hearing.

There being no additional discussion, the ordinance passed on first reading by a 5-0 vote.

Commissioner Ervin Yes
Vice Mayor Kelley Yes
Commissioner Santiago Yes
Commissioner Bass Yes
Mayor Taylor Yes

Item 16-A.4 was heard immediately following the item 12-9.

4. **AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF OPA-LOCKA, FLORIDA, AMENDING ARTICLE V, SECTION 22-116 OF THE CITY OF OPALOCKA'S LAND DEVELOPMENT REGULATIONS PERTAINING TO THE STORAGE OF RECREATIONAL VEHICLES; AMENDING CERTAIN DEFINITIONS WITHIN SECTION 22-116, TO INCLUDE THE DEFINITION OF "TRAVEL TRAILER" TO REDUCE THE OVERALL BODY LENGTH FROM 40 FEET TO 35 FEET; TO AMEND THE DEFINITION OF "CAMPING TRAILER" TO REMOVE THE WORD "VEHICULAR" AND REQUIRE CAMPING TRAILERS TO BE LOADED ONTO OR AFFIXED TO WHEELS; TO REMOVE THE WORD "TRUCK" FROM "TRUCK CAMPER"; TO AMEND THE WORD "MOTOR HOME" TO REQUIRE A "BUILT ON" REQUIREMENT TO MOTOR VEHICLE CHASSIS; TO AMEND THE DEFINITION OF "SCREENED" TO ADD THE WORDS "THE CONDITION OF BEING" AND EXPAND THE DEFINITION OF SIGNIFICANTLY HIDDEN FROM VIEW TO ENCOMPASS A COMBINATION OF STRUCTURES; TO DELETE "RESIDENTIAL TOWNHOUSE DISTRICT", "MODERATE DENSITY RESIDENTIAL**

DISTRICT", "HIGH DENSITY RESIDENTIAL DISTRICT" AND CERTAIN RESIDENTIAL MIXED USE DESIGNATIONS BEARING THE PREFIX HDOD; CMU; AND MNMU; TO DELETE THE REQUIREMENT THAT RECREATIONAL VEHICLE PARKING AND STORAGE IS PROHIBITED BUT REQUIRES A CERTIFICATION PROCESS AND FEE OF $100.00 WITH AN ACCOMPANYING AFFIDAVIT THAT THE VEHICLE WILL NOT BE USED FOR OCCUPANCY; REQUIRING PROOF OF CURRENT TITLE AND REGISTRATION, AS REQUIRED BY APPLICABLE LAW; ALLOWING A RECREATIONAL VEHICLE NOT EXCEEDING 35 FEET IN LENGTH TO BE PARKED IN A SIDE YARD NOT CLOSER THAN 3 FEET FROM THE RESIDENCE WITH ALL EXPANDED PANELS RETRACTED; REQUIRING RECREATIONAL VEHICLES TO BE UNOBSTRUCTED, MOUNTED ON WHEELS AND EASILY MOVABLE; PROHIBITING RECREATIONAL VEHICLES PARKED ON RESIDENTIAL PROPERTY FROM BEING USED FOR LIVING, SLEEPING, COOKING OR STORAGE; ALLOWING NO MORE THAN ONE RECREATIONAL VEHICLE ON SINGLE FAMILY OR DUPLEX PROPERTY; REQUIRING THE RECREATIONAL VEHICLE OWNER TO HOLD A VALID LEASE AGREEMENT WITH THE PROPERTY OWNER; PROHIBITING UTILITY CONNECTIONS EXCEPT THROUGH AN EXTENSION CORD FOR BRIEF MAINTENANCE RELATED ACTIVITIES NOT TO EXCEED 24 HOURS; PROHIBITING PARKING ON TOWNHOUSE AND MULTIFAMILY PROPERTIES; AMENDING CHAPTER 2, ARTICLE XI, SECTION 2-570.33 OF THE CITY OF OPA-LOCKA'S CODE OF ORDINANCES TO DECREASE THE CIVIL PENALTY FOR NONCOMPLIANCE FINE AMOUNT FROM $500.00 TO $250.00 FOR THE FIRST OFFENSE; PROVIDING FOR SEVERABILITY; PROVIDING FOR CODIFICATION; PROVIDING FOR AN EFFECTIVE DATE. *Sponsored by Commissioner Santiago*

The above ordinance was read by Assistant City Attorney Candice Cobb.

It was moved by Commissioner Santiago, seconded by Commissioner Bass, to discuss Agenda Item 16-A.4.

Mayor Taylor noted the item had moved from second reading back to first reading and asked Commissioner Santiago and City Manager Lawson to explain the changes for residents.

Through an interpreter, Commissioner Santiago explained the ordinance had been discussed for more than one year and returned to first reading to address resident concerns. He stated residents understood the rules and wanted the ordinance passed so normal use of recreational vehicles could continue. Commissioner Santiago said the ordinance would allow residents to park recreational vehicles on their own property if all rules and regulations are followed, while prohibiting use of recreational vehicles as living quarters.

City Manager Lawson clarified the legislation remained the same except for the language requiring a certification process and a $100 fee.

Mayor Taylor opened the public hearing.

Andrew Herman, 1700 Opa-locka Boulevard, asked whether the ordinance applied to ambulances.

City Manager Lawson stated the ordinance did not apply to ambulances.

Mayor Taylor closed the public hearing.

There being no additional discussion, the ordinance passed on first reading by a 5-0 vote.

Commissioner Ervin Yes
Vice Mayor Kelley Yes
Commissioner Santiago Yes
Commissioner Bass Yes
Mayor Taylor Yes

B. SECOND READING ORDINANCE(S)/PUBLIC HEARING(S):

There were none.

C. RESOLUTION(S):

There were none.

17. CITY MANAGER'S REPORT:

City Manager Lawson submitted a written report and highlighted ongoing recruitment to fill critical staffing vacancies. She reported CIP progress, including review of new bus benches and rehabilitation of existing benches and shelters to improve resident access and support advertising opportunities approved by the City Commission. She also noted continued communication with Glorietta Gardens Apartments regarding new playground equipment, with installation targeted by summer and no City funding expected.

Commissioner Ervin thanked City Manager Lawson and staff for responding quickly to illegal dumping concerns. She said staff identified the responsible person, cleaned the area, and showed dumping would not be tolerated in Opa-locka.

City Manager Lawson reported an increase in illegal dumping and said the City continued to install cameras in phases due to cost. She noted the cameras were being monitored and had already helped catch several violators.

Mayor Taylor asked staff to review the maximum penalty for illegal dumping and work with the City Attorney to strengthen enforcement, including higher penalties if allowed by law.

Commissioner Ervin said residents had noticed City improvements and commented on how beautiful Opa-locka looked. She thanked City Manager Lawson and staff for their work.

Commissioner Santiago thanked City Manager Lawson and staff for progress on beautification. He said cameras and monitoring equipment should remain active so violators can be identified and held accountable.

Commissioner Bass thanked City Manager Lawson and department heads for their responsiveness and leadership. She said the City should begin preparing for City Manager Lawson's evaluation.

Mayor Taylor asked City Manager Lawson to contact Miami-Dade County about the bus route near City Hall. He also highlighted Social Services support, including 30 rental assistance cases, 15 home repair cases, seven down payment assistance cases, two utility assistance cases, three homeless support cases, and three legal support cases.

18. OFFICIAL BOARD REPORTS:

There were none.

19. MAYOR/COMMISSION REPORTS:

Mayor John H. Taylor, Jr.

- **Financial Oversight**

Vice Mayor Joseph L. Kelley

- **Fiscal Responsibility & Accountability**

Commissioner Ervin announced the May 23, 2026 slip-and-slide kickball game between Team Mayor Taylor and Team Commissioner Ervin at 3:00 PM, and the Arabian Nights-themed 100th birthday bingo event on May 8, 2026.

Vice Mayor Kelley reported on the recent Meet Me Monday community meeting, where residents raised concerns regarding Code Enforcement, Public Safety, and Public Works. He noted City Manager Lawson responds quickly, but many issues should be handled first by department staff, and requested a meeting with Code Enforcement, Public Safety, and Public Works. He also announced the May 6, 2026 Farm Share event, May 7, 2026 National Day of Prayer events, Arabian Nights Gospel on May 17, 2026, and the Haitian American Heritage Month reception. The Fishing Fun event was deferred until June due to the number of City activities and staff workload.

Commissioner Santiago reported on attending the Florida Black Caucus meeting in Tampa and said the conference emphasized community service. He announced a May 5, 2026 event at

Sherbondy Park with Supervisor of Elections Alina Garcia and Tax Collector Dariel Fernandez to assist residents with voter registration and address changes. He also announced the chess, and dominoes event would continue the first Sunday of each month, with the next event on May 3, 2026 from 3:00 PM to 5:00 PM, and thanked City Manager Lawson for supporting City events.

Commissioner Bass thanked the Clerk's Office for assistance with the Earth Day event, and thanked the City Manager's Office for continued support.

Niema Gantt, Finance Director, reported the City held a virtual meeting on April 10, 2026 with Watson Rice, the group conducting the efficiency audit. She explained the consultant's schedule had been delayed due to March 30 reporting deadlines for other entities, but the City was now back on the front of the agenda and continued exchanging information. She also reported the City continued working daily with CBIZ Marks Paneth on the external financial audit.

Mayor Taylor raised concerns regarding the CRA audit, noting the CRA Board had approved the 2023-2024 audit the prior evening.

Discussion continued regarding whether the CRA audit had been submitted to the State and the need for better coordination with the CRA Executive Director.

Commissioner Santiago praised the Finance Department's work and said invoices and reports should be submitted to the State upon receipt to help the City continue moving toward release from financial oversight.

Mayor Taylor thanked colleagues for supporting his reelection to the Florida Black Caucus executive board and noted Opa-locka's full elected body was represented. He announced Books and Burgers for National Library Week, the return of Tax Collector services on May 1, 2026, and the City's selection as a top 20 finalist for All-America City recognition.

Mayor Taylor discussed canceling or moving the May 13, 2026 Commission meeting during Centennial week.

City Manager Lawson said no pressing items were known, but first-reading items would otherwise return.

City Clerk Flores noted one elections-related item had been submitted.

Discussion continued regarding canceling the meeting and holding a special meeting if needed.

Mayor Taylor recognized Administrative Professionals Day and thanked City Clerk Flores, Assistant City Clerk Valdes-Wright, Ms. M, and Ms. Novalee for supporting the Mayor and City Commission offices.

20. OFFICIAL BOARD APPOINTMENTS:

There were none.

21. ADJOURNMENT:

It was moved by Commissioner Ervin, seconded by Commissioner Santiago, to adjourn the meeting.

There being no further business to come before the City Commission, it was moved by Commissioner Ervin, seconded by Commissioner Santiago, to adjourn the meeting at 8:30 p.m..

_____
John H. Taylor, Jr., Mayor

ATTEST:

_____
Joanna Flores, City Clerk

DRAFT

[Minutes prepared by T. Baclawski, Prototype-Inc.]

CITY OF OPA-LOCKA

"The City of Bright Opportunities"

SPECIAL COMMISSION MEETING
Monday, May 4, 2026
9:00 AM

1. CALL TO ORDER:

Mayor John H. Taylor, Jr. called the meeting to order at 9:00 a.m. on Monday, May 4, 2026, at the City of Opa-locka Commission Chamber, 780 Fisherman Street, 3rd Floor, Opa-locka, Florida.

2. ROLL CALL:

The following members of the City Commission were present: Commissioner Dr. Sherelean Bass (arrived at 9:03 AM); Commissioner Natasha L. Ervin; Vice Mayor Joseph L. Kelley; Commissioner Luis B. Santiago; and Mayor John H. Taylor. Also, in attendance were: City Manager Sha'mecca Lawson; City Attorney Burnadette Norris-Weeks and City Clerk Joanna Flores.

3. INVOCATION:

The invocation was delivered by Vice Mayor Joseph L. Kelley

4. PLEDGE OF ALLEGIANCE:

The pledge of allegiance was recited in unison.

5. PUBLIC INPUT:

Mayor Taylor opened the floor for Public Input. No individuals came forward to speak. Public Input was subsequently closed.

6. RESOLUTION(S):

1. A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF OPA-LOCKA, FLORIDA, APPROVING A POLLING PLACE AGREEMENT WITH THE MIAMI-DADE COUNTY SUPERVISOR OF ELECTIONS OFFICE FOR THE USE OF THE FREEMAN COLLINS & RAYMOND BRITTON SENIOR FACILITY LOCATED AT 14295 NW 21 CT, OPA-LOCKA, FLORIDA; PROVIDING FOR INCORPORATION OF RECITALS; PROVIDING FOR APPROVAL; PROVIDING FOR SCRIVENER'S ERRORS; PROVIDING FOR AN EFFECTIVE DATE. *Sponsored by City Clerk*

DRAFT

A motion to discuss Item 6.1 was made by Vice Mayor Kelley and seconded by Commissioner Santiago.

City Clerk Joanna Flores presented the item and explained that the resolution would approve an agreement with the Miami-Dade County Supervisor of Elections for the use of the Freeman Collins & Raymond Britton Senior Facility, also known as the Senior Citizens Building, located at 14295 NW 21 Court, as a polling location. She noted that the agreement included indemnification and hold harmless provisions and would ensure residents have an accessible and convenient location to vote.

Commissioner Santiago inquired whether the facility had previously been used as a polling place. City Clerk Flores confirmed that the facility had served as a polling location in prior elections; however, due to the appointment of a new Miami-Dade County Supervisor of Elections, a formal agreement was now required to continue use of the facility.

Vice Mayor Kelley asked whether the agreement requirement was standard procedure under the new Supervisor of Elections and whether separate agreements would be required for all polling locations.

City Clerk Flores explained that the remaining polling locations were not City-owned facilities and that any required agreements would be between the Supervisor of Elections and the respective property owners.

Vice Mayor Kelley expressed concern regarding ensuring all polling facilities would be operational for the upcoming Primary Election in August and General Election in November. He referenced issues encountered during a prior election cycle involving delayed opening of a polling location and related discrepancies. He emphasized the importance of confirming that all necessary agreements are in place to avoid disruption.

There being no further discussion, the motion passed by a 5-0 vote.

Commissioner Ervin	Yes
Vice Mayor Kelley	Yes
Commissioner Santiago	Yes
Commissioner Bass	Yes
Mayor Taylor	Yes

7. ADJOURNMENT:

There being no further business to come before the City Commission, a motion to adjourn was made by Commissioner Santiago and seconded by Commissioner Ervin. The meeting adjourned at 9:07 a.m.

_____
John H. Taylor, Jr.
Mayor

ATTEST:

_____
Joanna Flores, CMC
City Clerk

DRAFT

Sponsored by: Mayor Taylor

RESOLUTION NO. _____

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF OPA-LOCKA, FLORIDA, DIRECTING THE CITY MANAGER TO REVIEW AND IDENTIFY OPPORTUNITIES TO DECREASE THE MILLAGE RATE DURING THE PREPARATION OF THE FISCAL YEAR 2026-2027 BUDGET; PROVIDING FOR INCORPORATION OF RECITALS; PROVIDING FOR SCRIVENER'S ERRORS; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City Commission of the City of Opa-Locka is committed to maintaining fiscal responsibility while ensuring the continued delivery of high-quality municipal services; and

WHEREAS, the City Commission recognizes the importance of reducing the tax burden on taxpayers without compromising essential services or long-term financial stability; and

WHEREAS, during the preparation process for the Fiscal Year 2026-2027 budget, the City Manager shall be directed to explore viable opportunities to decrease the millage rate, where feasible, while maintaining the City's service levels, fiscal health, and reserve requirements; and

WHEREAS, any reduction in millage will negatively impact revenues; Fiscal Year 2025-2026 Ad Valorem Tax revenues represent sixty-six percent (66%) of the City's overall funding, and of the City's four major sources of revenue—Ad Valorem Tax, Franchise Fees, Fines and Forfeitures, and License/Permits—Ad Valorem Taxes account for seventy-two percent (72%) of receipts; therefore, a future reduction in millage for the City of Opa-Locka will mandate a reduction or elimination of expenditures, whether operating cost or capital projects, to offset the unreceived future revenues; and

WHEREAS, the City Commission finds that it is in the best interest of the City and its residents to direct the City Manager to explore viable opportunities during the preparation of the Fiscal Year 2026-2027 budget to decrease the millage rate.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF OPA-LOCKA, FLORIDA:

SECTION 1. RECITALS ADOPTED.
The recitals to the preamble herein are incorporated by reference.

SECTION 2. AUTHORIZATION. The City Commission of the City of Opa-Locka hereby directs the City Manager to review and identify opportunities to decrease the millage rate during the preparation of the Fiscal Year 2026-2027 budget, where feasible, while maintaining the City's service levels, fiscal health, and reserve requirements.

SECTION 3. SCRIVENER'S ERRORS. Sections of this Resolution may be renumbered or re-lettered and corrections of typographical errors which do not affect the intent may be authorized by the City Manager, following review by the City Attorney, without the need for public hearing, by filing a corrected copy of same with the City Clerk.

SECTION 4. EFFECTIVE DATE. This Resolution shall take effect upon the adoption and is subject to the approval of the Governor or Governor's Designee.

PASSED and **ADOPTED** this _____ day of _____, 2026.

_____
John Taylor, Mayor

ATTEST:

_____
Joanna Flores, City Clerk

APPROVED AS TO FORM AND LEGAL SUFFICIENCY:

_____
Burnadette Norris-Weeks, P.A.
City Attorney

Moved by: _____

Seconded by: _____

VOTE:
Commissioner Bass _____
Commissioner Santiago _____
Commissioner Ervin _____
Vice Mayor Kelley _____
Mayor Taylor _____

City of Opa-locka
Agenda Cover Memo

City Manager:	Sha'mecca Lawson		**CM Signature**			
Commission Meeting Date:	5.27.2026	**Item Type:** *(Enter X in box)*	**Resolution**	**Ordinance**		**Other**
			X			
Fiscal Impact: *(Enter X in box)*	**Yes** / **No**	**Ordinance Reading:** *(Enter X in box)*		**1st Reading**		**2nd Reading**
				X		
	X	**Public Hearing:** *(Enter X in box)*		**Yes** / **No**		**Yes** / **No**
				X		
Funding Source: *Account#:*	*(Enter Fund & Dept)* Ex: See Financial Impact section below	**Advertising Requirement:** *(Enter X in box)*		**Yes**		**No**
				X		
Contract/P.O. Required: *(Enter X in box)*	**Yes** / **No**	**RFP/RFQ/Bid#:**				
	X					
Strategic Plan Related *(Enter X in box)*	**Yes** / **No**	**Strategic Plan Priority Area:** **Enhance Organizational** ☐ **Bus. & Economic Dev** ■ **Public Safety** ☐ **Quality of Education** ☐ **Qual. of Life & City Image** ■ **Communication** ☐		**Strategic Plan Obj./Strategy:** *(list the specific objective/strategy this item will address)* Bus. & Economic Development Qual. of Life & City Image		
	X					
Sponsor Name	Mayor Taylor	**Department:**		City Commission		

Short Title:

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF OPA-LOCKA, FLORIDA, DIRECTING THE CITY MANAGER TO REVIEW AND IDENTIFY OPPORTUNITIES TO DECREASE THE MILLAGE RATE DURING THE PREPARATION OF THE FISCAL YEAR 2026–2027 BUDGET.

Staff Summary:

The City Commission is committed to maintaining fiscal responsibility while ensuring the continued delivery of high-quality municipal services. The sponsor recognizes the importance of reducing the tax burden on taxpayers without compromising essential services or long-term financial stability. During the preparation process for the FY2026-2027 budget the City Manager shall be directed to explore viable opportunities to decrease the millage rate, where feasible, while maintaining the City's service levels, fiscal health, and reserve requirements.

Financial Impact:

Financial Impact- Any reduction in millage will negatively impact revenues. For example, FY26 Ad Valorem Tax revenues represent 66% of the City's overall funding. There are four major sources of revenues. They are, in order of most significance, Ad Valorem Tax, Franchise Fees, Fines and Forfeitures and License/Permits. Of these four sources of revenue, Ad Valorem Taxes accounts for 72% of receipts. Therefore, a future reduction in millage for the City of Opa-locka will mandate a reduction or elimination of expenditures (Operating Cost or Capital Projects) to offset the unreceived future revenues.

Proposed Action:

Staff will adhere to the direction of the City Commission.

Attachment:

Sponsored by: City Manager

RESOLUTION NO. _____

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF OPA-LOCKA, FLORIDA, AUTHORIZING THE CITY MANAGER TO ACCEPT ALL PROPOSALS FOR THE PRE-QUALIFIED POOL OF GENERAL CONTRACTORS FOR THE OWNER-OCCUPIED MINOR HOME REPAIR PROGRAM PURSUANT TO RFP NO. 26-0316200; FURTHER AUTHORIZING THE CITY MANAGER TO ENTER INTO MULTIPLE AGREEMENTS AS PROVIDED HEREIN; PROVIDING FOR INCORPORATION OF RECITALS; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, on February 5, 2026, the City of Opa-Locka (the "City") duly issued Request for Proposals ("RFP") No. 26-0316200 for the purpose of establishing a pre-qualified pool of General Contractors for the Owner-Occupied Minor Home Repair Program; and

WHEREAS, thirteen (13) proposals were received by 2:00 p.m. on March 16, 2026. Said proposals were opened and certified by the City Clerk on the same day; and

WHEREAS, a Selection Committee comprised of four (4) City employees convened to review and evaluate the proposals submitted by the thirteen (13) firms, and each proposal was evaluated using a maximum score of 5.00 points per category based on the following criteria: Firm Experience and Qualifications, Firm Capacity and Personnel Qualifications, and Project Approach and Methodology; and

WHEREAS, the scope of work associated with the Owner-Occupied Minor Home Repair Program is variable, decentralized, and demand-driven, requiring timely response and coordination across multiple locations, project types, and levels of complexity, and establishing a broad pool of pre-qualified contractors will provide the City with sufficient operational capacity necessary to effectively address ongoing and emerging repair needs; and

WHEREAS, all thirteen (13) proposers met the minimum solicitation requirements and demonstrate the qualifications, experience, and capability necessary to perform the requested services. Staff identified no material concerns that would preclude inclusion of any of the firms in the pre-qualified pool, namely: Fikon Corp.; Thermia Corp.; Sky Peak Construction, LLC d/b/a Sky Peak General Contractor; Regosa Engineering Services, Inc.; Florida Entry Builders, LLC; Fixmate USA, LLC; Wrangler Construction, Inc.; First Plumbing Corp.; Stone Concept Miami, Inc.; Figueroa and Daughters Builders, Inc.; Thousand and One Painting Corp. d/b/a Thousand and One Construction Corp.; Al Pro

Roofing, LLC; and Vittorium Design Corp.; and

WHEREAS, the City Manager recommends that contracts be awarded to all thirteen (13) qualified firms as the to pre-qualified pool of General Contractors for the Owner-Occupied Minor Home Repair Program, and work assignments should be issued on a rotational and/or task-order basis, taking into consideration contractor availability and pricing, with execution of contractor agreements based on project specific requirements; and

WHEREAS, the City Commission finds that it is in the best interest of the City and its residents to accept all thirteen proposals and authorize the City Manager to enter into multiple agreements as provided herein.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF OPA LOCKA, FLORIDA:

Section 1. RECITALS ADOPTED.
The recitals to the preamble herein are incorporated by reference.

Section 2. AUTHORIZATION
The City Commission of the City of Opa-Locka hereby accepts all thirteen proposals for the pre-qualified pool of General Contractors for the City Owner-Occupied Minor Home Repair Program pursuant to RFP No. 26-0316200. The City Commission further authorizes the City Manager to enter into multiple agreements for said services in a contract form attached hereto as Exhibit "A", and with the conditions otherwise described in RFP No. 26-0316200. Work assignments may be issued on a rotational and/or task-order basis, taking into consideration contractor availability, pricing, and project specific requirements.

SECTION 3. SCRIVENER'S ERRORS.
Sections of this Resolution may be renumbered or re-lettered and corrections of typographical errors which do not affect the intent may be authorized by the City Manager, following review by the City Attorney and without need of public hearing, by filing a corrected copy of same with the City.

SECTION 4. EFFECTIVE DATE.
This Resolution shall be effective immediately upon adoption hereof.

PASSED and ADOPTED this _____ day of _____, 2026.

John Taylor, Mayor

ATTEST:

Joanna Flores, City Clerk

APPROVED AS TO FORM
AND LEGAL SUFFICIENCY:

Burnadette Norris-Weeks, P.A.
City Attorney

Moved by: _____

Seconded by: _____

VOTE:

Commissioner Bass	_____
Commissioner Santiago	_____
Commissioner Ervin	_____
Vice Mayor Kelley	_____
Mayor Taylor	_____

City of Opa-locka
Agenda Cover Memo

Department Manager:	Brandon Cave			**Department Manager Signature:**			
City Manager:	Sha'mecca Lawson			**City Manager Signature:**			
Commission Meeting Date:	05.27.2026		**Item Type:** *(Enter X in box)*	**Resolution**	**Ordinance**		**Other**
				X			
Fiscal Impact: *(Enter X in box)*	**Yes**	**No**	**Ordinance Reading:** *(Enter X in box)*		**1st Reading**		**2nd Reading**
	X		**Public Hearing:** *(Enter X in box)*		**Yes**	**No**	**Yes** / **No**
						X	X
Funding Source: *Account#:*	*(Enter Fund & Dept)* Ex: See Financial Impact Section		**Advertising Requirement:** *(Enter X in box)*		**Yes**		**No**
							X
Contract/P.O. Required: *(Enter X in box)*	**Yes**	**No**	**RFP/RFQ/Bid#:**				
		X					
Strategic Plan Related *(Enter X in box)*	**Yes**	**No**	**Strategic Plan Priority Area:** Enhance Organizational ☐ Bus. & Economic Dev ☐ Public Safety ☐ Quality of Education ☐ Qual. of Life & City Image ■ Communication ☐		**Strategic Plan Obj./Strategy:** *(list the specific objective/strategy this item will address)*		
		X					
Sponsor Name	City Manager		**Department:**		Social Services		

Short Title:

A RESOLUTION AUTHORIZING THE CITY MANAGER TO ACCEPT ALL THE PROPOSALS FOR THE PRE-QUALIFIED POOL OF GENERAL CONTRACTORS FOR THE OWNER-OCCUPIED MINOR HOME REPAIR PROGRAM PURSUANT TO RFP NO. 26-0316200.

Staff Summary:

Request for Proposals (RFP) No. 26-0316200 was issued on February 5, 2026, to establish a pre-qualified pool of General Contractors for the Owner-Occupied Minor Home Repair Program. A total of thirteen (13) firms submitted proposal packages, which were subsequently certified by the City Clerk on March 16, 2026.

A Selection Committee comprised of four (4) City employees convened to review and evaluate the proposals submitted by the thirteen (13) firms. Each proposal was evaluated using a maximum score of 5.00 points per category based on the following criteria:

1. Firm Experience and Qualifications
2. Firm Capacity and Personnel Qualifications
3. Project Approach and Methodology

The scope of work associated with the Owner-Occupied Minor Home Repair Program is variable, decentralized, and demand-driven, requiring timely response and coordination across multiple locations

project types, and levels of complexity. Establishing a broad pool of pre-qualified contractors will provide the City with sufficient operational capacity that is necessary to effectively address ongoing and emerging repair needs.

Limiting awards to a smaller number of contractors could result in service delays and reduced responsiveness, Furthermore, all thirteen (13) proposers met the minimum solicitation requirements and demonstrated the qualifications, experience, and capability necessary to perform the requested services. As such, staff identified no material concerns that would preclude inclusion of any of the firms in the pre-qualified pool.

It is recommended that contracts be awarded to the following thirteen (13) qualified firms to establish a pre-qualified pool of General Contractors for the Owner-Occupied Minor Home Repair Program.

- Fikon Corp.,
- Thermia,
- Sky Peak Construction LLC.,
- Regosa Engineering Services,
- Florida Entry Builders, LLC.,
- Fixmate USA LLC.,
- Wrangler Construction, Inc.
- First Plumber Corp.
- Stone Concept Miami. Inc.
- Figueroa and Daughters Builders, Inc.
- Thousand and One Painting Corp.
- A1 Pro Roofing, LLC.
- Vittorium Design Corp.

Work assignments should be issued on a rotational and/or task-order basis, taking into consideration contractor availability and pricing. Execution of contractor agreements will be based on project specific requirements.

Proposed Action:

After reviewing the evaluation results and considering the nature of the solicitation for a Pre-Qualified Pool of General Contractors for the Owner-Occupied Minor Home Repair Program, it is both reasonable and strategically advantageous to engage all thirteen (13) responsive bidders.

Attachment:

Bid Certification
RFP 26-0316200
Bid Proposal

CITY OF OPA-LOCKA
CERTIFICATION

REQUEST FOR PROPOSALS
RFP NO. 26-0316200
Pre-Qualified Pool of General Contractors for the
Owner-Occupied Minor Home Repair Program

I, Joanna Flores, City Clerk of the City of Opa-locka, Florida, do hereby certify that proposal(s) were received by 2:00 p.m. on March 16, 2026 and opened at the Opa-locka Municipal Complex, 780 Fisherman Street, 4th Floor, Opa-locka, Florida, at 2:55 p.m. on the 16th day of March 2026.

PROPOSAL(S) RECEIVED

NAME/ADDRESS

1. **Fikon Corp.**
   1145 NW 28 Street
   Miami, FL 33127
   Contact: Omar Gutierrez, President
   Tele: 786.281.1828
   Email: fikonpro@gmail.com

2. **Thermia Corp.**
   5735 NW 112 Path
   Doral, FL 33178
   Contact: Emiro Pineda, Vice President
   Tele: 754.308.0171
   Email: info@thermia.us

3. **Sky Peak Construction, LLC**
   d/b/a Sky Peak General Contractor
   3750 NW 87 Ave, Suite 700
   Doral, FL 33178
   Contact: Zachariah Bethea, Owner/General Contractor
   Tele: 305.912.1246
   Email: info@skypeakgc.com

4. **Regosa Engineering Services, Inc.**
   15700 NE 2nd Ave
   Miami, FL 33162
   Contact: Gustavo Velez, President
   Tele: 786.262.2964
   Email: contractorwork@gmail.com

5. **Florida Entry Builders, LLC**
   4950 SW 72 Avenue, Suite 120
   Miami, FL 33155
   Mario Menegazzo, CEO & Licensed Contractor

Tele: 305.564.3499
Web: www.floridaentry.com

6. **Fixmate USA, LLC**
   2645 Executive Park Dr
   Weston, FL 33331
   Contact: Solsire Del Valle Mendoza, AMBR-Project Management-General Contractor
   Tele: 470.417.6463
   Email: fixamteusa@gmail.com / info@fixmate.net

7. **Wrangler Construction, Inc.**
   12855 SW 136 Ave, Suite 206
   Miami, FL 33186
   Contact: Adriana Pinto
   Tele: 305.278.4719
   Email: cev@wrangler-construction.com

8. **First Plumbing Corp.**
   7956 SW 195 Terrace
   Cutler Bay, FL 33157
   Contact: Mariela Lobo, President
   Tele: 786.709.0976
   Email: mlobo@1rstplumbing.com

9. **Stone Concept Miami, Inc.**
   1239 Robin Avenue
   Miami Springs, FL 33166
   Contact: Hamid Sarrafi, Principal
   Tele: 786.301.3798
   Email: hamid@scmiami.com

10. **Figueroa and Daughters Builders, Inc.**
    19740 SW 79th Court
    Cutler Bay, FL 33189
    Contact: Leonardo Figueroa, Owner
    Tele: 786.344.4996
    Email: fanddinspections@gmail.com

11. **Thousand and One Painting Corp.**
    d/b/a Thousand and One Construction Corp.
    1528 SW 13 Ct
    Pompano Beach, FL 33069
    Tele: 954.755.4574

12. **A1 Pro Roofing, LLC**
    7666 Seabreeze Drive
    Lake Worth, FL 33467
    Contact: Norma A. Rodriguez
    Tele: 954.901.4122 / 954.955.0265
    Email: info@a1proroofing.com

13. **Vittorium Design Crop.**
    7900 Nova Drive, Suite 208
    Davie, FL 33324
    Contact: Jose Santana
    Tele: 954.689.2627 / 954.687.8380

Please note that all proposals were submitted via Demand Star (e-bid) and provided to the City Clerk by the city's Procurement Officer, Junior Bergel on March 16, 2026.

I further certify that proposal(s) were submitted and properly opened in the presence of the following:

Junior Bergel
Purchasing Officer
City of Opa-locka

Joanna Flores, CMC
City Clerk
City of Opa-locka

MASTER AGREEMENT
For
PRE-QUALIFIED POOL OF GENERAL CONTRACTORS
Between

City of Opa-Locka

and

_____

THIS AGREEMENT, is made effective on the last date of execution herein, between the CITY OF OPA-LOCKA, FLORIDA, a Florida municipal corporation (the "CITY") whose place of business is 780 Fisherman Street, Opa-Locka, Florida 33054, and _____, a _____ authorized to conduct business in the State of Florida (the "CONTRACTOR"), whose principal place of business is

_____.

WHEREAS, the City advertised Request for Proposals ("RFP") No. 26-0316200, Pre-Qualified Pool of General Contractors for the Owner-Occupied Minor Home Repair Program, to establish a pre-qualified pool of General Contractors to perform owner-occupied minor home repair services for the City on an as-needed basis; and

WHEREAS, the City selected Contractor as one of the firms to be included in the pre-qualified pool established under RFP No. 26-0316200; and

WHEREAS, Contractor is willing and able to perform such professional services for the City within the basic terms and conditions set forth in this Agreement (the "Agreement"); and

WHEREAS, the purpose of this Agreement is not to authorize a particular repair project, but to set forth certain terms and conditions that shall be incorporated into subsequent task orders or project-specific work assignments when required, and to allow work assignments to be issued on a rotational and/or task-order basis taking into consideration contractor availability and pricing.

NOW THEREFORE, in consideration of the mutual terms, conditions, promises and covenants set forth below, the City and Contractor agree as follows:

SECTION 1. DEFINITIONS

The following definitions and references are given for the purpose of interpreting the terms as used in this Agreement and apply unless the context indicates a different meaning. Additional definitions, provided in Request for Proposals No. 26-0316200 for the Owner-Occupied Minor Home Repair Program (the "RFP"), are also incorporated herein.

1.1 Lump Sum: a method of payment to the Contractor for a fixed sum amount that constitutes total compensation to the Contractor for the performance of a Task Order. Said fixed sum includes, unless otherwise expressly provided in the applicable Task Order, compensation for all labor, supervision, materials, equipment, overhead, profit, fees, expenses and out-of-pocket costs of the Contractor.

1.2 Task Order: a written work assignment or project-specific agreement issued under this Agreement for a particular owner-occupied minor home repair project or scope of work.

1.3 Subcontractor Fee: the direct and actual cost of the Subcontractor with no markup, unless otherwise permitted by the applicable Task Order, as reflected by actual invoices of the Subcontractor.

SECTION 2. TASK ORDERS/SCOPE OF SERVICES

2.1 In accordance with RFP No. 26-0316200 and this Agreement, the Contractor shall provide general contracting and related owner-occupied minor home repair services to the City for Task Orders as authorized from time to time by the City. The City reserves the right to select one or more firms from the pre-qualified pool to perform any Task Order(s).

2.2 When the need for services for a Task Order occurs, the City may, in its sole discretion, enter into negotiations with the Contractor for that Task Order under the terms and conditions of this Agreement. The City may initiate negotiations by providing the Contractor with a Scope of Services Request or other written request for proposal, requesting from the Contractor a proposal to provide services for the Task Order. The Contractor shall prepare a proposal that includes a lump sum fee or other pricing authorized by the City, a schedule, and a manpower-task or cost breakdown, as requested by the City.

2.2.1 The agreement for each Task Order shall set forth, among other things, the following:

2.2.2 The Scope of Services;

2.2.3 The deliverables;

2.2.4 The time and schedule of performance, any applicable penalty for failure to timely perform, and term;

2.2.5 The amount and schedule of payment of compensation;

2.2.6 The personnel assigned to the Task Order; and

2.2.7 Any permits, warranties, closeout documents, or other details necessary to accomplish the Task Order.

2.3 The services to be rendered by the Contractor shall commence subsequent to the execution of each Task Order. The City Manager is authorized to negotiate and execute such Task Orders to the extent authorized by the City Code. The Contractor’s services shall be performed, completed and submitted to the City as specified in this Agreement and in the Task Order.

2.4 The Contract Documents for each Task Order shall incorporate this Agreement. Unless otherwise agreed to in writing, in the event that any of the terms or conditions of this Agreement conflict with the Task Order, the provisions of the Task Order shall apply.

2.5 In the event the City and the Contractor are unable to reach a satisfactory Task Order or the City determines that the best interests of the City would be served by procuring services for a Task Order from another contractor in the pre-qualified pool, then the City may, in its sole discretion, terminate negotiations with the Contractor for the Task Order.

SECTION 3. TERM AND TERMINATION

3.1 The term of this Agreement shall be for a period of three years, commencing on the last date of execution herein, with two successive City options to renew for additional one year terms, unless terminated earlier pursuant to Section 4 of this Agreement. The City Manager may authorize up to a 90 day extension of this Agreement in accordance with its terms and conditions, and the City Manager or his/her designee is authorized to extend this Agreement, for operational purposes only, for a maximum of 180 days.

3.2 TERMINATION – For Convenience - A contract may be terminated in whole or in part by the City at any time and for any reason in accordance with this clause whenever the City shall determine that such termination is in the best interest of the City. Any such termination shall be initiated by the delivery to the contractor at least five (5) working days before the effective date of the Notice of Termination specifying the extent to which performance shall be terminated and the date upon which termination becomes effective. An equitable adjustment to the contract price shall be made for the completed service, but no amount shall be allowed for anticipated profit on unperformed services.

3.4 EFFECT ON TASK ORDER - Nothing in this section shall be construed to create a right by either party to terminate any ongoing Task Order(s). Termination of a Task Order shall be exclusively through the termination provisions of the applicable Task Order or as provided by law.

SECTION 4. DEFAULT

4.1 An event of default shall mean a breach of this Agreement by the Contractor. Without limiting the generality of the foregoing and in addition to those instances referred to as a breach herein, an event of default shall include the following:

4.1.1 Contractor has not performed services in a timely manner;

4.1.2 Contractor has refused or failed to supply sufficient properly skilled staff personnel;

4.1.3 Contractor has failed to make prompt payment to Subcontractors or suppliers for any services;

4.1.4 Contractor has become insolvent or has assigned the proceeds received for the benefit of the Contractor's creditors, or the Contractor has taken advantage of any insolvency statute or debtor/creditor law or the Contractor's affairs have been put in the hands of a receiver;

4.1.5 Contractor has failed to obtain the approval of the City where

required by this Agreement;

4.1.6 Contractor has failed in the representation of any warranties;

4.1.7 Contractor has refused or failed to provide the services as defined in this Agreement.

4.2 In the event Contractor fails to comply with the provisions of this Agreement, the City may declare the Contractor in default, notify the Contractor in writing, and give the Contractor a reasonable time to cure the default. In no event shall the time period for curing the defect exceed 15 business days unless otherwise agreed to by the parties. In the event payment has been made for services or any work not completed, the Contractor shall return these sums to the City within 10 days after notice that these sums are due. Nothing in this Article shall limit the City's right to terminate, at any time, pursuant to the provisions of this Agreement.

4.3 In an Event of Default, the Contractor shall be liable for all damages resulting from the default, including but not limited to:

4.3.1 lost funding, and

4.3.2 all costs associated with procuring alternate services, including without limitation, for the Services and additional amounts expended by the City, including procurement and administrative costs.

4.4 The City may take advantage of each and every remedy specifically existing at law or in equity. Each and every remedy shall be in addition to every other remedy specifically given or otherwise existing and may be exercised from time to time as often and in such order as may be deemed expedient by the City. The exercise or the beginning of the exercise of one remedy shall not be deemed to be a waiver of the right to exercise any other remedy. The City's rights and remedies as set forth in this Agreement are not exclusive and are in addition to any other rights and remedies available to the City in law or in equity.

SECTION 5. ADDITIONAL SERVICES AND CHANGES IN SCOPE OF SERVICES

5.1 Changes Permitted. Changes in the Scope of Services of a Task Order, consisting of additions, deletions, revisions, or any combination thereof, may be ordered by the City by directive, without invalidating the Task Order. The Contractor shall comply with the directive. The terms of the resulting Change Order shall be based upon rates provided in the Contractor's Proposal for the Task Order, or at actual cost.

SECTION 6. CITY'S RESPONSIBILITIES

The City shall:

6.1 Provide Contractor with all available information as may be requested in writing by the Contractor and allow reasonable access to all pertinent information relating to the services to be performed by Contractor.

6.2 Provide Contractor access to property as required for Contractor to perform services.

SECTION 7. CODE OF ETHICS

If any Proposer violates or is a party to a violation of the code of ethics of the City of Opa-locka, Miami-Dade County or the State of Florida with respect to this proposal, such Proposer may be disqualified from performing the work described in this proposal or from furnishing the goods or services for which the proposal is submitted and may be further disqualified from submitting any future proposals for work, goods, or services for the City of Opa-locka.

SECTION 8. POLICY OF NON-DISCRIMINATION

The Contractor shall comply with all federal, state and local laws, ordinances, rules and regulations applicable to the Task Order and shall not engage in or commit any discriminatory practice against any person based on race, age, religion, color, gender, sexual orientation, national origin, marital status, physical or mental disability, political affiliation or any other factor which cannot be lawfully used as a basis for service delivery in the performance of Work under this Agreement or a Task Order.

SECTION 9. OWNERSHIP OF DOCUMENTS/DELIVERABLES

9.1 All finished or unfinished documents, including but not limited to reports, applications, permits, plans, drawings, surveys, maps, photographs, specifications, warranties, manuals, closeout documents and all other data prepared for the City or furnished by Contractor pursuant to any Task Order shall become the property of the City, whether the Task Order for which they are made is completed or not, and shall be delivered by Contractor to City within 10 calendar days after receipt of written notice requesting delivery of said documents. In no event shall the Contractor use or permit to be used any of the documents without the City's prior written authorization. Any reuse of such documents by the Contractor without the written consent of the City for the specific purpose intended will be at the Contractor's sole risk and is not authorized by the City.

9.2 All subcontracts for the preparation of reports, plans, drawings, specifications, warranties, manuals, applications, permits or other data entered into by the Contractor for a Task Order shall provide that all such documents and rights obtained by virtue of such contracts shall become the property of the City.

9.3 To the extent plans, permits, specifications, shop drawings or other technical documents are required for any Task Order, the Contractor shall ensure that such documents comply with applicable law, codes and permitting requirements and bear the endorsement of appropriately licensed design professionals when required by law.

SECTION 10. RECORDS/AUDITS

10.1 Contractor shall maintain and require Subcontractors to maintain complete and accurate records, books, documents, papers and accounts pertaining to Work performed in connection with this Agreement. Such records, books, documents, papers and accounts shall be available at all reasonable times for examination and audit by City or any authorized City representative with reasonable notice and shall be kept for a period of three years after the completion of each Task Order performed pursuant to this Agreement. Incomplete or inaccurate entries in such records, books, documents, papers or accounts will be grounds for disallowance by or reimbursement to the City of any fees or expenses based upon such entries.

10.2 Refusal of the Contractor to comply with the provisions of Section 10.1 shall be grounds for immediate termination for cause by the City of this Agreement or any Task Order.

IF CONTRACTOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO CONTRACTOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS AGREEMENT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT (305) 953-2821, OR BY MAIL: CITY OF OPA-LOCKA - CITY CLERK'S OFFICE, 780 FISHERMAN STREET, 4TH FLOOR. OPA-LOCKA FL 33054.

SECTION 11. NO CONTINGENT FEE

Contractor warrants that it has not employed or retained any company or person, other than a bona fide employee working solely for Contractor, to solicit or secure this Agreement and that it has not paid or agreed to pay any person, company, corporation, individual or firm, other than a bona fide employee working solely for Contractor, any fee, commission, percentage, gift, or other consideration contingent upon or resulting from the award or making of this Agreement. In the event the Contractor violates this provision, City shall have the right to terminate this Agreement or any Task Order, without liability, and at its sole discretion, to deduct from the contract price, or otherwise recover, the full amount of such fee, commission, percentage, gift or consideration.

SECTION 12. INDEPENDENT CONTRACTOR

The Contractor is an independent contractor under this Agreement. Services provided by the Contractor shall be by employees of the Contractor and subject to supervision by the Contractor or an authorized Subcontractor, and not as officers, employees or agents of the City. Personnel policies, tax responsibilities, social security and health insurance, employee benefits, purchasing policies and other similar administrative procedures applicable to services rendered under this Agreement shall be those of the Contractor.

SECTION 13. ASSIGNMENT; AMENDMENTS

13.1 Neither this Agreement nor any interest herein shall be assigned, transferred or otherwise encumbered, under any circumstances, by Contractor, without the prior written consent of City, which may be withheld for any reason.

13.2 No modification, amendment or alteration in the terms or conditions of this Agreement shall be effective unless contained in a written document executed by authorized agents of both parties.

SECTION 14. INDEMNIFICATION/HOLD HARMLESS

14.1 The Contractor shall indemnify and hold harmless the City and its officers and employees from liabilities, damages, losses and costs, including but not limited to reasonable attorneys' fees, to the extent caused by the negligence, recklessness or intentionally wrongful conduct of the Contractor and other persons employed or utilized by the Contractor in the performance of the services under this Agreement and any Task Order.

14.2 The Contractor acknowledges that specific consideration has been paid or will be paid under this and each Task Order for this hold harmless and indemnification provision, and further agrees with the foregoing provisions of indemnity and also agrees with the collateral obligation of insuring said indemnity as set forth in Section 15.

SECTION 15. INSURANCE

15.1 Insurance shall be in force until all work required to be performed under the terms of the Contract is satisfactorily completed as evidenced by the formal acceptance by the CITY. In the event the insurance certificate provided indicates that the insurance shall terminate and lapse during the period of this contract, then in that event, the CONTRACTOR shall furnish, at least thirty days (30) prior to the expiration of the date or modification of such insurance, a renewed certificate of insurance as proof that equal and like coverage for the balance of the period of the contract and extension thereunder is in effect. The CONTRACTOR shall not continue to work pursuant to this contract unless all required insurance remains in full force and effect.

15.2 Commercial General Liability Insurance Covering premises-operations, product-completed operations, independent contractors, and contractual liability. Limits: Combined single limit bodily injury/property damage $1,000,000 per occurrence ($2,000,000 Aggregate).

15.3 Automobile Liability Insurance covering all owned, hired and non-owned automobile equipment, and other vehicles used by the successful bidder in the performance of the work with limits not less than $1,000,000 per Occurrence/$1,000,000 Aggregate (Including Policy Number and Policy Period.

15.4 Workers' Compensation coverage with statutory limits and Employer's Liability coverage with limits not less than $100,000 (Including Policy Number and Policy Period);

15.5 Builder's Risk: Required for structural, roofing and major systems.

15.6 Umbrella: Optional but recommended

15.7 A certificate naming the City as an "additional insured" for CGL and Auto policies is required.

15.8 Certificate holder should be addressed as follows: City of Opa-locka 780 Fisherman Street,

4th Floor Opa-locka, FL 33054

15.9 The CONTRACTOR shall hold the CITY, the City of Opa-locka their agents, and employees, harmless on account of claims for damages to persons, property or premises arising out of the operations to complete this Agreement and name the CITY as an additional insured under their policy.

15.10 The CITY reserves the right to require any other insurance coverage it deems necessary depending upon the exposures.

SECTION 16. REPRESENTATIVE OF CITY AND CONTRACTOR

16.1 City Representative. The City designates the City Manager or designee, as the person to whom all communications pertaining to the day-to-day conduct of this Agreement shall be addressed.

16.2 Contractor Representative. Contractor shall inform the City Representative, in writing, of the representative of Contractor to whom all communications pertaining to the day-to-day action of this Agreement shall be addressed.

SECTION 17. COSTS AND ATTORNEY'S FEES

If either the City or Contractor is required to enforce the terms of this Agreement or any Task Order by court proceedings or otherwise, whether or not formal legal action is required, the prevailing party shall be entitled to recover from the other party all such costs and expenses, including but not limited to, costs and reasonable attorney's fees.

SECTION 18. ALL PRIOR AGREEMENTS SUPERSEDED

This Agreement incorporates and includes all prior negotiations, correspondence, conversations, agreements or understandings applicable to the matters contained in this Agreement, and the parties agree that there are no commitments, agreements or understandings concerning the subject matter of this Agreement that are not contained in this document. Accordingly, it is agreed that no deviation from the terms of the Agreement shall be predicated upon any prior representations or agreements, whether oral or written.

SECTION 19. CONTRACTOR'S RESPONSIBILITIES

19.1 The Contractor shall comply with all laws, ordinances and governmental rules, regulations and orders now or at any time during the term of this Agreement which are applicable to or which affect the procedures of the Contractor.

19.2 The obligation of the Contractor to comply with governmental requirements is provided for the purpose of assuring proper safeguards for the protection of person and property.

19.3 The Contractor shall exercise the degree of care, skill and diligence ordinarily exercised by qualified contractors performing comparable work under similar circumstances. If at

any time during the term of any Task Order or the performance of the work thereunder it is determined that the Contractor's work is incorrect, defective, incomplete or fails to conform to the Scope of Services, upon written notification from the City, the Contractor shall immediately proceed to correct the work and re-perform services or work which fail to satisfy the foregoing standard of care as determined by the City, and shall pay all costs and expenses associated with correcting such incorrect or defective work, including any additional testing, inspections, construction, repair, replacement, and reimbursement to the City for any other services and expenses made necessary thereby. The City's rights and remedies under this section are in addition to and cumulative of any and all other rights and remedies provided by this Agreement, any Task Order, or by law, equity or otherwise.

19.4 The Contractor's obligations under Sections 14 and 19 shall survive termination or expiration of this Agreement or any Task Order.

19.5 Any and all drawings, plans, specifications, or other construction or contract documents prepared by the Contractor shall be accurate, coordinated and adequate for construction and shall be in conformity and comply with all applicable law, codes and regulations.

19.6 Contractor acknowledges that the public shall have access, at all reasonable times, to certain documents and information pertaining to City contracts, pursuant to the provisions of Chapter 119, Florida Statutes. Contractor agrees to maintain public records in Contractor's possession or control in connection with Contractor's performance under this Agreement and to provide the public with access to public records in accordance with the record maintenance, production and cost requirements set forth in Chapter 119, Florida Statutes, or as otherwise required by law. Contractor shall ensure that public records that are exempt or confidential from public records disclosure requirements are not disclosed except as authorized by law.

19.7 Unless otherwise provided by law, any and all reports, surveys, and other data and documents provided or created in connection with this Agreement are and shall remain the property of City. In the event of termination of this Agreement by either party, any reports, photographs, surveys and other data and documents and public records prepared by, or in the possession or control of Contractor, whether finished or unfinished, shall become the property of City and shall be delivered by Contractor to the City Manager, at no cost to the City, within seven days of termination of this Agreement. All such records stored electronically by Contractor shall be delivered to the City in a format that is compatible with the City's information technology systems. Upon termination of this Agreement, Contractor shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure. Any compensation due to Contractor shall be withheld until all documents are received as provided herein. Contractor's failure or refusal to comply with the provisions of this Section shall result in the immediate termination of this Agreement by the City.

SECTION 20. SUBCONTRACTORS

20.1 In the event the Contractor requires the services of any Subcontractors or other trades, suppliers or specialty firms in connection with services covered by this Agreement or any Task Order, the Contractor must first secure the prior written approval of the City before acquiring subcontracted Work.

20.2 Any subcontract with a Subcontractor shall afford to the Contractor rights against the Subcontractor which correspond to those rights afforded to the City against the Contractor herein, including but not limited to those rights of termination set forth herein.

20.3 No reimbursement or payment shall be made to the Contractor for any Subcontractors that have not been previously approved in writing by the City for use by the Contractor.

SECTION 21. NOTICES

Whenever either party desires to give notice to the other, it must be given by written notice, sent by certified United States mail, with return receipt requested, addressed to the party for whom it is intended, at the place last specified, and the place for giving of notice in compliance with the provisions of this paragraph. For the present, the parties designate the following as the respective places for giving of notice, to-wit:

FOR CONTRACTOR:

_____

_____

_____

FOR CITY:

City of Opa-Locka
Sha'mecca Lawson, City Manager
780 Fisherman Street
Opa-locka, Florida 33054

With Copy to:

Burnadette Norris-Weeks, P.A.
Opa-Locka City Attorney
401 NW 7th Avenue
Fort Lauderdale, FL 33311

SECTION 22. TRUTH-IN-NEGOTIATION CERTIFICATE

Execution of this Agreement by Contractor shall act as the execution of a truth-in-negotiation certificate stating that wage rates and other factual unit costs supporting the compensation of this Agreement or any Task Order are accurate, complete, and current at the time of contracting. Compensation under any Task Order shall be adjusted to exclude any sums by which the City determines the contract price was increased due to inaccurate, incomplete, or noncurrent wage rates and other factual unit costs. All such adjustments shall be made within one year following the end of each Task Order.

SECTION 23. DISPUTE RESOLUTION

23.1 Any dispute concerning performance of this Agreement shall be decided by the City, who shall reduce the decision to writing and serve a copy on the Contractor. The decision shall be final and conclusive unless within 21 Days from the date of receipt, the Contractor files with the City a petition for administrative hearing. The City's decision on the petition shall be final, subject to the Contractor's right to review pursuant to Chapter 120, Florida Statutes. Exhaustion of administrative remedies is an absolute condition precedent to the Contractor's ability to pursue any other form of dispute resolution; provided, however, that the parties may employ the alternative dispute resolution procedures outlined in Chapter 120.

23.2 Without limiting the foregoing, the exclusive venue of any legal or equitable action that arises out of or relates to this Agreement shall be the appropriate state court in Miami-Dade County, Florida. In any such action, Florida law shall apply and the parties waive any right to trial by jury.

SECTION 24. GOVERNING LAW

This Agreement shall be construed in accordance with and governed by the laws of the State of Florida.

SECTION 25. HEADINGS

Headings are for convenience of reference only and shall not be considered in any interpretation of this Agreement.

SECTION 26. EXHIBITS

Each Exhibit referred to in this Agreement forms an essential part of this Agreement. The Exhibits, if not physically attached, should be treated as part of this Agreement, and are incorporated by reference.

SECTION 27. SEVERABILITY

If any provision of this Agreement or the application thereof to any person or situation shall, to any extent, be held invalid or unenforceable, the remainder of this Agreement and the application of such provisions to persons or situations other than those as to which it shall have been held invalid or unenforceable, shall not be affected thereby, and shall continue in full force and effect, and be enforced to the fullest extent permitted by law.

SECTION 28. COUNTERPARTS

This Agreement may be executed in several counterparts, each of which shall be deemed an original and such counterparts shall constitute one and the same instrument.

SECTION 29. CONFLICT-OF-INTEREST

29.1 To avoid any conflicts of interest, or any appearance thereof, Contractor, for the term of this Agreement, agrees that it will not undertake any work within the City that creates a material conflict with its duties under this Agreement without first notifying the City in writing of the services to be performed. If, after such notification, the City reasonably determines that a material conflict exists, Contractor will not perform such conflicting work unless and until the conflict is resolved to the City's reasonable satisfaction. The conditions and requirements of this paragraph will also apply to any Subcontractors utilized by the Contractor in completion of the services under any Task Order.

29.2 Furthermore, Contractor covenants that no person under its employ who exercises any functions or responsibilities on behalf of the City, in connection with this Agreement, or with any Task Order, will have any personal financial interest, direct or indirect, with any contractor, vendor, supplier, or subcontractor providing labor, materials, or services for work assigned to the Contractor, except as fully disclosed and approved by the City. Contractor further covenants that, in the performance of this Agreement, no person having such conflicting interest shall be employed. Any such interest on the part of Contractor or its employees must be disclosed in writing to City.

SECTION 30. SURVIVAL OF PROVISIONS

Any terms or conditions of either this Agreement or any subsequent Task Order that require acts beyond the date of the term of this Agreement or any Task Order, including as set forth above, shall survive termination of the Agreements, shall remain in full force and effect unless and until the terms or conditions are completed, and shall be fully enforceable by either party.

SECTION 31. WAIVER

The waiver by either party of any failure on the part of the other party to perform in accordance with any of the terms or conditions of this Agreement shall not be construed as a waiver of any future or continuing similar or dissimilar failure. No waiver shall be effective unless made in writing.

[REMAINDER INTENTIONALLY LEFT BLANK]

E-VERIFY

Effective January 1, 2021, public and private employers, contractors and subcontractors will be required to register with, and use, the E-Verify system in order to verify the work authorization status of all newly hired employees. Contractor acknowledges and agrees to utilize the U.S. Department of Homeland Security's E-Verify System to verify the employment eligibility of:

a) All persons employed by Contractor to perform employment duties within Florida during the term of the contract; and

b) All persons (including sub-vendors/sub-contractors) assigned by Contractor to perform work pursuant to the contract with the Department. The Contractor acknowledges and agrees that use of the U.S. Department of Homeland Security's E-Verify System during the term of the contract is a condition of the contract with the City; and

By entering into a Contract, the Contractor becomes obligated to comply with the provisions of Section 448.095, Fla. Stat., "Employment Eligibility," as amended from time to time. This includes but is not limited to utilization of the E-Verify System to verify the work authorization status of all newly hired employees, and requiring all subcontractors to provide an affidavit attesting that the subcontractor does not employ, contract with, or subcontract with, an unauthorized alien. The contractor shall maintain a copy of such affidavit for the duration of the contract. Failure to comply will lead to termination of this Contract, or if a subcontractor knowingly violates the statute, the subcontract must be terminated immediately. If t contract is terminated for a violation of the statute by the Contractor, the Contractor may not be awarded a public contract for a period of 1 year after the date of termination. The Contractor acknowledges it is liable to the City for any additional costs as a result of termination of the contract due to Contractor's failure to comply with the provisions herein.

E-VERIFY FORM

Definitions:

“Contractor” means a person or entity that has entered or is attempting to enter into a contract with a public employer to provide labor, supplies, or services to such employer in exchange for salary, wages, or other remuneration.

“Subcontractor” means a person or entity that provides labor, supplies, or services to or for a contractor or another subcontractor in exchange for salary, wages, or other remuneration.

Effective January 1, 2021, public and private employers, contractors and subcontractors will begin required registration with, and use of, the E-Verify system in order to verify the work authorization status of all newly hired employees. Contractor acknowledges and agrees to utilize the U.S. Department of Homeland Security’s E-Verify System to verify the employment eligibility of:

a) All persons employed by Contractor to perform employment duties within Florida during the term of the contract; and

b) All persons (including subcontractors) assigned by Contractor to perform work pursuant to the contract with the City. Contractor acknowledges and agrees that use of the U.S. Department of Homeland Security’s E-Verify System during the term of the contract is a condition of the contract with the City of Opa-locka; and

Should vendor become successful Contractor awarded for the above-named project, by entering into this Contract, the Contractor becomes obligated to comply with the provisions of Section 448.095, Fla. Stat., "Employment Eligibility," as amended from time to time. This includes but is not limited to utilization of the E-Verify System to verify the work authorization status of all newly hired employees, and requiring all subcontractors to provide an affidavit attesting that the subcontractor does not employ, contract with, or subcontract with, an unauthorized alien. The contractor shall maintain a copy of such affidavit for the duration of the contract. Failure to comply will lead to termination of this Contract, or if a subcontractor knowingly violates the statute, the subcontract must be terminated immediately. If this contract is terminated for a violation of the statute by the Contractor, the Contractor may not be awarded a public contract for a period of 1 year after the date of termination.

Company Name: _____

Authorized Signature:_____

Print Name: _____

Title: _____

Date: _____

IN WITNESS WHEREOF, the parties hereto have made and executed this Agreement on the respective dates under each signature: City, signing by and through its City Manager, attested to and duly authorized to execute same by the City Commission of the City of Opa-Locka and by Contractor, by and through its _____, attested to and duly authorized to execute same.

FOR CITY:

ATTEST:

_____
Joanna Flores
City Clerk

CITY OF OPA-LOCKA

By:_____
Sha'mecca Lawson
City Manager

Dated: _____

Approved as to form and legal sufficiency for
the use of and reliance by the City
of Opa-Locka only:

_____
City Attorney
Burnadette Norris-Weeks, P.A.

FOR CONTRACTOR:

WITNESSES:

_____

Print Name:_____

By:_____

Print Name: _____

Dated: _____

Print Name:_____

(CORPORATE SEAL)

PROJECT AGREEMENT FOR
PRE-QUALIFIED POOL OF GENERAL CONTRACTORS
FOR THE OWNER-OCCUPIED MINOR HOME REPAIR PROGRAM
BETWEEN THE CITY OF OPA-LOCKA,
FLORIDA AND
_____

THIS PROJECT AGREEMENT (the "Agreement") is made and entered into this day of _____, 2026 between the CITY OF OPA-LOCKA, FLORIDA, a Florida municipal corporation with its principal offices located at 780 Fisherman Street, Opa-Locka, Florida 33054 (the "City"), and _____, a Florida _____ (the "Contractor"), with its principal offices located at _____.

WITNESSED:

WHEREAS, the City, through its Social Services Department, is establishing an Owner-Occupied Minor Home Repair Program to address critical health, safety, habitability, and energy-efficiency needs for income-eligible homeowners; and

WHEREAS, on _____, by the adoption of Resolution No. _____, the City Commission authorized the City Manager to accept all the proposals for the Pre-Qualified Pool of General Contractors for the Owner-Occupied Minor Home Repair Program pursuant to RFP No. 26-0316200; and

WHEREAS, the Contractor is a member of the new pool of General Contractor and has executed a Master Agreement applicable to the provision of such professional services; and

WHEREAS, the Contractor responded to the City's Request for Letter of Interest/Work Assignment Task Order # _____("RLOI"), and has been chosen by the City to provide General Contracting Services (the "Services") for_____(the "Project" or the "Scope of Services") and the parties, through mutual negotiation, have agreed upon the Scope of Services.

NOW, THEREFORE, in consideration of the foregoing recitals, which are incorporated herein, and the mutual covenants, terms and conditions provided below, the Contractor and the City agree as follows:

1. <u>Contract Documents</u>

The Contract Documents referred to in this Agreement shall be comprised of the following:

1.1 This Agreement for the Pre-Qualified Pool of General Contractors for the Owner-Occupied Minor Home Repair Program, including any general terms and conditions, supplementary conditions, statement of work or any other provisions contained within this Agreement, and incorporating the City's written scope of work, the program goals to eliminate unsafe living conditions and hazards, address violations of Florida Building Code and local ordinances, preserve existing affordable housing stock, support aging in

place and accessibility needs, prioritize limited funding to the most critical repairs first, and the requirement that no work shall begin until a Notice to Proceed is issued;

1.2 A Task Order/Scope of Services request completed by the Contractor and accepted by the City, attached hereto as Attachment "A" or otherwise incorporated by reference;

1.3 The Master Agreement dated_____, between the City and Contractor, the terms and conditions of which shall apply to the provision of Services under this Agreement;

1.4 Request for Proposals No. 26-0316200, including any addenda, the Contractor's proposal, and any applicable certifications, insurance certificates and licensing documentation;

1.5 Any and all applicable notices to proceed, change orders, permits, warranties, closeout documents and other project-specific documents accepted by the City; and

1.6 All amendments mutually agreed to after execution of this Agreement.

These Contract Documents comprise the entire agreement for the Services agreed to herein between the parties, and are incorporated into and made a part of this Agreement as if attached to this Agreement or repeated herein in full. In the event of a conflict between this Agreement and any other Contract Document(s), this Agreement shall prevail.

2. The Work

Contractor shall furnish all labor, materials and equipment necessary to provide general contracting and related owner-occupied minor home repair services. Specifically CONTRACTOR will provide _____
_____
services, as specified in the applicable Task Order/Scope of Services accepted by the City. The Program is intended to address critical health, safety, habitability, and energy-efficiency needs for income-eligible homeowners. At a minimum, Contractor shall attend City-scheduled site visits; review City-prepared Scope of Work and provide feedback on constructability, sequencing, and any code-required items not already included; submit written, itemized cost estimates for each assigned project using City-approved formats; obtain all necessary building permits; ensure all work complies with applicable City, County, State and Federal codes and regulations; provide all labor, materials, equipment and supervision necessary to complete the approved Scope of Work; maintain a clean and safe worksite and minimize disruption to occupants; coordinate required inspections and approvals; ensure subcontractors are appropriately licensed and insured; maintain EPA Lead-Safe RRP compliance for pre-1978 homes when applicable; submit all required documentation, including invoices,

permits, inspection cards, photos, warranties and closeout documents; and provide a minimum 1-year warranty on all labor and materials. No work shall begin until a Notice to Proceed is issued.

3. Period of Service

The Contractor shall begin work promptly after receipt of a fully executed copy of this Agreement and a letter of Notice to Proceed or Task Order from the City and shall complete each assigned project within the time mutually agreed upon in the applicable Attachment A/Task Order. Because the scope of work associated with the Owner-Occupied Minor Home Repair Program is variable, decentralized, and demand-driven, work assignments may be issued from time to time and no minimum volume of work is guaranteed under this Agreement.

4. Compensation

Compensation under this Agreement for performing the Services related to the Task Order or Project shall be the fee or amount of _____Dollars ($___), as established in the applicable Attachment A/Task Order accepted by the City.

The City makes no representation or guarantee as to the volume of work or the number of task orders to be issued under this Agreement. Individual work orders for projects shall have a maximum construction budget of $10,000 per home.

5. Payments

5.1 The City shall pay the compensation established in the applicable Attachment A/Task Order to the Contractor subject to the completion of tasks as specified therein. The City shall pay the Contractor for work performed subject to the specifications and requirements of this Agreement and the applicable Task Order.

5.2 The Contractor shall provide periodic invoices to the City upon completion of a substantial amount of Services relating to the applicable Task Order. Invoices shall be accompanied by such supporting documentation as the City may reasonably require, including itemized estimates, permits, inspection cards, photographs, warranties and closeout documents. Payment shall be made after review and approval by the City.

6. Termination

This Agreement may be terminated in whole or in part by the City at any time and for any reason in accordance with this clause whenever the City shall determine that such termination is in the best interest of the City. Any such termination shall be initiated by the delivery to the contractor at least five (5) working days before the effective date of the Notice of Termination specifying the extent to which performance shall be terminated and the date upon which termination becomes effective. An equitable adjustment to the contract price shall be made for the completed service, but no amount shall be allowed for anticipated profit on unperformed services.

7. Default:

In the event of a default by Contractor, the default provisions contained in this Agreement and any applicable Task Order shall govern.

8. Anti-lobbying/No Contingent Fee:

Contractor warrants that it has not employed or retained any company or person, other than a bona fide employee working solely for Contractor, to solicit or secure this Agreement and that it has not paid or agreed to pay any person, company, corporation, individual or firm, other than a bona fide employee working solely for Contractor, any fee, commission, percentage, gift, or any other consideration contingent upon or resulting from the award or making of this Agreement.

9. Warranties and Guarantees:

9.1 The Contractor warrants that its Services are to be performed within the limits prescribed by the City and with the usual thoroughness and competence of a properly licensed general contractor performing comparable services in Miami-Dade County, Florida, and in accordance with applicable permits, codes, manufacturer requirements and the approved Scope of Work.

9.2 The Contractor shall be responsible for deficient or defective work due to negligent acts, errors or omissions. The Contractor shall, upon the request of the City, promptly correct or replace such work at no cost to the City. The Contractor shall provide a minimum 1-year warranty on all labor and materials.

10. Binding Effect:

This Agreement shall bind and the benefits thereof shall inure to the respective parties hereto, their legal representatives, executors, administrators, successors and assigns.

11. Amendments and Modification:

No amendments and/or modifications of this Agreement shall be valid unless in writing and signed by each of the parties to the Agreement.

12. Merger; Amendment:

This Agreement, including the referenced Contract Documents, and any attachments, constitute the entire agreement between Contractor and City,

and all negotiations and oral understandings between the parties are merged herein. This Agreement may be supplemented and/or amended only by a written document executed by both Contractor and City.

This Agreement, including the referenced Contract Documents, and any attachments, constitute the entire agreement between Contractor and City, and all negotiations and oral understandings between the parties with respect to the subject matter hereof are merged herein.

13. Nonassignability:

Contractor shall not assign, subcontract or transfer any rights or delegate any duties arising under this Agreement without prior written consent of the City, which consent may be withheld by the City in its sole discretion.

14. Notices:

Whenever either party desires to give notice to the other, it shall be given by written notice, sent by certified United States mail, with return receipt requested, addressed to the party for whom it is intended, at the place last specified, and the place for giving notice shall remain such until changed by written notice in compliance with the provisions of this paragraph.

FOR CONTRACTOR:

_____
Attention: _____
_____
_____
Telephone: _____
Facsimile: _____

FOR CITY:

CITY OF OPA-LOCKA
Sha'mecca Lawson, City Manager
780 Fisherman Street
Opa-Locka, FL 33054

With Copy to:

Burnadette Norris-Weeks, P.A.
City Attorney
401 NW 7th Avenue
Ft. Lauderdale, FL 33311

15. Severability; Waiver:

Any provision in this Agreement that is prohibited or unenforceable under Florida or federal law shall be ineffective to the extent of such prohibitions or unenforceability without invalidating the remaining provisions of this Agreement. Also, the non-enforcement of any provision by either party to this Agreement shall not constitute a waiver of that provision nor shall it affect the future enforceability of that provision or the remainder of this Agreement.

16. Other Provisions:

16.1 Titles and paragraph headings are for convenient reference and are not a part of this Agreement.

16.2 In the event of conflict between the terms of this Agreement and any terms or conditions contained in any attached or referenced Contract Documents, the terms in this Agreement shall prevail.

16.3 No waiver or breach of any provision of this Agreement shall constitute a waiver of any subsequent breach of the same or any other provision, and no waiver shall be effective unless made in writing.

16.4 Contractor acknowledges that the public shall have access, at all reasonable times, to certain documents and information pertaining to City contracts, pursuant to the provisions of Chapter 119, Florida Statutes. Contractor agrees to maintain public records in Contractor's possession or control in connection with Contractor's performance under this Agreement and to provide the public with access to public records in accordance with the record maintenance, production and cost requirements set forth in Chapter 119, Florida Statutes, or as otherwise required by Law. Contractor shall ensure that public records that are exempt or confidential from public records disclosure requirements are not disclosed except as authorized by Law, for the duration of this Agreement and following completion of this Agreement until the records are transferred to the City.

Unless otherwise provided by Law, any and all reports, surveys, and other data and documents provided or created in connection with this Agreement are and shall remain the property of City. Upon completion of this Agreement, or in the event of termination by either party, and all public records prepared by, or in the possession or control of Contractor, whether finished or unfinished, shall become the property of City and shall be delivered by Contractor to the City Manager, at no cost to the City, within seven days of termination of this Agreement. All such records stored electronically by Contractor shall be delivered to the City in a format that is compatible with the City's information technology systems. Upon completion or termination of this Agreement, Contractor shall destroy any and all duplicate public records that are exempt or confidential and exempt from public records disclosure. Any compensation due to Contractor shall be withheld until all documents are received as provided herein.

16.5 Contractor's failure or refusal to comply with the provisions of this Section shall result in the immediate termination of this Agreement by the City.

IF CONTRACTOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO CONTRACTOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS AGREEMENT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT (305) 953-2821, OR BY MAIL: CITY OF OPA-LOCKA - CITY CLERK'S OFFICE, 780 FISHERMAN STREET, 4TH FLOOR, OPA-LOCKA

[REMAINDER INTENTIONALLY LEFT BLANK]

IN WITNESS WHEREOF, the parties hereto have caused this instrument to be executed by their respective duly authorized representatives the day and year written below.

FOR CITY:

ATTEST:

_____
Joanna Flores, City Clerk

CITY OF OPA-LOCKA

By:_____
Sha'mecca Lawson
City Manager

Dated: _____

Approved as to form and legal sufficiency for the use of and reliance by the City of Opa-Locka:

_____
City Attorney
Burnadette Norris-Weeks, P.A.

FOR CONTRACTOR:

WITNESS:

_____

Print Name:_____

_____

By: _____

Print Name: _____

Date: _____

Corporate Seal:

Corporate Seal:

CITY OF OPA-LOCKA

RFP: 26-0316200
Request for Proposals (RFP)
PRE-QUALIFIED POOL OF GENERAL CONTRACTORS FOR THE OWNER-OCCUPIED MINOR HOME REPAIR PROGRAM

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ADVERTISEMENT

RFP 26-0316200

The sealed proposal for Pre-qualified Pool of General Contractors for The Owner-Occupied Minor Home Repair Program for the City of Opa-locka must be received at the City Clerk's Office on **March 16, 2026, by 2:00 p.m.**

Proposals may be submitted via one of two methods:

1. Electronic Submission via DemandStar: Proposals may be submitted through www.demandstar.com (e-bid) by 2:00 p.m. ET on the designated due date. The City strongly prefers and encourages electronic submissions.

2. Submission via Postal Mail: Sealed proposals may be submitted via mail to the address below by 2:00 p.m. ET on the due date. Any Request for Qualifications (RFP) package that arrives after the specified closing time will be returned unopened.

Instructions for Postal Mail Submission:

Please submit one (1) original proposal, six (6) copies, and one copy of the proposal package on a USB flash drive in PDF format. All materials should be enclosed in sealed envelopes or packages. The envelopes or packages must be addressed to the City Clerk's Office, City of Opa-locka, Florida, and marked as follows: RFP 26-0316200 Pre-qualified Pool of General Contractors for The Owner-Occupied Minor Home Repair Program.

Mailing Address:
City of Opa-locka
Office of the City Clerk
780 Fisherman Street, 4th Floor
Opa-locka, Florida 33054

Proposers desiring information for use in preparing proposals may obtain a set of such documents by visiting the City's website at www.opalockafl.gov or www.demandstar.com. The City reserves the right to accept or reject any and all proposals and to waive any technicalities or irregularities therein. The City further reserves the right to award the contract to that Proposer(s) whose proposal best complies with the **RFP NO: 26-0316200** requirements. A Pre-Bid meeting will be held on Friday, February 13, 2026, at 12:00 PM (noon), both virtually and in person at 780 Fisherman Street, 4th floor, Opa-locka, FL 33054. Join virtually using the Teams link below. For more information, email Jay Bergel at jbergel@opalockafl.gov.

Microsoft Teams meeting
Join: https://teams.microsoft.com/meet/2123405273460?p=IFtHtOjFGHOWjIDn2I
Meeting ID: 212 340 527 346 0
Passcode: Qe3vP63z

Joanna Flores
City Clerk

PART I
PROPOSAL GUIDELINES

1-1. Introduction: The City of Opa-locka is seeking proposals from experienced and qualified firms or individuals for Pre-qualified Pool of General Contractors for The Owner-Occupied Minor Home Repair Program.

1-2. Proposal Submission and Withdrawal: The City of Opa-locka will be accepting proposals by mail; however, it is your responsibility to submit your proposal by the due date. In addition, proposals may be submitted via www.demandstar.com (e-bid). The City must receive all the proposals by 2:00 pm (ET) on 03/16/26. The address to submit sealed proposals is listed below:

CITY OF OPA-LOCKA
Office of the City Clerk
780 Fisherman Street, 4th Floor
Opa-locka, Florida 33054

To facilitate processing, please clearly mark the outside of the proposal package as follows: RFP NO. 26-0316200 – **Pre-qualified Pool of General Contractors for The Owner-Occupied Minor Home Repair Program.** This package shall also include the Proposer's return address.

Proposers may withdraw their proposals by notifying the City in writing at any time prior to the deadline for proposal submittal. After the deadline, the proposal will constitute an irrevocable offer, for a period of 30 days. Once opened, proposals become a record of the City and will not be returned to the Proposer.

The City cautions Proposers to ensure actual delivery of mailed or hand-delivered proposals directly to the City Clerk's Office at 780 Fisherman Street, 4th Floor, Opa-locka, Florida 33054 prior to the deadline set for receiving proposals. Telephone confirmation of timely receipt of the proposal may be made by calling (305) 688-4611, Option 1, before the proposal closing time. Any proposal received after the established deadline will not be considered and will be returned unopened to the Proposer(s).

1-3. Number of Copies: Proposers shall submit an original and six (6) copies (a total of 7) plus one copy on USB Flash Drive in PDF format of the proposal in a sealed, opaque package marked as noted above. The Proposer will be responsible for timely delivery, whether by personal delivery, US Mail, or any other mode of delivery.

1-4. Development Costs: Neither the City nor its representatives shall be liable for any expenses incurred in connection with the preparation of a response to this Request for Qualifications. Proposers should prepare their proposals simply and economically, providing a straightforward and concise description of the Proposer's ability to meet the requirements of the RFP.

1-5. Inquiries: The City Clerk and or the Procurement Officer will receive written requests for clarification concerning the meaning or interpretations of the RFP. City personnel are authorized only to direct the attention of prospective Proposers to various portions of the RFP so that they may read and interpret such for themselves. No employee other than the City's Purchasing Officer is authorized to interpret any portion of this RFP or give information as to the requirements of the RFP in addition to what is contained in the written RFP document.

1-6. Addenda: The City may record its response to inquiries and any supplemental instructions in the form of a written addenda. The City may post addenda on the City's website up to five (5) calendar days before the date fixed for receiving the proposals. Proposers shall contact the City to ascertain whether any addenda have been issued. Failure to do so could result in an unresponsive proposal. Any oral explanation given before the RFP opening will not be binding.

All Proposers are expected to carefully examine the proposal documents. Any ambiguities or inconsistencies should be brought to the attention of the City's Purchasing Officer through written communication prior to the opening of the proposals.

1-7. Contract Awards: The City anticipates entering into an Agreement with the Proposer who submits the proposal judged by the City to be most advantageous.

The Bidder understands that this RFP does not constitute an offer or an Agreement with the Proposer. An offer or Agreement shall not be deemed to exist and is not binding until proposals are reviewed and evaluated by appointed staff, the best proposal has been identified, approved by the appropriate level of authority within the City and executed by all parties. The City reserves the right to reject all proposals, to abandon the project and/or to solicit and re- advertise for other proposals.

1-8. Contractual Agreement: This RFP and Bidder proposal shall be included and incorporated in the final award. The order of contractual precedence will be the Contract or Agreement document, original Terms and Conditions, and Proposer response. All legal action necessary to enforce the award will be held in Miami-Dade County and the contractual obligations will be interpreted according to the laws of Florida. Any additional contract or agreement requested for consideration by the Proposer must be attached and enclosed as part of the proposal.

1-9. Selection Process: The proposals will be evaluated and assigned points. The Proposer with the highest number of points will be ranked first; however, nothing herein will prevent the City from assigning work to any firm deemed responsive and responsible**.**

1-10. Public Records: Upon award recommendation or ten (10) days after opening, whichever occurs first, proposals become "public records" and shall be subject to public disclosure consistent with Chapter 119 Florida Statutes. Proposers must invoke the exemptions to disclosure provided by law in response to the RFP and must identify the data or other materials to be protected and must state the reasons why such exclusion from public disclosure is necessary. Document files may be examined during normal working hours.

1-11. News Releases: The Proposer shall obtain the prior approval of the City Manager's Office for all news releases or other publicity pertaining to this RFP or the service, study, or project to which it relates.

1-12. Insurance: The awarded Proposer(s) shall maintain insurance coverage. In the event the Proposer is a governmental entity or self-insured organization, different insurance requirements may apply. Misrepresentation of any material fact, whether intentional or not, regarding the Proposer's insurance coverage, policies or capabilities may be grounds for rejection of the proposal and rescission of any ensuing Agreement.

INSURANCE REQUIREMENTS

- General Liability: $1,000,000 per occurrence/ $2,000,000 aggregate

- Auto Liability: $1,000,000
- Umbrella: Optional but recommended
- Workers' Comp: Statutory
- Builder's Risk: Required for structural, roofing and major systems.

City must be listed as Additional Insured on CGL and Auto policies.

1-13. Licenses: Proposers, both corporate and individual, must be fully licensed and certified to operate in the State of Florida at the time of submittal. The proposal of any Proposer which does not meet these criteria shall be rejected.

1-14. Public Entity Crimes: Award will not be made to any person or affiliate identified on the Department of Management Services' "Convicted Vendor List". This list is defined as consisting of people and affiliates who are disqualified from public contracting and purchasing process because they have been found guilty of a public entity crime. No public entity shall award any contract to or transact any business in excess of the threshold amount provided in Section 287.017 Florida Statutes for Category Two (currently $35,000) with any person or affiliated on the "Convicted Vendor List" for a period of thirty-six (36) months from the date that person or affiliate was placed on the "Convicted Vendor List" unless that person or affiliate has been removed from the list. By signing and submitting the RFP proposal forms, Proposer attests that they have not been placed on the "Convicted Vendor List".

1-15. Code Of Ethics: If any Proposer violates or is a party to a violation of the code of ethics of the City of Opa-locka, Miami-Dade County or the State of Florida with respect to this proposal, such Proposer may be disqualified from performing the work described in this proposal or from furnishing the goods or services for which the proposal is submitted and may be further disqualified from submitting any future proposals for work, goods, or services for the City of Opa-locka.

1-16. Drug-Free Workplace: Preference shall be given to Proposers with Drug-Free Workplace (DFW) programs. Whenever two or more proposals which are equal with respect to price, quality, and service are received by the City for the procurement of commodities or contractual services, a proposal received from a Proposer that completes the attached DFW form certifying that it is a DFW shall be given preference in the award process.

1-17. Permits and Taxes: The Proposer shall procure all permits, pay all charges, fees, and taxes, and give all notices necessary and incidental to the due and lawful prosecution of the work.

1-18. Protests: Protests of the plans, specifications, and other requirements of the Request for Proposal and bids must be received in writing by the City Clerk's Office at least ten (10) working days after the scheduled bid opening. A detailed explanation of the reason for the protest must be included. Protests of the award or intended award of the bid or contract must be in writing and received in the City Clerk's Office within seven (7) working days of the notice of award. A detailed explanation of the protest must be included.

1-19. Termination for Convenience: A contract may be terminated in whole or in part by the City at any time and for any reason in accordance with this clause whenever the City shall determine that such termination is in the best interest of the City. Any such termination shall be initiated by the delivery to the contractor at least five (5) working days before the effective date of the Notice of Termination specifying the extent to which performance shall be terminated and the date upon

which termination becomes effective. An equitable adjustment to the contract price shall be made for the completed service, but no amount shall be allowed for anticipated profit on unperformed services.

1-20. Cone of Silence: This solicitation is subject to a Cone of Silence pursuant to Section 2-320.2 of the City of Opa-locka's Code of Ordinances. A cone of silence shall be applicable to all City staff, the Mayor and City Commission and its staff, the City Attorney and his/ her staff, the City Clerk and his/ her staff regarding any communication relating to requests for proposal (RFP), requests for qualification (RFQ), invitations to bid (ITB), request for letters of interest (RFLI), or any other advertised solicitations for the provision of goods and services, professional services, and public works or improvements.

CALENDAR EVENTS

EVENT	**DATE/LOCATION**
Release Date	2/2/26
Pre-Bid (site visit)	2/13/26
Written Questions Due	2/17/26 @ 5:00pm Email questions to jbergel@opalockafl.gov With Subject line "RFP No: Bid Questions"
Response to Questions	2/25/26 @ 5:00pm (ET)
Due Date/Bid Opening	3/16/26 @ 2:00 pm (ET)
Evaluation Committee Meeting	TBA
Award Recommendation	TBA
Commission Approval	TBA
Post Award	TBA

PART II
NATURE OF SERVICES REQUIRED

1. RFP Purpose

The City of Opa-Locka ("City"), through its Social Services Department ("Department"), is establishing an Owner-Occupied Minor Home Repair Program (OOMHRP) to address critical health, safety, habitability, and energy-efficiency needs for income-eligible homeowners.

To implement this program, the City is inviting proposals from qualified, licensed, and insured general contractors to form a pre-qualified contractor pool. This pool will perform minor home repair and rehabilitation services on owner-occupied residential properties within the City limits. The City aims to enter into agreements with a minimum of three (3) and a maximum of ten (10) qualified general contractors. Contractors selected through this Request for Proposals (RFP) will be eligible to receive individual work orders for projects, with a maximum construction budget of $10,000 per home.

Program Goals

- Eliminate unsafe living conditions and hazards
- Address violations of Florida Building Code and local ordinances
- Preserve existing affordable housing stock
- Support aging in place and accessibility needs
- Prioritize limited funding to the most critical repairs first

2. Administration & Governance

Lead Department: Social Services
Key Roles:

- **Program Administrator (SSM):** policy, compliance, reporting, budgets.
- **Intake & Eligibility Specialist (SSC):** application completeness, income/ownership verification.
- **Inspector (contracted or on staff):** scopes of work, cost reasonableness, inspections.
- **Fiscal/Grants Analyst:** encumbrances, draws, lien recording, closeout packets.
- **Approved Contractor Pool:** pre-qualified, insured, licensed firms; 3 bid minimum per job.

- **Delivery Model:**
  - **Per-home cap:** $10,000 grant assistance

- **Core Policies:**
  - Written Rehab Standards (life-safety + energy/efficiency items first). (HUD Exchange)
  - Procurement (3 quotes; lowest responsive/responsible; change-order limits 10%).
  - Conflict of Interest, Nondiscrimination, Section 3 (if applicable), and De-barment checks.
  - Environmental/Lead-safe compliance as funding requires

3. Income Eligibility (AMI) Miami-Dade/Opa-locka

Opa-locka uses **Miami-Dade County** AMI. **FY2025 Median Family Income = $87,200**. Below are the **30/50/80** limits (effective **May 1, 2025**) used countywide: (Miami-Dade County)

Household	30%	50%	80%
1	$26,050	$43,400	$69,400
2	$29,750	$49,550	$79,300
3	$33,450	$55,750	$89,200
4	$37,150	$61,950	$99,100
5	$40,150	$66,950	$107,050
6	$43,150	$71,900	$115,000
7	$48,650	$76,850	$122,900
8	$54,150	$81,800	$130,850

Note: The income guidelines are updated by HUD annually. The agency using this Intake Sheet should update this information accordingly. **Program Target:** Prioritize ≤80% AMI

4. Eligible Properties & Repairs

Homes: Owner-occupied, within Opa-locka city limits; single-family detached, townhomes, condos (common-element repairs excluded), and manufactured homes on permanent foundations (if code-compliant).

Eligible Work:

- **Safety/Habitability:** roof patch/repair, electrical hazards, plumbing leaks, HVAC repair/replace, water heater, egress doors/windows (repair/replace), flooring hazards, smoke/CO alarms, grab bars/ADA ramps, pest remediation tied to repairs.
- **Energy Efficiency:** air sealing, insulation, low-flow fixtures, ENERGY STAR appliances if tied to replacement of failed, unsafe units, high-efficiency HVAC, LED lighting, weather-stripping.
- **Code Corrections:** items needed to meet minimum housing/property maintenance standards.
- **Not Eligible:** luxury upgrades, room additions, landscaping (except required grading/drainage), detached structures, refinance/payoff of liens, purely cosmetic work.

(These categories align with HOME/SHIP minor rehab practices and best-practice local rehab programs.) (HUD Exchange).

5. Applicant Eligibility & Documentation Standards

Baseline Criteria:

1. **Primary Residency & Ownership**: Owner-occupant on title **≥12 months** (or per funding rule), Florida homestead preferred.

- Docs: Warranty/quit-claim deed, **Miami-Dade Property Appraiser** printout, **Homestead Exemption**, current property tax bill, homeowner's insurance declarations (or waiver if unavailable for cause).

2. **Income Eligibility:** Household ≤80% AMI (priority); source-doc verified.
   - Docs: Last **2 months pay stubs**, last **2 years 1040** (or 4506-T), **SSA/SSI award**, pension statements, child support documentation, self-employment P&L + 12 months bank stmts.
   - ***NOTE- Income verification applies to all household members 18 and older.**

3. **Good Standing with City:** No outstanding city liens unrelated to needed rehab; no active demolitions/unsafe structures orders (unless this scope resolves them).

4. **Willingness to Sign Funding Documents:** Rehab agreement, right-of-entry, grant agreement

Priority Scoring (tie-breaker queue)
- Elderly (62+), persons with disabilities, veteran households, **≤50% AMI**, presence of life-safety code violations, homes with **child under 6** (lead/healthy homes risk), disaster-impacted repairs, longest time on waitlist.

6. Application, Review & Approval Workflow

A. Application Periods
- 1st quarter of the year.

B. Submission Requirements (at intake)
- Completed application (signed), photo ID for **all household members 18 and older**, proof of ownership/occupancy, income docs (see above), insurance/tax bill, photos of deficiencies, and **contractor fraud disclosure** (standard HUD form if applicable).

C. Review Period & Process (target SLA)
1. **Administrative Completeness Check (5 business days):** if incomplete, one 10-day cure window.
2. **Eligibility Determination (10 business days):** income calculation (per HUD Part 5 method), property checks, (Use HUD/County income tables cited above.) (Miami-Dade County)
3. **Initial Inspection & Scope (10 business days):** Rehab Specialist creates scope of work focused on Tier 1 (life-safety), Tier 2 (habitability/code), Tier 3 (efficiency).
4. **Bidding (10–15 business days):** Solicit **3 quotes** from the contractor pool; perform cost reasonableness; select lowest responsive/responsible.
5. **Award & Agreement (5 business days):** Issue approval, execute Rehab Agreement, record lien, issue Notice to Proceed.

Total typical timeline: ~40–55 business days from complete application to Notice to Proceed (emergency lane can compress to 10–15 business days).

D. Approval Procedures
- **Thresholds:** If scope ≤$10,000 and within standards, Administrator approval is final.
- **Change Orders:** Cumulative ≤10% of award; must be pre-approved by Rehab Specialist & Fiscal.

- **Payments:** 40% mobilization (optional), 40% mid-inspection, 20% final—paid directly to contractor after passed inspections and homeowner sign-off.

E. Inspections & Closeout

- **Interim & Final Inspections** with photo documentation.
- **Final Packet:** passes inspection, photos, lien recorded, warranty info, homeowner education sheet (maintenance & energy tips).
- **Closeout Survey:** brief satisfaction & equity/health outcomes tracker.

7. Program Caps, Cost Controls & Compliance

- **Per-unit cap: $10,000** hard costs (+ up to 10% soft costs if funding rules allow).
- **One project per property** within a 5-year period unless emergency hazard arises.
- **Cost reasonableness:** three comparable bids.
- **Contractor eligibility:** State license, City business tax receipt, GL insurance, workers comp, no debarment.
- **Recordkeeping:** applicant file, underwriting/eligibility worksheets, income calc, inspection reports, bids, contract, payment requests, lien, closeout.

Owner-Occupied Minor Home Repair Program (OOMHRP)

The Owner-Occupied Rehabilitation Program provides financial assistance for qualified homeowners to address and repair items that compromise life, health, safety, or habitability.
Up to ten thousand dollars ($10,000.00) will be awarded per household for eligible repairs.
The Program assists owner-occupied properties (single-family, duplex, condominium) by:

- Eliminating housing conditions which threaten the life, health and/or safety of the occupants.
- Correcting city building code violations.
- Eliminating conditions resulting in a home being severely energy inefficient.

Eligible Improvement

- **Safety and Compliance Repairs:** Roof, electrical updates and plumbing
- **Emergency Efficiency:** Hurricane windows, hurricane doors, insulation, air conditioning.
- **ADA Efficiency:** Grab bars, railings

*Work not eligible for the program funding includes but is not limited to luxury/cosmetic improvements, additions or conversions (basement, garage, porch attic, etc.), repairs to structures separate from the living units (detached garage, shed, etc.), furnishings, pools and landscaping. All rehabilitation work shall be performed by a City-approved contractor.

Form of Financial Assistance
Assistance is in the form of a deferred zero percent interest forgivable loan, up to the amount approved per fund program. The loan is forgivable throughout the life of the affordability period, from the date of execution of security documents provided that the title remains under the ownership of the owner(s) and the property remains their primary residence.

Eligibility Requirements
To be considered to receive assistance, the homeowner and the property must meet the following conditions:

- Applicants must own and occupy a home in Opa-locka
- Property must have Homestead Exemption status.
- Applicants must be current on mortgage payments, property taxes and insurance
- Applicants must not have outstanding code/zoning violations.
- Total household income may not exceed the HUD-required income limits

Owner-Occupied Minor Home Repair Program (OOMHRP)

APPLICATION CHECKLIST
Applications are available online
Applications can be picked up and returned upon completion at the
Social Services Dept., Monday-Friday 9:00 a.m.- 4:00 p.m.
(APPLICATIONS ARE ACCEPTED BY APPOINTMENT ONLY)

1. **Completed Application Form** (must be signed and dated)
2. **Proof that you are current in your property taxes**
- Property tax payment receipt, or
- A printout from the Miami-Dade Property Appraisers website
3. **Proof of Property Ownership**
- Warranty Deed, or quit claim deed or satisfaction of mortgage
4. **Proof of insurance-** Declaration page
5. **Most recent utility bill**
6. **Current bank statements (Checking and/or Savings Accounts)**
- Three (3) most recent bank statements
7. **Most recent mortgage statement** (if applicable)
8. **Current Paystubs** (for all employed household members 18 years or older)
- Eight (8) consecutive paystubs if paid weekly, or
- Four (4) consecutive paystubs if paid bi-weekly
- Award Letter: (Social Security, Pension or Public Assistance, VA Benefits)
9. **Federal Income Tax Returns and W-2 Forms-** Last 2 years for all adults 18 and over residing in the house.
10. **Proof of Identification**
- Driver's license, State ID or Passport, and Social Security Cards for all persons 18 and over residing in the house.
- Birth Certificates (with parent(s) or applicant's name listed) or Passport, and Social Security Cards for each resident under 18 years of age residing in house.

11. **Proof of legal immigration status**
12. **Any other required documents – if applicable**

***NOTE: Approval is not determined until ALL items listed have been submitted. If the documents/information are not submitted with completed application at the time of scheduled appointment, your application WILL NOT be accepted.**

1. Scope of Work

The SOW governs all contractors performing work under this program. Contractors must:

- Follow the City-approved written scope prepared by the City's Rehab Specialist.
- Obtain all necessary permits.
- Follow Florida Building Code, Miami-Dade County codes, and relevant federal housing regulations.
- Maintain EPA Lead-Safe RRP compliance for pre-1978 homes.
- Provide licensed workers and quality workmanship.
- Maintain a clean and safe work environment.
- Provide a minimum 1-year warranty on all labor and materials.

No work shall begin until a Notice to Proceed (NTP) is issued.

Contractors admitted to the pool may be issued work orders for one or more OOMHRP projects. At a minimum, contractors shall:

1. Conduct Site Visits & Confirm Scope
   - Attend City-scheduled site visit(s) with homeowner and City Rehab Specialist.
   - Review City-prepared Scope of Work (SOW) and provide feedback on constructability, sequencing, and any code-required items not already included.

2. Prepare Cost Proposals
   - Submit written, itemized cost estimates for each assigned project using City-approved formats.
   - Price work consistent with industry standards and City unit-price guidance, where provided.
   - Identify any requested change items separately for City review and approval.

3. Permitting & Code Compliance
   - Obtain all necessary building permits.
   - Ensure all work complies with applicable City, County, State, and Federal codes and regulations.

4. Construction & Project Management
   - Provide all labor, materials, equipment, and supervision to complete the approved SOW.
   - Maintain a clean and safe worksite; minimize disruption to occupants.
   - Coordinate with City inspectors for required inspections and approvals.
   - Ensure subcontractors (if any) are appropriately licensed and insured.

5. Lead-Safe / RRP Requirements (Pre-1978 Homes)
   - Maintain valid EPA RRP certification and follow lead-safe practices for pre-1978 units when work disturbs painted surfaces, per HUD/EPA guidance.
   - Provide required notices and documentation (e.g., "Renovate Right" pamphlet acknowledgment).

6. Documentation & Warranties
   - Submit all required documentation, including invoices, permits, inspection cards, photos,

and warranty information.
- Provide minimum one-year warranty on labor and materials (or longer where required by code or manufacturer).

7. Compliance & Reporting
   - Comply with applicable federal requirements, including but not limited to:
     - Section 3 (if applicable), Fair Housing, Equal Opportunity
     - Debarment and suspension regulations (SAM.gov checks)
     - Cooperate with any audits or monitoring conducted by the city or funding agencies.

PRIORITY TIERS

Funds must be allocated based on the following hierarchy:
Tier 1 — Emergency / Life Safety
- Exposed or deteriorated wiring
- Electrical panel overheating, corrosion, or overload
- Roof leaks damaging interior or structural components
- Sewer backups, broken drains, failed main lines
- HVAC failure in conditions posing health risk
- Rotted stairs, handrails, decks, or structural components
- Missing smoke/CO detectors or security-related repairs

Tier 2 — Code & Habitability Repairs
- Water heater replacement
- Window repair affecting egress or weatherproofing
- Exterior doors compromised by rotting or damage
- Fascia/soffit replacement due to damage or intrusion
- Replacement of plumbing fixtures due to failure, not aesthetics

Tier 3 — Energy Efficiency & System Upgrades (Only if Tiers 1–2 are addressed)
- Weather stripping, sealing, insulation
- Efficient windows/doors replacing failed units
- HVAC replacement only when repair is ineffective
- LED lighting, low-flow fixture replacement tied to failure

Tier 4 — Accessibility Improvements (With verification of need)
- ADA-height toilets
- Grab bars anchored to studs
- Wheelchair ramps, railings, threshold modifications
- Door hardware replacements, lever handles
- Doorway widening where feasible

INELIGIBLE REPAIRS
These do not qualify unless required to complete a justified repair:
- Cosmetic painting not tied to damage
- Flooring upgrades unrelated to hazards
- Full kitchen or bathroom remodeling
- Luxury materials, designer fixtures, customs finishes
- Room additions or garage conversions
- Landscaping, fencing, sheds, driveways, and patios.

- Smart devices or upgrades for convenience
- Work outside property boundaries

PERMITTING REQUIREMENTS

All required permits must be obtained and closed out prior to final payment.

Work requiring permits includes but is not limited to:

- Electrical service changes and rewiring
- HVAC replacement, duct modification, refrigerant handling
- Water heater replacement
- Window/door replacement affecting egress or impact rating
- Roofing work involving decking or structural components

Permit closure must be documented through final inspection results or official permit closure records.

MATERIAL AND WORKMANSHIP STANDARDS

- All materials must be new, unused, and compliant with applicable codes
- Re-used, salvaged, or homeowner-provided materials require pre-approval
- All installations must follow manufacturer instructions
- Equipment must include manufacturer warranty and documentation
- Minimum one-year workmanship warranty is required for all labor

LEAD-SAFE REQUIREMENTS (PRE-1978 HOMES)

If working in homes built before 1978:

- Contractor must be EPA-RRP certified
- Lead-safe containment must be used when disturbing painted surfaces
- "Renovate Right" documentation must be issued to homeowner
- Clearance testing required when disturbed areas meet regulatory thresholds

DOCUMENTATION REQUIREMENTS

Before payment is issued, contractor must submit:

- Itemized invoice matching approved scope
- Before and after photographs of each repair area
- Permit documentation and proof of final closure
- Warranty statements for materials and labor
- Signed lien releases from contractors and subcontractors
- Manuals and documentation for installed equipment

CHANGE ORDER REQUIREMENTS

- Must be submitted in writing and approved before work proceeds
- Only permitted for concealed conditions, required code corrections, or verified emergent hazards
- Unauthorized work will not be reimbursed

SUBCONTRACTOR REQUIREMENTS

- Must be licensed and insured
- Must be disclosed prior to mobilization
- Work performed by unapproved subcontractors is not eligible for payment

HOMEOWNER RESPONSIBILITIES

- Provide access to work areas
- Remove belongings obstructing repairs
- Not direct contractor outside approved scope
- Report concerns City staff, not contractor
- Maintain occupancy during repairs unless unsafe

CONTRACTOR RESPONSIBILITIES UNDER THE SOW

All contractors must:

A. Before Work

- Attend inspection walk-through
- Review SOW and clarify questions
- Provide a line-item estimate
- Obtain all permits
- Verify material selections with homeowner and City

B. During Work

- Protect homeowner belongings and maintain safe access
- Follow SOW without deviations (unless City-approved)
- Request change orders only when necessary and justified
- Maintain compliance with lead-safe practices
- Coordinate all inspections (City + Building Dept.)

C. After Work

- Provide final inspection access
- Submit warranty information
- Deliver before/after photos
- Provide itemized final invoice
- Sign off on project completion

DOCUMENTS INCLUDED IN THE SOW PACKAGE

Each project will include:

1. City-Prepared Scope of Work
2. Cost Estimate Template
3. Permit Checklist
4. Lead-Safe Work Plan (if pre-1978)
5. Contractor Fraud Disclosure
6. Homeowner/Contractor Agreement
7. Final Inspection Checklist

SAMPLE SCOPE OF WORK FORMAT FOR INDIVIDUAL PROJECTS

Below is the format the City will issue ORDER TASK per home:

City of Opa-Locka – Owner-Occupied Minor Home Repair Program
PROPERTY SOW – PROJECT #____
Property Address: _____
Homeowner: _____
Date of Initial Inspection: _____
Inspector/Rehab Specialist: _____

SCOPE OF WORK SUMMARY
Tier 1 – Life Safety:
- _____
- _____

Tier 2 – Code/Habitability:
- _____
- _____

Tier 3 – Energy Efficiency:
- _____
- _____

ADA / Accessibility:
- _____
- _____

Lead-Safe Requirements:
- _____
- _____

<u>UNIT PRICE SAMPLE LIST (Lump Sum not accepted)</u>

Work Item	Estimated Range
Water heater replacement	$1,350–$1,900
Electrical panel replacement	$1,400–$2,800
Roof patch up to 100 SF	$800–$1,200
ADA toilet installation	$480–$750
Grab bar installation	$95–$245
Window replacement (impact)	$650–$1,200
Exterior door replacement	$850–$1,500
Total Estimated Cost: $_____ (Not to exceed $10,000)	
_____	

PART III
PROPOSAL REQUIREMENTS

3-1 RULES FOR PROPOSALS

The purpose of this response is to showcase the qualifications, competence, and capacity of the firm seeking to provide the services outlined in this RFP. Therefore, the qualifications will be prioritized over the presentation style. The technical response should demonstrate the qualifications of the individual or firm and the staff assigned to this project. Please include as much information as possible regarding qualifications and experience.

MINIMUM REQUIREMENTS

Respondents must, at a minimum:

1. Hold an active State of Florida General Contractor or Residential Contractor license in good standing.
2. Maintain required insurance coverage (Commercial General Liability, Automobile, Workers' Compensation) in amounts specified by the City.
3. Demonstrate at least three (3) years of experience with residential rehabilitation, minor home repair, or similar work—preferably with CDBG, HOME, SHIP, or other publicly funded programs.
4. Have no unresolved building code violations, suspensions, or debarments at the federal, state, county, or municipal level.
5. Be able to respond to and complete projects within the City of Opa-Locka; firms located within approximately 50 miles of the City are eligible to apply.

The proposal shall be submitted on 8 ½ "x 11" paper, portrait orientation, with headings and sections numbered appropriately. Ensure that all information is written legibly or typed. The following should be submitted for a proposal for firm to be considered:

3.2.1 Cover Page - Show the name of Proposer's agency/firm, address, telephone number, name of contact person, date, and the proposal number and description.

3.2.2 Tab 1 - Table of Contents
Include a clear identification of the material by section and by page number.

3.2.3 Tab 2 - Letter of Transmittal
- 3.2.3.1 Limit to no more than two pages.
- 3.2.3.2 Briefly state the Proposers understanding of the work to be done
- 3.2.3.3 Give the names of the people authorized to make representations for the Proposer, their titles, addresses and telephone numbers.
- 3.2.3.4 Provide an official signature from a Corporate Officer certifying the contents of the Proposer's responses to the City's Request for Proposal.

3.2.4 Tab 3 - General Information
- 3.2.4.1 Name of Business.
- 3.2.4.2 Mailing Address and Phone Number.
- 3.2.4.3 Names and contact information of people to be contacted for information or services if different from name of the person in charge.
- 3.2.4.4 Normal business hours.

3.2.4.5 State if business is local, national, or international and indicate the business legal status (corporation, partnership, etc.).
3.2.4.6 Give the date business was organized and/or incorporated
3.2.4.7 Give the location of the office from which the work is to be done and the number of professional staff employees at that office.
3.2.4.8 Indicate whether the business is a parent or subsidiary in a group of firms/agencies. If it is, please state the name of the parent company.
3.2.4.9 State if the business is licensed, permitted and/or certified to do business in the State of Florida and attach copies of all such licenses issued to the business entity.

3.2.5 Tab 5 – Experience and Qualifications

3.2.5.1 Specify the number of years the Proposer has been in business.
3.2.5.2 Identify the Proposer's qualifications to perform the services identified in this RFP as listed in section 2-2 of the Scope of Services.

3.2.6 Tab 8 – References (Client Reference Form)

Minimum of at least three organizations, preferably governmental agencies, for which General Contractors Services have been provided in the past five years. Include the name of the organization, a description of the services, the length of the engagement, and name of contact person, including telephone number and email address.

3.2.7 Tab 9 – Additional Forms

Proposers must compete and submit as part of its Proposal all the following forms and/or documents:

- Proposer Qualifications
- Certification Regarding Debarment and Suspension
- Drug Free Workplace Certification
- Non-Collusion Affidavit
- Non-Discrimination Affidavit
- E-Verify Form
- Anti-Kickback Affidavit
- Client Reference Form

FAILURE TO SUBMIT ALL OF THE ABOVE REQUIRED DOCUMENTATION MAY DISQUALIFY THE PROPOSER.

PART IV
EVALUATION OF PROPOSALS

4-1 SELECTION COMMITTEE

A Selection Committee will convene, review, and ultimately rank all proposals submitted. The Selection Committee will use a point formula during the review process to score proposals and assign points in the evaluation process in accordance with the evaluation criteria. The Proposer shall satisfy and explicitly respond to all the requirements of the RFP including a detailed explanation of how the services shall be performed.

4-2 EVALUATION CRITERIA

Proposals will be evaluated based on the cost and the structure that best meets the financing requirements of the City, as determined by the City in its sole discretion. Further, the City requests proposals that provide for the ability to prepay the Debt in whole or in part at any time without penalty.

Category	Weighted Points
Experience The extent of the proposer's relevant experience in similar projects will be considered. Preference will be given to those with a proven track record in comparable projects of similar scope and scale. Factors considered may include years in business, relevant certifications and licenses, technical expertise, and examples of completed projects.	35%
Qualifications The qualifications of the key personnel assigned to the project will be evaluated based on the firm's capability to perform the required tasks, their expertise in similar projects, and the credentials of both project leaders and technical staff. The firm must identify the specific Project Manager assigned to this project, as well as other key team members.	35%
Approach to Project Proposer’s methodology and approach to delivering services in all the specified subject areas and issues outlined in the RFP.	30%
TOTAL	100%

4-3 ORAL PRESENTATIONS

Proposers are required to make individual presentations to the City Selection Committee to clarify their proposals. However, the City has the right to accept the best proposal as submitted, without discussion or negotiation.

Each Proposer shall be prepared to discuss and substantiate any of the areas of the proposal submitted, and its qualifications to perform the specified services. During the oral presentations, the Proposers should relate their discussion to the evaluation criteria, which will include (but not be limited to) their approach to the project. The proposed Relationship Manager must be in attendance.

References and site visits (if needed) shall be included in the final evaluation criteria, along with other criteria and weights as determined by the Selection Committee. Finalists will be informed as to the revised criteria, if any, prior to their oral presentation.

Additionally, prior to award of an Agreement pursuant to this RFP, the City may require Proposers to submit such additional information bearing upon the Proposer's ability to perform the services in the Agreement as the City deems appropriate.

4-4 FINAL SELECTION

The City of Opa-locka will select one or more firms whose proposals best align with its interests and provide the most significant overall value, as evaluated under the evaluation criteria outlined in this solicitation. The City will have the sole discretion to define what constitutes its best interests, assess the proposals, and finalize the Agreement. The City's decisions will be final. Once the selected firm or firms are notified, an Agreement is expected to be established between both parties.

4-5 AWARD AND CONTRACT EXECUTION

After the selection committee reviews the proposals and oral presentations, the City Manager will receive a recommendation for submission to the City Commission for final approval. Upon Commission authorization, contract negotiations will be initiated with the first ranked firm. If those negotiations are unsuccessful, the City will formally terminate negotiations with the first ranked firm and will commence contract negotiations with the next ranked firm, etc. Upon successful contract negotiations with the prevailing firm, the remaining firms will be notified that the process has been completed and that they were not selected.

PROPOSER QUALIFICATIONS

The Proposer, in conjunction with this proposal, must hold a County and/or Municipal Contractor's Occupational License in the area of their fixed business location. The following information must be completed and submitted with the proposal to be considered:

1. Legal Name and Address:

   Name: _____

   Address: _____

   City, State, Zip:_____Phone/Fax: _____

2. Check One: Corporation ( ) Partnership ( ) Individual ( )

3. If Corporation, state:
   Date of Incorporation: _____ State in which Incorporated: _____

4. If an out-of-state Corporation, currently authorized to do business in Florida, give date of such authorization:_____

5. Name and Title of Principal Officers Date Elected:

   _____ _____

   _____ _____

   _____ _____

   _____ _____

6. The length of time in business:_____years

7. The length of time (continuous) in business as a service organization in Florida: _____years

8. A copy of County and/or Municipal Occupational License(s)

Note: *Information requested herein and submitted by the Proposers will be analyzed by the City of Opa-locka and will be a factor considered in awarding any resulting contract. The purpose is to ensure that the Contractors, in the sole opinion of the City of Opa-locka, can sufficiently and efficiently perform all the required services in a timely and satisfactory manner as will be required by the subject contract. If there are any terms and/or conditions that are in conflict, the most stringent requirement shall apply.*

CERTIFICATION REGARDING DEBARMENT, SUSPENSION PROPOSED DEBARMENT AND OTHER MATTERS OF RESPONSIBILITY

1. The Proposer certifies, to the best of its knowledge and belief, that the Proposer and/or any of its Principals:

A. Are not presently debarred, suspended, proposed for debarment, or declared ineligible for the award of contracts by any Federal agency.

B. Have not, within a three-year period preceding this offer, been convicted of or had a civil judgment rendered against them for: commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, state, or local) contract or subcontract; violation of Federal or state antitrust statutes relating to the submission of offers; or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, tax evasion, or receiving stolen property; and

C. Are not presently indicted for, or otherwise criminally or civilly charged by a governmental entity with, commission of any of the offenses enumerated in paragraph 1-B of this provision.

2. The Proposer has not, within a three-year period preceding this offer, had one or more contracts terminated for default by any City, County, State, Federal, or other agency.

A. "Principals," for the purposes of this certification, means officers; directors; owners; partners; and, persons having primary management or supervisory responsibilities within a business entity (e.g., general manager; plant manager; head of a subsidiary, division, or business segment, and similar positions). This Certification Concerns a Matter Within the Jurisdiction of an Agency of the United States and the Making of a False, Fictitious, or Fraudulent Certification May Render the Maker Subject to Prosecution Under Section 1001, Title 18, United States Code.

B. The Proposer shall provide immediate written notice to the Contracting Officer if, at any time prior to contract award, the Proposer learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.

C. A certification that any of the items in paragraph (a) of this provision exists will not necessarily result in withholding of an award under this solicitation. However, the certification will be considered in connection with a determination of the Proposer's responsibility. Failure of the Proposer to furnish a certification or provide such additional information as requested by the Contracting Officer may render the Proposer non-responsive.

D. Nothing contained in the foregoing shall be construed to require the establishment of a system of records in order to render, in good faith, the certification required by paragraph (a) of this provision. The knowledge and information of a Proposer is not required to exceed

that which is normally possessed by a prudent person in the ordinary course of business dealings.

E. The certification in paragraph 1(a) of this provision is a material representation of fact upon which reliance was placed when making award. If it is later determined that the Proposer knowingly rendered an erroneous certification, in addition to other remedies available to the Government, the Contracting Officer may terminate the contract resulting from this solicitation for default.

AS THE PERSON AUTHORIZED TO SIGN THE STATEMENT, I CERTIFY THAT THIS FIRM COMPLIES FULLY WITH THE ABOVE REQUIREMENTS.

Signature _____

Printed Name _____

DRUG-FREE WORKPLACE CERTIFICATION FORM

Whenever two (2) or more bids/proposals, which are equal with respect to price, quality, and service, are received by the CITY OF OPA-LOCKA for the procurement of commodities or contractual services, a bid/proposal received from a business that certifies that it has implemented a drug-free workplace program shall be given preference in the award process. In order to have a drug-free workplace program, a business shall:

1. Publish a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of controlled substances is prohibited in the workplace and specifying the actions that will be taken against employees for violations of such prohibition.

2. Inform employees about the dangers of drug abuse in the workplace, the business's policy of maintaining a drug-free workplace, any available drug counseling, rehabilitation, and employee assistance programs, and the penalties that may be imposed upon employees for drug abuse violations.

3. Give each employee engaged in providing the commodities or contractual services that are under bid a copy of the statement specified in number (1).

4. In the statement specified in number (1), notify the employees that as a condition for working on the commodities or contractual services that are under bid, the employee will abide by the terms of the statement and will notify the employer of any conviction on or plea of guilty or no contest to any violation of Chapter 893, Florida Statutes or of any controlled substance law of the United States or any singular state, for a violation occurring in the workplace no later than five (5) days after such conviction.

5. Impose a sanction on or require satisfactory participation in a drug abuse assistance or rehabilitation program if such is available in the employee's community by any employee who is so convicted.

6. Make a good faith effort to continue to maintain a drug-free workplace through implementation of Section 287.087, Florida Statutes.

This Certification is submitted by_____the
(Name)
_____ of _____
(Title/Position) (Company)

who does hereby certify that said Company has implemented a drug-free workplace program, which meets the requirements of Section 287.087, Florida Statutes, which are identified in numbers (1) through (6) above.

_____ _____
Date Signature

RFP 26-0316200
NON-COLLUSION AFFIDAVIT
STATE OF FLORIDA - COUNTY OF MIAMI DADE

(1) He/She/They is/are the _____
(Owner, Partner, Officer, Representative or Agent) of
_____ the PROPOSER that has submitted the attached Proposal;

(2) He/She/They is/are fully informed respecting the preparation and contents of the attached Proposal and of all pertinent circumstances respecting such Proposal;

(3) Such Proposal is genuine and is not a collusive or sham Proposal;

(4) Neither the said PROPOSER nor any of its officers, partners, owners, agents, representatives, employees or parties in interest, including this affiant, have in any way colluded, conspired, connived or agreed, directly or indirectly, with any other PROPOSER, firm, or person to submit a collusive or sham Proposal in connection with the Work for which the attached Proposal has been submitted; or to refrain from Proposing in connection with such Work; or have in any manner, directly or indirectly, sought by agreement or collusion, or communication, or conference with any PROPOSER, firm, or person to fix any overhead, profit, or cost elements of the Proposal or of any other PROPOSER, or to fix any overhead, profit, or cost elements of the Proposed Price or the Proposed Price of any other PROPOSER, or to secure through any collusion, conspiracy, connivance, or unlawful agreement any advantage against (Recipient), or any person interested in the proposed Work;

(5) The price or prices quoted in the attached Proposal are fair and proper and are not tainted by any collusion, conspiracy, connivance, or unlawful agreement on the part of the PROPOSER or any other of its agents, representatives, owners, employees or parties of interest, including this affiant.

Signed, sealed and delivered in the presence of:

_____ By: _____
Witness Signature

_____ _____
Witness Print Name and Title

NON-DISCRIMINATION AFFIDAVIT

I, the undersigned, hereby duly sworn, depose and say that the organization, business or entity represented herein shall not discriminate against any person in its operations, activities or delivery of services under any agreement it enters into with the City of Opa-locka. The same shall affirmatively comply with all applicable provisions of federal, state and local equal employment laws and shall not engage in or commit any discriminatory practice against any person based on race, age, religion, color, gender, sexual orientation, national origin, marital status, physical or mental disability, political affiliation or any other factor which cannot be lawfully used as a basis for service delivery.

By:_____

Title:_____

State of Florida County of _____
The foregoing instrument was acknowledged before me via ☐ physical presence OR ☐ online notarizations this_____day of_____, 2026.

By _____
Personally known_____OR produced identification _____

_____
Notary Public
My Commission Expires _____

E-VERIFY

Effective January 1, 2021, public and private employers, contractors and subcontractors will be required to register with, and use of the E-Verify system in order to verify the work authorization status of all newly hired employees. Vendor/Consultant/Contractor acknowledges and agrees to utilize the U.S. Department of Homeland Security's E-Verify System to verify the employment eligibility of:

a) All persons employed by Vendor/Consultant/Contractor to perform employment duties within Florida during the term of the contract; and

b) All persons (including sub-vendors/sub-contractors) assigned by Vendor /Consultant/ Contractor to perform work pursuant to the contract with the Department. The Vendor /Consultant/ Contractor acknowledges and agrees that use of the U.S. Department of Homeland Security's E-Verify System during the term of the contract is a condition of the contract with the City; and

By entering into a Contract, the Contractor becomes obligated to comply with the provisions of Section 448.095, Fla. Stat., "Employment Eligibility," as amended from time to time. This includes but is not limited to utilization of the E-Verify System to verify the work authorization status of all newly hired employees, and requiring all subcontractors to provide an affidavit attesting that the subcontractor does not employ, contract with, or subcontract with, an unauthorized alien. The contractor shall maintain a copy of such affidavit for the duration of the contract. Failure to comply will lead to termination of this Contract, or if a subcontractor knowingly violates the statute, the subcontract must be terminated immediately. If t contract is terminated for a violation of the statute by the Contractor, the Contractor may not be awarded a public contract for a period of 1 year after the date of termination. The Contractor acknowledges it is liable to the City for any additional costs as a result of termination of the contract due to Contractor's failure to comply with the provisions herein.

E-VERIFY FORM

Definitions:

"Contractor" means a person or entity that has entered or is attempting to enter into a contract with a public employer to provide labor, supplies, or services to such employer in exchange for salary, wages, or other remuneration.

"Subcontractor" means a person or entity that provides labor, supplies, or services to or for a contractor or another subcontractor in exchange for salary, wages, or other remuneration.

Effective January 1, 2021, public and private employers, contractors and subcontractors will begin required registration with, and use of the E-Verify system in order to verify the work authorization status of all newly hired employees. Vendor/Consultant/Contractor acknowledges and agrees to utilize the U.S. Department of Homeland Security's E-Verify System to verify the employment eligibility of:

a) All persons employed by Vendor/Consultant/Contractor to perform employment duties within Florida during the term of the contract; and

b) All persons (including sub-vendors/subcompanies/subcontractors) assigned by Vendor/Consultant/Contractor to perform work pursuant to the contract with the Department. The Vendor/Consultant/Contractor acknowledges and agrees that use of the U.S. Department of Homeland Security's E-Verify System during the term of the contract is a condition of the contract with the City of Opa-locka; and

Should vendor become successful Contractor awarded for the above-named project, by entering into this Contract, the Contractor becomes obligated to comply with the provisions of Section 448.095, Fla. Stat., "Employment Eligibility," as amended from time to time. This includes but is not limited to utilization of the E-Verify System to verify the work authorization status of all newly hired employees, and requiring all subcontractors to provide an affidavit attesting that the subcontractor does not employ, contract with, or subcontract with, an unauthorized alien. The contractor shall maintain a copy of such affidavit for the duration of the contract. Failure to comply will lead to termination of this Contract, or if a subcontractor knowingly violates the statute, the subcontract must be terminated immediately. If this contract is terminated for a violation of the statute by the Contractor, the Contractor may not be awarded a public contract for a period of 1 year after the date of termination.

Company Name: _____

Authorized Signature: _____

Print Name: _____

Title: _____

Date: _____

ANTI-KICKBACK AFFIDAVIT

STATE OF FLORIDA)
) ss:
COUNTY OF MIAMI-DADE)

I, the undersigned, hereby duly sworn, depose and say that no portion of the sum herein proposed, or compensation that may be received as a result of this Proposal, will be paid to any employee of the City of Opa-Locka or its elected officials, as a commission, kickback, reward, or gift, whether directly or indirectly, by me or any member of my firm, or by any officer of the corporation.

By: _____

Title: _____

Sworn to and subscribed before me this

____ day of _____**, 2026**

_____
Notary Public,
State of Florida at Large
My Commission Expires: _____

CLIENT REFERENCE FORM

Provide a minimum of three (3) client references from recent similar transactions.

1) Name of Client Entity:_____

Address: _____

City/State/Zip:_____

Contact:_____

Title:_____

Email Address:_____

Telephone:_____

Scope of Work: _____

Description of Services Provided:_____

_____

2) Name of Client Entity:_____

Address: _____

City/State/Zip:_____

Contact:_____

Title:_____

Email Address:_____

Telephone:_____

Scope of Work: _____

Description of Services Provided:_____

_____

3) Name of Client Entity:_____

Address: _____

City/State/Zip:_____

Contact:_____

Title:_____

Email Address:_____

Telephone:_____

Scope of Work: _____

Description of Services Provided:_____

_____



RFP 26-0316200

Pre-Qualified Pool of General Contractors

Owner-Occupied Minor Home Repair Program (OOMHRP)

Submitted By:

Fikon Corp

Omar Gutierrez, President

1145 NW 28 Street, Miami, FL 33127

Phone: 786-281-1828

TAB 2 – LETTER OF TRANSMITTAL

3.2.3.1 Limit to no more than two pages

3.2.3.2 Briefly state the Proposer's understanding of the work to be done

Fikon Corp submits this proposal in response to RFP 26-0316200 for the Pre-Qualified Pool of General Contractors for the Owner-Occupied Minor Home Repair Program (OOMHRP).

We understand the City is forming a contractor pool to perform minor residential rehabilitation projects not to exceed $10,000 per property. Work will prioritize life-safety, code compliance, habitability, accessibility, and energy-efficiency improvements for income-eligible homeowners.

We understand contractors must:

- Follow City-prepared Scopes of Work
- Adhere to Tier 1–4 repair prioritization
- Obtain and close all required permits
- Operate within funding caps and change order limits
- Provide full documentation and warranties

Fikon Corp has experience performing residential rehabilitation projects under municipal and SHIP-style programs requiring strict compliance, inspection coordination, and cost control. We are prepared to meet all program requirements.

3.2.3.3 Give the names of the people authorized to make representations for the Proposer, their titles, addresses and telephone numbers

Omar Gutierrez, President, Fikon Corp, 1145 NW 28 Street, Miami, FL 33127, Phone: 786-281-1828, Email: fikonpro@gmail.com

3.2.3.4 Provide an official signature from a Corporate Officer certifying the contents of the Proposer's responses to the City's Request for Proposal

I certify that the information contained in this proposal is accurate and that Fikon Corp meets the qualifications outlined in RFP 26-0316200.

Omar Gutierrez, President, Fikon Corp
Date: ____02/11/2026_____



TAB 3 – GENERAL INFORMATION

3.2.4.1 Name of Business

Fikon Corp

3.2.4.2 Mailing Address and Phone Number

1145 NW 28 Street, Miami, FL 33127, 786-281-1828

3.2.4.3 Names and contact information of people to be contacted for information or services if different from name of the person in charge

Primary Contact:, Omar Gutierrez, President, Phone: 786-281-1828, Email: fikonpro@gmail.com

3.2.4.4 Normal business hours

Monday – Friday, 8:00 AM – 5:00 PM, Emergency response available for life-safety conditions.

3.2.4.5 State if business is local, national, or international and indicate the business legal status (corporation, partnership, etc.)

Fikon Corp is a Florida Corporation operating locally within Miami-Dade County.

3.2.4.6 Give the date business was organized and/or incorporated

Fikon Corp was incorporated in the State of Florida on May 9, 2016.

3.2.4.7 Give the location of the office from which the work is to be done and the number of professional staff employees at that office

All project management and coordination are administered from the Miami office located at 1145 NW 28 Street, Miami, FL 33127.

Fikon Corp operates under direct management of its President and utilizes a consistent network of licensed and insured subcontractors who regularly perform work for the company.

3.2.4.8 Indicate whether the business is a parent or subsidiary in a group of firms/agencies. If it is, please state the name of the parent company

Fikon Corp is an independent corporation and is not affiliated with a parent company.

3.2.4.9 State if the business is licensed, permitted and/or certified to do business in the State of Florida and attach copies of all such licenses issued to the business entity

Fikon Corp holds the following active Florida licenses:

- General Contractor License – CGC1530927
- Mechanical Contractor License – CAC1818796

Fikon Corp has submitted all required documentation to the Florida Department of Business and Professional Regulation (DBPR) for issuance of a State Plumbing Contractor license. The application is complete and under review, and issuance is anticipated within approximately thirty (30) days.

Fikon Corp is certified as a Small Business Enterprise (SBE).

Copies of licenses and certifications are attached.

TAB 5 – EXPERIENCE AND QUALIFICATIONS

3.2.5.1 Specify the number of years the Proposer has been in business

Fikon Corp has operated continuously since May 2016 (10 years).

3.2.5.2 Identify the Proposer's qualifications to perform the services identified in this RFP as listed in section 2-2 of the Scope of Services

Fikon Corp specializes in residential rehabilitation, code-compliance repairs, HVAC systems, and minor home repair projects.

Relevant experience includes:

- Electrical hazard correction and panel replacement
- Roof leak repair and structural stabilization
- Plumbing repairs and water heater replacement
- HVAC repair and full replacement (self-performed under CAC1818796)
- Impact window and exterior door replacement
- ADA accessibility improvements
- Code violation corrections
- Energy efficiency upgrades tied to system failure

Fikon Corp has completed municipal and SHIP-style residential rehabilitation projects requiring:

- Strict budget cap compliance

- Itemized cost estimating
- Permit acquisition and final inspection closure
- Photo documentation
- Lien releases and warranty submissions
- Work in occupied homes

HVAC work is self-performed. Plumbing services are currently performed through licensed subcontractors; however, Fikon Corp's State Plumbing Contractor license is pending issuance from DBPR.

Electrical, roofing, and specialty trades are performed by licensed and insured subcontractors under direct company supervision.

Fikon Corp maintains active licenses, required insurance coverage, SBE certification, and is in good standing with no debarments or unresolved violations.

TAB 8 – References (Client Reference Form) TAB 9 - Additional Forms

CLIENT REFERENCE FORM

Provide a minimum of three (3) client references from recent similar transactions.

1) Name of Client Entity: NMCRA

Address: 735 NE 125 Street, Suite 100

City/State/Zip: North Miami, FL 33161

Contact: Cesar Gaeton

Title: Project coordiantor

Email Address: gcesar@northmiamifl.gov

Telephone: 305-893-6511, Ext. 18055

Scope of Work: HVAC, Driveways, duct work, fencing, painting

Description of Services Provided: SHIP program equivilent, $30,000 home improvement, residential remodeling

2) Name of Client Entity: Miami Beach SHIP program

Address: 1701 Meridian Avenue, Suite 400

City/State/Zip: Miami Beach, FL 33139

Contact: Nelson Martinez

Title: Project coordiantor

Email Address: NelsonMartinez@miamibeachfl.gov

Telephone:

Scope of Work: SHIP program equivilent, $50,000 and lesser

Description of Services Provided: home improvement, residential remodeling

3) Name of Client Entity: Citta Developement

Address: 3470 e coast ave

City/State/Zip: Miami Fl 33137

Contact: Marisol Noriega

Title: President

Email Address: marisolnoriega1@gmail.com

Telephone: 7862101986

Scope of Work: Residential remodeling multiple flips, all trades

Description of Services Provided: Bathroom remodeling, HVAC installations Flooring, drywall, plumbing, kitchen remodeling, etc

PROPOSER QUALIFICATIONS

The Proposer, in conjunction with this proposal, must hold a County and/or Municipal Contractor's Occupational License in the area of their fixed business location. The following information must be completed and submitted with the proposal to be considered:

1. Legal Name and Address:

   Name: Fikon Corp

   Address: 1145 nw 28 st

   City, State, Zip: miami fl 33127 Phone/Fax: 7862811828

2. Check One: Corporation (x) Partnership ( ) Individual ( )

3. If Corporation, state:
   Date of Incorporation: 2016 State in which Incorporated: FL

4. If an out-of-state Corporation, currently authorized to do business in Florida, give date of such authorization:_____

5. Name and Title of Principal Officers Date Elected:

   Omar Gutierrez 2016

   _____ _____

   _____ _____

   _____ _____

6. The length of time in business: 10 years

7. The length of time (continuous) in business as a service organization in Florida:
   10 years

8. A copy of County and/or Municipal Occupational License(s)

Note: *Information requested herein and submitted by the Proposers will be analyzed by the City of Opa-locka and will be a factor considered in awarding any resulting contract. The purpose is to ensure that the Contractors, in the sole opinion of the City of Opa-locka, can sufficiently and efficiently perform all the required services in a timely and satisfactory manner as will be required by the subject contract. If there are any terms and/or conditions that are in conflict, the most stringent requirement shall apply.*

CGC1530927

CAC1818796

CERTIFICATION REGARDING DEBARMENT, SUSPENSION PROPOSED DEBARMENT AND OTHER MATTERS OF RESPONSIBILITY

1. The Proposer certifies, to the best of its knowledge and belief, that the Proposer and/or any of its Principals:

A. Are not presently debarred, suspended, proposed for debarment, or declared ineligible for the award of contracts by any Federal agency.

B. Have not, within a three-year period preceding this offer, been convicted of or had a civil judgment rendered against them for: commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, state, or local) contract or subcontract; violation of Federal or state antitrust statutes relating to the submission of offers; or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, tax evasion, or receiving stolen property; and

C. Are not presently indicted for, or otherwise criminally or civilly charged by a governmental entity with, commission of any of the offenses enumerated in paragraph 1-B of this provision.

2. The Proposer has not, within a three-year period preceding this offer, had one or more contracts terminated for default by any City, County, State, Federal, or other agency.

A. "Principals," for the purposes of this certification, means officers; directors; owners; partners; and, persons having primary management or supervisory responsibilities within a business entity (e.g., general manager; plant manager; head of a subsidiary, division, or business segment, and similar positions). This Certification Concerns a Matter Within the Jurisdiction of an Agency of the United States and the Making of a False, Fictitious, or Fraudulent Certification May Render the Maker Subject to Prosecution Under Section 1001, Title 18, United States Code.

B. The Proposer shall provide immediate written notice to the Contracting Officer if, at any time prior to contract award, the Proposer learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.

C. A certification that any of the items in paragraph (a) of this provision exists will not necessarily result in withholding of an award under this solicitation. However, the certification will be considered in connection with a determination of the Proposer's responsibility. Failure of the Proposer to furnish a certification or provide such additional information as requested by the Contracting Officer may render the Proposer non-responsive.

D. Nothing contained in the foregoing shall be construed to require the establishment of a system of records in order to render, in good faith, the certification required by paragraph (a) of this provision. The knowledge and information of a Proposer is not required to exceed

that which is normally possessed by a prudent person in the ordinary course of business dealings.

E. The certification in paragraph 1(a) of this provision is a material representation of fact upon which reliance was placed when making award. If it is later determined that the Proposer knowingly rendered an erroneous certification, in addition to other remedies available to the Government, the Contracting Officer may terminate the contract resulting from this solicitation for default.

AS THE PERSON AUTHORIZED TO SIGN THE STATEMENT, I CERTIFY THAT THIS FIRM COMPLIES FULLY WITH THE ABOVE REQUIREMENTS.

Signature 

Printed Name Omar Gutierrez

DRUG-FREE WORKPLACE CERTIFICATION FORM

Whenever two (2) or more bids/proposals, which are equal with respect to price, quality, and service, are received by the CITY OF OPA-LOCKA for the procurement of commodities or contractual services, a bid/proposal received from a business that certifies that it has implemented a drug-free workplace program shall be given preference in the award process. In order to have a drug-free workplace program, a business shall:

1. Publish a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of controlled substances is prohibited in the workplace and specifying the actions that will be taken against employees for violations of such prohibition.

2. Inform employees about the dangers of drug abuse in the workplace, the business's policy of maintaining a drug-free workplace, any available drug counseling, rehabilitation, and employee assistance programs, and the penalties that may be imposed upon employees for drug abuse violations.

3. Give each employee engaged in providing the commodities or contractual services that are under bid a copy of the statement specified in number (1).

4. In the statement specified in number (1), notify the employees that as a condition for working on the commodities or contractual services that are under bid, the employee will abide by the terms of the statement and will notify the employer of any conviction on or plea of guilty or no contest to any violation of Chapter 893, Florida Statutes or of any controlled substance law of the United States or any singular state, for a violation occurring in the workplace no later than five (5) days after such conviction.

5. Impose a sanction on or require satisfactory participation in a drug abuse assistance or rehabilitation program if such is available in the employee's community by any employee who is so convicted.

6. Make a good faith effort to continue to maintain a drug-free workplace through implementation of Section 287.087, Florida Statutes.

This Certification is submitted by Omar Gutierrez (Name) the president (Title/Position) of Fikon Corp (Company)

who does hereby certify that said Company has implemented a drug-free workplace program, which meets the requirements of Section 287.087, Florida Statutes, which are identified in numbers (1) through (6) above.

02/11/2026
Date



Signature

RFP 26-0316200
NON-COLLUSION AFFIDAVIT
STATE OF FLORIDA - COUNTY OF MIAMI DADE

(1) He/She/They is/are the President (Owner, Partner, Officer, Representative or Agent) of Fikon Corp the PROPOSER that has submitted the attached Proposal;

(2) He/She/They is/are fully informed respecting the preparation and contents of the attached Proposal and of all pertinent circumstances respecting such Proposal;

(3) Such Proposal is genuine and is not a collusive or sham Proposal;

(4) Neither the said PROPOSER nor any of its officers, partners, owners, agents, representatives, employees or parties in interest, including this affiant, have in any way colluded, conspired, connived or agreed, directly or indirectly, with any other PROPOSER, firm, or person to submit a collusive or sham Proposal in connection with the Work for which the attached Proposal has been submitted; or to refrain from Proposing in connection with such Work; or have in any manner, directly or indirectly, sought by agreement or collusion, or communication, or conference with any PROPOSER, firm, or person to fix any overhead, profit, or cost elements of the Proposal or of any other PROPOSER, or to fix any overhead, profit, or cost elements of the Proposed Price or the Proposed Price of any other PROPOSER, or to secure through any collusion, conspiracy, connivance, or unlawful agreement any advantage against (Recipient), or any person interested in the proposed Work;

(5) The price or prices quoted in the attached Proposal are fair and proper and are not tainted by any collusion, conspiracy, connivance, or unlawful agreement on the part of the PROPOSER or any other of its agents, representatives, owners, employees or parties of interest, including this affiant.

Signed, sealed and delivered in the presence of:

Otary Nameer
Witness

Marie-anne lee
Witness

By: _____
Signature

Omar Gutierrez, President
Print Name and Title

NON-DISCRIMINATION AFFIDAVIT

I, the undersigned, hereby duly sworn, depose and say that the organization, business or entity represented herein shall not discriminate against any person in its operations, activities or delivery of services under any agreement it enters into with the City of Opa-locka. The same shall affirmatively comply with all applicable provisions of federal, state and local equal employment laws and shall not engage in or commit any discriminatory practice against any person based on race, age, religion, color, gender, sexual orientation, national origin, marital status, physical or mental disability, political affiliation or any other factor which cannot be lawfully used as a basis for service delivery.

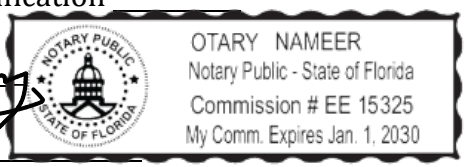
By: Omar Gutierrez

Title: President

State of Florida County of Miami-Dade
The foregoing instrument was acknowledged before me via [x] physical presence OR [ ] online notarizations this 11th day of feb, 2026.

By Omar Gutierrez
Personally known x OR produced identification

Otary Nameer
Notary Public
My Commission Expires 01/01/2030



E-VERIFY

Effective January 1, 2021, public and private employers, contractors and subcontractors will be required to register with, and use of the E-Verify system in order to verify the work authorization status of all newly hired employees. Vendor/Consultant/Contractor acknowledges and agrees to utilize the U.S. Department of Homeland Security's E-Verify System to verify the employment eligibility of:

a) All persons employed by Vendor/Consultant/Contractor to perform employment duties within Florida during the term of the contract; and

b) All persons (including sub-vendors/sub-contractors) assigned by Vendor /Consultant/ Contractor to perform work pursuant to the contract with the Department. The Vendor /Consultant/ Contractor acknowledges and agrees that use of the U.S. Department of Homeland Security's E-Verify System during the term of the contract is a condition of the contract with the City; and

By entering into a Contract, the Contractor becomes obligated to comply with the provisions of Section 448.095, Fla. Stat., "Employment Eligibility," as amended from time to time. This includes but is not limited to utilization of the E-Verify System to verify the work authorization status of all newly hired employees, and requiring all subcontractors to provide an affidavit attesting that the subcontractor does not employ, contract with, or subcontract with, an unauthorized alien. The contractor shall maintain a copy of such affidavit for the duration of the contract. Failure to comply will lead to termination of this Contract, or if a subcontractor knowingly violates the statute, the subcontract must be terminated immediately. If t contract is terminated for a violation of the statute by the Contractor, the Contractor may not be awarded a public contract for a period of 1 year after the date of termination. The Contractor acknowledges it is liable to the City for any additional costs as a result of termination of the contract due to Contractor's failure to comply with the provisions herein.

E-VERIFY FORM

Definitions:

“Contractor” means a person or entity that has entered or is attempting to enter into a contract with a public employer to provide labor, supplies, or services to such employer in exchange for salary, wages, or other remuneration.

“Subcontractor” means a person or entity that provides labor, supplies, or services to or for a contractor or another subcontractor in exchange for salary, wages, or other remuneration.

Effective January 1, 2021, public and private employers, contractors and subcontractors will begin required registration with, and use of the E-Verify system in order to verify the work authorization status of all newly hired employees. Vendor/Consultant/Contractor acknowledges and agrees to utilize the U.S. Department of Homeland Security’s E-Verify System to verify the employment eligibility of:

a) All persons employed by Vendor/Consultant/Contractor to perform employment duties within Florida during the term of the contract; and

b) All persons (including sub-vendors/subcompanies/subcontractors) assigned by Vendor/Consultant/Contractor to perform work pursuant to the contract with the Department. The Vendor/Consultant/Contractor acknowledges and agrees that use of the U.S. Department of Homeland Security’s E-Verify System during the term of the contract is a condition of the contract with the City of Opa-locka; and

Should vendor become successful Contractor awarded for the above-named project, by entering into this Contract, the Contractor becomes obligated to comply with the provisions of Section 448.095, Fla. Stat., "Employment Eligibility," as amended from time to time. This includes but is not limited to utilization of the E-Verify System to verify the work authorization status of all newly hired employees, and requiring all subcontractors to provide an affidavit attesting that the subcontractor does not employ, contract with, or subcontract with, an unauthorized alien. The contractor shall maintain a copy of such affidavit for the duration of the contract. Failure to comply will lead to termination of this Contract, or if a subcontractor knowingly violates the statute, the subcontract must be terminated immediately. If this contract is terminated for a violation of the statute by the Contractor, the Contractor may not be awarded a public contract for a period of 1 year after the date of termination.

Company Name: Fikon Corp

Authorized Signature: 

Print Name: Omar Gutierrez

Title: President

Date: 02/11/2026

ANTI-KICKBACK AFFIDAVIT

STATE OF FLORIDA)
) ss:
COUNTY OF MIAMI-DADE)

I, the undersigned, hereby duly sworn, depose and say that no portion of the sum herein proposed, or compensation that may be received as a result of this Proposal, will be paid to any employee of the City of Opa-Locka or its elected officials, as a commission, kickback, reward, or gift, whether directly or indirectly, by me or any member of my firm, or by any officer of the corporation.

By: Omar Gutierrez

Title: President

Sworn to and subscribed before me this

11th day of feb, **2026**

Otary Nameer



Notary Public,
State of Florida at Large
My Commission Expires: 01/01/2030

Ron DeSantis, Governor

Melanie S. Griffin, Secretary

STATE OF FLORIDA
DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION

CONSTRUCTION INDUSTRY LICENSING BOARD

THE CLASS B AIR CONDITIONING CONTRACTOR HEREIN IS CERTIFIED UNDER THE PROVISIONS OF CHAPTER 489, FLORIDA STATUTES

GUTIERREZ NORIEGA, OMAR

FIKON, CORP
1145 NW 28 ST MIAMI
MIAMI FL 33127

LICENSE NUMBER: CAC1818796

EXPIRATION DATE: AUGUST 31, 2026

Always verify licenses online at MyFloridaLicense.com

ISSUED: 06/05/2024

Do not alter this document in any form.

This is your license. It is unlawful for anyone other than the licensee to use this document.

Ron DeSantis, Governor

Melanie S. Griffin, Secretary

STATE OF FLORIDA
DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION

CONSTRUCTION INDUSTRY LICENSING BOARD

THE GENERAL CONTRACTOR HEREIN IS CERTIFIED UNDER THE
PROVISIONS OF CHAPTER 489, FLORIDA STATUTES

GUTIERREZ NORIEGA, OMAR

FIKON, CORP
1145 NW 28 ST MIAMI
MIAMI FL 33127

LICENSE NUMBER: CGC1530927

EXPIRATION DATE: AUGUST 31, 2026

Always verify licenses online at MyFloridaLicense.com

ISSUED: 06/05/2024

Do not alter this document in any form.

This is your license. It is unlawful for anyone other than the licensee to use this document.

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 02/11/2026

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER	CONTACT NAME:	
Next First Insurance Agency, Inc. PO Box 60787 Palo Alto, CA 94306	PHONE (A/C, No, Ext): (855) 222-5919	FAX (A/C, No):
	E-MAIL ADDRESS: support@nextinsurance.com	

INSURER(S) AFFORDING COVERAGE	NAIC #
INSURER A : State National Insurance Company, Inc.	12831
INSURER B :	
INSURER C :	
INSURER D :	
INSURER E :	
INSURER F :	

INSURED
FIKON, CORP
1145 NW 28th St
Miami, FL 33127

COVERAGES **CERTIFICATE NUMBER:** 103492776 **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	X **COMMERCIAL GENERAL LIABILITY** CLAIMS-MADE [X] OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: [X] POLICY [ ] PRO-JECT [ ] LOC [ ] OTHER:	X	X	NXTLCPFYHF-02-GL	03/13/2025	03/13/2026	EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurrence) MED EXP (Any one person) PERSONAL & ADV INJURY GENERAL AGGREGATE PRODUCTS - COMP/OP AGG $	$1,000,000.00 $100,000.00 $15,000.00 $1,000,000.00 $2,000,000.00 $2,000,000.00
	AUTOMOBILE LIABILITY [ ] ANY AUTO [ ] OWNED AUTOS ONLY [ ] SCHEDULED AUTOS [ ] HIRED AUTOS ONLY [ ] NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident) $	$ $ $ $ $
	[ ] **UMBRELLA LIAB** [ ] OCCUR [ ] **EXCESS LIAB** [ ] CLAIMS-MADE [ ] DED [ ] RETENTION $						EACH OCCURRENCE AGGREGATE $	$ $ $
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY Y / N ANYPROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? [ ] **(Mandatory in NH)** If yes, describe under DESCRIPTION OF OPERATIONS below	N / A					[ ] PER STATUTE [ ] OTH-ER E.L. EACH ACCIDENT E.L. DISEASE - EA EMPLOYEE E.L. DISEASE - POLICY LIMIT	 $ $ $
A	Contractors Errors and Omissions	X		NXTLCPFYHF-02-GL	03/13/2025	03/13/2026	Each Occurrence: Aggregate:	$25,000.00 $50,000.00

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

The Certificate Holder is City of Opa-Locka. A Waiver of Subrogation applies in favor of this Certificate Holder on the following policies: General Liability. This Certificate Holder is an Additional Insured on the General Liability policy per the Additional Insured Automatic Status Endorsement. All Additional Insured privileges apply only if required by written agreement between the Certificate Holder and the insured, and are subject to policy terms and conditions.

CERTIFICATE HOLDER

City of Opa-Locka
780 Fisherman St Fl 4
Opa Locka, FL 33054

LIVE CERTIFICATE

Click or scan to view

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

© 1988-2015 ACORD CORPORATION. All rights reserved.

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 2/12/2026

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER GIGA Solutions 101 Plaza Real South Ste 201 Boca Raton FL 33432	**CONTACT NAME:** **PHONE (A/C, No, Ext):** 888-581-0807 **FAX (A/C, No):** **E-MAIL ADDRESS:**
	INSURER(S) AFFORDING COVERAGE / **NAIC #** **INSURER A :** Benchmark Insurance Company / 41394
INSURED PAYCORP HR INC 5575 A1A South Ste 116A St Augustine FL 32080	**INSURER B :** **INSURER C :** **INSURER D :** **INSURER E :** **INSURER F :**

COVERAGES **CERTIFICATE NUMBER:** 1053599774 **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
	COMMERCIAL GENERAL LIABILITY CLAIMS-MADE / OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: POLICY / PRO-JECT / LOC OTHER:						EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurrence) MED EXP (Any one person) PERSONAL & ADV INJURY GENERAL AGGREGATE PRODUCTS - COMP/OP AGG	$ $ $ $ $ $
	AUTOMOBILE LIABILITY ANY AUTO OWNED AUTOS ONLY / SCHEDULED AUTOS HIRED AUTOS ONLY / NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident)	$ $ $ $
	UMBRELLA LIAB OCCUR **EXCESS LIAB** CLAIMS-MADE DED / RETENTION $						EACH OCCURRENCE AGGREGATE	$ $
A	**WORKERS COMPENSATION AND EMPLOYERS' LIABILITY** ANYPROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? **(Mandatory in NH)** If yes, describe under DESCRIPTION OF OPERATIONS below	Y / N: Y	N / A	99WCGC0200701800	11/1/2025	11/1/2026	X PER STATUTE / OTH-ER E.L. EACH ACCIDENT E.L. DISEASE - EA EMPLOYEE E.L. DISEASE - POLICY LIMIT	 $ 1,000,000 $ 1,000,000 $ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Coverage provided for all leased employees but not subcontractors of: Fikon, Corp Location coverage effective: 11/01/2025.

CERTIFICATE HOLDER

City of Opa-Locka
Office of the City Clerk
780 Fisherman Street
4th Floor
Opa-Locka FL 33054

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Carla Busick

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CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 02/12/2026

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER PEOPLES INSURANCE AGENCY 1563 NW 27th Ave. Miami FL 33125	**CONTACT NAME:** JOSE MAURISSET **PHONE (A/C, No, Ext):** (305) 633-6111 **FAX (A/C, No):** (305) 633-0066 **E-MAIL ADDRESS:** jm.peoplesinsuranceagency@gmail.com
INSURED FIKON CORP 1145 NW 28th St Miami FL 33127	**INSURER(S) AFFORDING COVERAGE** / **NAIC #** **INSURER A :** KEMPER AUTO INSURANCE 39497 **INSURER B :** **INSURER C :** **INSURER D :** **INSURER E :** **INSURER F :**

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
	COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☐ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☐ PRO-JECT ☐ LOC OTHER:						EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurrence) MED EXP (Any one person) PERSONAL & ADV INJURY GENERAL AGGREGATE PRODUCTS - COMP/OP AGG $	$ $ $ $ $ $ $
A	**AUTOMOBILE LIABILITY** ☐ ANY AUTO ☐ OWNED AUTOS ONLY ☒ SCHEDULED AUTOS ☒ HIRED AUTOS ONLY ☒ NON-OWNED AUTOS ONLY			50026023701	08/01/2025	08/01/2026	COMBINED SINGLE LIMIT (Ea accident) BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident) PIP	$ 1,000,000.00 $ $ $ $ 10,000.00
	UMBRELLA LIAB ☐ OCCUR **EXCESS LIAB** ☐ CLAIMS-MADE ☐ DED ☐ RETENTION $						EACH OCCURRENCE AGGREGATE $	$ $ $
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY Y / N ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? ☐ **(Mandatory in NH)** If yes, describe under DESCRIPTION OF OPERATIONS below	N / A					☐ PER STATUTE ☐ OTH-ER E.L. EACH ACCIDENT E.L. DISEASE - EA EMPLOYEE E.L. DISEASE - POLICY LIMIT	 $ $ $

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Certificate Holder is an additional insured

CERTIFICATE HOLDER

City of Opa-Locka Office of the City Clerk
780 Fisherman Street,
4th Floor
Opa-Locka, FL 33054

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE



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THERMIA CORP

Proposal Submission
RFP 26-0316200
Pre-Qualified Pool of General Contractors
Owner-Occupied Minor Home Repair Program
City of Opa-locka, Florida

Cover Letter

City of Opa-locka
Office of the City Clerk
780 Fisherman Street, 4th Floor
Opa-locka, FL 33054

Subject: **RFP 26-0316200 – Pre-Qualified Pool of General Contractors for the Owner-Occupied Minor Home Repair Program**

To the Selection Committee:

Thermia Corp is pleased to submit this proposal for consideration under RFP 26-0316200. Thermia Corp is a fully licensed, insured, and experienced Florida contractor holding State of Florida licenses in **General Contracting (GC), Air Conditioning (AC), Plumbing, Roofing, Mold Remediation, and Water Restoration**. We are also certified by Miami-Dade County as an **SBE-Construction (SBE-Con), SBE-Goods & Services (SBE-GS), and Local Developing Business (LDB)** firm.

Thermia Corp is an **EPA Lead-Safe Certified Firm**, authorized to perform renovation, repair, and painting activities in pre-1978 homes in compliance with federal RRP regulations.

Our team has extensive experience performing residential and commercial rehabilitation, life-safety repairs, code compliance corrections, and energy-efficiency upgrades throughout Miami-Dade and Broward County. We are committed to delivering high-quality workmanship, timely performance, and exceptional service to Opa-locka residents.

We appreciate the opportunity to participate in this important program and look forward to supporting the City's mission to preserve safe, habitable, and affordable housing.

Respectfully submitted,

Emiro Pineda
Vice President

Thermia Corp
info@thermia.us
Ph: 844-442-2776
Cell: 754-308-0171
Address: 5735 NW 112th Path. Doral Fl. 33178

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RFP 26-0316200 – Pre-Qualified Pool of General Contractors for the Owner-Occupied Minor Home Repair Program

City of Opa-locka, Florida
March 16, 2026
City of Opa-locka
Office of the City Clerk
780 Fisherman Street, 4th Floor
Opa-locka, FL 33054
Attn: City Clerk

Dear Evaluation Committee Members:

Thermia Corp is pleased to submit our proposal in response to RFP 26-0316200 – Pre-Qualified Pool of General Contractors for the Owner-Occupied Minor Home Repair Program. As a fully licensed, insured, and experienced Florida general contractor, we are committed to supporting the City's mission to improve life-safety, habitability, and energy-efficiency conditions for eligible homeowners.

Our firm brings extensive experience in residential rehabilitation, code-compliance corrections, emergency repairs, and federally aligned housing programs. We maintain all required State of Florida licenses, carry the insurance coverages specified in the RFP, and operate with strict adherence to the Florida Building Code, Miami-Dade County regulations, and applicable federal requirements including Section 3, Fair Housing, and Equal Opportunity standards.

Enclosed in this submission are all required documents, including:

- Completed Proposal Forms
- Proposer Qualifications
- Required Affidavits (Non-Collusion, Non-Discrimination, Debarment, Drug-Free Workplace, Anti-Kickback, E-Verify)
- Proof of Licensing & Insurance
- References
- Any additional supporting documentation required by the RFP

Thermia Corp is prepared to mobilize promptly, participate in site visits, provide competitive and itemized cost proposals, and deliver high-quality workmanship consistent with the City's written

rehabilitation standards. We welcome the opportunity to serve as a trusted contractor within the City's pre-qualified pool.

Should you require additional information or clarification, please contact me directly at:

Emiro Pineda

Vice President & Qualifier

Thermia Corp

Phone: 844-442-2776 / 754-308-0171

Email: info@thermia.us / emiro@thermia.us

Thank you for your consideration. We look forward to the opportunity to support the City of Opa-locka and its residents.

Sincerely,



Emiro Pineda
Vice President & Qualifier
Thermia Corp

TAB 3. **GENERAL INFORMATION**

1. Legal Name of Proposer

Thermia Corp.

2. Business Address

5735 NW 112th Path. Doral, Fl. 33178
Doral, Florida
Phone: 844-442-2776 / 754-308-0171
Email: info@thermia.us

3. Name and Contact information

Name: Emiro Pineda
Title: Vice President & Qualifier
Phone: 844-442-2776
Email: info@thermia.us

4. Normal Business Hours

Monday to Friday 9 am to 5 pm

5. Corporate Status & Licensure

Thermia Corp. is Florida Business (Corporation), based in Doral, Florida, fully licensed and authorized to perform general contracting services in the State of Florida. The company maintains all required state and local licenses, including:

- Florida Certified General Contractor License (also AC, Roofing, Pluming, Mold Restoration and WRT)
- Miami-Dade County Business Tax Receipt
- SBE Certified (Miami Dade County)
- City of Opa-locka Business Tax Receipt (if required at contract execution)

6. Insurance Compliance

Thermia Corp. maintains all insurance coverages required under RFP 26-0316200.

6. Years in Business

Thermia Corp. has been operating continuously since **03/08 2021**, providing residential, commercial, and government contracting services throughout Miami-Dade, Broward, and Palm Beach counties.

7. Thermia Corp. operates from its primary office located in Doral, Florida, from which all administrative, project management, compliance, and coordination activities for this program will be conducted.

The firm maintains a dedicated team structured as follows:

- Professional Staff at the Office: 2 full-time personnel responsible for project administration, permitting, documentation, scheduling, and compliance.
- Field Personnel: 10 skilled trades and field technicians assigned to construction, inspections support, and on-site execution of scopes of work.

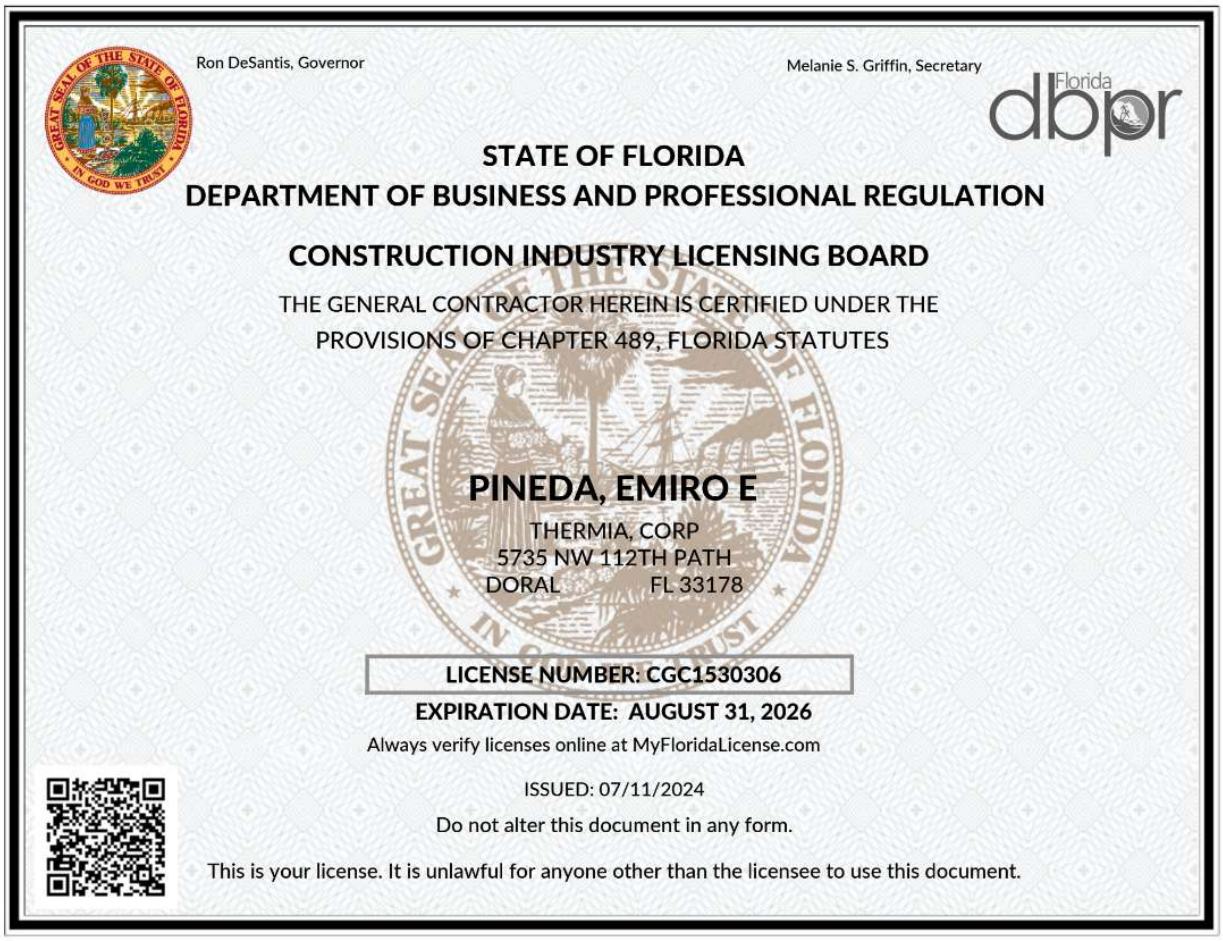
Thermia Corp. also maintains the operational capacity to scale additional field labor and subcontracted licensed trades as needed to meet program demand and ensure timely completion of assigned work orders.

8. Indicate whether the business is a parent or subsidiary in a group of firms/agencies. If it is, please state the name of the parent company

Thermia Corp. is an independent Florida-licensed contracting firm.

The company does not belong to any parent company, nor does it operate as a subsidiary, division, or affiliate of any other group of firms or agencies.

LICENSES AND CERTIFICATIONS



Ron DeSantis, Governor

Melanie S. Griffin, Secretary

Florida dbpr

STATE OF FLORIDA
DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION

CONSTRUCTION INDUSTRY LICENSING BOARD

THE GENERAL CONTRACTOR HEREIN IS CERTIFIED UNDER THE
PROVISIONS OF CHAPTER 489, FLORIDA STATUTES

PINEDA, EMIRO E

THERMIA, CORP
5735 NW 112TH PATH
DORAL FL 33178

LICENSE NUMBER: CGC1530306

EXPIRATION DATE: AUGUST 31, 2026

Always verify licenses online at MyFloridaLicense.com

ISSUED: 07/11/2024

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This is your license. It is unlawful for anyone other than the licensee to use this document.

Ron DeSantis, Governor

Melanie S. Griffin, Secretary

Florida dbpr

STATE OF FLORIDA
DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION

CONSTRUCTION INDUSTRY LICENSING BOARD

THE CLASS A AIR CONDITIONING CONTRACTOR HEREIN IS CERTIFIED UNDER THE PROVISIONS OF CHAPTER 489, FLORIDA STATUTES

PINEDA, EMIRO E

THERMIA, CORP
5735 NW 112TH PATH
DORAL FL 33178

LICENSE NUMBER: CAC1820674

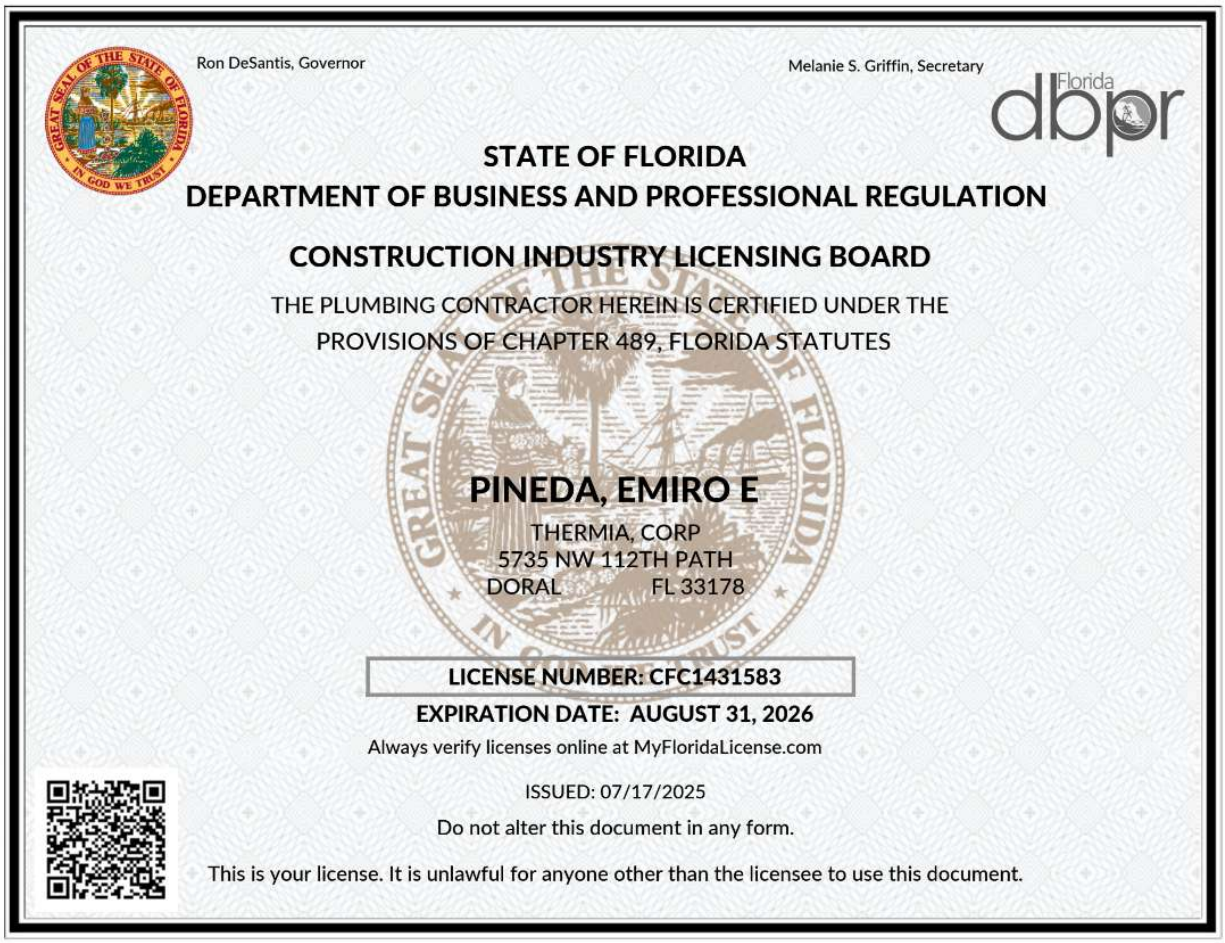
EXPIRATION DATE: AUGUST 31, 2026

Always verify licenses online at MyFloridaLicense.com

ISSUED: 07/17/2025

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Ron DeSantis, Governor

Melanie S. Griffin, Secretary

Florida dbpr

STATE OF FLORIDA
DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION

CONSTRUCTION INDUSTRY LICENSING BOARD

THE PLUMBING CONTRACTOR HEREIN IS CERTIFIED UNDER THE
PROVISIONS OF CHAPTER 489, FLORIDA STATUTES

PINEDA, EMIRO E

THERMIA, CORP
5735 NW 112TH PATH
DORAL FL 33178

LICENSE NUMBER: CFC1431583

EXPIRATION DATE: AUGUST 31, 2026

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ISSUED: 07/17/2025

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Melanie S. Griffin, Secretary

Florida dbpr

STATE OF FLORIDA
DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION

CONSTRUCTION INDUSTRY LICENSING BOARD

THE ROOFING CONTRACTOR HEREIN IS CERTIFIED UNDER THE
PROVISIONS OF CHAPTER 489, FLORIDA STATUTES

PINEDA, EMIRO E

THERMIA, CORP
5735 NW 112TH PATH
DORAL FL 33178

LICENSE NUMBER: CCC1334100

EXPIRATION DATE: AUGUST 31, 2026

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ISSUED: 07/11/2024

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Ron DeSantis, Governor

Melanie S. Griffin, Secretary

Florida dbpr

STATE OF FLORIDA
DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION

MOLD-RELATED SERVICES LICENSING PROGRAM

THE MOLD ASSESSOR HEREIN IS CERTIFIED UNDER THE
PROVISIONS OF CHAPTER 468, FLORIDA STATUTES

PINEDA, EMIRO E

5735 NW 112TH PATH
DORAL FL 33178

LICENSE NUMBER: MRSA5061

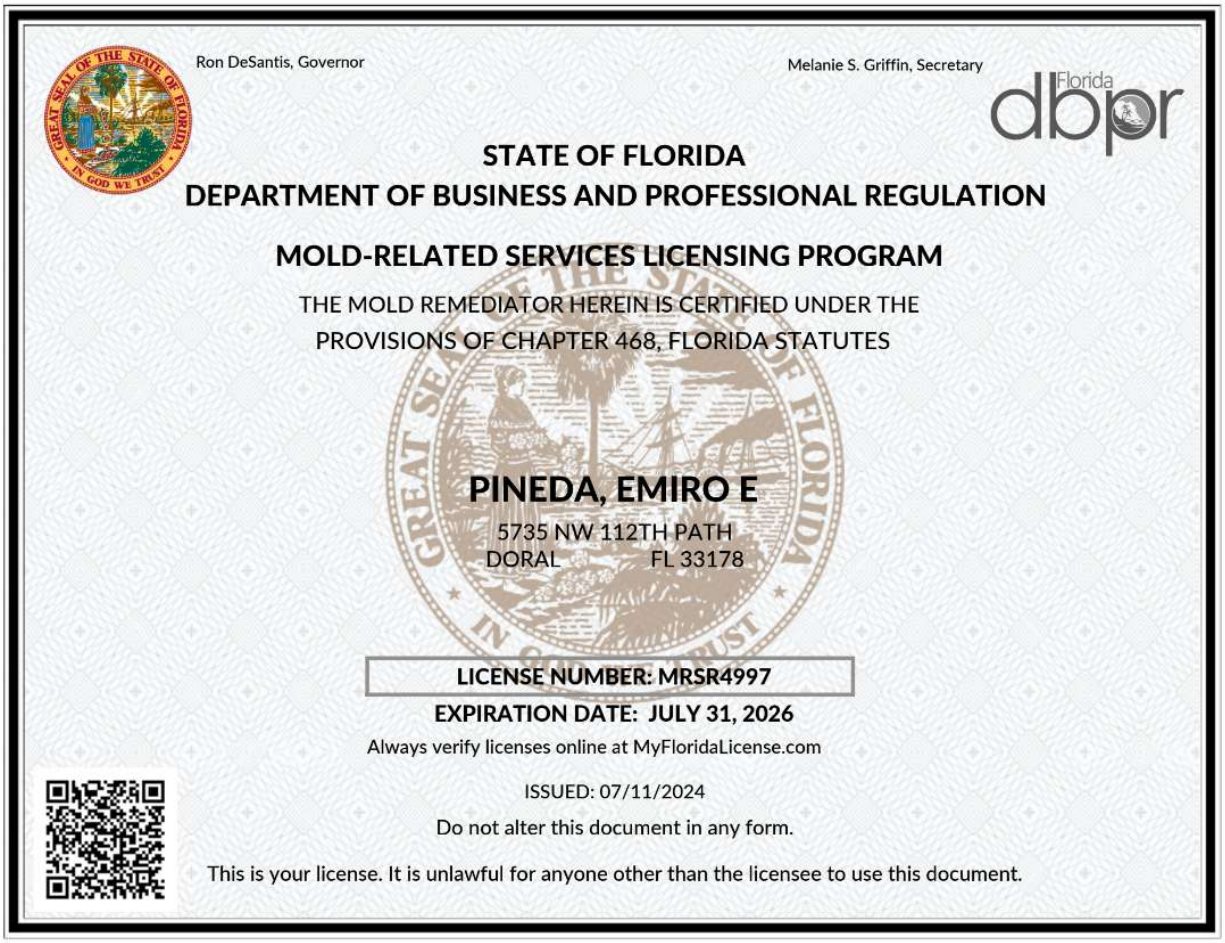
EXPIRATION DATE: JULY 31, 2026

Always verify licenses online at MyFloridaLicense.com

ISSUED: 05/30/2024

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Ron DeSantis, Governor

Melanie S. Griffin, Secretary

Florida dbpr

STATE OF FLORIDA
DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION

MOLD-RELATED SERVICES LICENSING PROGRAM

THE MOLD REMEDIATOR HEREIN IS CERTIFIED UNDER THE
PROVISIONS OF CHAPTER 468, FLORIDA STATUTES

PINEDA, EMIRO E

5735 NW 112TH PATH
DORAL FL 33178

LICENSE NUMBER: MRSR4997

EXPIRATION DATE: JULY 31, 2026

Always verify licenses online at MyFloridaLicense.com

ISSUED: 07/11/2024

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IICRC®
Institute of Inspection Cleaning and Restoration Certification

EMIRO E. PINEDA

is a registrant in good standing with the IICRC, and has qualified by service and examination for certification in the following areas:

WATER DAMAGE RESTORATION

this registrant has pledged to perform services in these areas with skill, honesty and integrity to provide the consumer with the highest standard of care and expertise.

70135230	9/30/2026
Register Number	Expiration Date

United States Environmental Protection Agency

This is to certify that

Thermia Corp

has fulfilled the requirements of the Toxic Substances Control Act (TSCA) Section 402, and has received certification to conduct lead-based paint renovation, repair, and painting activities pursuant to 40 CFR Part 745.89

In the Jurisdiction of:

All EPA Administered States, Tribes, and Territories

This certification is valid from the date of issuance and expires September 24, 2030

NAT-F308415-1
Certification #

September 10, 2025
Issued On

Marc Edmonds, Chief
Risk Assessment Management Branch 2.

MIAMI-DADE COUNTY
miamidade.gov

STRATEGIC PROCUREMENT DEPARTMENT
111 NW 1ST Street • Suite 1300
Miami, Florida 33128 – 1974
Telephone 305-375-5289

September 15, 2025

JAQUELINE TSOI
THERMIA, CORP
5735 NW 112th Path
Doral, FL 33178-2966

Approval Date: September 8, 2025 Small Business Enterprise - Construction (SBE-Con)
Expiration Date: September 30, 2028

Dear JAQUELINE TSOI,

Miami-Dade County Strategic Procurement Department (SPD), has completed the review of your application and attachments submitted for certification. Your firm is officially certified as a Miami-Dade County Small Business Enterprise. The Small Business Enterprise (SBE) programs are governed by Sections 2-8.1.1.1.1; 2-8.1.1.1.2; 2-10.4.01; 10-33.02 of Miami-Dade County's Codes. This Small Business Enterprise - Construction (SBE-Con) certification is valid for three (3) years. However, to validate continuing eligibility, SPD may conduct random audit(s) within the three (3) year certification period. **Failure to provide required documentation for a random audit will initiate the decertification process.**

At the time of expiration, your firm will submit a Re-certification Application at least one hundred and eighty (180) days, but not less than, ninety (90) days, prior to the end of the three (3) year certification term via the County's web-based system, Business Management Workforce System (BMWS). This will ensure sufficient time for process by SPD. **Failure to provide the re-certification application and required supporting documentation will initiate the decertification process.**

If at any time there is a material or business structure change in the firm including, but not limited to, ownership, officers, director, scope of work being performed, daily operations, affiliations(s) with other businesses or the physical location of the firm, you must notify this office within thirty (30) calendar days of the effective date of the change(s) via the BMWS. Notification should include supporting documentation. You will receive timely instructions from this office as to how you should proceed, if necessary. **Failure to notify SBD of any changes may result in immediate action to decertify the firm.**

This letter will be the only approval notification issued for the duration of your firm's three-year certification. If the firm attains graduation or becomes ineligible during the three-year certification period, you will be properly notified following an administrative process that your firm's certification has been removed pursuant to the code. Your firm's name and tier level will be listed in the directory for all SBE certified firms, which can be accessed through Miami-Dade County's SPD website: https://www.miamidade.gov/global/business/smallbusiness/home.page. The categories as listed below affords you the opportunity to bid and participate on contracts with Small Business Enterprise measures.

It is strongly recommended that you register your firm as a bidder with Miami-Dade County. To register, you may visit: https://www.miamidade.gov/global/business/procurement/home.page. Thank you for your interest in doing business with Miami-Dade County. If you have any questions or concerns, you may contact our office at 305-375-3111 or via email at sbdcert@miamidade.gov.

Sincerely,

Jeanise Cummings-Lubossiere
Section Chief, Strategic Procurement Department

CATEGORIES: (Your firm may bid or participate on contracts only under these categories)

MIAMI-DADE COUNTY
miamidade.gov

STRATEGIC PROCUREMENT DEPARTMENT
111 NW 1ST Street • Suite 1300
Miami, Florida 33128 – 1974
Telephone 305-375-5289

September 15, 2025

JAQUELINE TSOI
THERMIA, CORP
5735 NW 112th Path
Doral, FL 33178-2966

Approval Date: September 8, 2025 Small Business Enterprise - Goods & Services (SBE-G&S)
Expiration Date: September 30, 2028

Dear JAQUELINE TSOI,

Miami-Dade County Strategic Procurement Department (SPD), has completed the review of your application and attachments submitted for certification. Your firm is officially certified as a Miami-Dade County Small Business Enterprise. The Small Business Enterprise (SBE) programs are governed by Sections 2-8.1.1.1.1; 2-8.1.1.1.2; 2-10.4.01; 10-33.02 of Miami-Dade County's Codes. This Small Business Enterprise - Goods & Services (SBE-G&S) certification is valid for three (3) years. However, to validate continuing eligibility, SPD may conduct random audit(s) within the three (3) year certification period. **Failure to provide required documentation for a random audit will initiate the decertification process.**

At the time of expiration, your firm will submit a Re-certification Application at least one hundred and eighty (180) days, but not less than, ninety (90) days, prior to the end of the three (3) year certification term via the County's web-based system, Business Management Workforce System (BMWS). This will ensure sufficient time for process by SPD. **Failure to provide the re-certification application and required supporting documentation will initiate the decertification process.**

If at any time there is a material or business structure change in the firm including, but not limited to, ownership, officers, director, scope of work being performed, daily operations, affiliations(s) with other businesses or the physical location of the firm, you must notify this office within thirty (30) calendar days of the effective date of the change(s) via the BMWS. Notification should include supporting documentation. You will receive timely instructions from this office as to how you should proceed, if necessary. **Failure to notify SBD of any changes may result in immediate action to decertify the firm.**

This letter will be the only approval notification issued for the duration of your firm's three-year certification. If the firm attains graduation or becomes ineligible during the three-year certification period, you will be properly notified following an administrative process that your firm's certification has been removed pursuant to the code. Your firm's name and tier level will be listed in the directory for all SBE certified firms, which can be accessed through Miami-Dade County's SPD website: https://www.miamidade.gov/global/business/smallbusiness/home.page. The categories as listed below affords you the opportunity to bid and participate on contracts with Small Business Enterprise measures.

It is strongly recommended that you register your firm as a bidder with Miami-Dade County. To register, you may visit: https://www.miamidade.gov/global/business/procurement/home.page. Thank you for your interest in doing business with Miami-Dade County. If you have any questions or concerns, you may contact our office at 305-375-3111 or via email at sbdcert@miamidade.gov.

Sincerely,

Jeanise Cummings-Labossiere
Section Chief, Strategic Procurement Department

CATEGORIES: (Your firm may bid or participate on contracts only under these categories)

MIAMI-DADE COUNTY
miamidade.gov

STRATEGIC PROCUREMENT DEPARTMENT
111 NW 1ST Street • Suite 1300
Miami, Florida 33128 – 1974
Telephone 305-375-5289

September 15, 2025

JAQUELINE TSOI
THERMIA, CORP
5735 NW 112th Path
Doral, FL 33178-2966

Approval Date: September 8, 2025 - Local Development Business (LDB)
Anniversary Date: September 30, 2026

Dear JAQUELINE TSOI,

Miami-Dade County Strategic Procurement Department (SPD), has completed the review of your application and attachments submitted for certification. Your firm is officially certified as a Miami-Dade County Local Developing Business (LDB) in accordance with section of the code of Miami-Dade County.

LDB certification is continuous with no expiration date; however, firms are required to attest that there are no changes via the No Change Declaration form on or before the firm's anniversary date to remain certified. You will be notified of your annual responsibilities in advance of the Anniversary Date listed above. You must submit the annual No Change Declaration form no later than the Anniversary Date to maintain your eligibility. Failure to comply with the said responsibilities may result in immediate action to decertify the firm.

If at any time there is a material or business structure change in the firm including, but not limited to, ownership, officers, director, scope of work being performed, daily operations, affiliations(s) with other businesses or the physical location of the firm, you must notify this office within thirty (30) calendar days of the effective date of the change(s) via the Business Management Workforce System (BMWS). Notification should include supporting documentations. You will receive timely instructions from this office as to how you should proceed, if necessary. **Failure to notify SBD of any changes may result in immediate action to decertify the firm.**

Please note that the categories listed are very general and are used only to assist our customers in searching the directory for certified firms to meet contract goals. You can find the firm's up-to-date certification profile as well as all other certified firms on the Miami-Dade County Strategic Procurement Department certified firms' directory at the website http://www.miamidade.gov/smallbusiness/certification-programs.asp.

It is strongly recommended that you register your firm as a bidder with Miami-Dade County. To register, you may visit: https://www.miamidade.gov/global/business/procurement/home.page. Thank you for your interest in doing business with Miami-Dade County. If you have any questions or concerns, you may contact our office at 305-375-3111 or via email at sbdcert@miamidade.gov.

Sincerely,

Jeanise Cummings-Labossiere
Section Chief, Strategic Procurement Department

CATEGORIES: (Your firm may bid or participate on contracts only under these categories)

CSI 220: PLUMBING
NAICS 236115: NEW SINGLE-FAMILY HOUSING CONSTRUCTION (EXCEPT FOR-SALE BUILDERS)
NAICS 236116: NEW MULTIFAMILY HOUSING CONSTRUCTION (EXCEPT FOR-SALE BUILDERS)
NAICS 236117: NEW HOUSING FOR-SALE BUILDERS
NAICS 236118: RESIDENTIAL REMODELERS

TAB 5. **Experience and Qualifications**

Thermia Corp. has been in continuous operation since 2021, providing general contracting, residential rehabilitation, and code-compliance repair services throughout Miami-Dade, Broward, and Palm Beach counties. The firm has developed strong operational capacity, technical expertise, and compliance experience over these years, positioning it well to support the City of Opa-locka's Owner-Occupied Minor Home Repair Program.

Thermia Corp. possesses the full qualifications required to perform all services outlined in Section 2-2 of the Scope of Services, including:

- Licensed General Contractor authorized to operate in the State of Florida, meeting all licensing requirements specified in the RFP.
- Experience with minor home repair programs, including life-safety corrections, habitability improvements, and energy-efficiency upgrades consistent with municipal and federally aligned rehabilitation standards.
- Capability to conduct site visits, review City-prepared scopes, and provide itemized cost proposals using standardized formats and unit-price guidance.
- Full compliance with permitting and code requirements, including Florida Building Code, Miami-Dade County regulations, and City of Opa-locka ordinances.
- EPA Lead-Safe RRP certification, enabling safe work practices in pre-1978 homes where painted surfaces may be disturbed.
- Operational capacity to manage multiple work orders, with 2 administrative/project management staff in the office and 10 skilled field personnel, with the ability to scale additional labor and licensed subcontractors as needed.
- Strong documentation and reporting practices, including inspections, photo documentation, warranty submissions, and compliance with Section 3 (if applicable), Fair Housing, Equal Opportunity, and debarment requirements.
- Proven experience in coordinating inspections, managing change orders within program limits, and delivering high-quality workmanship with a minimum one-year warranty on labor and materials.

These qualifications align directly with the City's requirements for contractors participating in the Owner-Occupied Minor Home Repair Program and demonstrate Thermia Corp.'s readiness to perform all assigned scopes efficiently, safely, and in full compliance with program standards

Relevant Experience

Thermia Corp has successfully completed projects involving:

- Roof repairs and waterproofing.
- Electrical hazard mitigation.
- Plumbing leak repairs and fixture replacement.
- HVAC repair and replacement.
- Water heater replacement.
- ADA accessibility improvements.
- Energy-efficiency upgrades.
- Code violation corrections.
- Emergency repairs for unsafe conditions.
- Complete Home Renovations.

Our team has extensive experience working with low-income homeowners, elderly residents, and vulnerable households, ensuring sensitivity, professionalism, and minimal disruption.

Project Approach

A. Site Visit & Scope Verification

- Attend City-scheduled walkthroughs.
- Review the City-prepared Scope of Work.
- Identify constructability issues and code requirements.

B. Cost Proposal Preparation

- Provide itemized, transparent pricing.
- Follow City unit-price guidance.
- Separate requested change items.

C. Permitting & Compliance

- Pull all required permits.

- Ensure compliance with Florida Building Code, Miami-Dade Code, HUD, and EPA RRP.

D. Construction Execution

- Provide licensed labor and supervision.
- Maintain a clean, safe worksite.
- Minimize disruption to occupants.
- Coordinate inspections.

E. Documentation & Closeout

- Submit permits, inspection cards, photos, warranties.
- Provide a minimum **1-year warranty** on labor and materials.

TAB 8. **References**

(Client Reference Form)

Provide a minimum of three (3) client references from recent similar transactions.

1) Name of Client Entity: Acord Construction Group.
Address: 4805 NW 99 CT
City/State/Zip: Doral / FL / 33178.
Contact: Juan Fernandez
Title: CEO.
Email Address: JFernandez@acordaccess.com
Telephone: 786-267-3983.
Scope of Work: Renovation / Ductwork.
Description of Services Provided: Mold Remediation, Bathroom - Kitchen Renovation. Ductwork.

2) Name of Client Entity: Next Generation Management
Address: 7230 Lake Circle Drive.
City/State/Zip: Margate, FL. 33063
Contact: Miguel Roberti
Title: Property Manager.
Email Address: palmlakes@nextgenfla.com
Telephone: 9544510099
Scope of Work: Stucco Repair. EXT. Painting.
Description of Services Provided: Stucco Repair, Pressure cleaner, Repair Path and fences (10 Buildings)

3) Name of Client Entity: KYN Design.
Address: 20 Grand Bay Estates
City/State/Zip: Key Biscayne / FL / 33149
Contact: Karianna De La Vega
Title: CEO
Email Address: Kary delavega @ gmail. com
Telephone: 954-778-4734.
Scope of Work: Mold Remediation.
Description of Services Provided: Remediation, Ductwork.

TAB 9. **Additional Forms**

PROPOSER QUALIFICATIONS

The Proposer, in conjunction with this proposal, must hold a County and/or Municipal Contractor's Occupational License in the area of their fixed business location. The following information must be completed and submitted with the proposal to be considered:

1. Legal Name and Address:

   Name: Thermia Corp.

   Address: 5735 NW 112TH Path.

   City, State, Zip: Doral, FL 33178 Phone/Fax: 754.308.0171

2. Check One: Corporation [X] Partnership ( ) Individual ( )

3. If Corporation, state:
   Date of Incorporation: 03/08/21 State in which Incorporated: FL

4. If an out-of-state Corporation, currently authorized to do business in Florida, give date of such authorization: —

5. Name and Title of Principal Officers — Date Elected:

   Jaqueline Tsoi - President — 03/08/2021

   Enrico Pineda - VP. Qualifier — 03/08/2021.

   — —

   — —

6. The length of time in business: 5 years

7. The length of time (continuous) in business as a service organization in Florida: 5 years

8. A copy of County and/or Municipal Occupational License(s)

Note: *Information requested herein and submitted by the Proposers will be analyzed by the City of Opa-locka and will be a factor considered in awarding any resulting contract. The purpose is to ensure that the Contractors, in the sole opinion of the City of Opa-locka, can sufficiently and efficiently perform all the required services in a timely and satisfactory manner as will be required by the subject contract. If there are any terms and/or conditions that are in conflict, the most stringent requirement shall apply.*

CERTIFICATION REGARDING DEBARMENT, SUSPENSION PROPOSED DEBARMENT AND OTHER MATTERS OF RESPONSIBILITY

1. The Proposer certifies, to the best of its knowledge and belief, that the Proposer and/or any of its Principals:

A. Are not presently debarred, suspended, proposed for debarment, or declared ineligible for the award of contracts by any Federal agency.

B. Have not, within a three-year period preceding this offer, been convicted of or had a civil judgment rendered against them for: commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, state, or local) contract or subcontract; violation of Federal or state antitrust statutes relating to the submission of offers; or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, tax evasion, or receiving stolen property; and

C. Are not presently indicted for, or otherwise criminally or civilly charged by a governmental entity with, commission of any of the offenses enumerated in paragraph 1-B of this provision.

2. The Proposer has not, within a three-year period preceding this offer, had one or more contracts terminated for default by any City, County, State, Federal, or other agency.

A. "Principals," for the purposes of this certification, means officers; directors; owners; partners; and, persons having primary management or supervisory responsibilities within a business entity (e.g., general manager; plant manager; head of a subsidiary, division, or business segment, and similar positions). This Certification Concerns a Matter Within the Jurisdiction of an Agency of the United States and the Making of a False, Fictitious, or Fraudulent Certification May Render the Maker Subject to Prosecution Under Section 1001, Title 18, United States Code.

B. The Proposer shall provide immediate written notice to the Contracting Officer if, at any time prior to contract award, the Proposer learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.

C. A certification that any of the items in paragraph (a) of this provision exists will not necessarily result in withholding of an award under this solicitation. However, the certification will be considered in connection with a determination of the Proposer's responsibility. Failure of the Proposer to furnish a certification or provide such additional information as requested by the Contracting Officer may render the Proposer non-responsive.

D. Nothing contained in the foregoing shall be construed to require the establishment of a system of records in order to render, in good faith, the certification required by paragraph (a) of this provision. The knowledge and information of a Proposer is not required to exceed

that which is normally possessed by a prudent person in the ordinary course of business dealings.

E. The certification in paragraph 1(a) of this provision is a material representation of fact upon which reliance was placed when making award. If it is later determined that the Proposer knowingly rendered an erroneous certification, in addition to other remedies available to the Government, the Contracting Officer may terminate the contract resulting from this solicitation for default.

AS THE PERSON AUTHORIZED TO SIGN THE STATEMENT, I CERTIFY THAT THIS FIRM COMPLIES FULLY WITH THE ABOVE REQUIREMENTS.

Signature _____

Printed Name Emiro Pineda

DRUG-FREE WORKPLACE CERTIFICATION FORM

Whenever two (2) or more bids/proposals, which are equal with respect to price, quality, and service, are received by the CITY OF OPA-LOCKA for the procurement of commodities or contractual services, a bid/proposal received from a business that certifies that it has implemented a drug-free workplace program shall be given preference in the award process. In order to have a drug-free workplace program, a business shall:

1. Publish a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of controlled substances is prohibited in the workplace and specifying the actions that will be taken against employees for violations of such prohibition.

2. Inform employees about the dangers of drug abuse in the workplace, the business's policy of maintaining a drug-free workplace, any available drug counseling, rehabilitation, and employee assistance programs, and the penalties that may be imposed upon employees for drug abuse violations.

3. Give each employee engaged in providing the commodities or contractual services that are under bid a copy of the statement specified in number (1).

4. In the statement specified in number (1), notify the employees that as a condition for working on the commodities or contractual services that are under bid, the employee will abide by the terms of the statement and will notify the employer of any conviction on or plea of guilty or no contest to any violation of Chapter 893, Florida Statutes or of any controlled substance law of the United States or any singular state, for a violation occurring in the workplace no later than five (5) days after such conviction.

5. Impose a sanction on or require satisfactory participation in a drug abuse assistance or rehabilitation program if such is available in the employee's community by any employee who is so convicted.

6. Make a good faith effort to continue to maintain a drug-free workplace through implementation of Section 287.087, Florida Statutes.

This Certification is submitted by Emiro Pineda. (Name) the VP-Qualifier (Title/Position) of Thermia Corp. (Company)

who does hereby certify that said Company has implemented a drug-free workplace program, which meets the requirements of Section 287.087, Florida Statutes, which are identified in numbers (1) through (6) above.

03/09/2026
Date

Signature

RFP 26-0316200
NON-COLLUSION AFFIDAVIT
STATE OF FLORIDA - COUNTY OF MIAMI DADE

(1) He/She/They is/are the VP- Qualifier.
(Owner, Partner, Officer, Representative or Agent) of
Theemia Corp. the PROPOSER that has submitted the attached Proposal;

(2) He/She/They is/are fully informed respecting the preparation and contents of the attached Proposal and of all pertinent circumstances respecting such Proposal;

(3) Such Proposal is genuine and is not a collusive or sham Proposal;

(4) Neither the said PROPOSER nor any of its officers, partners, owners, agents, representatives, employees or parties in interest, including this affiant, have in any way colluded, conspired, connived or agreed, directly or indirectly, with any other PROPOSER, firm, or person to submit a collusive or sham Proposal in connection with the Work for which the attached Proposal has been submitted; or to refrain from Proposing in connection with such Work; or have in any manner, directly or indirectly, sought by agreement or collusion, or communication, or conference with any PROPOSER, firm, or person to fix any overhead, profit, or cost elements of the Proposal or of any other PROPOSER, or to fix any overhead, profit, or cost elements of the Proposed Price or the Proposed Price of any other PROPOSER, or to secure through any collusion. conspiracy. connivance, or unlawful agreement any advantage against (Recipient), or any person interested in the proposed Work;

(5) The price or prices quoted in the attached Proposal are fair and proper and are not tainted by any collusion, conspiracy, connivance, or unlawful agreement on the part of the PROPOSER or any other of its agents, representatives, owners, employees or parties of interest, including this affiant.

Signed, sealed and delivered in the presence of:

Witness

Witness

By: _____
Signature

Emilio Pineda - VP / Qualifier
Print Name and Title

NON-DISCRIMINATION AFFIDAVIT

I, the undersigned, hereby duly sworn, depose and say that the organization, business or entity represented herein shall not discriminate against any person in its operations, activities or delivery of services under any agreement it enters into with the City of Opa-locka. The same shall affirmatively comply with all applicable provisions of federal, state and local equal employment laws and shall not engage in or commit any discriminatory practice against any person based on race, age, religion, color, gender, sexual orientation, national origin, marital status, physical or mental disability, political affiliation or any other factor which cannot be lawfully used as a basis for service delivery.

By: _____

Title: VP/Qualifier

State of Florida County of Miami Dade

The foregoing instrument was acknowledged before me via ☒ physical presence OR ☐ online notarizations this 9 day of March, 2026.

By Ernan Prada

Personally known _____ OR produced identification _____

_____

Notary Public

My Commission Expires Jan 17 2027

NOTARY PUBLIC STATE OF FLORIDA

CAROLINA ANDREA IGUINA ROSADO
Commission # HH 350169
Expires January 17, 2027

Effective January 1, 2021, public and private employers, contractors and subcontractors will be required to register with, and use of the E-Verify system in order to verify the work authorization status of all newly hired employees. Vendor/Consultant/Contractor acknowledges and agrees to utilize the U.S. Department of Homeland Security's E-Verify System to verify the employment eligibility of:

a) All persons employed by Vendor/Consultant/Contractor to perform employment duties within Florida during the term of the contract; and

b) All persons (including sub-vendors/sub-contractors) assigned by Vendor /Consultant/ Contractor to perform work pursuant to the contract with the Department. The Vendor /Consultant/ Contractor acknowledges and agrees that use of the U.S. Department of Homeland Security's E-Verify System during the term of the contract is a condition of the contract with the City; and

By entering into a Contract, the Contractor becomes obligated to comply with the provisions of Section 448.095, Fla. Stat., "Employment Eligibility," as amended from time to time. This includes but is not limited to utilization of the E-Verify System to verify the work authorization status of all newly hired employees, and requiring all subcontractors to provide an affidavit attesting that the subcontractor does not employ, contract with, or subcontract with, an unauthorized alien. The contractor shall maintain a copy of such affidavit for the duration of the contract. Failure to comply will lead to termination of this Contract, or if a subcontractor knowingly violates the statute, the subcontract must be terminated immediately. If t contract is terminated for a violation of the statute by the Contractor, the Contractor may not be awarded a public contract for a period of 1 year after the date of termination. The Contractor acknowledges it is liable to the City for any additional costs as a result of termination of the contract due to Contractor's failure to comply with the provisions herein.

E-VERIFY FORM

Definitions:

"Contractor" means a person or entity that has entered or is attempting to enter into a contract with a public employer to provide labor, supplies, or services to such employer in exchange for salary, wages, or other remuneration.

"Subcontractor" means a person or entity that provides labor, supplies, or services to or for a contractor or another subcontractor in exchange for salary, wages, or other remuneration.

Effective January 1, 2021, public and private employers, contractors and subcontractors will begin required registration with, and use of the E-Verify system in order to verify the work authorization status of all newly hired employees. Vendor/Consultant/Contractor acknowledges and agrees to utilize the U.S. Department of Homeland Security's E-Verify System to verify the employment eligibility of:

a) All persons employed by Vendor/Consultant/Contractor to perform employment duties within Florida during the term of the contract; and

b) All persons (including sub-vendors/subcompanies/subcontractors) assigned by Vendor/Consultant/Contractor to perform work pursuant to the contract with the Department. The Vendor/Consultant/Contractor acknowledges and agrees that use of the U.S. Department of Homeland Security's E-Verify System during the term of the contract is a condition of the contract with the City of Opa-locka; and

Should vendor become successful Contractor awarded for the above-named project, by entering into this Contract, the Contractor becomes obligated to comply with the provisions of Section 448.095, Fla. Stat., "Employment Eligibility," as amended from time to time. This includes but is not limited to utilization of the E-Verify System to verify the work authorization status of all newly hired employees, and requiring all subcontractors to provide an affidavit attesting that the subcontractor does not employ, contract with, or subcontract with, an unauthorized alien. The contractor shall maintain a copy of such affidavit for the duration of the contract. Failure to comply will lead to termination of this Contract, or if a subcontractor knowingly violates the statute, the subcontract must be terminated immediately. If this contract is terminated for a violation of the statute by the Contractor, the Contractor may not be awarded a public contract for a period of 1 year after the date of termination.

Company Name: Thermo Corp.

Authorized Signature: _____

Print Name: Emilio Pineda.

Title: V. President

Date: 03/03/2026.

ANTI-KICKBACK AFFIDAVIT

STATE OF FLORIDA)
) ss:
COUNTY OF MIAMI-DADE)

I, the undersigned, hereby duly sworn, depose and say that no portion of the sum herein proposed, or compensation that may be received as a result of this Proposal, will be paid to any employee of the City of Opa-Locka or its elected officials, as a commission, kickback, reward, or gift, whether directly or indirectly, by me or any member of my firm, or by any officer of the corporation.

By: _____

Title: VP / Qualifier

Sworn to and subscribed before me this

9 day of Mar, 2026

_____
Notary Public,
State of Florida at Large
My Commission Expires: 01-17-27

CAROLINA ANDREA IGUINA ROSADO
Commission # HH 350169
Expires January 17, 2027

Provide a minimum of three (3) client references from recent similar transactions.

1) Name of Client Entity: Acord Construction Group.
Address: 4805 NW 99 CT
City/State/Zip: Doral / FL / 33178.
Contact: Juan Fernandez
Title: CEO.
Email Address: JFernandez@acordaccess.com
Telephone: 786-267-3983.
Scope of Work: Renovation / Ductwork.
Description of Services Provided: Mold Remediation, Bathroom - Kitchen Renovation. Ductwork.

2) Name of Client Entity: Next Generation Management
Address: 7230 Lake Circle Drive.
City/State/Zip: Margate, FL. 33063
Contact: Miguel Roberti
Title: Property Manager.
Email Address: palmlakes@nextgenfla.com
Telephone: 9544510099
Scope of Work: Stucco Repair. Ext. Painting.
Description of Services Provided: Stucco Repair, Pressure cleaner, Repair Path and Fences (10 Buildings)

3) Name of Client Entity: KYN Design.
Address: 20 Grand Bay Estates
City/State/Zip: Key Biscayne / FL / 33149
Contact: Karianna De La Vega
Title: CEO
Email Address: Kary delavega @ gmail. com
Telephone: 954-778-4734.
Scope of Work: Mold Remediation.
Description of Services Provided: Remediation, Ductwork.

TAB 10. **Other Docs**



Detail by Entity Name

Florida Profit Corporation
THERMIA, CORP

Filing Information

Document Number	P21000021146
FEI/EIN Number	86-2496074
Date Filed	03/08/2021
State	FL
Status	ACTIVE

Principal Address

5735 NW 112th Path
Doral, FL 33178

Changed: 03/10/2024

Mailing Address

5735 NW 112th Path
Doral, FL 33178

Changed: 03/10/2024

Registered Agent Name & Address

PINEDA, EMIRO E
5735 NW 112th Path
Doral, FL 33178

Address Changed: 03/10/2024

Officer/Director Detail

Name & Address

Title President

TSOI, JAQUELINE
5735 NW 112th Path
Doral, FL 33178

Title VP

PINEDA, EMIRO E
5735 NW 112th Path
Doral, FL 33178

Annual Reports

Report Year	Filed Date
2023	03/23/2023
2024	03/10/2024
2025	02/11/2025

Document Images

02/11/2025 -- ANNUAL REPORT	View image in PDF format
03/10/2024 -- ANNUAL REPORT	View image in PDF format
03/23/2023 -- ANNUAL REPORT	View image in PDF format
03/07/2022 -- ANNUAL REPORT	View image in PDF format
03/08/2021 -- Domestic Profit	View image in PDF format

Form **W-9**
(Rev. March 2024)
Department of the Treasury
Internal Revenue Service

Request for Taxpayer Identification Number and Certification

Go to *www.irs.gov/FormW9* for instructions and the latest information.

Give form to the requester. Do not send to the IRS.

Before you begin. For guidance related to the purpose of Form W-9, see *Purpose of Form*, below.

Print or type. See ***Specific Instructions*** on page 3.

1 Name of entity/individual. An entry is required. (For a sole proprietor or disregarded entity, enter the owner's name on line 1, and enter the business/disregarded entity's name on line 2.)

Thermia Corp

2 Business name/disregarded entity name, if different from above.

3a Check the appropriate box for federal tax classification of the entity/individual whose name is entered on line 1. Check only **one** of the following seven boxes.

☐ Individual/sole proprietor ☐ C corporation ☑ S corporation ☐ Partnership ☐ Trust/estate

☐ LLC. Enter the tax classification (C = C corporation, S = S corporation, P = Partnership) . . . . .

Note: Check the "LLC" box above and, in the entry space, enter the appropriate code (C, S, or P) for the tax classification of the LLC, unless it is a disregarded entity. A disregarded entity should instead check the appropriate box for the tax classification of its owner.

☐ Other (see instructions)

4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):

Exempt payee code (if any)

Exemption from Foreign Account Tax Compliance Act (FATCA) reporting code (if any)

(Applies to accounts maintained outside the United States.)

3b If on line 3a you checked "Partnership" or "Trust/estate," or checked "LLC" and entered "P" as its tax classification, and you are providing this form to a partnership, trust, or estate in which you have an ownership interest, check this box if you have any foreign partners, owners, or beneficiaries. See instructions . . . . . ☐

5 Address (number, street, and apt. or suite no.). See instructions.

5735 NW 112th Path

Requester's name and address (optional)

6 City, state, and ZIP code

Doral, Fl. 33178

7 List account number(s) here (optional)

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. See also *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number

			–			–				

or

Employer identification number

8	6	–	2	4	9	8	0	7	4

Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
2. I am not subject to backup withholding because (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3. I am a U.S. citizen or other U.S. person (defined below); and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and, generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here **Signature of U.S. person** [signature] **Date** 06/11/2025

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to *www.irs.gov/FormW9*.

What's New

Line 3a has been modified to clarify how a disregarded entity completes this line. An LLC that is a disregarded entity should check the appropriate box for the tax classification of its owner. Otherwise, it should check the "LLC" box and enter its appropriate tax classification.

New line 3b has been added to this form. A flow-through entity is required to complete this line to indicate that it has direct or indirect foreign partners, owners, or beneficiaries when it provides the Form W-9 to another flow-through entity in which it has an ownership interest. This change is intended to provide a flow-through entity with information regarding the status of its indirect foreign partners, owners, or beneficiaries, so that it can satisfy any applicable reporting requirements. For example, a partnership that has any indirect foreign partners may be required to complete Schedules K-2 and K-3. See the Partnership Instructions for Schedules K-2 and K-3 (Form 1065).

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS is giving you this form because they

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 03/04/2026

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER	CONTACT NAME: MARTA ALONSO	
Florida Bankers Insurance 6874 SW 8 St Miami FL 33144	PHONE (A/C, No, Ext): (305) 266-6493	FAX (A/C, No): (305) 262-0679
	E-MAIL ADDRESS: marta@floridabankersinsurance.com	
	INSURER(S) AFFORDING COVERAGE	NAIC #
	INSURER A : OBSIDIAN SPECIALTY INSURANCE COMPANY	
INSURED THERMIA CORP 5735 NW 112th Path Doral Florida 33178	INSURER B :	
	INSURER C :	
	INSURER D :	
	INSURER E :	
	INSURER F :	

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	[X] COMMERCIAL GENERAL LIABILITY [ ] CLAIMS-MADE [X] OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: [X] POLICY [ ] PRO-JECT [ ] LOC OTHER:	N	N	SCB-GL-000087678	04/24/25	04/24/26	EACH OCCURRENCE	$ 1,000,000
							DAMAGE TO RENTED PREMISES (Ea occurrence)	$ 50,000
							MED EXP (Any one person)	$ 5,000
							PERSONAL & ADV INJURY	$ 1,000,000
							GENERAL AGGREGATE	$ 1,000,000
							PRODUCTS - COMP/OP AGG	$ 1,000,000
								$
	AUTOMOBILE LIABILITY [ ] ANY AUTO [ ] OWNED AUTOS ONLY [ ] SCHEDULED AUTOS [ ] HIRED AUTOS ONLY [ ] NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident)	$
							BODILY INJURY (Per person)	$
							BODILY INJURY (Per accident)	$
							PROPERTY DAMAGE (Per accident)	$
								$
	[ ] UMBRELLA LIAB [ ] OCCUR [ ] EXCESS LIAB [ ] CLAIMS-MADE [ ] DED [ ] RETENTION $						EACH OCCURRENCE	$
							AGGREGATE	$
								$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY Y / N ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? [ ] N/A (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below						[ ] PER STATUTE [ ] OTH-ER	
							E.L. EACH ACCIDENT	$
							E.L. DISEASE - EA EMPLOYEE	$
							E.L. DISEASE - POLICY LIMIT	$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER

CITY OF OPA-LOCKA
780 FISHERMAN ST
OPA-LOCKA , FL 33054

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Marta Alonso

© 1988-2015 ACORD CORPORATION. All rights reserved.

The ACORD name and logo are registered marks of ACORD

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 03/09/2026

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER	CONTACT NAME:	
Hemisphere Insurance Group 12350 SW 132ND CT STE 107 Miami FL 33186	PHONE (A/C, No, Ext): (305) 501-2801	FAX (A/C, No): (305) 553-9010
	E-MAIL ADDRESS: hemisphereinsgrp@aol.com	
	INSURER(S) AFFORDING COVERAGE	NAIC #
	INSURER A : PROGRESSIVE EXPRESS INS COMPANY	
INSURED THERMIA CORP 5735 NW 112TH PATH DORAL FL 33178	INSURER B :	
	INSURER C :	
	INSURER D :	
	INSURER E :	
	INSURER F :	

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
	COMMERCIAL GENERAL LIABILITY						EACH OCCURRENCE	$
	☐ CLAIMS-MADE ☐ OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence)	$
							MED EXP (Any one person)	$
							PERSONAL & ADV INJURY	$
	GEN'L AGGREGATE LIMIT APPLIES PER:						GENERAL AGGREGATE	$
	☐ POLICY ☐ PRO-JECT ☐ LOC						PRODUCTS - COMP/OP AGG	$
	☐ OTHER:							$
A	AUTOMOBILE LIABILITY						COMBINED SINGLE LIMIT (Ea accident)	$ 1,000,000.00
	☐ ANY AUTO						BODILY INJURY (Per person)	$
	☐ OWNED AUTOS ONLY ☒ SCHEDULED AUTOS			991417609	01/12/2026	01/12/2027	BODILY INJURY (Per accident)	$
	☐ HIRED AUTOS ONLY ☐ NON-OWNED AUTOS ONLY						PROPERTY DAMAGE (Per accident)	$
							BASIC PIP	$
	☐ UMBRELLA LIAB ☐ OCCUR						EACH OCCURRENCE	$
	☐ EXCESS LIAB ☐ CLAIMS-MADE						AGGREGATE	$
	☐ DED ☐ RETENTION $							$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY Y / N						☐ PER STATUTE ☐ OTH-ER	
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? ☐ (Mandatory in NH)	N / A					E.L. EACH ACCIDENT	$
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE	$
							E.L. DISEASE - POLICY LIMIT	$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER

CITY OF OPA-LOCKA
780 Fisherman Street Opa-locka, Florida 33054

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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BLAISE INGOGLIA
CHIEF FINANCIAL OFFICER

STATE OF FLORIDA
DEPARTMENT OF FINANCIAL SERVICES
DIVISION OF WORKERS' COMPENSATION

*** * CERTIFICATE OF ELECTION TO BE EXEMPT FROM FLORIDA WORKERS' COMPENSATION LAW * ***

CONSTRUCTION INDUSTRY EXEMPTION

This certifies that the individual listed below has elected to be exempt from Florida Workers' Compensation law.

EFFECTIVE DATE: 10/23/2025 **EXPIRATION DATE:** 10/23/2027

PERSON: EMIRO E PINEDA **EMAIL:** THERMIA.US@GMAIL.COM

FEIN: 862498074

BUSINESS NAME AND ADDRESS:

THERMIA, CORP

5735 NW 112TH PATH ,

MIAMI, FL 33178

This certificate of election to be exempt is NOT a license issued by the Department of Business and Professional Regulation. To determine if the certificate holder is required to have a license to perform work or to verify the license of the certificate holder, go to www.myfloridalicense.com.

IMPORTANT: Pursuant to subsection 440.05(13), F.S., an officer of a corporation who elects exemption from this chapter by filing a certificate of election under this section may not recover benefits or compensation under this chapter. Pursuant to subsection 440.05(11), F.S., Certificates of election to be exempt issued under subsection (3) apply only to the corporate officer named on the notice of election to be exempt. Pursuant to subsection 440.05(12), F.S., notices of election to be exempt and certificates of election to be exempt shall be subject to revocation if, at any time after the filing of the notice or the issuance of the certificate, the person named on the notice or certificate no longer meets the requirements of this section for issuance of a certificate. The department shall revoke a certificate at any time for failure of the person named on the certificate to meet the requirements of this section.

DFS-F2-DWC-252 CERTIFICATE OF ELECTION TO BE EXEMPT E02228419 QUESTIONS? (850) 413-1609
RULE 69L-6.012, F.A.C. REVISED 08/2025

Cover Page

City of Opa-locka

RFP No. 26-0316200

Pre-Qualified Pool of General Contractors

Owner-Occupied Minor Home Repair Program

Submitted By:

SKY PEAK CONSTRUCTION LLC
d/b/a Sky Peak General Contractor
3750 NW 87th Avenue
Suite 700
Doral, Florida 33178

Contact:

Zachariah Bethea, Owner/General Contractor
305-912-1246
info@skypeakgc.com

03/07/2026

Tab 1 – Table of Contents

Section	Description
Tab 2	Letter of Transmittal
Tab 3	General Information
Tab 5	Experience and Qualifications
5.1	Firm Overview
5.2	Key Personnel Qualifications
5.3	Relevant Experience
5.4	Approach to Project Delivery
5.5	Compliance & Quality Control
Tab 8	References
Tab 9	Required Forms

Tab 2 – Letter of Transmittal
03/09/2026

City of Opa-locka
Office of the City Clerk
780 Fisherman Street
Opa-locka, Florida 33054

RE: RFP No. 26-0316200 – Pre-Qualified Pool of General Contractors Owner-Occupied Minor Home Repair Program

Dear Members of the Evaluation Committee:

SKY PEAK CONSTRUCTION LLC, d/b/a Sky Peak General Contractor ("Sky Peak") respectfully submits this proposal in response to RFP No. 26-0316200 for inclusion in the City's Pre-Qualified Pool of General Contractors for the Owner-Occupied Minor Home Repair Program.

Sky Peak is a Florida licensed General Contractor organized as a Limited Liability Company on November 27, 2024. While the firm is newly established, it is led by a qualifying General Contractor with over seven (7) years of direct experience in residential and commercial construction, remediation, and renovation services throughout Florida and Alabama. This experience includes life-safety repairs, code corrections, and work performed in occupied residential environments.

Sky Peak fully understands the objectives of this program, including the prioritization of Tier-based life-safety repairs, adherence to permitting and inspection requirements, cost control measures, and strict documentation standards. Sky Peak is structured to mobilize within 24–72 hours of Notice to Proceed and utilizes dedicated permit coordination resources to ensure regulatory compliance and timely inspection approvals.

Sky Peak maintains an active EPA Lead-Safe Renovator certification and follows all applicable federal and state requirements when performing work on pre-1978 housing. The firm provides a minimum one-year warranty on labor and materials and adheres to disciplined change order controls requiring written documentation and prior approval.

We certify that the information contained in this proposal is true and accurate. The undersigned is authorized to submit this proposal and bind the company accordingly.

SKY PEAK CONSTRUCTION LLC appreciates the opportunity to support the City of Opa-locka in delivering critical home repairs that enhance safety, habitability, and quality of life for its residents.
Respectfully submitted,

Signature: _____

Zachariah Bethea Owner / Licensed General Contractor SKY PEAK CONSTRUCTION LLC

Date: 03/09/2026

SKY PEAK GENERAL CONTRACTOR
305-912-1246

Tab 3 – General Information

3.1 Legal Business Information and Primary Contact

This section details the formal legal structure and primary point of contact for SKY PEAK CONSTRUCTION LLC.

Detail	Information
Company Name	SKY PEAK CONSTRUCTION LLC
Business Structure	Limited Liability Company
State of Organization	Florida
Date of Establishment	November 27, 2024
Primary Office Location	3750 NW 87th Avenue, Suite 700 Doral, FL 33178
Primary Contact	Zachariah Bethea
Title	Owner / Licensed General Contractor
Phone	305-912-1246
Email	info@skypeakgc.com

3.2 Licensing & Certifications

SKY PEAK CONSTRUCTION LLC maintains all necessary licensing and insurance to perform work within the City of Opa-locka and the State of Florida.

- **Florida Licensed General Contractor** – License No. CGC1538007 (Active)
- **EPA Lead-Safe Renovator**
- **Comprehensive Insurance Coverage** – Fully insured in accordance with City requirements for General Liability and Workers' Compensation.

Copies of all licenses and insurance documentation are included for review in **Tab 9 (Required Forms)**.

3.3 Organizational Structure & Workforce Capacity

The firm's structure is designed for efficient execution of the Owner-Occupied Minor Home Repair Program while ensuring strict quality and regulatory control.Based on current staffing and subcontractor availability, SKY PEAK CONSTRUCTION LLC has the operational capacity to manage multiple repair projects concurrently while maintaining strict quality control and schedule adherence. The firm can safely execute approximately 8–12 minor home repair projects per month depending on scope and permitting requirements.

SKY PEAK CONSTRUCTION LLC operates under the direct supervision of the qualifying licensed General Contractor and maintains:

- One licensed General Contractor providing direct oversight and final authority on all projects
- A contracted Project Manager available to support scheduling, subcontractor coordination, and documentation during periods of increased project volume
- Two dedicated permit coordinators
- A consistent in-house subcontracting team
- Access to over 200 skilled trade professionals

This model provides scalability and centralized accountability across all projects.

3.4 Operational Systems

We utilize professional systems to ensure transparent documentation, cost control, and project efficiency:

- **Financial Tracking:** QuickBooks for detailed financial tracking and cost management.
- **Document Control:** Google Workspace for project file organization and secure document control.
- **Compliance:** Digital photo documentation is mandatory for all compliance checks, closeout, and change order justification.

Our dedicated permit expediters streamline all permit applications, inspections, and final approvals to maintain strict regulatory compliance and project timelines.

3.5 Commitment to Program Objectives

SKY PEAK CONSTRUCTION LLC is committed to supporting the City of Opa-locka in achieving the core objectives of the Owner-Occupied Minor Home Repair Program:

- **Prioritization:** Strict adherence to prioritizing **Tier 1 life-safety repairs** and immediate habitability concerns.
- **Cost Discipline:** Maintaining cost reasonableness and budget discipline.
- **Transparency:** Providing transparent, detailed documentation for all work.
- **Procurement Compliance:** Coordinating efficiently and submitting competitive, itemized proposals within the City's three-quote procurement structure.This experience is critical for managing the varied scopes typical of minor home repair programs.

Tab 5 – Experience and Qualifications

5.1 Firm Overview

SKY PEAK CONSTRUCTION LLC, d/b/a Sky Peak General Contractor, is a full-service, licensed General Contractor specializing in residential and light commercial renovations. Since its establishment on November 27, 2024, the firm has leveraged the extensive, seasoned experience of its owner, who possesses over seven years of background in complex residential renovations, disaster remediation, and commercial build-outs in Florida and Alabama. The firm operates with one licensed General Contractor and maintains a dedicated, consistent team of in-house subcontractors, ensuring reliable project quality. We have established relationships providing access to a reserve pool of over 200 skilled trade professionals to manage variable workload demands efficiently. The firm specializes in life-safety driven residential repairs including roofing, electrical, plumbing, HVAC, structural stabilization, water damage remediation, and ADA accessibility improvements.

5.2 Key Personnel Qualifications

The owner and primary licensed General Contractor holds over seven years of direct experience relevant to the scope of this RFP, including structural, mechanical, plumbing, and electrical renovations. Furthermore, the qualifying contractor holds an active EPA Lead-Safe Renovator (RRP) Individual Certification and follows all required lead-safe work practices when working in pre-1978 housing. SKY PEAK CONSTRUCTION LLC will maintain full compliance with EPA firm certification requirements prior to performing any regulated lead-disturbing work under this program.

5.3 Relevant Experience

Sky Peak Construction LLC has successfully completed projects comparable in scope, complexity, and residential setting to those described in this Request for Proposals (RFP). Our team has extensive experience managing construction, remediation, and restoration work within occupied residential environments, where careful coordination, safety controls, and minimal disruption to residents are critical. A summary of representative projects is referenced below. Detailed descriptions of these projects, including scope of work, compliance measures, and project outcomes, are provided in a separate attachment titled "Project Experience Portfolio."

Representative projects include:

- **Cypress Chase Condominium Association – Water Intrusion & Mold Remediation**
- **Residential Mold Remediation & Interior Restoration – Plantation, FL**
- **Emergency Flood Response & Interior Restoration – Miami, FL**

5.4 Approach to Project Delivery

Sky Peak utilizes a structured, repeatable methodology for delivering minor home repairs, ensuring efficiency, quality, and strict regulatory adherence. Sky Peak understands that inclusion in the contractor pool requires responsiveness, cost reasonableness, and accountability. The firm is prepared to submit competitive, itemized proposals consistent with the City's unit cost guidance and to coordinate efficiently within the three-quote procurement structure outlined in the RFP.

A. Mobilization and Site Initiation

We commit to **rapid mobilization within 24–72 hours** from the City's issuance of the Notice to Proceed (NTP). This rapid timeline minimizes delays for homeowners and accelerates the commencement of necessary life-safety repairs. Upon mobilization, a pre-construction walkthrough is immediately conducted with the homeowner to establish work parameters, confirm scope, and address any immediate concerns.

B. Life-Safety and Scope Prioritization

Our repair work will operate under **strict adherence to Tier-based life-safety priorities (Tier 1–4 structure)** as defined by the City and program guidelines. Tier 1 items (e.g., critical structural failures, severe plumbing leaks, non-functional heating/cooling) will be addressed first and immediately secured, ensuring the habitability and safety of the home is restored before addressing lower-tier cosmetic or non-critical repairs.

C. Permitting and Regulatory Compliance

Two **dedicated permit expediters** are employed to handle all required permitting applications, tracking, and inspection scheduling. This system ensures **permit compliance and inspection coordination** is seamless and does not become a bottleneck to project progress. All work will strictly comply with the **Florida Building Code and all applicable federal requirements**, including EPA RRP standards where required.

D. Working in Occupied Residences

We maintain a professional and empathetic protocol for **experience working in occupied residential homes**. Our crews are trained to minimize disruption, maintain clean work zones, secure personal property, and communicate clearly with residents regarding schedules and access requirements. Safety and respect for the homeowner's environment are paramount.

E. Documentation, Cost Tracking, and Change Order Discipline

All project activities are tracked using professional project management tools, including QuickBooks and Google Workspace, ensuring transparent **documentation control and cost tracking.**

We adhere to rigorous **change order discipline**: all scope adjustments or unforeseen conditions are **documented in writing, photographed, justified, and submitted for City approval before work proceeds**. Unauthorized scope changes will not be performed.

F. Quality Control and Closeout

Quality control checks are performed daily by the Site Lead and formally documented upon project completion. The closeout process includes a final inspection with the homeowner and the submission of a comprehensive **closeout packet**, including all required lien waivers, permits (signed off), warranties, and final invoices. We provide a **minimum one-year warranty on labor and materials** for all work performed.

5.5 Compliance & Quality Control

SKY PEAK CONSTRUCTION LLC is committed to full legal and regulatory compliance. Our internal quality control protocol includes pre-work safety checks, use of professional-grade materials, adherence to industry-best practices, and mandatory final punch-lists to ensure every repair meets or exceeds code requirements and homeowner expectations. The owner's RRP certification guarantees compliant practices when addressing lead hazards.

Tab 8 – References

SKY PEAK CONSTRUCTION LLC will provide three (3) relevant client references in the final submission. These references will attest to our firm's technical competence, professionalism, adherence to budget and schedule, and quality of work delivered on similar construction or renovation projects.Contact information for each reference, including project scope and completion dates, is included in the attached reference forms.

Tab 9 – Required Forms

The following required forms, as stipulated in the RFP, will be completed and included in this section of the final submission, and must be executed in the name of SKY PEAK CONSTRUCTION LLC:

- Form 1:Proposer qualification
- Form 2: Certification Regarding debarment and suspension
- Form 3: Non-Collusion Affidavit
- Form 4: Drug-Free Workplace Certification
- Form 5: Proof of Insurance
- Form 6: Contractor Licensing Documentation
- Non-Discrimination Affidavit
- E-verify form
- Anti-kickback affidavit
- Client reference form
- Relevant Project Experience

Sky Peak General Contractor LLC
3750 NW 87th Ave
Zachariah Bethea, Owner/General Contractor
305-912-1246
info@skypeakgc.com



TECHNICAL PROPOSAL

RFP NO. 26-0316200

PRE-QUALIFIED POOL OF GENERAL CONTRACTORS FOR THE OWNER-OCCUPIED MINOR HOME REPAIR PROGRAM

CITY OF OPA-LOCKA CITY CLERK'S OFFICE
780 Fisherman Street, 4th Floor
Opa-locka, FL 33054

SUBMITTED BY:

Name of Firm:
Regosa Engineering Services, Inc.

Address:
15700 2nd Ave
Miami, FL 33162

Telephone:
(786) 262-2964

Contact Person:
Gustavo Vélez
President
contractorwork@gmail.com

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LETTER OF TRANSMITTAL

City of Opa-locka City Clerk's Office
780 Fisherman Street, 4th Floor
Opa-locka, FL 33054

RE: RFP No. 26-0316200 – Pre-Qualified Pool of General Contractors for the Owner-Occupied Minor Home Repair Program

To the Evaluation Committee:

3.2.3.2 Understanding of the Work

Regosa Engineering Services, Inc. ("the Proposer") has thoroughly reviewed RFP No. 26-0316200 and possesses a clear understanding of the requirements for the City of Opa-locka's Owner-Occupied Minor Home Repair Program. We understand that the City aims to establish a pool of licensed and insured General Contractors to perform essential rehabilitations for income-eligible residents.

Our firm recognizes that this work involves addressing health and safety hazards, Florida Building Code violations, and general modernization (including roofing, HVAC, plumbing, and accessibility improvements) funded through state and federal sources such as SHIP and CDBG. With over 22 years of experience in South Florida, we are fully prepared to execute these projects efficiently, ensuring strict compliance with program guidelines, permitting requirements, and the highest standards of workmanship.

3.2.3.3 Authorized Representatives

The following individuals are authorized to make representations and commitments on behalf of Regosa Engineering Services, Inc.:

- **Gustavo Vélez**
  - **Title:** President
  - **Telephone:** (786) 262-2964
  - **Email:** contractorwork@gmail.com

- **Juan Sebastian Lopez**
  - **Title:** Project Manager
  - **Telephone:** (305) 918-2248
  - **Email:** info@regosabuilders.com

3.2.3.4 Certification and Official Signature

I, the undersigned, serving as a Corporate Officer of Regosa Engineering Services, Inc., hereby certify that all contents of this response to the City of Opa-locka's Request for Proposal (RFP No. 26-0316200) are true, accurate, and complete to the best of my knowledge. Our firm agrees to abide by all terms and conditions specified in the RFP.

Sincerely,

Gustavo Vélez
President
(786) 262-2964
Regosa Engineering Services, Inc.
15700 NE 2nd ave Miami, FL 33162

GENERAL INFORMATION

3.2.4.1 Name of Business:

Regosa Engineering Services, Inc.

3.2.4.2 Mailing Address and Phone Number

- **Address:** 15700 2nd Ave, Miami, FL 33162
- **Phone:** (786) 262-2964

3.2.4.3 Names and Contact Information (Points of Contact)

- **Primary Contact:**
  Gustavo Vélez (President) – (786) 262-2964 / contractorwork@gmail.com
- **Secondary Contact:**
  Juan Lopez (Project Manager) – (7305) 918-2248 / info@regosabuilders.com

3.2.4.4 Normal Business Hours

- Monday through Friday: 8:30 AM – 5:30 PM

3.2.4.5 Business Status and Legal Entity

- **Scope:** Local (South Florida)
- **Legal Status:** Florida Profit Corporation

3.2.4.6 Date Business was Organized/Incorporated

- Incorporated on November 18, 2002, in the State of Florida. (Over 23 years of continuous operation).

3.2.4.7 Location of Office and Number of Professional Staff

- **Office Location:** 15700 2nd Ave, Miami, FL 33162 (Located approximately 7 miles from the City of Opa-locka).
- **Professional Staff:** The office consists of five (5) key professional and administrative staff members, including the President, Project Manager, and specialized trade foremen (Roofing, HVAC, and Plumbing).

3.2.4.8 Parent or Subsidiary Status

Regosa Engineering Services, Inc. is an independent entity. It is not a parent or subsidiary of any other group of firms or agencies.

3.2.4.9 Licenses and Certifications

Regosa Engineering Services, Inc. is fully licensed, permitted, and certified to conduct business in the State of Florida.

- **Certified General Contractor License:** #CGC1505370
- **Certified Underground Utility & Excavation Contractor License:** #CUC1224687
- **Certified Roofing Contractor License:** #CCC1327735
- **Certified Plumbing Contractor License:** #CFC1427292
- **Certified Mechanical Contractor License:** CMC1249755

EXPERIENCE AND QUALIFICATIONS

3.2.5.1 Years in Business

Regosa Engineering Services, Inc. has been in continuous operation for **more than 23 years.** Since our incorporation on November 18, 2002, we have maintained an unblemished record of service in the South Florida construction industry, specializing in residential rehabilitation and public sector housing programs.

3.2.5.2 Proposer's Qualifications (Compliance with Section 2.2)

Regosa Engineering Services, Inc. possesses the specific technical expertise, administrative capacity, and licensing required to execute the Scope of Services outlined in this RFP. Our qualifications include:

- **Expertise in Government-Funded Programs:** We have extensive experience working with **CDBG (Community Development Block Grant)** and **SHIP (State Housing Initiatives Partnership)** funds. We understand the rigorous documentation, reporting, and inspection standards required by these programs.

- **Comprehensive Trade Capability:** As specified in Section 2.2, our firm is qualified to perform:

    - **Roofing:** Full replacement and repairs (as shown in our previous projects for the City of Tamarac).

    - **HVAC:** Complete system upgrades and energy-efficient installations.

    - **Plumbing:** Addressing sanitary issues, water heater replacements, and fixture upgrades.

    - **General Rehabilitation:** Correcting Florida Building Code violations, addressing health and safety hazards, and performing weatherization.

    - **Accessibility (ADA):** Implementation of ramps, bathroom modifications, and "aging-in-place" retrofits for elderly residents.

- **Regulatory Compliance:** We are experts in the **Florida Building Code** and the **High-Velocity Hurricane Zone (HVHZ)** requirements essential for projects in Opa-locka. Our Project Manager and President personally oversee the permitting process to ensure no project is delayed by administrative oversight.

- **Project Management & Safety:** We prioritize "Lead-Based Paint Safe Work Practices" (where applicable) and ensure that all occupied rehabilitations are conducted with minimal disruption to the homeowners, maintaining a clean and safe job site at all times.

REFERENCES

1. **NAME OF CLIENT ENTITY:** CITY OF NORTH MIAMI
   ADDRESS: 12300 NE 8 Avenue
   CITY/STATE/ZIP: North Miami, FL 33161
   CONTACT: ALBERTE BAZILE
   TITLE: HOUSING AND SOCIAL SERVICES DIRECTOR
   EMAIL ADDRESS: abazile@northmiamifl.gov
   TELEPHONE: (305) 895-9895
   SCOPE OF WORK: HOME REHABILITATION PROGRAM
   DESCRIPTION OF SERVICES PROVIDED: AC replacement, duct work, concrete walkway, house painting, slope shingle and flat re-roofing, windows and doors replacement, kitchen remodel, and water heater replacement.

2. **NAME OF CLIENT ENTITY:** CITY OF TAMARAC
   ADDRESS: 7525 NW 88th Avenue Room 206
   CITY/STATE/ZIP: Tamarac, FL 33321
   CONTACT: KAROL AMODEI
   TITLE: ADMINISTRATIVE ASSISTANT
   EMAIL ADDRESS: karol.amodei@tamarac.org
   TELEPHONE: (954) 597-3530
   SCOPE OF WORK: SHIP - HOME REHABILITATION PROGRAM
   DESCRIPTION OF SERVICES PROVIDED: AC replacement, windows and doors replacement, flat and pitched tile reroofing, single home rehab, pitched shingle and flat reroofing, impact windows and doors, water heater replacement, electrical panel replacement, kitchen and bathroom remodeling, and electrical service upgrade.
3. **NAME OF CLIENT ENTITY:** CITY OF MIAMI GARDENS
   ADDRESS: 18605 NW 27th Avenue
   CITY/STATE/ZIP: Miami Gardens, FL 33056
   CONTACT: JORGE WRIGHT
   TITLE: COMMUNITY DEVELOPMENT
   EMAIL ADDRESS: jwright@miamigardens-fl.gov
   TELEPHONE: (305) 622-8041
   SCOPE OF WORK: HOME REHABILITATION PROGRAM
   DESCRIPTION OF SERVICES PROVIDED: Pitched shingle re-roofing, windows replacement, house painting, AC replacement, duct work, and concrete walkway.

ADDITIONAL FORMS

See attachments.

ATTACHMENTS

See attachments below.

PROPOSER QUALIFICATIONS

The Proposer, in conjunction with this proposal, must hold a County and/or Municipal Contractor's Occupational License in the area of their fixed business location. The following information must be completed and submitted with the proposal to be considered:

1. Legal Name and Address:

   Name: REGOSA ENGINEERING SERVICES INC

   Address: 15700 NE 2ND AVE

   City, State, Zip: MIAMI, FL 33162 Phone/Fax: (786) 286-7663

2. Check One: Corporation X Partnership ( ) Individual ( )

3. If Corporation, state:
   Date of Incorporation: 2002 State in which Incorporated: FLORIDA

4. If an out-of-state Corporation, currently authorized to do business in Florida, give date of such authorization: N/A

5. Name and Title of Principal Officers Date Elected:

GUSTAVO VELEZ	11/18/2002

6. The length of time in business: 23 years

7. The length of time (continuous) in business as a service organization in Florida:
   23 years

8. A copy of County and/or Municipal Occupational License(s)

Note: *Information requested herein and submitted by the Proposers will be analyzed by the City of Opa-locka and will be a factor considered in awarding any resulting contract. The purpose is to ensure that the Contractors, in the sole opinion of the City of Opa-locka, can sufficiently and efficiently perform all the required services in a timely and satisfactory manner as will be required by the subject contract. If there are any terms and/or conditions that are in conflict, the most stringent requirement shall apply.*

CERTIFICATION REGARDING DEBARMENT, SUSPENSION PROPOSED DEBARMENT AND OTHER MATTERS OF RESPONSIBILITY

1. The Proposer certifies, to the best of its knowledge and belief, that the Proposer and/or any of its Principals:

A. Are not presently debarred, suspended, proposed for debarment, or declared ineligible for the award of contracts by any Federal agency.

B. Have not, within a three-year period preceding this offer, been convicted of or had a civil judgment rendered against them for: commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, state, or local) contract or subcontract; violation of Federal or state antitrust statutes relating to the submission of offers; or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, tax evasion, or receiving stolen property; and

C. Are not presently indicted for, or otherwise criminally or civilly charged by a governmental entity with, commission of any of the offenses enumerated in paragraph 1-B of this provision.

2. The Proposer has not, within a three-year period preceding this offer, had one or more contracts terminated for default by any City, County, State, Federal, or other agency.

A. "Principals," for the purposes of this certification, means officers; directors; owners; partners; and, persons having primary management or supervisory responsibilities within a business entity (e.g., general manager; plant manager; head of a subsidiary, division, or business segment, and similar positions). This Certification Concerns a Matter Within the Jurisdiction of an Agency of the United States and the Making of a False, Fictitious, or Fraudulent Certification May Render the Maker Subject to Prosecution Under Section 1001, Title 18, United States Code.

B. The Proposer shall provide immediate written notice to the Contracting Officer if, at any time prior to contract award, the Proposer learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.

C. A certification that any of the items in paragraph (a) of this provision exists will not necessarily result in withholding of an award under this solicitation. However, the certification will be considered in connection with a determination of the Proposer's responsibility. Failure of the Proposer to furnish a certification or provide such additional information as requested by the Contracting Officer may render the Proposer non-responsive.

D. Nothing contained in the foregoing shall be construed to require the establishment of a system of records in order to render, in good faith, the certification required by paragraph (a) of this provision. The knowledge and information of a Proposer is not required to exceed

that which is normally possessed by a prudent person in the ordinary course of business dealings.

E. The certification in paragraph 1(a) of this provision is a material representation of fact upon which reliance was placed when making award. If it is later determined that the Proposer knowingly rendered an erroneous certification, in addition to other remedies available to the Government, the Contracting Officer may terminate the contract resulting from this solicitation for default.

AS THE PERSON AUTHORIZED TO SIGN THE STATEMENT, I CERTIFY THAT THIS FIRM COMPLIES FULLY WITH THE ABOVE REQUIREMENTS.

Signature 

Printed Name GUSTAVO VELEZ

DRUG-FREE WORKPLACE CERTIFICATION FORM

Whenever two (2) or more bids/proposals, which are equal with respect to price, quality, and service, are received by the CITY OF OPA-LOCKA for the procurement of commodities or contractual services, a bid/proposal received from a business that certifies that it has implemented a drug-free workplace program shall be given preference in the award process. In order to have a drug-free workplace program, a business shall:

1. Publish a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of controlled substances is prohibited in the workplace and specifying the actions that will be taken against employees for violations of such prohibition.

2. Inform employees about the dangers of drug abuse in the workplace, the business's policy of maintaining a drug-free workplace, any available drug counseling, rehabilitation, and employee assistance programs, and the penalties that may be imposed upon employees for drug abuse violations.

3. Give each employee engaged in providing the commodities or contractual services that are under bid a copy of the statement specified in number (1).

4. In the statement specified in number (1), notify the employees that as a condition for working on the commodities or contractual services that are under bid, the employee will abide by the terms of the statement and will notify the employer of any conviction on or plea of guilty or no contest to any violation of Chapter 893, Florida Statutes or of any controlled substance law of the United States or any singular state, for a violation occurring in the workplace no later than five (5) days after such conviction.

5. Impose a sanction on or require satisfactory participation in a drug abuse assistance or rehabilitation program if such is available in the employee's community by any employee who is so convicted.

6. Make a good faith effort to continue to maintain a drug-free workplace through implementation of Section 287.087, Florida Statutes.

This Certification is submitted by GUSTAVO VELEZ (Name) the PRESIDENT (Title/Position) of REGOSA ENGINEERING SERVICES INC (Company)

who does hereby certify that said Company has implemented a drug-free workplace program, which meets the requirements of Section 287.087, Florida Statutes, which are identified in numbers (1) through (6) above.

3/12/2026
Date

Signature

RFP 26-0316200
NON-COLLUSION AFFIDAVIT
STATE OF FLORIDA - COUNTY OF MIAMI DADE

(1) He/She/They is/are the PRESIDENT (Owner, Partner, Officer, Representative or Agent) of REGOSA ENGINEERING SERVICES INC the PROPOSER that has submitted the attached Proposal;

(2) He/She/They is/are fully informed respecting the preparation and contents of the attached Proposal and of all pertinent circumstances respecting such Proposal;

(3) Such Proposal is genuine and is not a collusive or sham Proposal;

(4) Neither the said PROPOSER nor any of its officers, partners, owners, agents, representatives, employees or parties in interest, including this affiant, have in any way colluded, conspired, connived or agreed, directly or indirectly, with any other PROPOSER, firm, or person to submit a collusive or sham Proposal in connection with the Work for which the attached Proposal has been submitted; or to refrain from Proposing in connection with such Work; or have in any manner, directly or indirectly, sought by agreement or collusion, or communication, or conference with any PROPOSER, firm, or person to fix any overhead, profit, or cost elements of the Proposal or of any other PROPOSER, or to fix any overhead, profit, or cost elements of the Proposed Price or the Proposed Price of any other PROPOSER, or to secure through any collusion, conspiracy, connivance, or unlawful agreement any advantage against (Recipient), or any person interested in the proposed Work;

(5) The price or prices quoted in the attached Proposal are fair and proper and are not tainted by any collusion, conspiracy, connivance, or unlawful agreement on the part of the PROPOSER or any other of its agents, representatives, owners, employees or parties of interest, including this affiant.

Signed, sealed and delivered in the presence of:

JUAN LOPEZ
Witness

ERICK HERRERA
Witness Erick Herrera

By: _____
Signature

GUSTAVO VELEZ, PRESIDENT
Print Name and Title

NON-DISCRIMINATION AFFIDAVIT

I, the undersigned, hereby duly sworn, depose and say that the organization, business or entity represented herein shall not discriminate against any person in its operations, activities or delivery of services under any agreement it enters into with the City of Opa-locka. The same shall affirmatively comply with all applicable provisions of federal, state and local equal employment laws and shall not engage in or commit any discriminatory practice against any person based on race, age, religion, color, gender, sexual orientation, national origin, marital status, physical or mental disability, political affiliation or any other factor which cannot be lawfully used as a basis for service delivery.

By: _____
GUSTAVO VELEZ

Title: PRESIDENT

State of Florida County of DADE

The foregoing instrument was acknowledged before me via ☒ physical presence OR ☐ online notarizations this 12 day of MARCH, 2026.

By GUSTAVO VELEZ

Personally known _____ OR produced identification _____

_____
Notary Public

My Commission Expires _____

LUZ EDITH GIRALDO
NOTARY PUBLIC · STATE OF FLORIDA
COMMISSION # HH-362180
My Commission Expires March 22, 2027

E-VERIFY

Effective January 1, 2021, public and private employers, contractors and subcontractors will be required to register with, and use of the E-Verify system in order to verify the work authorization status of all newly hired employees. Vendor/Consultant/Contractor acknowledges and agrees to utilize the U.S. Department of Homeland Security's E-Verify System to verify the employment eligibility of:

a) All persons employed by Vendor/Consultant/Contractor to perform employment duties within Florida during the term of the contract; and

b) All persons (including sub-vendors/sub-contractors) assigned by Vendor /Consultant/ Contractor to perform work pursuant to the contract with the Department. The Vendor /Consultant/ Contractor acknowledges and agrees that use of the U.S. Department of Homeland Security's E-Verify System during the term of the contract is a condition of the contract with the City; and

By entering into a Contract, the Contractor becomes obligated to comply with the provisions of Section 448.095, Fla. Stat., "Employment Eligibility," as amended from time to time. This includes but is not limited to utilization of the E-Verify System to verify the work authorization status of all newly hired employees, and requiring all subcontractors to provide an affidavit attesting that the subcontractor does not employ, contract with, or subcontract with, an unauthorized alien. The contractor shall maintain a copy of such affidavit for the duration of the contract. Failure to comply will lead to termination of this Contract, or if a subcontractor knowingly violates the statute, the subcontract must be terminated immediately. If t contract is terminated for a violation of the statute by the Contractor, the Contractor may not be awarded a public contract for a period of 1 year after the date of termination. The Contractor acknowledges it is liable to the City for any additional costs as a result of termination of the contract due to Contractor's failure to comply with the provisions herein.

E-VERIFY FORM

Definitions:

"Contractor" means a person or entity that has entered or is attempting to enter into a contract with a public employer to provide labor, supplies, or services to such employer in exchange for salary, wages, or other remuneration.

"Subcontractor" means a person or entity that provides labor, supplies, or services to or for a contractor or another subcontractor in exchange for salary, wages, or other remuneration.

Effective January 1, 2021, public and private employers, contractors and subcontractors will begin required registration with, and use of the E-Verify system in order to verify the work authorization status of all newly hired employees. Vendor/Consultant/Contractor acknowledges and agrees to utilize the U.S. Department of Homeland Security's E-Verify System to verify the employment eligibility of:

a) All persons employed by Vendor/Consultant/Contractor to perform employment duties within Florida during the term of the contract; and

b) All persons (including sub-vendors/subcompanies/subcontractors) assigned by Vendor/Consultant/Contractor to perform work pursuant to the contract with the Department. The Vendor/Consultant/Contractor acknowledges and agrees that use of the U.S. Department of Homeland Security's E-Verify System during the term of the contract is a condition of the contract with the City of Opa-locka; and

Should vendor become successful Contractor awarded for the above-named project, by entering into this Contract, the Contractor becomes obligated to comply with the provisions of Section 448.095, Fla. Stat., "Employment Eligibility," as amended from time to time. This includes but is not limited to utilization of the E-Verify System to verify the work authorization status of all newly hired employees, and requiring all subcontractors to provide an affidavit attesting that the subcontractor does not employ, contract with, or subcontract with, an unauthorized alien. The contractor shall maintain a copy of such affidavit for the duration of the contract. Failure to comply will lead to termination of this Contract, or if a subcontractor knowingly violates the statute, the subcontract must be terminated immediately. If this contract is terminated for a violation of the statute by the Contractor, the Contractor may not be awarded a public contract for a period of 1 year after the date of termination.

Company Name: REGOSA ENGINEERING SERVICES INC

Authorized Signature: 

Print Name: GUSTAVO VELEZ

Title: PRESIDENT

Date: 3/12/2026

ANTI-KICKBACK AFFIDAVIT

STATE OF FLORIDA)
) ss:
COUNTY OF MIAMI-DADE)

I, the undersigned, hereby duly sworn, depose and say that no portion of the sum herein proposed, or compensation that may be received as a result of this Proposal, will be paid to any employee of the City of Opa-Locka or its elected officials, as a commission, kickback, reward, or gift, whether directly or indirectly, by me or any member of my firm, or by any officer of the corporation.

By: _____
GUSTAVO VELEZ

Title: PRESIDENT

Sworn to and subscribed before me this

12 day of MARCH, 2026

_____
Notary Public,
State of Florida at Large
My Commission Expires: _____

LUZ EDITH GIRALDO
NOTARY PUBLIC · STATE OF FLORIDA
COMMISSION # HH-362180
My Commission Expires March 22, 2027

CLIENT REFERENCE FORM

Provide a minimum of three (3) client references from recent similar transactions.

1) Name of Client Entity: CITY OF NORTH MIAMI

Address: 12300 NE 8 Avenue

City/State/Zip: North Miami, FL 33161

Contact: ALBERTE BAZILE

Title: HOUSING AND SOCIAL SERVICES DIRECTOR

Email Address: abazile@northmiamifl.gov

Telephone: (305) 895-9895

Scope of Work: HOME REHABILITATION PROGRAM

Description of Services Provided: AC replacement, duct work, concrete walkway, house painting, slope shingle and flat re-roofing, windows and doors replacement, kitchen remodel, and water heater replacement.

2) Name of Client Entity: CITY OF TAMARAC

Address: 7525 NW 88th Avenue Room 206

City/State/Zip: Tamarac, FL 33321

Contact: KAROL AMODEI

Title: ADMINISTRATIVE ASSISTANT

Email Address: karol.amodei@tamarac.org

Telephone: (954) 597-3530

Scope of Work: SHIP - HOME REHABILITATION PROGRAM

Description of Services Provided: AC replacement, windows and doors replacement, flat and pitched tile reroofing, single home rehab, pitched shingle and flat reroofing, impact windows and doors, water heater replacement, electrical panel replacement, kitchen and bathroom remodeling, and electrical service upgrade.

3) Name of Client Entity: CITY OF MIAMI GARDENS

Address: 18605 NW 27th Avenue

City/State/Zip: Miami Gardens, FL 33056

Contact: JORGE WRIGHT

Title: COMMUNITY DEVELOPMENT

Email Address: jwright@miamigardens-fl.gov

Telephone: (305) 622-8041

Scope of Work: HOME REHABILITATION PROGRAM

Description of Services Provided: Pitched shingle re-roofing, windows replacement, house painting, AC replacement, duct work, and concrete walkway.

Ron DeSantis, Governor

Melanie S. Griffin, Secretary

Florida dbpr

STATE OF FLORIDA
DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION

CONSTRUCTION INDUSTRY LICENSING BOARD

THE GENERAL CONTRACTOR HEREIN IS CERTIFIED UNDER THE
PROVISIONS OF CHAPTER 489, FLORIDA STATUTES

VELEZ, GUSTAVO DANIEL

REGOSA ENGINEERING SERVICES INC
15700 NE 2 AVENUE
MIAMI FL 33162

LICENSE NUMBER: CGC1508952

EXPIRATION DATE: AUGUST 31, 2026

Always verify licenses online at MyFloridaLicense.com

ISSUED: 06/05/2024

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Local Business Tax Receipt

Miami-Dade County Office of The TaxCollector

–THIS IS NOT A BILL – DO NOT PAY

DARIEL FERNANDEZ MIAMI-DADE COUNTY TAX COLLECTOR IN GOD WE TRUST

5574117

RECEIPT NO.
RENEWAL
5813960

EXPIRES
SEPTEMBER 30, 2026

Must be displayed at place of business
Pursuant to County Code
Chapter 8A – Art. 9 & 10

BUSINESS NAME/LOCATION
REGOSA ENGINEERING
SERVICES INC
15700 NE 2ND AVE
MIAMI, FL 33162-4267

OWNER
REGOSA ENGINEERING SERVICES INC

SEC. **TYPE OF BUSINESS**
196 GENERAL BUILDING CONTRACTOR

Worker(s) 3

CGC1508952

PAYMENT RECEIVED BY TAX COLLECTOR
75.00 09/25/2025
PTBTE-25-317496

LBT

This Local Business Tax Receipt only confirms payment of the Local Business Tax. The Receipt is not a license, permit, or a certification of the holder's qualifications, to do business. Holder must comply with any governmental or nongovernmental regulatory laws and requirements which apply to the business.

The RECEIPT NO. above must be displayed on all commercial vehicles – Miami-Dade Code Sec 8a-276.

For more information, visit mdctaxcollector.gov

Ron DeSantis, Governor

Melanie S. Griffin, Secretary

Florida dbpr

STATE OF FLORIDA
DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION

CONSTRUCTION INDUSTRY LICENSING BOARD

THE ROOFING CONTRACTOR HEREIN IS CERTIFIED UNDER THE
PROVISIONS OF CHAPTER 489, FLORIDA STATUTES

VELEZ, GUSTAVO DANIEL

REGOSA ENGINEERING SERVICES INC
15700 NE 2 AVENUE
MIAMI FL 33162

LICENSE NUMBER: CCC1327735

EXPIRATION DATE: AUGUST 31, 2026

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ISSUED: 06/04/2024

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Local Business Tax Receipt

Miami-Dade County Office of The TaxCollector

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DARIEL FERNANDEZ MIAMI-DADE COUNTY IN GOD WE TRUST TAX COLLECTOR

5927026

RECEIPT NO.
RENEWAL
6182885

EXPIRES
SEPTEMBER 30, 2026

Must be displayed at place of business
Pursuant to County Code
Chapter 8A – Art. 9 & 10

BUSINESS NAME/LOCATION
REGOSA ENGINEERING
SERVICES INC
15700 NE 2ND AVE
MIAMI, FL 33162-4267

OWNER
REGOSA ENGINEERING SERVICES INC

Worker(s) 1

SEC. **TYPE OF BUSINESS**
196 SPECIALTY BUILDING CONTRACTOR

CCC1327735

PAYMENT RECEIVED BY TAX COLLECTOR
75.00 09/25/2025
PTBTE-25-317496

LBT

This Local Business Tax Receipt only confirms payment of the Local Business Tax. The Receipt is not a license, permit, or a certification of the holder's qualifications, to do business. Holder must comply with any governmental or nongovernmental regulatory laws and requirements which apply to the business.

The RECEIPT NO. above must be displayed on all commercial vehicles – Miami-Dade Code Sec 8a-276.

For more information, visit mdctaxcollector.gov

Ron DeSantis, Governor

Melanie S. Griffin, Secretary

Florida dbpr

STATE OF FLORIDA
DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION

CONSTRUCTION INDUSTRY LICENSING BOARD

THE PLUMBING CONTRACTOR HEREIN IS CERTIFIED UNDER THE PROVISIONS OF CHAPTER 489, FLORIDA STATUTES

VELEZ, GUSTAVO DANIEL

REGOSA ENGINEERING SERVICES INC
15700 NE 2 AVENUE
SUITE 9
MIAMI FL 33162

LICENSE NUMBER: CFC1427292

EXPIRATION DATE: AUGUST 31, 2026

Always verify licenses online at MyFloridaLicense.com

ISSUED: 06/04/2024

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Local Business Tax Receipt

Miami-Dade County Office of The TaxCollector

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DARIEL FERNANDEZ MIAMI-DADE COUNTY TAX COLLECTOR IN GOD WE TRUST

5996336

RECEIPT NO.
RENEWAL
6256317

EXPIRES
SEPTEMBER 30, 2026

Must be displayed at place of business
Pursuant to County Code
Chapter 8A – Art. 9 & 10

BUSINESS NAME/LOCATION
REGOSA ENGINEERING
SERVICES INC
15700 NE 2ND AVE
MIAMI, FL 33162-4267

OWNER
REGOSA ENGINEERING SERVICES INC

Worker(s) 1

SEC. TYPE OF BUSINESS
196 PLUMBING CONTRACTOR

CFC1427292

PAYMENT RECEIVED BY TAX COLLECTOR
75.00 09/25/2025
PTBTE-25-317496

LBT

This Local Business Tax Receipt only confirms payment of the Local Business Tax. The Receipt is not a license, permit, or a certification of the holder's qualifications, to do business. Holder must comply with any governmental or nongovernmental regulatory laws and requirements which apply to the business.

The RECEIPT NO. above must be displayed on all commercial vehicles – Miami-Dade Code Sec 8a-276.

For more information, visit mdctaxcollector.gov

Ron DeSantis, Governor

Melanie S. Griffin, Secretary

Florida dbpr

STATE OF FLORIDA
DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION

CONSTRUCTION INDUSTRY LICENSING BOARD

THE MECHANICAL CONTRACTOR HEREIN IS CERTIFIED UNDER THE
PROVISIONS OF CHAPTER 489, FLORIDA STATUTES

VELEZ, GUSTAVO DANIEL

REGOSA ENGINEERING SERVICES INC
15700 NE 2 AVENUE
BAY 9
MIAMI FL 33162

LICENSE NUMBER: CMC1249755

EXPIRATION DATE: AUGUST 31, 2026

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ISSUED: 06/04/2024

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Local Business Tax Receipt

Miami-Dade County Office of The TaxCollector

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DARIEL FERNANDEZ MIAMI-DADE COUNTY IN GOD WE TRUST TAX COLLECTOR

6083513

RECEIPT NO.
RENEWAL
6346019

EXPIRES
SEPTEMBER 30, 2026

Must be displayed at place of business
Pursuant to County Code
Chapter 8A – Art. 9 & 10

BUSINESS NAME/LOCATION
REGOSA ENGINEERING
SERVICES INC
15700 NE 2ND AVE
MIAMI, FL 33162-4267

OWNER
REGOSA ENGINEERING SERVICES INC

SEC. TYPE OF BUSINESS
196 GENERAL MECHANICAL CONTRACTOR

PAYMENT RECEIVED BY TAX COLLECTOR
75.00 09/25/2025
PTBTE-25-317496

Worker(s) 1

CMC1249755

LBT

This Local Business Tax Receipt only confirms payment of the Local Business Tax. The Receipt is not a license, permit, or a certification of the holder's qualifications, to do business. Holder must comply with any governmental or nongovernmental regulatory laws and requirements which apply to the business.

The RECEIPT NO. above must be displayed on all commercial vehicles – Miami-Dade Code Sec 8a-276.

For more information, visit mdctaxcollector.gov

Detail by FEI/EIN Number

Florida Profit Corporation
REGOSA ENGINEERING SERVICES, INC

Filing Information

Document Number	P02000124506
FEI/EIN Number	36-4525988
Date Filed	11/18/2002
State	FL
Status	ACTIVE
Last Event	AMENDMENT
Event Date Filed	12/27/2013
Event Effective Date	NONE

Principal Address

15700 NE 2ND AVE
MIAMI, FL 33162

Changed: 04/20/2015

Mailing Address

15700 NE 2ND AVE
MIAMI, FL 33162

Changed: 04/20/2015

Registered Agent Name & Address

VELEZ, GUSTAVO
15700 NE 2 AVE
MIAMI, FL 33162

Name Changed: 02/25/2017

Address Changed: 01/25/2013

Officer/Director Detail

Name & Address

Title President

Velez, Gustavo
15700 NE 2 AVE
MIAMI, FL 33162

Annual Reports

Report Year	Filed Date
2023	01/30/2023
2024	03/06/2024
2025	02/11/2025

Document Images

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11/05/2012 -- Amendment	View image in PDF format
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04/16/2003 -- ANNUAL REPORT	View image in PDF format
11/18/2002 -- Domestic Profit	View image in PDF format

Florida Department of State, Division of Corporations

FIXMATE

PROPOSAL FOR:

RFP NO. 26-0316200

PRE-QUALIFIED POOL OF GENERAL CONTRACTORS FOR THE OWNER-OCCUPIED MINOR HOME REPAIR PROGRAM

SUBMITTED TO:

City of Opa-locka Office of the City Clerk 780 Fisherman Street, 4th Floor Opa-locka, FL 33054

SUBMITTED BY:

FIXMATE USA LLC

2645 EXECUTIVE PARK DR

WESTON, FL 33331

PRIMARY CONTACT:

SOLSIRE DEL VALLE MENDOZA

Titl: AMBR- PROJECT MANAGEMENT- GENERAL CONTRACTOR

Phone:470 417 6463

Email: fixamteusa@gmail.com/info@fixmate.net

Tax ID (FEIN): 99-1807078

State License No: CGC1539296

DATE OF SUBMISSION: March 16, 2026

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TAB 2

LETTER OF TRANSMITTAL

FIXMATE

FIXMATE USA LLC
2645 EXECUTIVE PARK DR.
WESTON, FL 33331
Phone number. 470 417 6463
Email: fixmateusa@gmail.com/info@fixmate.net

Date: March 16, 2026

To: City of Opa-locka
Office of the City Clerk
780 Fisherman Street, 4th Floor
Opa-locka, FL 33054

REF: Letter of Transmittal – RFP No. 26-0316200 Project: Pre-qualified Pool of General Contractors for the Owner-Occupied Minor Home Repair Program.

To the Members of the Selection Committee:

FIXMATE USA LLC hereby formally submits this proposal in response to RFP No. 26-0316200. We are highly interested in qualifying for the General Contractors pool to assist the City of Opa-locka with its home repair program.

Our company is duly registered in the State of Florida and holds General Contractor License No. CGC1539296. It is important to emphasize that, although our current legal entity has been established for two years, the execution of our services is led by personnel with over four (4) years of verifiable technical experience in the area of residential construction and rehabilitation.

During the years prior to the founding of this company, our management team has successfully served as a key subcontractor on various home improvement projects, gaining in-depth knowledge of:

- Miami-Dade County and Florida Building Codes.
- Quality and safety standards required in publicly funded programs (CDBG/HOME).
- Efficient management of schedules and budgets for minor repairs.

We confirm that we have reviewed all sections of the RFP and commit to complying with the scope of work and the required insurance coverage. This proposal remains valid for a period of ninety (90) days from the bid closing date.

For any further inquiries, the primary contact will be Solsire del Valle Mendoza at 470-417-6463 or via email at fixmateusa@gmail.com / info@fixmate.net.

Sincerely,



Solsire del Valle Mendoza

AMBR - General Contractor - Project Management

FIXMATE USA LLC

TAB 3

GENERAL INFORMATION

Business Structure & Legal Status

Name of Business: FIXMATE USA LLC

Mailing Address: 2645 Executive Park Drive, Suite 536, Weston, FL 33331

Phone Number: 754 233 3694

Names and contact information of people to be contacted for information or services if different from name of the person in charge

Names. Solsire Del Valle Mendoza

Phone Number. 470 417 6463 /470 4177153

Normal business hours. 9 am – 5 pm

State if business. Florida

Date business was organized and/or incorporated: 02-22/2024

Location of the office. 2645 Executive Park Drive, Suite 536, Weston, FL 33331

Number of professional staff employees at that office. Three people

Indicate whether the business is a parent or subsidiary in a group of firms/agencies. No – N/A

FEIN / Tax ID: 99-1807078

Registered Agent: Amaya Investments Group LLC

State of Florida License

License Number: CGC 1539296 (Certified General Contractor)

Qualifier/Contact: Solsire Del Valle Mendoza

Sunbiz.org DIVISION of CORPORATIONS an official State of Florida website

Detail by Entity Name

Florida Limited Liability Company
FIXMATE USA LLC

Filing Information

Document Number	L24000094481
FEI/EIN Number	99-1807078
Date Filed	02/22/2024
Effective Date	03/01/2024
State	FL
Status	ACTIVE

Principal Address

2645 Executive Park Drive, Suite 536
weston, FL 33331

Changed: 10/13/2025

Mailing Address

2645 Executive Park Drive, Suite 536
Weston, FL 33331

Changed: 10/13/2025

Registered Agent Name & Address

AMAYA INVESTMENTS GROUP LLC
742 San Remo Dr
WESTON, FL 33326

Name Changed: 02/09/2025

Address Changed: 07/03/2025

Authorized Person(s) Detail

Name & Address

Title AMBR

AMAYA, ROMMELT A, SR
742 San Remo Dr
WESTON, FL 33327

Title AMBR

5

Mendoza, Solsire D
742 San Remo Dr
Weston, FL 33326

Annual Reports

Report Year	Filed Date
2025	02/09/2025
2025	07/03/2025
2025	10/13/2025

Document Images

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07/03/2025 -- AMENDED ANNUAL REPORT	View image in PDF format
02/09/2025 -- ANNUAL REPORT	View image in PDF format
02/22/2024 -- Florida Limited Liability	View image in PDF format

Ron DeSantis, Governor

Melanie S. Griffin, Secretary

Florida dbpr

STATE OF FLORIDA
DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION

CONSTRUCTION INDUSTRY LICENSING BOARD

THE GENERAL CONTRACTOR HEREIN IS CERTIFIED UNDER THE
PROVISIONS OF CHAPTER 489, FLORIDA STATUTES

4

MENDOZA, SOLSIRE DEL VALLE

FIXMATE USA LLC
742 SAN REMO DR
WESTON FL 33326

LICENSE NUMBER: CGC1539296

EXPIRATION DATE: AUGUST 31, 2026

Always verify licenses online at MyFloridaLicense.com

ISSUED: 10/01/2025

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Tab 4

Experience and Qualifications



FIXMATE USA LLC
2645 EXECUTIVE PARK DR,
WESTON, FL 33331
Phone number. 470 417 6463
Email: fixmateusa@gmail.com/info@fixmate.net

FIXMATE USA LLC is a contracting firm with over four years of uninterrupted experience in the residential construction and rehabilitation sector in the State of Florida. Our track record has been consolidated through the successful execution of renovation projects in occupied dwellings, consistently prioritizing safety, structural quality, and homeowner satisfaction as a subcontractor for prime contractors.

Experience with Public Funds and Government Programs We understand the specific compliance, documentation, and transparency requirements mandated by publicly funded programs. Our experience includes the participation and completion of projects under regulations similar to **CDBG, HOME, and SHIP**.

To illustrate our capacity, we detail three relevant residential rehabilitation projects below:

- **Project 1: Housing Rehabilitation Program – City of Delray Beach** Comprehensive rehabilitation of 6 residential units. **Scope:** Comprehensive renovation featuring interior/exterior painting, drywall repairs, and the installation of cabinets, countertops, base trim, and a white vinyl fence. The project also included critical structural and system upgrades, such as impact-rated windows/doors, hurricane clips, a 4-ply roof, and 200-Amp electrical and 3-ton HVAC installations.
- **Project 2: Hialeah Housing Authority (HHA)** Minor repairs and habitability improvements in 20 single-family apartments. **Scope:** Cosmetic renovations (painting, cabinets, flooring) and the replacement of vinyl perimeter fencing. It also included critical infrastructure and safety improvements, such as the installation of impact windows/doors, specialized roofing, and upgrades to electrical systems (200 Amp) and air conditioning (3 tons).
- **Project 3: Single-Family Home Remodeling for Private Firms (e.g., Caissa Realty Group) – Statewide Florida** General renovations of properties in accordance with the **Florida Building Code**.

Operational Capacity in Occupied Dwellings Our work methodology minimizes the impact on the daily lives of families. We specialize in:

- **Work Planning:** Execution of detailed schedules that allow homeowners to remain in their residences during minor repairs.
- **Regulatory Compliance:** Rigorous application of **EPA RRP (Renovation, Repair, and Painting)** guidelines for homes built before 1978 and strict coordination with city inspectors.
- **Quality Management:** We maintain a skilled technical team to ensure every detail of the work meets the habitability standards required by the City of Opa-locka.

Commitment to the Program We are fully prepared to execute the services described in Section 2-2 of the Scope of Services. Our knowledge of local regulations, combined with our previous experience in public projects, guarantees that **FIXMATE USA LLC** not only meets the minimum requirements but offers efficient and professional management that will add significant value to the **"Owner-Occupied Minor Home Repair Program.**

Sincerely,

Solsire del Valle Mendoza

AMBR - General Contractor - Project Management

FIXMATE USA LLC

FIXMATE USA LLC
2645 EXECUTIVE PARK DR,
WESTON, FL 33331
Phone number. 470 417 6463
Email: fixmateusa@gmail.com/info@fixmate.net

QUALIFICATIONS OF KEY PERSONNEL

FIXMATE USA LLC assigns a highly qualified team for the "Owner-Occupied Minor Home Repair Program." Our team is led by Solsire Mendoza -Project Manager, a State Certified General Contractor with extensive experience in municipal project management and HUD-funded rehabilitation. FIXMATE USA LLC features a team of experts with over 20 years of combined experience.

Key Team Members:

A. Team Structure & Roles

Name	Role	Core Expertise
Solsire Mendoza	Project Manager	Compliance & Public Fund Admin
Rommelt Amaya	Project Executor	Logistics & Master Scheduling
Jesus Amaya	Field Superintendent	Structural Hardening & HVHZ Codes

Project Manager: Solsire Mendoza

- **Role:** Primary Point of Contact (POC) for the City of Opa-locka and the Program Manager.
- **Responsibilities:**
- Overseeing contract administration and ensuring strict compliance with public fund documentation (CDBG/HOME/SHIP).
- Managing the permitting process, insurance renewals, and submittal of Florida Product Approvals.
- Financial oversight, including budget management, draw requests, and final lien waivers.

- Final review of all project documentation to ensure it meets HUD habitability standards.

Project Executor: Rommelt Amaya

- **Role:** Operations and Logistics Lead.
- **Responsibilities:**
- Developing and maintaining the master project schedule to ensure on-time delivery.
- Managing material procurement and supply chain logistics (e.g., coordinating long-lead items like impact windows and HVAC units).
- Coordinating between technical staff and homeowners to schedule work hours and site access.
- Conducting pre-construction site meetings to identify potential structural or code-related challenges.

Field Superintendent & Structural Specialist: Jesus Amaya

- **Role:** On-site Technical Lead and Safety Officer.
- **Responsibilities:**
- Daily on-site supervision of all trades to ensure work aligns with the approved plans and Florida Building Code.
- Direct oversight of **structural hardening** activities: installation of hurricane clips, roofing systems, and impact-rated openings.
- Enforcement of **EPA RRP Lead-Safe** work practices and job site safety protocols.
- Performing internal "pre-inspections" to ensure a 100% pass rate with City building inspectors.

Subcontractor Partners: Our network includes licensed master electricians, plumbing and HVAC technicians specifically vetted for government-funded projects.

Firm Capabilities: Our team holds active State of Florida licenses and EPA RRP Lead-Safe certifications, ensuring that all repairs in homes built before 1978 are handled with the highest safety standards and technical expertise.

Sincerely,

Solsire del Valle Mendoza
AMBR - General Contractor - Project Management
FIXMATE USA LLC

Ing Solsire D Mendoza
General Contractor
Lic. # CGC1539296

solsiremh@gmail.com • 470-417-6463
Florida, Miami, 33326

Solsire Mendoza is a co-owner of FixMate USA LLC, holding a 50% stake in the company, which is dedicated to general remodeling and the construction of single-family homes as well as residential and commercial projects in the state of Florida.

With extensive experience in the construction industry, I has developed a strong background in both residential and commercial construction. Her experience in the field was acquired in her hometown, where she was the **owner and advisor of a construction company** managed by her husband, **Rommelt Amaya**, which specialized in **the construction of residential housing and the development of commercial projects**.

In addition to her work in the construction sector, she also served as a **Contracting Superintendent in the oil industry**, where she gained valuable expertise in **project supervision, procurement management, and contractor coordination**.

Her combined experience in both construction and industrial contracting has provided her with comprehensive knowledge in **project planning, supervision, cost management, and regulatory compliance**, as well as strong **communication, problem-solving, and negotiation skills**.

Goal-oriented with over 20 years of experience With a track record as a passionate and influential thought professional, I possess expertise in supervising end-to-end operations and production plans.

Highlight of Qualifications
- Over 20 years of successful experience providing project planning, execution and supply chain expertise.
- Exceptional attention to detail, highly organized, and able to meet deadlines consistently.
- Strong analytical and problem-solving skills and critical thinking abilities.
- Provide guidance to the customer based on their business needs, make recommendations on practical project solutions, and work with project management to coordinate tasks and timelines.

Areas of Expertise

- Technical Specifications
- Strategic Planning & Execution
- Procurement
- Project Management
- Cost Estimation
- Microsoft project
- Residential and commercial Construction
- Risk Assessment & Mitigation
- Teambuilding & Leadership
- RFI process and Change orders
- Effective. communication, problem-solving, and negotiation skills.

Professional Experience

Fixmate USA LLC, Miami – Florida **January 2022– Present**
Owner / Project Management
Owner and Project Manager of FixMate USA LLC, a construction company specializing in residential and commercial projects, including remodeling, new home construction, and commercial development. Responsible for overseeing all aspects of project planning, execution, budgeting, scheduling, quality control, and compliance with safety and building codes. Lead and supervise teams of subcontractors and technical staff, ensuring projects are completed on time, within budget, and to client specifications. Skilled in project management, client communication, problem-solving, negotiation, and implementing process improvements to maximize efficiency and quality.

Petróleos de Venezuela, Paraguana Refinery Center **2019 – 2022**
Senior Procurement Supervisor (Materials and Services)
Oversees the procurement team to guarantee materials and services to support the company's annual budget to achieve objectives. Supervise a group of 20 buyers of MRO and raw materials. Analyzed and authorized orders, entry sheets, generated

and global suppliers.

Petroleos de Venezuela, Bariven, S.A. **2017 – 2019**

Supply Chain Manager, Maintenance PDV

Responsible for yearly future purchasing strategy as per plant shutdown initiative. Delivered expert-level supervision to 100 personnel team in managing administrative tasks. Oversaw team's tasks, such as procurement process and backlog distribution requested by clients. Scheduled meeting with national/international suppliers to announce shutdown plan and future materials requests. Monitored international orders required for plant shutdowns with the PSI Houston and PSBV Holland office and recovered orders resulting from payment commitments fulfillment.

Petroleos de Venezuela, Paraguaná Refinery Center **2013 – 2017**

Supply Chain Buyer, Maintenance PDV

Working on the acquisition processes and catalog of materials required for the various functional areas of the Paraguana Refining Complex. Directed internal users' needs for acceptable goods/service delivery, material entry processing, and performance analysis. Facilitated in outlining, scheduling, and administering tactical annual purchase plans. Developed service's accurate technical specifications as per user need. Accountable for delivering an executable Supply Plan that meets business objectives while maximizing production efficiency. A manufacturing resources planner must also coordinate with and drive the support teams to ensure the agreed-upon plan has the full endorsement of the business.

Petroleos de Venezuela, Paraguaná Refinery Center **2009 – 2013**

Contract Administrator, Maintenance Management

Oversaw all phases of contract tenure and led service implementation and management. Supervised contract activities, including personnel/vehicles/tools requests, SAP payment, service assessment, and administrative modifications. Conducted meetings to assess contract with planning, execution, operations, labor, industrial safety, and budget departments

Education

Broward College

English for academic Purposes, Level 5, January. 2024 - present

Diploma in Petroleum Processes and Technological Sovereignty

Jesus Rivero Bolivarian Workers University, Punto Fijo, Venezuela, 2019

Bachelor's degree in industrial engineering

Yacambu University, Barquisimeto, Venezuela, 2003 | Honors: Academic Recognition – Cost Engineering

Professional Training

FL Construction - Business and Finance, Miami, Florida, October 2024
Cost Estimation (APU) for the Oil Industry, Sistemas Logics C.A., Caracas, 2010
Emotional Intelligence, Knowledge Group, Nueva Esparta, 2008
Public Procurement, Ministry of Popular Power for Light Industries and Commerce (SNC), Caracas, 2007
Neurolinguistics Programming, Huellas Grupo Consultor C.A., Punto Fijo, 2007
Microsoft Excel Advanced, Petroleos de Venezuela, Punto Fijo, 2006
Formation/Consolidation of Work Teams and Strengthening Culture of Service, Petroleos de Venezuela, Punto Fijo, 2005
Microsoft Excel Intermediate, Petroleos de Venezuela, Punto Fijo, 2005
Prices Reconsideration by Escalatory Formulas Using Indexes of Central Bank of Venezuela, MM Training, C.A., 2005
ISO 9000 Version 2000, Petroleos de Venezuela, Punto Fijo, 2004
Drafting, Petroleos de Venezuela, Punto Fijo, 2004
Talks on Safety, Hygiene, and Environment Applied to Crafts, International Center for Education and Development (CIED), Paraguaná, 2002

Affiliation & Award

Member - Venezuelan Engineers College, Caracas, Venezuela.
Petroleum of Venezuela Recognition for 10 Years' Service to Oil Industry, 2015

amayarommelt@gmail.com • 470-417-7153
Florida, Miami, 33326

Rommelt Amaya is a co-owner of FixMate USA LLC, holding a 50% stake in the company, which is dedicated to general remodeling and the construction of single-family homes as well as residential and commercial projects in the state of Florida.

With over 20 years of experience in the construction industry, Rommelt has led, executed, and supervised projects in both commercial and residential sectors. In the residential area, this includes kitchen and bathroom remodeling, flooring installation, painting, carpentry, doors and windows, plumbing, and electrical work, ensuring high-quality execution and adherence to project timelines. In the commercial sector, projects include plumbing, painting, drywall, demolition, and structural construction, among others.

Areas of Expertise

Residential Construction:

- Complete interior remodeling: kitchens, bathrooms, basements, and closets.
- Flooring installation: hardwood, laminate, tile, vinyl, and carpet.
- Carpentry: moldings, cabinetry, doors, windows, and interior structures.
- Interior and exterior painting and finishes.
- Residential plumbing and electrical systems.
- Construction and expansion of single-family homes.
- Roof repair and exterior siding construction.

Commercial Construction:

- Renovation and remodeling of offices, retail spaces, and institutional buildings.
- Drywall installation and interior partitioning.
- Commercial painting and architectural finishes.
- Commercial plumbing and electrical systems.
- Demolition and site preparation for new construction.
- Construction and reinforcement of commercial structures.

Project Management:

- Planning and scheduling of construction projects.
- Budgeting, cost control, and materials estimation.
- Supervision of subcontractors and skilled personnel.
- Ensuring compliance with local and state building codes.

Safety and Compliance:

- Implementation of OSHA safety standards an
- d workplace safety procedures.
- Risk management and accident prevention on job sites.
- Obtaining and managing required construction permits and certifications.

Additional Professional Skills:

- Effective communication with clients, suppliers, and project teams.
- Problem-solving and handling unforeseen project challenges.
- Negotiation with suppliers and subcontractors to optimize costs and timelines.

Professional Experience

Fixmate USA, Miami – Florida **January 2022– Present**

Owner / Project Executor and Execution Manager

With extensive experience as a Project Executor and Execution Manager, I have successfully planned, coordinated, and supervised residential, commercial, and industrial construction projects from start to completion. My responsibilities have included managing on-site operations, overseeing technical teams and subcontractors, controlling budgets and schedules, and ensuring full compliance with safety standards and building codes. I have developed strong leadership, communication, problem-solving, and negotiation skills, ensuring high-quality project delivery and client satisfaction.

Bloquera Nueva Roca, Punto Fijo, Edo Falcon, Venezuela **2015 – 2022**

Execution Manager

Responsible for planning, directing, and overseeing multiple residential, commercial, and industrial construction projects, ensuring completion on time, within budget, and meeting quality standards. Experienced in coordinating project execution from resource allocation to final delivery, supervising field teams, managing budgets and schedules, ensuring compliance with technical specifications and safety regulations, and preparing progress reports, performance metrics, and risk assessments. Skilled in leadership, communication, problem-solving, and negotiation.

Rommelt Amaya / Self-Employed / Construction Services, Punto Fijo, Edo Falcon, Venezuela **2014 – 2009**

Owner and operator of a construction services business specializing in residential and commercial projects, including remodeling, new home construction, and commercial developments. Responsible for planning, coordinating, and supervising all phases of construction projects, managing budgets, schedules, quality control, and compliance with safety and building codes. Lead and oversee teams of subcontractors and technical staff, ensuring projects are completed on time, within budget, and to client specifications. Additionally, managed the procurement and sale of construction materials, including cement, sand, and stone, providing clients with high-quality supplies and ensuring timely delivery to support project needs.

Reimca, C. A., Punto Fijo, Edo Falcon, Venezuela

Supply Chain Manager **2008 – 2004**

Responsible for ensuring the timely availability of materials, equipment, and services required for projects, ensuring they meet technical specifications, quality standards, and budget requirements. Coordinates with suppliers and project managers, negotiates prices and purchase terms, oversees inventory and logistics, controls department costs and expenses, and ensures compliance with regulations, safety standards, and internal policies, directly contributing to the success and efficiency of construction projects.

Education

Laboral Consultant

Centroccidental University "Lisandro Alvarado", College of Accountants of Falcon State, May 2013

Bachelor's degree in management Processes

UDEFA University, Punto Fijo, Falcon State, Venezuela, 2009

Professional Training

FL Construction - Business and Finance, Miami, Florida, October 2024
Cost Estimation (APU)
Microsoft Excel

Jesus Amaya

jesusa10305@gmail.com • 470-417-6174
Florida, Miami, 33326

Professional Profile

Dedicated and highly skilled construction professional with over 4 years of hands-on experience in the Florida construction industry. Specialist in structural hardening, high-wind roofing systems, and building envelope integrity. Proven track record in supervising residential rehabilitation projects, ensuring strict adherence to Florida Building Code (FBC) and High-Velocity Hurricane Zone (HVHZ) standards.

Areas of Expertise

- **Structural Hardening:** Direct oversight of hurricane clip installation, structural reinforcement, and protective measures against high-wind events.
- **Building Envelope:** Expert installation and inspection of impact-rated windows, doors, and specialized roofing systems.
- **Technical Supervision:** Daily on-site management of multiple trades, ensuring alignment with approved engineering plans and municipal specifications.
- **Safety & Compliance:** Enforcement of EPA RRP (Lead-Safe) protocols, OSHA safety standards, and rigorous site-specific risk management.
- **Quality Assurance:** Execution of detailed "pre-inspections" to identify and resolve code discrepancies before official municipal inspections, ensuring a 100% pass rate.

Professional Experience

FixMate USA, Miami – Florida **2022 – Present**
Field Superintendent & Structural Specialist

- Serve as the technical lead for all structural hardening activities, ensuring that all project components meet stringent HVHZ requirements.
- Provide daily on-site supervision of trades, coordinating schedules, and ensuring work complies with the Florida Building Code.
- Directly oversee the installation of impact-rated openings and roofing systems, ensuring high-quality execution and adherence to structural engineering plans.
- Responsible for enforcing safety protocols, including EPA Lead-Safe work practices, to protect residents and maintain a secure job site.
- Conduct internal pre-inspections to proactively address code issues, resulting in optimized project timelines and successful municipal inspection outcomes.

Core Skills

- **Technical Compliance:** Florida Building Code (FBC) & High-Velocity Hurricane Zone (HVHZ) Standards.
- **Safety Certifications:** EPA Lead-Safe Certified (RRP).
- **Operational Skills:** On-site Project Management, Trade Coordination, Quality Control, and Incident Prevention.

ADVANCE	
DATE	3/15/26

TO
FIXMATE USA TEAM

2645 Executive Park Drive Suite 536

PROFESSIONAL PROFILE & COMPANY OVERVIEW

Luis Daniel vargas is an Electrical Engineer with over 16 years of experience in electrical systems design, installation, and project execution in residential and commercial environments.

He completed the Journeyman Electrician Program in 2019 in the United States and holds certification as a FASA (Fire Alarm System Agent), specializing in fire alarm systems installation and compliance.

Throughout his career, he has participated in numerous electrical projects including commercial build-outs, restaurants electrical installations, lighting systems, service upgrades, and residential renovations. His technical background combined with hands-on field experience allows him to deliver solutions that meet **National Electrical Code (NEC)** standards and industry best practices.

Luis Daniel Vargas is the founder and owner of **INENGIC CORPORATION,** a licensed and insured electrical contractor company providing reliable electrical services across South Florida.

COMPANY PROFILE

INENGIC CORPORATION
Licensed & insured Electrical Contractor

Inengic Corporation specializes in residential and commercial electrical services, delivering safe, efficient, and code-compliant electrical installations.

Our company is supported by **qualified and experienced electrical personnel,** capable of providing fast response service and efficient resolution of electrical emergencies, ensuring minimal downtime and safe operation for our clients.

Core Services:

* Electrical installations and system upgrades.
* Interior and exterior lighting installations.
* Electrical panel installation and service upgrades.
* Generator and Automatic Transfer Switch (ATS) Installation.

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ADVANCE	
DATE	3/15/26

TO

FIXMATE USA TEAM

2645 Executive Park Drive Suite 536

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* Electrical troubleshooting and repairs.
* Fire alarm systems installation (FASA certified)
* Commercial and rersidential electrical remodeling.

Our commitment is to deliver quality workmanship, reliability and professional service, supporting contractors and project owners in the successful completion of their projects.

LUIS DANIEL VARGAS
Owner / Electrical Engineer
INENGIC CORPORATION
Licensed & Insured Contractor
Florida.

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AP WELDING & STEEL
MANUFACTURER, CORP.

Marz 15, 2026

Strategic Technical Partnership: AP Welding & Steel Manufacturer, Corp.

To ensure the highest standards of technical execution in plumbing, fire protection, and structural steel integration, **FIXMATE USA LLC** maintains a strategic partnership with **AP Welding & Steel Manufacturer, Corp.**, led by **Jose Felipe Alonzo**.

About our Technical Partner

Mr. Alonzo is a highly experienced professional holding multiple senior-level certifications that guarantee code compliance and structural integrity in complex construction environments. His direct involvement provides our projects with an elite layer of technical oversight, particularly in infrastructure-heavy rehabilitation.

Credentials:

- **Certified General Contractor (CGC1516255)**
- **Certified Plumbing Contractor (CFC1429441)**
- **Home Inspector (H15019)**

Key Areas of Support & Expertise

Through this partnership, FIXMATE USA LLC gains access to specialized expertise in:

- **Infrastructure Rehabilitation:** Proven experience in complex projects, such as the rehabilitation of potable water, sanitary drainage, and fire protection systems at the Stephen P. Clark Government Center.
- **System Integration:** Mastery in the replacement of main water risers, domestic and sanitary stacks, and storm drainage systems, ensuring full compliance with stringent **Florida Building Codes (FBC/P 305 and 308)**.
- **Safety & Regulatory Approval:** Deep knowledge in managing complex requirements, such as **C-AJ-1498 Firestop systems** and coordinating 'As-Built' plans to secure municipal safety inspection approvals.

- **Structural Precision:** Expert coordination in metalwork and structural steel manufacturing, ensuring all field installations meet architectural and engineering specifications.

Collaborative Value

Mr. Alonzo's collaboration with FIXMATE USA LLC—specifically under the leadership of Project Manager Solsire Mendoza—ensures that projects are delivered with precision, consistency, and reliability. This alliance integrates advanced engineering logic with field management experience, significantly reducing execution risks, cost overruns, and project delays.

Felipe Alonzo

Jose Felipe Alonzo
Certified General Contractor (CGC1516255)
Certified Plumbing Contractor (CFC1429441)
Home Inspector (HI5019)
Email: apwelding@msn.com
Cell: 305 490 4168

FIXMATE USA LLC
2645 EXECUTIVE PARK DR,
WESTON, FL 33331
Phone number. 470 417 6463
Email: fixmateusa@gmail.com/info@fixmate.net

Approach to Project & Methodology

FIXMATE USA LLC's approach to the **Owner-Occupied Minor Home Repair Program** is built on the principles of efficiency, safety, and strict regulatory compliance. Our methodology is designed to handle the complexities of residential rehabilitation while maintaining a resident-centric focus through the following four phases:

Phase I: Pre-Construction & Compliance

Every project begins with a detailed site assessment to verify dimensions and specifications. We prioritize **long-lead items**, such as impact windows and HVAC units, to ensure procurement starts immediately upon contract execution. We manage the entire permitting process with the City of Opa-locka and provide all necessary **Florida Product Approvals** (HVHZ standards).

Phase II: Resident Coordination & Safety

Since these are owner-occupied homes, we prioritize family safety. For homes built before 1978, we strictly adhere to **EPA Lead-Safe RRP protocols**. Our logistics plan includes:

- **Work-Zone Separation:** Using professional dust barriers and signage.
- **Bilingual Communication:** Maintaining a dual English/Spanish line with homeowners to coordinate daily schedules.
- **Daily Clean-up:** Ensuring the site is safe and debris-free at the end of every workday.

Phase III: Technical Execution & Trade Management

We utilize a **"Critical Path"** schedule to ensure trades move efficiently. Our priority is to secure the building envelope first (roofing, hurricane clips, and impact openings). Once the structure is hardened, we proceed with internal system upgrades (Electrical/HVAC) and conclude with interior cosmetic repairs (drywall and paint).

Phase IV: Quality Control & Close-out

Quality is managed through a rigorous three-step process:

1. **Self-Inspection:** Conducted by our Field Superintendent after each trade completion to ensure a 100% City inspection pass rate.

2. **Municipal Inspections:** Coordination with city inspectors for all required milestones.
3. **Final Close-out Package:** We provide the homeowner and Program Manager with a folder containing final approved permits, material warranties (roofing, A/C, windows), and lien waivers.

Sincerely,

Solsire del Valle Mendoza
AMBR - General Contractor - Project Management
FIXMATE USA LLC

TAB 5

FINANCIAL STABILITY STATEMENT

FIXMATE USA LLC
2645 EXECUTIVE PARK DR
WESTON, FL 33331
Phone number. 470 417 6463
Email: fixmateusa@gmail.com/info@fixmate.net

Date: March 16, 2026

To: City of Opa-locka, Selection Committee

Subject: Financial Capacity and Bonding Statement – RFP No. 26-0316200

Dear Members of the Selection Committee,

FIXMATE USA LLC is a financially sound entity with the operational liquidity and creditworthiness necessary to perform the services outlined in this Request for Proposals. To demonstrate our financial stability and commitment to the City of Opa-locka's Minor Home Repair Program, we are submitting the following documentation:

1. Insurance Coverage (COI): Attached are our Certificates of Insurance (ACORD 25), meeting or exceeding the City's requirements for General Liability ($1M/$2M), Automobile Liability ($1M), and Workers' Compensation coverage.
2. Bonding Capacity: We have included a Letter of Bondability from our surety agent. This document confirms that FIXMATE USA LLC has been pre-approved for performance and payment bonds. This capacity serves as a third-party verification of our financial integrity, as our surety company has conducted a thorough review of our fiscal health and operational history.
3. Operational Liquidity: Our firm maintains active lines of credit with major local construction material suppliers, ensuring that all projects under this program will be mobilized promptly and executed without delays.

By providing these performance guarantees and insurance protections, FIXMATE USA LLC ensures the City of Opa-locka that we have the fiscal strength to manage multiple residential rehabilitation projects simultaneously while protecting the City's interests and the safety of its residents.

Respectfully submitted,

Solsire del Valle Mendoza

AMBR - General Contractor - Project Management

FIXMATE USA LLC

Liberty Mutual.
SURETY

February 20, 2026

RE: Fixmate USA, LLC

To whom it may concern,

Fixmate USA, LLC has a bonding capacity for individual projects of $300,000 and an aggregate bond limit of $300,000. Rate is $30/1,000.

Our agreement to execute bonds, including bid, performance, and payment bonds are subject to final contract, financing, and underwriting conditions, being mutually acceptable to Fixmate USA, LLC and Liberty. This letter is not an assumption of liability nor is it a bond. Any arrangement for bonds is a matter between Fixmate USA, LLC and Liberty. We assume no liability to you or to third parties if for any reason we do not supply said bond or bonds.

The Ohio Casualty Insurance Company is the Corporate Surety name used for bonds issued to Fixmate USA, LLC The Ohio Casualty Insurance Company is licensed to do business in all states and has an A (Excellent) rating and financial size category XV in the A.M. Best Insurance Guide.

Sincerely,

Leslie Hahn

Attorney-In-Fact

Liberty Mutual Surety

libertyxp@libertymutual.com

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Profit and Loss - copy

Fixmate USA LLC

January 1-December 31, 2024

DISTRIBUTION ACCOUNT	TOTAL
Income	
Services	124,729.00
Total for Income	**$124,729.00**
Cost of Goods Sold	
Cost of goods sold	
Subcontractor expenses	12,555.00
Supplies & materials	10,907.41
Total for Cost of goods sold	**$23,462.41**
Total for Cost of Goods Sold	$23,462.41
Gross Profit	**$101,266.59**
Expenses	
General business expenses	
Bank fees & service charges	33.00
Continuing education	3,173.00
Uniforms	715.42
Total for General business expenses	**$3,921.42**
Insurance	654.56
Legal & accounting services	$2,100.00
Customer Services	1,850.00
Total for Legal & accounting services	**$3,950.00**
Meals	1,326.72
Office expenses	
Office supplies	49.25
Shipping & postage	233.76
Software & apps	35.00
Total for Office expenses	**$318.01**
QuickBooks Payments Fees	40.66
Repairs & maintenance	228.00
Supplies	$5,639.52
Supplies & materials	7,590.15
Total for Supplies	**$13,229.67**
Travel	$92.00
Airfare	343.92
Total for Travel	**$435.92**
Utilities	$2,831.99
Disposal & waste fees	798.36
Total for Utilities	**$3,630.35**
Total for Expenses	**$27,735.31**
Net Operating Income	**$73,531.28**

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Profit and Loss - copy

Fixmate USA LLC

January 1-December 31, 2024

DISTRIBUTION ACCOUNT	TOTAL
Other Income	
Other income	$17,620.00
Credit card rewards	304.11
Total for Other income	$17,924.11
Total for Other Income	**$17,924.11**
Other Expenses	
Vehicle expenses	
Parking & tolls	147.20
Vehicle gas & fuel	3,683.09
Vehicle repairs	312.01
Total for Vehicle expenses	**$4,142.30**
Total for Other Expenses	**$4,142.30**
Net Other Income	**$13,781.81**
Net Income	**$87,313.09**

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Profit and Loss - copy

Fixmate USA LLC

January 1-December 31, 2025

DISTRIBUTION ACCOUNT	TOTAL
Income	
Discounts given	-2,000.00
Services	304,674.75
Total for Income	$302,674.75
Cost of Goods Sold	
Cost of goods sold	
Subcontractor expenses	63,543.98
Supplies & materials	49,372.67
Total for Cost of goods sold	**$112,916.65**
Total for Cost of Goods Sold	**$112,916.65**
Gross Profit	**$189,758.10**
Expenses	
Advertising & marketing	$416.95
Website ads	60.70
Total for Advertising & marketing	**$477.65**
Business licences	868.95
Commissions & fees	166.00
Donations	650.00
Entertainment with clients	211.01
Equipment rental	122.67
General business expenses	$751.67
Bank fees & service charges	596.90
Continuing education	49.95
Memberships & subscriptions	940.82
Uniforms	1,284.94
Total for General business expenses	**$3,624.28**
Insurance	5,815.32
Interest paid	$937.30
Credit card interest	78.04
Total for Interest paid	**$1,015.34**
Legal & accounting services	25,130.94
Meals	2,167.48
Office expenses	$1,018.80
Office supplies	162.28
Shipping & postage	278.42
Small tools and equipment	1,282.93
Software & apps	322.37
Total for Office expenses	**$3,064.80**
QuickBooks Payments Fees	298.70
Repairs & maintenance	2,141.39

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Profit and Loss - copy

Fixmate USA LLC

January 1-December 31, 2025

DISTRIBUTION ACCOUNT	TOTAL
Supplies	$21,959.64
Supplies & materials	2,221.00
Total for Supplies	**$24,180.64**
Taxes paid	2,073.61
Training	910.00
Travel	$51.50
Airfare	857.70
Hotels	929.02
Vehicle rental	174.41
Total for Travel	**$2,012.63**
Utilities	$5,844.75
Disposal & waste fees	1,616.30
Phone service	10.50
Total for Utilities	**$7,471.55**
Total for Expenses	**$82,402.96**
Net Operating Income	**$107,355.14**
Other Income	
Other income	$2,172.94
Credit card rewards	995.08
Total for Other income	**$3,168.02**
Total for Other Income	**$3,168.02**
Other Expenses	
Home office	
Rent	19,045.75
Total for Home office	**$19,045.75**
Vehicle expenses	
Parking & tolls	552.44
Vehicle gas & fuel	5,195.95
Vehicle registration	511.27
Vehicle repairs	859.23
Vehicle wash & road services	15.00
Total for Vehicle expenses	**$7,133.89**
Total for Other Expenses	**$26,179.64**
Net Other Income	**-$23,011.62**
Net Income	**$84,343.52**

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CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 03/05/2026

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER	CONTACT NAME: CELESTE AVENDANO	
One Point Multi Services 4000 Hollywood Blvd Suite 555-S Hollywood FL 33021	PHONE (A/C, No, Ext): (305) 412-2205	FAX (A/C, No):
	E-MAIL ADDRESS: INFO@ONEPOINTMS.COM	
	INSURER(S) AFFORDING COVERAGE	NAIC #
	INSURER A : WESTERN WORLD INSURANCE COMPANY	13196
INSURED FIXMATE USA LLC 2645 EXECUTIVE PARK DRIVE SUITE 536 WESTON FL 33326	INSURER B :	
	INSURER C :	
	INSURER D :	
	INSURER E :	
	INSURER F :	

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	X COMMERCIAL GENERAL LIABILITY						EACH OCCURRENCE	$ 1,000,000
	CLAIMS-MADE ☐ OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence)	$ 100,000
							MED EXP (Any one person)	$ 5,000
		X		NPP1675949	12/18/2025	12/18/2026	PERSONAL & ADV INJURY	$ 1,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER:						GENERAL AGGREGATE	$ 2,000,000
	☐ POLICY ☐ PRO-JECT ☐ LOC						PRODUCTS - COMP/OP AGG	$ 1,000,000
	OTHER							$
	AUTOMOBILE LIABILITY						COMBINED SINGLE LIMIT (Ea accident)	$
	☐ ANY AUTO						BODILY INJURY (Per person)	$
	☐ OWNED AUTOS ONLY ☐ SCHEDULED AUTOS						BODILY INJURY (Per accident)	$
	☐ HIRED AUTOS ONLY ☐ NON-OWNED AUTOS ONLY						PROPERTY DAMAGE (Per accident)	$
								$
	☐ UMBRELLA LIAB ☐ OCCUR						EACH OCCURRENCE	$
	☐ EXCESS LIAB ☐ CLAIMS-MADE						AGGREGATE	$
	☐ DED ☐ RETENTION $							$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY Y/N						☐ PER STATUTE ☐ OTH-ER	
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? ☐ (Mandatory in NH)	N/A					E.L. EACH ACCIDENT	$
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE	$
							E.L. DISEASE - POLICY LIMIT	$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER

CITY OF OPA-LOCKA
Office of the City Clerk
780 Fisherman Street, 4th Floor

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE
CELESTE AVENDANO

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ACORD®

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
03/05/2026

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

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PRODUCER	CONTACT NAME: CELESTE AVENDANO	
ONE POINT MULTI-SERVICES LLC 4000 HOLLYWOOD BLVD, SUITE 555S HOLLYWOOD, FL 33021	PHONE (A/C, No, Ext): 3057496504	FAX (A/C, No):
	E-MAIL ADDRESS: INFO@ONEPOINTMS.COM	
	INSURER(S) AFFORDING COVERAGE	NAIC #
	INSURER A : PIE INSURANCE COMPANY	21857
INSURED FIXMATE USA LLC 2645 EXECUTIVE DR, SUITE 536 WESTON, FL 33326	INSURER B :	
	INSURER C :	
	INSURER D :	
	INSURER E :	
	INSURER F :	

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
	COMMERCIAL GENERAL LIABILITY						EACH OCCURRENCE	$
	☐ CLAIMS-MADE ☐ OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence)	$
							MED EXP (Any one person)	$
							PERSONAL & ADV INJURY	$
	GEN'L AGGREGATE LIMIT APPLIES PER:						GENERAL AGGREGATE	$
	☐ POLICY ☐ PRO-JECT ☐ LOC						PRODUCTS - COMP/OP AGG	$
	OTHER:							$
	AUTOMOBILE LIABILITY						COMBINED SINGLE LIMIT (Ea accident)	$
	☐ ANY AUTO						BODILY INJURY (Per person)	$
	☐ OWNED AUTOS ONLY ☐ SCHEDULED AUTOS						BODILY INJURY (Per accident)	$
	☐ HIRED AUTOS ONLY ☐ NON-OWNED AUTOS ONLY						PROPERTY DAMAGE (Per accident)	$
								$
	☐ UMBRELLA LIAB ☐ OCCUR						EACH OCCURRENCE	$
	☐ EXCESS LIAB ☐ CLAIMS-MADE						AGGREGATE	$
	☐ DED ☐ RETENTION $							$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANYPROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) Y/N: Y If yes, describe under DESCRIPTION OF OPERATIONS below	N/A		PI 3354611000	12/10/2025	12/10/2026	☐ PER STATUTE ☐ OTH-ER	
							E.L. EACH ACCIDENT	$ 1,000,000.00
							E.L. DISEASE - EA EMPLOYEE	$ 1,000,000.00
							E.L. DISEASE - POLICY LIMIT	$ 1,000,000.00

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER

CITY OF OPA-LOCKA
Office of the City Clerk 780 Fisherman Street, 4th Floor
Opa-locka, Florida 33054

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE
CELESTE AVENDANO

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ACORD

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
03/13/2026

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

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PRODUCER	CONTACT NAME: Progressive Commercial Lines Customer and Agent Servicing
Progressive Insurance PO Box 94739, Cleveland, OH 44101	PHONE (A/C, No, Ext): 1-800-444-4487 FAX (A/C, No): E-MAIL ADDRESS: progressivecommercial@email.progressive.com

INSURER(S) AFFORDING COVERAGE	NAIC #
INSURER A : Progressive Express Insurance Company	10193
INSURER B :	
INSURER C :	
INSURER D :	
INSURER E :	
INSURER F :	

INSURED
Fixmate USA LLC
742 San Remo Drive, Weston, FL, 33326
Weston, FL 33331

COVERAGES **CERTIFICATE NUMBER:** 409976494364535618D031326T224729 **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
	COMMERCIAL GENERAL LIABILITY						EACH OCCURRENCE	$
	☐ CLAIMS-MADE ☐ OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence)	$
							MED EXP (Any one person)	$
							PERSONAL & ADV INJURY	$
	GEN'L AGGREGATE LIMIT APPLIES PER:						GENERAL AGGREGATE	$
	☐ POLICY ☐ PRO-JECT ☐ LOC						PRODUCTS - COMP/OP AGG	$
	OTHER:							$
A	AUTOMOBILE LIABILITY						COMBINED SINGLE LIMIT (Ea accident)	$1,000,000
	ANY AUTO						BODILY INJURY (Per person)	$
	OWNED AUTOS ONLY ☒ SCHEDULED AUTOS	Y	Y	866619215	12/05/2025	06/05/2026	BODILY INJURY (Per accident)	$
	HIRED AUTOS ONLY ☐ NON-OWNED AUTOS ONLY						PROPERTY DAMAGE (Per accident)	$
								$
	~~SUBROGATE LIAB~~ ~~OCCUR~~						~~EACH OCCURRENCE~~	~~$~~
	EXCESS LIAB ☐ CLAIMS-MADE						AGGREGATE	$
	DED ☐ RETENTION $							$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY Y/N						☐ PER STATUTE ☐ OTH-ER	
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? ☐	N/A					E.L. EACH ACCIDENT	$
	(Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE	$
							E.L. DISEASE - POLICY LIMIT	$
A	See ACORD 101 for additional coverage details.	Y	Y	866619215	12/05/2025	06/05/2026	$	

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER

City of Opa-Locka
~~Office of the City Clerk~~
780 Fisherman Street
4th Floor
Opa-Locka, FL 33054

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Mark Paul

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AGENCY CUSTOMER ID: _____

LOC #: _____

ADDITIONAL REMARKS SCHEDULE

AGENCY		NAMED INSURED
Progressive Insurance		Fixmate USA LLC [redacted] Weston, FL 33331
POLICY NUMBER		
866619215		
CARRIER	NAIC CODE	
Progressive Express Insurance Company	10193	EFFECTIVE DATE: 12/05/2025

ADDITIONAL REMARKS

THIS ADDITIONAL REMARKS FORM IS A SCHEDULE TO ACORD FORM,

FORM NUMBER: 25 FORM TITLE: Certificate of Liability Insurance

Additional Coverages

Insurance coverage(s)	Limits
Personal Injury Protection	$10,000 w/$0 Ded - Named Insured Only

Description of Location/Vehicles/Special Items

Scheduled autos only

2011 CHEVROLET EXPRESS G2500 1GCWGFCA9B1168195

Roadside Assistance	Selected w/$0 Ded

Additional Information

Blanket Waiver of Subrogation in favor of the certificate holder, but only if party to a written waiver agreement executed by the named insured, as required by contract, prior to the occurrence of any loss. The certificate holder is an additional insured if required by written contract executed by the named insured prior to the occurrence of any loss, per blanket AI endorsement.

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Tab 6

References (Client Reference Form)

CLIENT REFERENCE 1

Name of Client Entity: Dan Enterprises Team LLC

Address: 18501 Pines Blvd Suite 357

City/State/Zip: Pembroke Pines, FL 33029

Contact: Fabio Vargas

Title: General Manager

Email Address: sales1@danenterprisesteam.com

Telephone: 954 536 5429

Scope of Work: Housing rehabilitation Program - City of Delray Beach

Description of Services Provided: Their scope of services includes, the installation of hurricane impact windows and pre-hung exterior impact doors; full roof removal and replacement, including the installation of hurricane clips; and comprehensive MEP services such as electrical upgrades, plumbing, and HVAC systems. In addition, they have performed high-quality interior work, including carpentry, cabinetry, countertop installation, drywall repairs, fencing, and general painting.

CLIENT REFERENCE 2

Name of Client Entity: Town of Davie

Address: 6901 Orange Drive

City/State/Zip: Davie, FL, 33314

Contact: Kevin Montaldi

Title: Superintendent / Public Works - Town of Davie

Email Address: kmontaldi@davie-fl.gov

Telephone: 954-327-3943

Scope of Work: Pine Island Park Awning Replacement

Description of Services Provided: The purpose of this ITQ is to secure a qualified Contractor in the State of Florida to remove and replace shade fabric (approximately 24' x 24') on an existing awning, with Heavy Duty Vinyl, Dark Green color of equal or better quality to match the existing color, at the Pine Island Multipurpose Center in Davie, Florida, located at 3801 S Pine Island Dr, Davie FL, 33328. See Exhibit A for Location Map and pictures. The services shall encompass furnishing adequate and appropriate labor, machines, materials, supplies, equipment, tools, supervision, insurance, permits, and incidentals.

CLIENT REFERENCE 3

Name of Client Entity: Caissa Group Corp

Address: 13538 Village Park Dr, Suite 205

City/State/Zip: Orlando FL, 32837

Contact: Gisela Rojas

Title: Owner-Broker

Email Address: info@giselabroker.com

Telephone: 407 219 4635

Scope of Work: Housing remodeling – 38 N Alder, Orlando, Fl, 32807

Description of Services Provided: Their scope of services includes, the installation of hurricane impact windows and pre-hung exterior impact doors; full roof removal and replacement, including the installation of hurricane clips; and comprehensive MEP services such as electrical upgrades, plumbing, and HVAC systems. In addition, they have performed high-quality interior work, including carpentry, cabinetry, countertop installation, drywall repairs, fencing, and general painting.

Tab 7

Additional Forms

PROPOSER QUALIFICATIONS

The Proposer, in conjunction with this proposal, must hold a County and/or Municipal Contractor's Occupational License in the area of their fixed business location. The following information must be completed and submitted with the proposal to be considered:

1. Legal Name and Address:

   Name: FIXMATE USA LLC

   Address: 2645 EXECUTIVE PARK DR

   City, State, Zip: W, FL, 33331 Phone/Fax: (754) 233 3694

2. Check One: Corporation (X) Partnership ( ) Individual ( )

3. If Corporation, state:
   Date of Incorporation: 02-22-24 State in which Incorporated: FL

4. If an out-of-state Corporation, currently authorized to do business in Florida, give date of such authorization: _____

5. Name and Title of Principal Officers — Date Elected:

SOLSIRE MENDOZA-AMBR	02-22-2024
ROMMELT A. AMAYA-AMBR	02-22-2024

6. The length of time in business: 2 years

7. The length of time (continuous) in business as a service organization in Florida:
   2 years

8. A copy of County and/or Municipal Occupational License(s)

Note: *Information requested herein and submitted by the Proposers will be analyzed by the City of Opa-locka and will be a factor considered in awarding any resulting contract. The purpose is to ensure that the Contractors, in the sole opinion of the City of Opa-locka, can sufficiently and efficiently perform all the required services in a timely and satisfactory manner as will be required by the subject contract. If there are any terms and/or conditions that are in conflict, the most stringent requirement shall apply.*

CERTIFICATION REGARDING DEBARMENT, SUSPENSION PROPOSED DEBARMENT AND OTHER MATTERS OF RESPONSIBILITY

1. The Proposer certifies, to the best of its knowledge and belief, that the Proposer and/or any of its Principals:

A. Are not presently debarred, suspended, proposed for debarment, or declared ineligible for the award of contracts by any Federal agency.

B. Have not, within a three-year period preceding this offer, been convicted of or had a civil judgment rendered against them for: commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, state, or local) contract or subcontract; violation of Federal or state antitrust statutes relating to the submission of offers; or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, tax evasion, or receiving stolen property; and

C. Are not presently indicted for, or otherwise criminally or civilly charged by a governmental entity with, commission of any of the offenses enumerated in paragraph 1-B of this provision.

2. The Proposer has not, within a three-year period preceding this offer, had one or more contracts terminated for default by any City, County, State, Federal, or other agency.

A. "Principals," for the purposes of this certification, means officers; directors; owners; partners; and, persons having primary management or supervisory responsibilities within a business entity (e.g., general manager; plant manager; head of a subsidiary, division, or business segment, and similar positions). This Certification Concerns a Matter Within the Jurisdiction of an Agency of the United States and the Making of a False, Fictitious, or Fraudulent Certification May Render the Maker Subject to Prosecution Under Section 1001, Title 18, United States Code.

B. The Proposer shall provide immediate written notice to the Contracting Officer if, at any time prior to contract award, the Proposer learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.

C. A certification that any of the items in paragraph (a) of this provision exists will not necessarily result in withholding of an award under this solicitation. However, the certification will be considered in connection with a determination of the Proposer's responsibility. Failure of the Proposer to furnish a certification or provide such additional information as requested by the Contracting Officer may render the Proposer non-responsive.

D. Nothing contained in the foregoing shall be construed to require the establishment of a system of records in order to render, in good faith, the certification required by paragraph (a) of this provision. The knowledge and information of a Proposer is not required to exceed

that which is normally possessed by a prudent person in the ordinary course of business dealings.

E. The certification in paragraph 1(a) of this provision is a material representation of fact upon which reliance was placed when making award. If it is later determined that the Proposer knowingly rendered an erroneous certification, in addition to other remedies available to the Government, the Contracting Officer may terminate the contract resulting from this solicitation for default.

AS THE PERSON AUTHORIZED TO SIGN THE STATEMENT, I CERTIFY THAT THIS FIRM COMPLIES FULLY WITH THE ABOVE REQUIREMENTS.

Signature _____

Printed Name SOLSIRE DEL VALLE MENDOZA

DRUG-FREE WORKPLACE CERTIFICATION FORM

Whenever two (2) or more bids/proposals, which are equal with respect to price, quality, and service, are received by the CITY OF OPA-LOCKA for the procurement of commodities or contractual services, a bid/proposal received from a business that certifies that it has implemented a drug-free workplace program shall be given preference in the award process. In order to have a drug-free workplace program, a business shall:

1. Publish a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of controlled substances is prohibited in the workplace and specifying the actions that will be taken against employees for violations of such prohibition.

2. Inform employees about the dangers of drug abuse in the workplace, the business's policy of maintaining a drug-free workplace, any available drug counseling, rehabilitation, and employee assistance programs, and the penalties that may be imposed upon employees for drug abuse violations.

3. Give each employee engaged in providing the commodities or contractual services that are under bid a copy of the statement specified in number (1).

4. In the statement specified in number (1), notify the employees that as a condition for working on the commodities or contractual services that are under bid, the employee will abide by the terms of the statement and will notify the employer of any conviction on or plea of guilty or no contest to any violation of Chapter 893, Florida Statutes or of any controlled substance law of the United States or any singular state, for a violation occurring in the workplace no later than five (5) days after such conviction.

5. Impose a sanction on or require satisfactory participation in a drug abuse assistance or rehabilitation program if such is available in the employee's community by any employee who is so convicted.

6. Make a good faith effort to continue to maintain a drug-free workplace through implementation of Section 287.087, Florida Statutes.

This Certification is submitted by SOLSIRE DEL VALLE MENDOZA the
(Name)
AMBR of FIXMATE USA LLC
(Title/Position) (Company)

who does hereby certify that said Company has implemented a drug-free workplace program, which meets the requirements of Section 287.087, Florida Statutes, which are identified in numbers (1) through (6) above.

03-16-2026
Date

Signature

RFP 26-0316200
NON-COLLUSION AFFIDAVIT
STATE OF FLORIDA - COUNTY OF MIAMI DADE

(1) He/She/They is/are the SOLSIRE DEL VALLE MENDOZA (Owner, Partner, Officer, Representative or Agent) of FIXMATE USA LLC the PROPOSER that has submitted the attached Proposal;

(2) He/She/They is/are fully informed respecting the preparation and contents of the attached Proposal and of all pertinent circumstances respecting such Proposal;

(3) Such Proposal is genuine and is not a collusive or sham Proposal;

(4) Neither the said PROPOSER nor any of its officers, partners, owners, agents, representatives, employees or parties in interest, including this affiant, have in any way colluded, conspired, connived or agreed, directly or indirectly, with any other PROPOSER, firm, or person to submit a collusive or sham Proposal in connection with the Work for which the attached Proposal has been submitted; or to refrain from Proposing in connection with such Work; or have in any manner, directly or indirectly, sought by agreement or collusion, or communication, or conference with any PROPOSER, firm, or person to fix any overhead, profit, or cost elements of the Proposal or of any other PROPOSER, or to fix any overhead, profit, or cost elements of the Proposed Price or the Proposed Price of any other PROPOSER, or to secure through any collusion, conspiracy, connivance, or unlawful agreement any advantage against (Recipient), or any person interested in the proposed Work;

(5) The price or prices quoted in the attached Proposal are fair and proper and are not tainted by any collusion, conspiracy, connivance, or unlawful agreement on the part of the PROPOSER or any other of its agents, representatives, owners, employees or parties of interest, including this affiant.

Signed, sealed and delivered in the presence of:

_____
Witness

_____
Witness

By: _____
Signature

SOLSIRE DEL VALLE -AMBR
Print Name and Title

NON-DISCRIMINATION AFFIDAVIT

I, the undersigned, hereby duly sworn, depose and say that the organization, business or entity represented herein shall not discriminate against any person in its operations, activities or delivery of services under any agreement it enters into with the City of Opa-locka. The same shall affirmatively comply with all applicable provisions of federal, state and local equal employment laws and shall not engage in or commit any discriminatory practice against any person based on race, age, religion, color, gender, sexual orientation, national origin, marital status, physical or mental disability, political affiliation or any other factor which cannot be lawfully used as a basis for service delivery.

By: SOLSIRE DEL VALLE MENDOZA

Title: AMBR

State of Florida County of Miami-Dade
The foregoing instrument was acknowledged before me via ☑ physical presence OR ☐ online notarizations this 16 day of March, 2026.

By Solsire Mendoza
Personally known ✓ OR produced identification Driver License

Juan Cordero
Notary Public
My Commission Expires 8/29/2028

Notary Public State of Florida
Juan Andres Cordero
My Commission HH 588437
Expires 8/29/2028

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E-VERIFY

Effective January 1, 2021, public and private employers, contractors and subcontractors will be required to register with, and use of the E-Verify system in order to verify the work authorization status of all newly hired employees. Vendor/Consultant/Contractor acknowledges and agrees to utilize the U.S. Department of Homeland Security's E-Verify System to verify the employment eligibility of:

a) All persons employed by Vendor/Consultant/Contractor to perform employment duties within Florida during the term of the contract; and

b) All persons (including sub-vendors/sub-contractors) assigned by Vendor /Consultant/ Contractor to perform work pursuant to the contract with the Department. The Vendor /Consultant/ Contractor acknowledges and agrees that use of the U.S. Department of Homeland Security's E-Verify System during the term of the contract is a condition of the contract with the City; and

By entering into a Contract, the Contractor becomes obligated to comply with the provisions of Section 448.095, Fla. Stat., "Employment Eligibility," as amended from time to time. This includes but is not limited to utilization of the E-Verify System to verify the work authorization status of all newly hired employees, and requiring all subcontractors to provide an affidavit attesting that the subcontractor does not employ, contract with, or subcontract with, an unauthorized alien. The contractor shall maintain a copy of such affidavit for the duration of the contract. Failure to comply will lead to termination of this Contract, or if a subcontractor knowingly violates the statute, the subcontract must be terminated immediately. If t contract is terminated for a violation of the statute by the Contractor, the Contractor may not be awarded a public contract for a period of 1 year after the date of termination. The Contractor acknowledges it is liable to the City for any additional costs as a result of termination of the contract due to Contractor's failure to comply with the provisions herein.

E-VERIFY FORM

Definitions:

"Contractor" means a person or entity that has entered or is attempting to enter into a contract with a public employer to provide labor, supplies, or services to such employer in exchange for salary, wages, or other remuneration.

"Subcontractor" means a person or entity that provides labor, supplies, or services to or for a contractor or another subcontractor in exchange for salary, wages, or other remuneration.

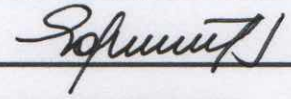
Effective January 1, 2021, public and private employers, contractors and subcontractors will begin required registration with, and use of the E-Verify system in order to verify the work authorization status of all newly hired employees. Vendor/Consultant/Contractor acknowledges and agrees to utilize the U.S. Department of Homeland Security's E-Verify System to verify the employment eligibility of:

a) All persons employed by Vendor/Consultant/Contractor to perform employment duties within Florida during the term of the contract; and

b) All persons (including sub-vendors/subcompanies/subcontractors) assigned by Vendor/Consultant/Contractor to perform work pursuant to the contract with the Department. The Vendor/Consultant/Contractor acknowledges and agrees that use of the U.S. Department of Homeland Security's E-Verify System during the term of the contract is a condition of the contract with the City of Opa-locka; and

Should vendor become successful Contractor awarded for the above-named project, by entering into this Contract, the Contractor becomes obligated to comply with the provisions of Section 448.095. Fla. Stat., "Employment Eligibility," as amended from time to time. This includes but is not limited to utilization of the E-Verify System to verify the work authorization status of all newly hired employees, and requiring all subcontractors to provide an affidavit attesting that the subcontractor does not employ, contract with, or subcontract with, an unauthorized alien. The contractor shall maintain a copy of such affidavit for the duration of the contract. Failure to comply will lead to termination of this Contract, or if a subcontractor knowingly violates the statute, the subcontract must be terminated immediately. If this contract is terminated for a violation of the statute by the Contractor, the Contractor may not be awarded a public contract for a period of 1 year after the date of termination.

Company Name: FIXMATE USA LLC

Authorized Signature: 

Print Name: SOLSIRE DEL VALLE MENDOZA

Title: AMBR

Date: 03-16-2026

ANTI-KICKBACK AFFIDAVIT

STATE OF FLORIDA)
) ss:
COUNTY OF MIAMI-DADE)

I, the undersigned, hereby duly sworn, depose and say that no portion of the sum herein proposed, or compensation that may be received as a result of this Proposal, will be paid to any employee of the City of Opa-Locka or its elected officials, as a commission, kickback, reward, or gift, whether directly or indirectly, by me or any member of my firm, or by any officer of the corporation.

By: SOLSIRE DEL VALLE MENDOZA

Title: AMBR

Sworn to and subscribed before me this

16 day of March, 2026

Notary Public,
State of Florida at Large
My Commission Expires: 8/29/2028

Notary Public State of Florida
Juan Andres Cordero
My Commission HH 588437
Expires 8/29/2028

NOTIFICATION OF PUBLIC ENTITY CRIMES LAW

Pursuant to Section 287.133, Florida Statutes, you are hereby notified that a person or affiliate who has been placed on the convicted contractors list following a conviction for a public entity crime may not submit a Bid on a contract to provide any goods or services to a public entity, may not submit a Bid on a contract with a public entity for the construction or repair of a public building or public work, may not submit Bids on leases or real property to a public entity, may not be awarded or perform work as a contractor, supplier, sub-ender, 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 [F.S.] for Category Two [$35,000.00] for a period of thirtysix (36) months from the date of being placed on the convicted contractors list.

Acknowledged by:

Firm Name

___FIXMATE USA LLC___

Signature

_____

Name and Title (Print or Type)

__SOLSIRE DEL VALLE MENDOZA_- AMBR___

Date

_03-16-2026___

FLORIDA ENTRY BUILDERS
YOUR DOORWAY TO CONSTRUCTION

COVER PAGE

RFP No. 26-0316200
Pre-Qualified Pool of General Contractors
Owner-Occupied Minor Home Repair Program

Submitted to:
City of Opa-Locka
Office of the City Clerk
780 Fisherman Street, 4th Floor
Opa-Locka, Florida 33054

Submitted By
Florida Entry Builders, LLC
Mario Menegazzo, CEO & Licensed Contractor
4950 SW 72nd Avenue, Suite 120
Miami, Florida 33155
Phone: 305-564-3499
Web: www.floridaentry.com

Submission Date:
March 16, 2026

FLORIDA ENTRY BUILDERS
YOUR DOORWAY TO CONSTRUCTION

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FLORIDA ENTRY BUILDERS
YOUR DOORWAY TO CONSTRUCTION

TAB 2 - LETTER OF TRANSMITTAL

March 16, 2026

City of Opa Locka
Office of the City Clerk
780 Fisherman Street, 4th Floor
Opa-Locka, Florida 33054
RFP 26-0316200
Pre-Qualified Pool of General Contractors for the Owner-Occupied Minor Home Repair Program

RE: Proposal Submission – RFP 26-0316200 by Florida Entry Builders

On behalf of Florida Entry Builders, LLC, I am pleased to submit this proposal in response to RFP No. 26-0316200 for the Pre-Qualified Pool of General Contractors for the Owner-Occupied Minor Home Repair Program for the City of Opa-Locka.

Florida Entry Builders understands that this program is intended to provide essential repairs and rehabilitation services to income-eligible homeowners within the City of Opa-Locka in order to address safety concerns, code compliance issues, accessibility needs, and overall housing habitability. Our firm is committed to delivering high-quality construction services that support the City's efforts to improve housing conditions and maintain safe, livable homes for residents.

Florida Entry Builders, LLC is a licensed and insured Florida general contracting firm specializing in residential construction, renovations, additions, and rehabilitation projects. The company has been in operation for approximately three and a half (3.5) years and maintains its administrative office at 4950 SW 72nd Avenue, Suite 120, Miami, Florida 33155. Our firm maintains all required insurance coverage, including Commercial General Liability and Workers' Compensation, and complies with all applicable local, state, and federal regulations governing construction activities.

Florida Entry Builders performs the majority of construction work in-house through direct employees, ensuring consistent quality control, safety compliance, and accountability on each project. When specialized trades are required, the company utilizes licensed subcontractors for electrical, plumbing, and mechanical work.

The individuals authorized to represent and bind Florida Entry Builders, LLC in matters related to this proposal and any resulting contract are:
Mario Menegazzo, CEO & Licensed Contractor
Yolanda Menegazzo, Chief Administration Officer

The undersigned certifies that he is authorized to submit this proposal on behalf of Florida Entry Builders, LLC and that the information contained herein is true and correct to the best of our knowledge.

FLORIDA ENTRY BUILDERS
YOUR DOORWAY TO CONSTRUCTION

Florida Entry Builders appreciates the opportunity to be considered for inclusion in the City of Opa-Locka's pool of qualified contractors and looks forward to the possibility of supporting the City in delivering critical home repair services to its residents.

Respectfully submitted,



Mario Menegazzo
CEO & Licensed Contractor
Florida Entry Builders, LLC

FLORIDA ENTRY BUILDERS
YOUR DOORWAY TO CONSTRUCTION

TAB 3 - GENERAL INFORMATION

3.2.4.1 Name of Business
Florida Entry Builders, LLC

3.2.4.2 Mailing Address and Phone Number
Florida Entry Builders, LLC
4950 SW 72nd Avenue, Suite 120
Miami, Florida 33155
Phone: 305-564-3499

3.2.4.3 Names and Contact Information of Individuals Authorized to Provide Information
Primary Contact:
Mario Menegazzo
CEO & Licensed Contractor
Florida Entry Builders, LLC
Phone: 305-564-3499

Secondary Contact:
Yolanda Menegazzo
Chief Administration Officer
Florida Entry Builders, LLC
Phone: 305-564-3499

3.2.4.4 Normal Business Hours
Monday – Friday 8:00 AM – 5:00 PM (Eastern Time)
Emergency or project-related services may be coordinated outside of normal business hours as needed.

3.2.4.5 Business Classification and Legal Status
Florida Entry Builders, LLC is a local Florida business headquartered in Miami, Florida.
The company operates as a Limited Liability Company (LLC) organized under the laws of the State of Florida.

3.2.4.6 Date Business Was Organized
Florida Entry Builders, LLC was organized in the State of Florida in November 2022.

3.2.4.7 Office Location and Staffing
The work for this project will be managed from the company's administrative office located at:
4950 SW 72nd Avenue, Suite 120
Miami, Florida 33155

Florida Entry Builders currently maintains six (6) in-house employees at this office, including management, administrative, and construction personnel. The company also maintains relationships with licensed subcontractors for specialized trades such as electrical, plumbing, and mechanical services.

3.2.4.8 Parent or Subsidiary Company
Florida Entry Builders, LLC is an independent company and is not a parent company nor a subsidiary of any other firm or organization.

3.2.4.9 State Licensing and Authorization to Conduct Business
Florida Entry Builders, LLC is fully licensed and authorized to conduct business in the State of Florida. The company maintains all required licenses and registrations necessary to perform construction services within the State of Florida.

Copies of all applicable contractor licenses, business registrations, and certifications are included in the following pages of this proposal. Below is a list of the professional licenses:

- Sunbiz Active Corporation Document Number: L22000500100
- FEIN: 88-4350130
- Residential Contractor License: CRC1334258 expires 08/31/2026
- General Contractor License: CGC1538303 expires 08/31/2026

FLORIDA ENTRY BUILDERS
YOUR DOORWAY TO CONSTRUCTION

TAB 5 – EXPERIENCE AND QUALIFICATIONS

3.2.5 Qualifications and Experience

Florida Entry Builders, LLC is a licensed and insured general contracting firm specializing in residential construction, renovations, and rehabilitation projects throughout South Florida. Since its establishment in 2022, the company has successfully completed a range of construction projects including residential remodeling, structural repairs, additions, and general renovation work for both private and commercial clients.

The firm is led by Mario Menegazzo, CEO and Licensed Contractor, who oversees all construction operations and project management activities. Under his leadership, Florida Entry Builders has developed a reputation for delivering high-quality workmanship, maintaining safe job sites, and completing projects efficiently and within budget.

Florida Entry Builders performs the majority of its construction work through its in-house workforce, which allows the company to maintain strong quality control, accountability, and scheduling reliability. When specialized trades are required, the firm utilizes a network of licensed and insured subcontractors in electrical, plumbing, and mechanical trades who have established working relationships with the company.

The company's experience in residential renovation and repair projects aligns closely with the goals of the City of Opa-locka Owner-Occupied Minor Home Repair Program, which focuses on addressing critical housing needs such as safety repairs, accessibility improvements, and code compliance upgrades. Florida Entry Builders has experience performing work similar in scope to the types of repairs typically required in housing rehabilitation programs, including:

- Roofing repair and replacement
- Interior and exterior structural repairs
- Plumbing and electrical upgrades
- Bathroom and kitchen renovations
- Accessibility improvements and general safety corrections
- HVAC and mechanical system improvements
- Drywall, flooring, and finish repairs

Florida Entry Builders understands the importance of completing these projects with minimal disruption to homeowners while maintaining strict compliance with building codes, permitting requirements, and safety standards.

The company is fully licensed to perform construction services in the State of Florida and maintains all required insurance coverage including General Liability and Workers' Compensation insurance. Florida Entry Builders follows strict safety protocols and industry best practices to ensure that every project is completed safely, efficiently, and to the highest professional standards.

FLORIDA ENTRY BUILDERS
YOUR DOORWAY TO CONSTRUCTION

Through its commitment to quality workmanship, clear communication, and responsible project management, Florida Entry Builders is well positioned to support the City of Opa-locka in delivering essential home repair services to residents and improving housing conditions within the community.

Key Personnel

Name	Role	Responsibility
Mario Menegazzo	CEO & Licensed Contractor	Project oversight, permitting, inspections
Yolanda Menegazzo	Chief Administration Officer	Contract administration and coordination
Marciano Guevara	Labor Team Leader	Field supervision
David Morales	Construction Specialist	Skilled construction work

FLORIDA ENTRY BUILDERS
YOUR DOORWAY TO CONSTRUCTION

TAB 8 – REFERENCES

Our qualifications are supported by a strong portfolio of relevant projects, including:

1. **Village of Pinecrest – Pinecrest Gardens – Historical Structure Restoration**
   Project Value: $9,500.00
   Contact Person: Ryan Ruiz
   Contact Phone Number: 305-669-6990
   Contact Email: rruiz@pinecrest-fl.gov
   11000 Red Road, Pinecrest, FL 33156
   Restoration of a historic building requiring replacement of decaying wood, repainting, preservation of historical colors and architectural integrity, replacement of siding, restoration of fascia boards and soffits, pressure washing, priming, and painting. This project demonstrates our ability to work within sensitive environments requiring precision, care, and adherence to municipal standards.
2. **B&G Diagnostic Services – Hialeah, FL**
   Project Value: $60,000.00
   Contact Phone: 305-409-3693
   Contact Email: mvillamil@bandgdiagnosticservices.com
   444 W 51st Place, Hialeah, Florida 33012
   Scope included renovating the front lobby and patient waiting area. Work included space expansion, demolition, relocation of partitions, and more. The project was completed and in compliance with code. The space was left fresh and open. The project was also done under very tight time constraints to avoid long downtime in operations.
3. **Mark Antonio (Residential Project) – North Miami Beach, FL**
   Project Value: $225,000.00
   Contact Person: Mark Antonio
   Contact Phone Number: 954-651-4911
   Contact Email: z06antonio@icloud.com
   2811 NE 164 Street, North Miami Beach, FL 33160
   Completed installation of storefront windows, impact-resistant exterior doors and windows, and construction of a new addition. This project reflects our capability to manage more complex scopes involving both new construction and retrofit installation.
4. **Sophia Willets PLLC – Fort Lauderdale, FL**
   Project Value: $400,000.00
   Contact Person: Sophia Willets
   Contact Phone Number: 480-375-0227
   Contact Email: sophia@gracecre.com
   934 NW 4th Avenue, Fort Lauderdale, FL 33311
   Four-unit renovation interior and exterior, including 4 restrooms (1 for each unit). Work completed included, but not limited to, new flooring, electrical, plumbing, mechanical, roofing, structural work, bathroom and kitchen tile work, drywall, and paint.
5. **Condominium Bathroom Renovations – Miami Beach, FL**
   Project Value: $35,000.00

FLORIDA ENTRY BUILDERS
YOUR DOORWAY TO CONSTRUCTION

Contact Person: King David Towers – Enzo Rosani
Contact Phone: 786-503-1818
3411 Indian Creek Drive, Miami Beach, FL 33140
Renovation of 2 bathrooms/restrooms in the King David Towers for owner Enzo Rosani. Work included renovation and remodeling of 8th floor bathroom, demolition, reconfiguration, electrical, mechanical, and plumbing, drywall, cement backer board (durock), water proofing, tile installation, paint, and fixture installation.

FLORIDA ENTRY BUILDERS
YOUR DOORWAY TO CONSTRUCTION

TAB 9 – ADDITIONAL FORMS

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 03/13/2026

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER	CONTACT NAME: Julio C Dominguez	
American Trust Insurance 9360 Sunset Drive Suite 240 Miami FL 33173	PHONE (A/C, No, Ext): (305) 270-2220	FAX (A/C, No): (305) 270-2496
	E-MAIL ADDRESS: ednas@americantrustins.com	
	INSURER(S) AFFORDING COVERAGE	NAIC #
	INSURER A : PROGRESSIVE EXPRESS INS. CO.	10193
INSURED Florida Entry Builders LLC 3097 SW 111 Ave Miami FL 33165	INSURER B :	
	INSURER C :	
	INSURER D :	
	INSURER E :	
	INSURER F :	

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
	COMMERCIAL GENERAL LIABILITY						EACH OCCURRENCE	$
	☐ CLAIMS-MADE ☐ OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence)	$
							MED EXP (Any one person)	$
							PERSONAL & ADV INJURY	$
	GEN'L AGGREGATE LIMIT APPLIES PER:						GENERAL AGGREGATE	$
	☐ POLICY ☐ PRO-JECT ☐ LOC						PRODUCTS - COMP/OP AGG	$
	☐ OTHER:							$
A	AUTOMOBILE LIABILITY						COMBINED SINGLE LIMIT (Ea accident)	$
	☐ ANY AUTO						BODILY INJURY (Per person)	$ 100,000
	☒ OWNED AUTOS ONLY ☒ SCHEDULED AUTOS			997654498	05/19/2025	05/19/2026	BODILY INJURY (Per accident)	$ 300,000
	☐ HIRED AUTOS ONLY ☐ NON-OWNED AUTOS ONLY						PROPERTY DAMAGE (Per accident)	$ 50,000
								$
	☐ UMBRELLA LIAB ☐ OCCUR						EACH OCCURRENCE	$
	☐ EXCESS LIAB ☐ CLAIMS-MADE						AGGREGATE	$
	☐ DED ☐ RETENTION $							$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY Y / N						☐ PER STATUTE ☐ OTH-ER	
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? ☐	N / A					E.L. EACH ACCIDENT	$
	(Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE	$
							E.L. DISEASE - POLICY LIMIT	$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Contractor

The City of Opa-Locka is listed as additional insured.

CERTIFICATE HOLDER

City of Opa-Locka

780 Fisherman St
Opa-Locka FL 33054

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE



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CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 3/13/2026

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Construction Pros Insurance LLC PO Box 186 San Antonio FL 33576	**CONTACT NAME:** **PHONE (A/C, No, Ext):** 800-685-0027 **FAX (A/C, No):** 813-659-5480 **E-MAIL ADDRESS:** office@constructionprosins.com
	INSURER(S) AFFORDING COVERAGE / **NAIC #** **INSURER A :** James River Insurance Company / 12203
INSURED FLORENT-01 Florida Entry Builders, LLC 3097 SW 111 Avenue Miami FL 33165	**INSURER B :** **INSURER C :** **INSURER D :** **INSURER E :** **INSURER F :**

COVERAGES **CERTIFICATE NUMBER:** 1070823197 **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	X **COMMERCIAL GENERAL LIABILITY** [ ] CLAIMS-MADE [X] OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: [X] POLICY [ ] PRO-JECT [ ] LOC [ ] OTHER:	Y	Y	00157882-1	9/22/2025	9/22/2026	EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurrence) MED EXP (Any one person) PERSONAL & ADV INJURY GENERAL AGGREGATE PRODUCTS - COMP/OP AGG	$ 1,000,000 $ 100,000 $ 5,000 $ 1,000,000 $ 2,000,000 $ 2,000,000
	AUTOMOBILE LIABILITY [ ] ANY AUTO [ ] OWNED AUTOS ONLY [ ] SCHEDULED AUTOS [ ] HIRED AUTOS ONLY [ ] NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident)	$ $ $ $
	[ ] **UMBRELLA LIAB** [ ] OCCUR [ ] **EXCESS LIAB** [ ] CLAIMS-MADE [ ] DED [ ] RETENTION $						EACH OCCURRENCE AGGREGATE	$ $
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY Y / N ANYPROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? [ ] **(Mandatory in NH)** If yes, describe under DESCRIPTION OF OPERATIONS below	N / A					[ ] PER STATUTE [ ] OTH-ER E.L. EACH ACCIDENT E.L. DISEASE - EA EMPLOYEE E.L. DISEASE - POLICY LIMIT	 $ $ $

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Qualifying Individual Mariedy M. Mendoza per license #CGC1538303 and/or Mario J Menegazzo license# CRC1334258

Client is rated under the following GL class codes:

91580 - Contractors - Executive Supervisors or Executive Superintendents, 91583 - Contractors - subcontracted work - in connection with building construction, repair or erection - one or two family dwellings

91585. Contractors - subcontracted work - in connection with construction, reconstruction, repair or erection of buildings - NOC

CERTIFICATE HOLDER

City of Opa-Locka
780 Fisherman Street
Opa-Locka Fl 33054
USA

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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MIAMI-DADE COUNTY - STATE OF FLORIDA
LOCAL BUSINESS TAX
2025 - 2026 APPLICATION

N/A October 02, 2025

RENEWAL
RECEIPT: 7667669
STATE # CRC1334258

7372594

DBA/BUSINESS NAME:
FLORIDA ENTRY BUILDERS LLC

BUSINESS LOCATION:
4950 SW 72ND AVE STE 120
MIAMI, FL 33155-5531

OWNER/CORP.
FLORIDA ENTRY BUILDERS LLC
C/O MARIO JOSE MENEGAZZO QUALIFIER
PHONE # 305-564-3499

3097 SW 111TH AVE
MIAMI, FL 33165-2360

NAICS CODE: 238990

Print Blocking Flags:

Addt'l Doc Description: State/County License or Certificate

BUS. COMMENCEMENT DATE: 09/25/2023

SEC	TYPE OF BUSINESS
BLDG3	SUB-BUILDING CONTRACTOR
1	

APPLICATION DETAILS

FEE		AMOUNT
Receipt Fee		30.00
UMSA Fee		30.00
Beacon Council Fee		15.00
Bingo Permit Fee		0.00
Nightclub Permit Fee		0.00
Multi-Municipal Contractor Fee		0.00
Restricted Contractor Fee		0.00
Library Fee		0.00
Transfer Fee		0.00
Doing Business without a License Penalty		0.00
Late Penalty		7.50
Collection Cost		0.00
NSF Fee		0.00
Prior Years Due		0.00
Amount Recently Paid	-	82.50
TOTAL AMOUNT DUE:		**0.00**

If no longer in business, please notify us in writing.

Review and correct the information shown on this application.

A 25% penalty will be assessed to anyone found operating without a paid local business tax, in addition to any other penalty provided by local ordinance (Sec 8A-176(2)).

A Certificate of Use and/or City Business Tax Receipt may also be required.

To pay online go to https://miamidade.county-taxes.com

To pay by mail, make check payable to:
Miami-Dade County Tax Collector
Business Tax
200 NW 2nd Avenue, 3rd Floor
Miami FL 33128

To pay in person go to:
200 NW 2nd Avenue, 1st Floor
(305) 270-4949
local.businesstax@miamidade.gov

A service fee of not less than $25.00 up to a minimum of 5% will be charged for all returned checks.

↑ RETAIN FOR YOUR RECORDS ↑

↓ DETACH HERE AND RETURN THIS PORTION WITH YOUR PAYMENT ↓

MIAMI-DADE COUNTY - STATE OF FLORIDA
LOCAL BUSINESS TAX
2025 - 2026 APPLICATION

7372594

BUSINESS LOCATION:
4950 SW 72ND AVE STE 120
MIAMI, FL 33155-5531

OWNER/CORP.
FLORIDA ENTRY BUILDERS LLC
C/O MARIO JOSE MENEGAZZO QUALIFIER

FLORIDA ENTRY BUILDERS LLC
C/O MARIO JOSE MENEGAZZO QUALIFIER
3097 SW 111TH AVE
MIAMI, FL 33165-2360

7+7667669+2026

Scan to pay

N/A October 02, 2025

RENEWAL
RECEIPT: 7667669
STATE # CRC1334258

BUS. COMMENCEMENT DATE: 09/25/2023

SEC	TYPE OF BUSINESS
BLDG3	SUB-BUILDING CONTRACTOR
1	

APPLICATION IS HEREBY MADE FOR A LOCAL BUSINESS TAX RECEIPT OR PERMIT FOR THE BUSINESS PROFESSION OR OCCUPATION DESCRIBED HEREON. I SWEAR THAT THE INFORMATION IS TRUE AND CORRECT.

SIGNATURE REQUIRED — SEE INSTRUCTIONS ABOVE

Please pay only one amount. The amounts due after Sept 30th include penalties per FS 205.053.

If Paid By	Oct 31, 2025	Nov 30, 2025	Dec 31, 2025	Jan 31, 2026
Please Pay	$0.00	$0.00	$0.00	$0.00

70000000000000000000000076676692026000000075000000000000006

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 03/13/2026

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy (ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER FrankCrum Insurance Agency, Inc. 100 South Missouri Avenue Clearwater, FL 33756	CONTACT NAME: FrankCrum Certificate Department PHONE: (727) 799-1229 FAX: E-MAIL ADDRESS: certs@frankcrum.com	
	INSURERS(S) AFFORDING COVERAGE	**NAIC#**
	INSURER A: **Frank Winston Crum Insurance Company**	**11600**
INSURED FrankCrum L/C/F Florida Entry Builders LLC 100 South Missouri Avenue Clearwater, FL 33756	INSURER B:	
	INSURER C:	
	INSURER D:	
	INSURER E:	
	INSURER F:	

COVERAGES **CERTIFICATE NUMBER:** 1584963 **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSRD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
	COMMERCIAL GENERAL LIABILITY						EACH OCCURENCE	$
	CLAIMS MADE OCCUR						DAMAGE TO RENTED PREMISES (Ea occurence)	$
							MED EXP (Any one person)	$
							PERSONAL & ADV INJURY	$
	GEN'L AGGREGATE LIMIT APPLIES PER:						GENERAL AGGREGATE	$
	POLICY PROJECT LOC						PRODUCTS-COMP/OP AGG	$
	OTHER							$
	AUTOMOBILE LIABILITY						COMBINED SINGLE UNIT (Ea accident)	$
	ANY AUTO						BODILY INJURY (Per person)	$
	OWNED AUTOS ONLY / SCHEDULED AUTOS						BODILY INJURY (Per accident)	$
	HIRED AUTOS ONLY / NON-OWNED AUTOS ONLY						PROPERTY DAMAGE (Per accident)	$
								$
	UMBRELLA LIAB OCCUR						EACH OCCURENCE	$
	EXCESS LIAB CLAIMS MADE						AGGREGATE	$
	DED RETENTION $							$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY Y/N ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? **(Mandatory in NH)** If yes, describe under DESCRIPTION OF OPERATIONS below	N/A		WC202600000	01/01/2026	01/01/2027	X PER STATUE / OTHER	
							E.L. EACH ACCIDENT	$1,000,000
							E.L. DISEASE-EA EMPLOYEE	$1,000,000
							E.L. DISEASE-POLICY LIMIT	$1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Effective 10/28/2024, coverage is for 100% of the employees of FrankCrum leased to Florida Entry Builders LLC (Client) for whom the client is reporting hours to FrankCrum. Coverage is not extended to statutory employees.

CERTIFICATE HOLDER	**CANCELLATION**
City of Opa-Locka 780 Fisherman Street Opa-Locka, FL 33054-	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. **AUTHORIZED REPRESENTATIVE**

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State of Florida

Minority & Veteran Business Certification

Florida Entry Builders, LLC

Is certified under the provisions of
287 and 295.187, Florida Statutes, for a period from:

02/27/2025 to 02/27/2027



Pedro Allende
Florida Department of Management Services

FLORIDA DEPARTMENT OF MANAGEMENT SERVICES
SUPPLIER DEVELOPMENT

Office of Supplier Development
4050 Esplanade Way, Suite 380
Tallahassee, Florida 32399
850-487-0915
www.dms.myflorida.com/osd



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File a Complaint
Continuing Education Course Search
View Application Status
Find Exam Information
Unlicensed Activity Search
AB&T Delinquent Invoice & Activity List Search

LICENSEE DETAILS

9:13:25 PM 6/18/2025

Licensee Information

Name:	**MENEGAZZO RIVERA, MARIO JOSE** (Primary Name)
	FLORIDA ENTRY BUILDERS LLC (DBA Name)
Main Address:	**3097 SW 111 AVENUE** **MIAMI Florida 33165**
County:	**DADE**
License Location:	**4950 SW 72 AVENUE** **SUITE 120** **MIAMI FL 33155**
County:	**DADE**

License Information

License Type:	**Certified Residential Contractor**
Rank:	**Cert Residental**
License Number:	**CRC1334258**
Status:	**Current,Active**
Licensure Date:	**09/19/2023**
Expires:	**08/31/2026**

Special Qualifications	Qualification Effective
Construction Business	**09/19/2023**

Alternate Names

View Related License Information
View License Complaint

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Under Florida law, email addresses are public records. If you do not want your email address released in response to a public-records request, do not send electronic mail to this entity. Instead, contact the office by phone or by traditional mail. If you have any questions, please contact 850.487.1395. *Pursuant to Section 455.275(1), Florida Statutes, effective October 1, 2012, licensees licensed under Chapter 455, F.S. must provide the Department with an email address if they have one. The emails provided may be used for official communication with the licensee. However email addresses are public record. If you do not wish to supply a personal address, please provide the Department with an email address which can be made available to the public. Please see our **Chapter 455** page to determine if you are affected by this change.

Ron DeSantis, Governor

Melanie S. Griffin, Secretary

STATE OF FLORIDA
DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION

CONSTRUCTION INDUSTRY LICENSING BOARD

THE RESIDENTIAL CONTRACTOR HEREIN IS CERTIFIED UNDER THE
PROVISIONS OF CHAPTER 489, FLORIDA STATUTES

MENEGAZZO RIVERA, MARIO JOSE

FLORIDA ENTRY BUILDERS LLC
3097 SW 111 AVENUE
MIAMI FL 33165

LICENSE NUMBER: CRC1334258

EXPIRATION DATE: AUGUST 31, 2024

Always verify licenses online at MyFloridaLicense.com

ISSUED: 10/25/2023

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This is your license. It is unlawful for anyone other than the licensee to use this document.

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View Application Status
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AB&T Delinquent Invoice & Activity List Search

LICENSEE DETAILS

4:10:08 PM 5/21/2025

Licensee Information

Name:	**MENDOZA, MARIEDY M (Primary Name)**
	FLORIDA ENTRY BUILDERS LLC (DBA Name)
Main Address:	**10667 NE 11TH AVENUE** **MIAMI Florida 33138**
County:	**DADE**
License Location:	**3097 SW 111 AVE** **MIAMI FL 33165**
County:	**DADE**

License Information

License Type:	**Certified General Contractor**
Rank:	**Cert General**
License Number:	**CGC1538303**
Status:	**Current,Active**
Licensure Date:	**05/13/2025**
Expires:	**08/31/2026**

Special Qualifications	Qualification Effective
Construction Business	**05/13/2025**

Alternate Names

View Related License Information
View License Complaint

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Under Florida law, email addresses are public records. If you do not want your email address released in response to a public-records request, do not send electronic mail to this entity. Instead, contact the office by phone or by traditional mail. If you have any questions, please contact 850.487.1395. *Pursuant to Section 455.275(1), Florida Statutes, effective October 1, 2012, licensees licensed under Chapter 455, F.S. must

provide the Department with an email address if they have one. The emails provided may be used for official communication with the licensee. However email addresses are public record. If you do not wish to supply a personal address, please provide the Department with an email address which can be made available to the public. Please see our **Chapter 455** page to determine if you are affected by this change.

Company ID Number: 296542 **Client Company ID Number:** 2907165

THE E-VERIFY MEMORANDUM OF UNDERSTANDING FOR EMPLOYERS USING AN E-VERIFY EMPLOYER AGENT

ARTICLE I PURPOSE AND AUTHORITY

The parties to this agreement are the Department of Homeland Security (DHS), the Florida Entry Builders LLC (Employer), and the E-Verify Employer Agent. The purpose of this agreement is to set forth terms and conditions which the Employer and the E-Verify Employer Agent will follow while participating in E-Verify.

E-Verify is a program that electronically confirms an employee's eligibility to work in the United States after completion of Form I-9, Employment Eligibility Verification (Form I-9). This Memorandum of Understanding (MOU) explains certain features of the E-Verify program and describes specific responsibilities of the Employer, the E-Verify Employer Agent, the Social Security Administration (SSA), and DHS.

Authority for the E-Verify program is found in Title IV, Subtitle A, of the Illegal Immigration Reform and Immigrant Responsibility Act of 1996 (IIRIRA), Pub. L. 104-208, 110 Stat. 3009, as amended (8 U.S.C. § 1324a note). The Federal Acquisition Regulation (FAR) Subpart 22.18, "Employment Eligibility Verification" and Executive Order 12989, as amended, provide authority for Federal contractors and subcontractors (Federal contractor) to use E-Verify to verify the employment eligibility of certain employees working on Federal contracts.

ARTICLE II RESPONSIBILITIES

A. RESPONSIBILITIES OF THE EMPLOYER

1. The Employer agrees to display the following notices supplied by DHS in a prominent place that is clearly visible to prospective employees and all employees who are to be verified through the system:

   a. Notice of E-Verify Participation

   b. Notice of Right to Work

2. The Employer agrees to provide to the SSA and DHS the names, titles, addresses, and telephone numbers of the Employer representatives to be contacted about E-Verify. The Employer also agrees to keep such information current by providing updated information to SSA and DHS whenever the representatives' contact information changes.

3. The Employer shall become familiar with and comply with the most recent version of the E-Verify User Manual. The Employer will obtain the E-Verify User Manual from the E-Verify Employer Agent.

4. The Employer agrees to comply with current Form I-9 procedures, with two exceptions:

a. If an employee presents a "List B" identity document, the Employer agrees to only accept "List B" documents that contain a photo. (List B documents identified in 8 C.F.R. 274a.2(b)(1)(B)) can be presented during the Form I-9 process to establish identity.) If an employee objects to the photo requirement for religious reasons, the Employer should contact E-Verify at 1-888-464-4218.

b. If an employee presents a DHS Form I-551 (Permanent Resident Card), Form I-766 (Employment Authorization Document), or U.S. Passport or Passport Card to complete I-Form I-9, the Employer agrees to make a photocopy of the document and to retain the photocopy with the employee's Form I-9. The Employer will use the photocopy to verify the photo and to assist DHS with its review of photo mismatches that employees contest. DHS may in the future designate other documents that activate the photo screening tool.

Note: Subject only to the exceptions noted previously in this paragraph, employees still retain the right to present any List A, or List B and List C, document(s) to complete the Form I-9.

5. The Employer agrees to record the case verification number on the employee's Form I-9 or to print the screen containing the case verification number and attach it to the employee's Form I-9.

6. The Employer agrees that, although it participates in E-Verify, the Employer has a responsibility to complete, retain, and make available for inspection Forms I-9 that relate to its employees, or from other requirements of applicable regulations or laws, including the obligation to comply with the antidiscrimination requirements of section 274B of the INA with respect to Form I-9 procedures.

a. The following modified requirements are the only exceptions to an Employer's obligation to not employ unauthorized workers and comply with the anti-discrimination provision of the INA: (1) List B identity documents must have photos, as described in paragraph 5 above; (2) When an Employer confirms the identity and employment eligibility of newly hired employee using E-Verify procedures, the Employer establishes a rebuttable presumption that it has not violated section 274A(a)(1)(A) of the Immigration and Nationality Act (INA) with respect to the hiring of that employee; (3) If the Employer receives a final nonconfirmation for an employee, but continues to employ that person, the Employer must notify DHS and the Employer is subject to a civil money penalty between $550 and $1,100 for each failure to notify DHS of continued employment following a final nonconfirmation; (4) If the Employer continues to employ an employee after receiving a final nonconfirmation, then the Employer is subject to a rebuttable presumption that it has knowingly employed an unauthorized alien in violation of section 274A(a)(1)(A); and (5) no E-Verify participant is civilly or criminally liable under any law for any action taken in good faith based on information provided through the E-Verify.

b. DHS reserves the right to conduct Form I-9 compliance inspections, as well as any other enforcement or compliance activity authorized by law, including site visits, to ensure proper use of E-Verify

7. The Employer is strictly prohibited from creating an E-Verify case before the employee has been hired, meaning that a firm offer of employment was extended and accepted and Form I-9 was completed. The Employer agrees to create an E-Verify case for new employees within three Employer business days after each employee has been hired (after both Sections 1 and 2 of Form I-9 have been completed), and to complete as many steps of the E-Verify process as are necessary according to the E-Verify User Manual. If E-Verify is temporarily unavailable, the three-day time period will be extended until it is again operational in order to accommodate the Employer's attempting, in good faith, to make inquiries during the period of unavailability.

8. The Employer agrees not to use E-Verify for pre-employment screening of job applicants, in support of any unlawful employment practice, or for any other use that this MOU or the E-Verify User Manual does not authorize.

9. The Employer must use E-Verify (through its E-Verify Employer Agent) for all new employees. The Employer will not verify selectively and will not verify employees hired before the effective date of this MOU. Employers who are Federal contractors may qualify for exceptions to this requirement as described in Article II.B of this MOU.

10. The Employer agrees to follow appropriate procedures (see Article III below) regarding tentative nonconfirmations. The Employer must promptly notify employees in private of the finding and provide them with the notice and letter containing information specific to the employee's E-Verify case. The Employer agrees to provide both the English and the translated notice and letter for employees with limited English proficiency to employees. The Employer agrees to provide written referral instructions to employees and instruct affected employees to bring the English copy of the letter to the SSA. The Employer must allow employees to contest the finding, and not take adverse action against employees if they choose to contest the finding, while their case is still pending. Further, when employees contest a tentative nonconfirmation based upon a photo mismatch, the Employer must take additional steps
(see Article III.B below) to contact DHS with information necessary to resolve the challenge.

11. The Employer agrees not to take any adverse action against an employee based upon the employee's perceived employment eligibility status while SSA or DHS is processing the verification request unless the Employer obtains knowledge (as defined in 8 C.F.R. § 274a.1(l)) that the employee is not work authorized. The Employer understands that an initial inability of the SSA or DHS automated verification system to verify work authorization, a tentative nonconfirmation, a case in continuance
(indicating the need for additional time for the government to resolve a case), or the finding of a photo mismatch, does not establish, and should not be interpreted as, evidence that the employee is not work authorized. In any of such cases, the employee must be provided a full and fair opportunity to contest the finding, and if he or she does so, the employee may not be terminated or suffer any adverse employment consequences based upon the employee's perceived employment eligibility status
(including denying, reducing, or extending work hours, delaying or preventing training, requiring an employee to work in poorer conditions, withholding pay, refusing to assign the employee to a Federal contract or other assignment, or otherwise assuming that he or she is unauthorized to work) until and unless secondary verification by SSA or DHS has been completed and a final nonconfirmation has been issued. If the employee does not choose to contest a tentative nonconfirmation or a photo mismatch or if a secondary verification is completed and a final nonconfirmation is issued, then the Employer can find the employee is not work authorized and terminate the employee's employment.
Employers or employees with questions about a final nonconfirmation may call E-Verify at 1-888-464-4218 (customer service) or 1-888-897-7781 (worker hotline).

12. The Employer agrees to comply with Title VII of the Civil Rights Act of 1964 and section 274B of the INA as applicable by not discriminating unlawfully against any individual in hiring, firing, employment eligibility verification, or recruitment or referral practices because of his or her national origin or citizenship status, or by committing discriminatory documentary practices. The Employer understands that such illegal practices can include selective verification or use of E-Verify except as provided in part D below, or discharging or refusing to hire employees because they appear or sound "foreign" or have received tentative nonconfirmations. The Employer further understands that any violation of the immigration-related unfair employment practices provisions in section 274B of the INA could subject the Employer to civil penalties, back pay awards, and other sanctions, and violations of Title VII could subject the Employer to back pay awards, compensatory and punitive damages. Violations of either section 274B of the INA or Title VII may also lead to the termination of its participation in E-Verify. If the Employer has any questions relating to the anti-discrimination provision, it should contact OSC at 1-800-255-8155 or 1-800-237-2515 (TDD).

13. The Employer agrees that it will use the information it receives from E-Verify (through its E-Verify Employer Agent) only to confirm the employment eligibility of employees as authorized by this MOU. The Employer agrees that it will safeguard this information, and means of access to it (such as PINS and passwords), to ensure that it is not used for any other purpose and as necessary to protect its confidentiality, including ensuring that it is not disseminated to any person other than employees of the Employer who are authorized to perform the Employer's responsibilities under this MOU, except for such dissemination as may be authorized in advance by SSA or DHS for legitimate purposes.

14. The Employer agrees to notify DHS immediately in the event of a breach of personal information. Breaches are defined as loss of control or unauthorized access to E-Verify personal data. All suspected or confirmed breaches should be reported by calling 1-888-464-4218 or via email a E-Verify@uscis.dhs.gov. Please use "Privacy Incident – Password" in the subject line of your email when sending a breach report to E-Verify.

15. The Employer acknowledges that the information it receives through the E-Verify Employer Agent from SSA is governed by the Privacy Act (5 U.S.C. § 552a(i)(1) and (3)) and the Social Security Act (42 U.S.C. 1306(a)). Any person who obtains this information under false pretenses or uses it for any purpose other than as provided for in this MOU may be subject to criminal penalties.

16. The Employer agrees to cooperate with DHS and SSA in their compliance monitoring and evaluation of E-Verify (whether directly or through their E-Verify Employer Agent), which includes permitting DHS, SSA, their contractors and other agents, upon reasonable notice, to review Forms I-9 and other employment records and to interview it and its employees regarding the Employer's use of E-Verify, and to respond in a prompt and accurate manner to DHS requests for information relating to their participation in E-Verify.

17. The Employer shall not make any false or unauthorized claims or references about its participation in E-Verify on its website, in advertising materials, or other media. The Employer shall not describe its services as federally-approved, federally-certified, or federally-recognized, or use language with a similar intent on its website or other materials provided to the public. Entering into this MOU does not mean that E-Verify endorses or authorizes your E-Verify services and any claim to that effect is false.

18. The Employer shall not state in its website or other public documents that any language used therein has been provided or approved by DHS, USCIS or the Verification Division, without first obtaining the prior written consent of DHS.

19. The Employer agrees that E-Verify trademarks and logos may be used only under license by DHS/USCIS (see M-795 (Web)) and, other than pursuant to the specific terms of such license, may not be used in any manner that might imply that the Employer's services, products, websites, or publications are sponsored by, endorsed by, licensed by, or affiliated with DHS, USCIS, or E-Verify.

20. The Employer understands that if it uses E-Verify procedures for any purpose other than as authorized by this MOU, the Employer may be subject to appropriate legal action and termination of its participation in E-Verify according to this MOU.

21. The Employer agrees that it will notify its E-Verify Employer Agent immediately if it is awarded a federal contract with the FAR clause. Your E-Verify Employer Agent needs this information so that it can update your company's E-Verify profile within 30 days of the contract award date.

B. RESPONSIBILITIES OF E-VERIFY EMPLOYER AGENT

1. The E-Verify Employer Agent agrees to provide to the SSA and DHS the names, titles, addresses, and telephone numbers of the E-Verify Employer Agent representatives who will be accessing information under E-Verify and shall update them as needed to keep them current.

2. The E-Verify Employer Agent agrees to become familiar with and comply with the E-Verify User Manual and provide a copy of the most current version of the E-Verify User Manual to the Employer so that the Employer can become familiar with and comply with E-Verify policy and procedures. The E-Verify Employer Agent agrees to obtain a revised E-Verify User Manual as it becomes available and to provide a copy of the revised version to the Employer no later than 30 days after the manual becomes available.

3. The E-Verify Employer Agent agrees that any person accessing E-Verify on its behalf is trained on the most recent E-Verify policy and procedures.

4. The E-Verify Employer Agent agrees that any E-Verify Employer Agent Representative who will perform employment verification cases will complete the E-Verify Tutorial before that individual initiates any cases.

   a. The E-Verify Employer Agent agrees that all E-Verify Employer Agent representatives will take the refresher tutorials initiated by the E-Verify program as a condition of continued use of E-Verify, including any tutorials for Federal contractors, if any of the Employers represented by the E-Verify Employer Agent is a Federal contractor.

   b. Failure to complete a refresher tutorial will prevent the E-Verify Employer Agent and Employer from continued use of E-Verify.

5. The E-Verify Employer Agent agrees to grant E-Verify access only to current employees who need E-Verify access. The E-Verify Employer Agent must promptly terminate an employee's E-Verify access if the employee is separated from the company or no longer needs access to E-Verify.

6. The E-Verify Employer Agent agrees to obtain the necessary equipment to use E- Verify as required by the E-Verify rules and regulations as modified from time to time.

7. The E-Verify Employer Agent agrees to, consistent with applicable laws, regulations, and policies, commit sufficient personnel and resources to meet the requirements of this MOU.

8. The E-Verify Employer Agent agrees to provide its clients with training on E-Verify processes, policies, and procedures. The E-Verify Employer Agent also agrees to provide its clients with ongoing E-Verify training as needed. E-Verify is not responsible for providing training to clients of E-Verify Employer Agents.

9. The E-Verify Employer Agent agrees to provide the Employer with the notices described in Article II.B.1 below.

10. The E-Verify Employer Agent agrees to create E-Verify cases for the Employer it represents in accordance with the E-Verify Manual, the E-Verify Web-Based Tutorial and all other published E-Verify rules and procedures. The E-Verify Employer Agent will create E-Verify cases using information provided by the Employer and will immediately communicate the response back to the Employer. If E-Verify is temporarily unavailable, the three-day time period will be extended until it is again operational in order to accommodate the E-Verify Employer Agent's attempting, in good faith, to make inquiries on behalf of the Employer during the period of unavailability

11. When the E-Verify Employer Agent receives notice from a client company that it has received a contract with the FAR clause, then the E-Verify Employer Agent must update the company's E-Verify profile within 30 days of the contract award date.

12. If data is transmitted between the E-Verify Employer Agent and its client, then the E-Verify Employer Agent agrees to protect personally identifiable information during transmission to and from the E-Verify Employer Agent.

13. The E-Verify Employer Agent agrees to notify DHS immediately in the event of a breach of personal information. Breaches are defined as loss of control or unauthorized access to E-Verify personal data. All suspected or confirmed breaches should be reported by calling 1-888-464-4218 or via email at E-Verify@uscis.dhs.gov. Please use "Privacy Incident – Password" in the subject line of your email when sending a breach report to E-Verify.

14. The E-Verify Employer Agent agrees to fully cooperate with DHS and SSA in their compliance monitoring and evaluation of E-Verify, including permitting DHS, SSA, their contractors and other agents, upon reasonable notice, to review Forms I-9, employment records, and all records pertaining to the E-Verify Employer Agent's use of E-Verify, and to interview it and its employees regarding the use of E-Verify, and to respond in a timely and accurate manner to DHS requests for information relating to their participation in E-Verify.

15. The E-Verify Employer Agent shall not make any false or unauthorized claims or references about its participation in E-Verify on its website, in advertising materials, or other media. The E-Verify Employer Agent shall not describe its services as federally-approved, federally-certified, or federally-recognized, or use language with a similar intent on its website or other materials provided to the public. Entering into this MOU does not mean that E-Verify endorses or authorizes your E-Verify Employer Agent services and any claim to that effect is false.

16. The E-Verify Employer Agent shall not state in its website or other public documents that any language used therein has been provided or approved by DHS, USCIS or the Verification Division, without first obtaining the prior written consent of DHS.

17. The E-Verify Employer Agent agrees that E-Verify trademarks and logos may be used only under license by DHS/USCIS (see M-795 (Web)) and, other than pursuant to the specific terms of such license, may not be used in any manner that might imply that the E-Verify Employer Agent's services, products, websites, or publications are sponsored by, endorsed by, licensed by, or affiliated with DHS, USCIS, or E-Verify.

18. The E-Verify Employer Agent understands that if it uses E-Verify procedures for any purpose other than as authorized by this MOU, the E-Verify Employer Agent may be subject to appropriate legal action and termination of its participation in E-Verify according to this MOU.

C. RESPONSIBILITIES OF FEDERAL CONTRACTORS

The E-Verify Employer Agent shall ensure that the E-Verify Employer Agent and the Employers represented by the E-Verify Employer Agent carry out the following responsibilities if the Employer is a Federal contractor or becomes a federal contractor. The E-Verify Employer Agent should instruct the client to keep the E-Verify Employer Agent informed about any changes or updates related to federal contracts. It is the E-Verify Employer Agent's responsibility to ensure that its clients are in compliance with all E-Verify policies and procedures.

1. If the Employer is a Federal contractor with the FAR E-Verify clause subject to the employment verification terms in Subpart 22.18 of the FAR, it will become familiar with and comply with the most current version of the E-Verify User Manual for Federal Contractors as well as the E-Verify Supplemental Guide for Federal Contractors.

2. In addition to the responsibilities of every employer outlined in this MOU, the Employer understands that if it is a Federal contractor subject to the employment verification terms in Subpart 22.18 of the FAR it must verify the employment eligibility of any "employee assigned to the contract" (as defined in FAR 22.1801). Once an employee has been verified through E-Verify by the Employer, the Employer may not reverify the employee through E-Verify.

   a. An Employer that is not enrolled in E-Verify as a Federal contractor at the time of a contract award must enroll as a Federal contractor in the E-Verify program within 30 calendar days of contract award and, within 90 days of enrollment, begin to verify employment eligibility of new hires using E-Verify. The Employer must verify those employees who are working in the United States, whether or not they are assigned to the contract. Once the Employer begins verifying new hires, such verification of new hires must be initiated within three business days after the hire date. Once enrolled in E-Verify as a Federal contractor, the Employer must begin verification of employees assigned to the contract within 90 calendar days after the date of enrollment or within 30 days of an employee's assignment to the contract, whichever date is later.

b. Employers enrolled in E-Verify as a Federal contractor for 90 days or more at the time of a contract award must use E-Verify to begin verification of employment eligibility for new hires of the Employer who are working in the United States, whether or not assigned to the contract, within three business days after the date of hire. If the Employer is enrolled in E-Verify as a Federal contractor for 90 calendar days or less at the time of contract award, the Employer must, within 90 days of enrollment, begin to use E-Verify to initiate verification of new hires of the contractor who are working in the United States, whether or not assigned to the contract. Such verification of new hires must be initiated within three business days after the date of hire. An Employer enrolled as a Federal contractor in E-Verify must begin verification of each employee assigned to the contract within 90 calendar days after date of contract award or within 30 days after assignment to the contract, whichever is later.

c. Federal contractors that are institutions of higher education (as defined at 20 U.S.C. 1001(a)), state or local governments, governments of Federally recognized Indian tribes, or sureties performing under a takeover agreement entered into with a Federal agency under a performance bond may choose to only verify new and existing employees assigned to the Federal contract. Such Federal contractors may, however, elect to verify all new hires, and/or all existing employees hired after November 6, 1986. Employers in this category must begin verification of employees assigned to the contract within 90 calendar days after the date of enrollment or within 30 days of an employee's assignment to the contract, whichever date is later.

d. Upon enrollment, Employers who are Federal contractors may elect to verify employment eligibility of all existing employees working in the United States who were hired after November 6, 1986, instead of verifying only those employees assigned to a covered Federal contract. After enrollment, Employers must elect to verify existing staff following DHS procedures and begin E-Verify verification of all existing employees within 180 days after the election.

e. The Employer may use a previously completed Form I-9 as the basis for creating an E-Verify case for an employee assigned to a contract as long as:

i. That Form I-9 is complete (including the SSN) and complies with Article II.A.6,

ii. The employee's work authorization has not expired, and

iii. The Employer has reviewed the information reflected in the Form I-9 either in person or in communications with the employee to ensure that the employee's Section 1, Form I-9 attestation has not changed (including, but not limited to, a lawful permanent resident alien having become a naturalized U.S. citizen).

f. The Employer shall complete a new Form I-9 consistent with Article II.A.6 or update the previous Form I-9 to provide the necessary information if:

i. The Employer cannot determine that Form I-9 complies with Article II.A.6,

ii. The employee's basis for work authorization as attested in Section 1 has expired or changed, or

iii. The Form I-9 contains no SSN or is otherwise incomplete.

Note: If Section 1 of Form I-9 is otherwise valid and up-to-date and the form otherwise complies with Article II.C.5, but reflects documentation (such as a U.S. passport or Form I-551) that expired after completing Form I-9, the Employer shall not require the production of additional documentation, or use the photo screening tool described in Article II.A.5, subject to any additional or superseding instructions that may be provided on this subject in the E-Verify User Manual.

g. The Employer agrees not to require a second verification using E-Verify of any assigned employee who has previously been verified as a newly hired employee under this MOU or to authorize verification of any existing employee by any Employer that is not a Federal contractor based on this Article.

3. The Employer understands that if it is a Federal contractor, its compliance with this MOU is a performance requirement under the terms of the Federal contract or subcontract, and the Employer consents to the release of information relating to compliance with its verification responsibilities under this MOU to contracting officers or other officials authorized to review the Employer's compliance with Federal contracting requirements.

D. RESPONSIBILITIES OF SSA

1. SSA agrees to allow DHS to compare data provided by the Employer (through the E-Verify Employer Agent) against SSA's database. SSA sends DHS confirmation that the data sent either matches or does not match the information in SSA's database.

2. SSA agrees to safeguard the information the Employer provides (through the E-Verify Employer Agent) through E-Verify procedures. SSA also agrees to limit access to such information, as is appropriate by law, to individuals responsible for the verification of Social Security numbers or responsible for evaluation of E-Verify or such other persons or entities who may be authorized by SSA as governed by the Privacy Act (5 U.S.C. § 552a), the Social Security Act (42 U.S.C. 1306(a)), and SSA regulations (20 CFR Part 401).

3. SSA agrees to provide case results from its database within three Federal Government work days of the initial inquiry. E-Verify provides the information to the E-Verify Employer Agent.

4. SSA agrees to update SSA records as necessary if the employee who contests the SSA tentative nonconfirmation visits an SSA field office and provides the required evidence. If the employee visits an SSA field office within the eight Federal Government work days from the date of referral to SSA, SSA agrees to update SSA records, if appropriate, within the eight-day period unless SSA determines that more than eight days may be necessary. In such cases, SSA will provide additional instructions to the employee. If the employee does not visit SSA in the time allowed, E-Verify may provide a final nonconfirmation to the E-Verify Employer Agent.

Note: If an Employer experiences technical problems, or has a policy question, the employer should contact E-Verify at 1-888-464-4218.

E. RESPONSIBILITIES OF DHS

1. DHS agrees to provide the Employer with selected data from DHS databases to enable the Employer (through the E-Verify Employer Agent) to conduct, to the extent authorized by this MOU:

   a. Automated verification checks on alien employees by electronic means, and

   b. Photo verification checks (when available) on employees.

2. DHS agrees to assist the E-Verify Employer Agent with operational problems associated with its participation in E-Verify. DHS agrees to provide the E-Verify Employer Agent names, titles, addresses, and telephone numbers of DHS representatives to be contacted during the E-Verify process.

3. DHS agrees to provide to the E-Verify Employer Agent with access to E-Verify training materials as well as an E-Verify User Manual that contain instructions on E-Verify policies, procedures, and requirements for both SSA and DHS, including restrictions on the use of E-Verify.

4. DHS agrees to train E-Verify Employer Agents on all important changes made to E-Verify through the use of mandatory refresher tutorials and updates to the E-Verify User Manual. Even without changes to E-Verify, DHS reserves the right to require E-Verify Employer Agents to take mandatory refresher tutorials.

5. DHS agrees to provide to the Employer (through the E-Verify Employer Agent) a notice, which indicates the Employer's participation in E-Verify. DHS also agrees to provide to the Employer anti-discrimination notices issued by the Office of Special Counsel for Immigration-Related Unfair Employment Practices (OSC), Civil Rights Division, U.S. Department of Justice.

6. DHS agrees to issue each of the E-Verify Employer Agent’s E-Verify users a unique user identification number and password that permits them to log in to E-Verify.

7. HS agrees to safeguard the information the Employer provides (through the E-Verify Employer Agent), and to limit access to such information to individuals responsible for the verification process, for evaluation of E-Verify, or to such other persons or entities as may be authorized by applicable law. Information will be used only to verify the accuracy of Social Security numbers and employment eligibility, to enforce the INA and Federal criminal laws, and to administer Federal contracting requirements.

8. DHS agrees to provide a means of automated verification that provides (in conjunction with SSA verification procedures) confirmation or tentative nonconfirmation of employees' employment eligibility within three Federal Government work days of the initial inquiry.

9. DHS agrees to provide a means of secondary verification (including updating DHS records) for employees who contest DHS tentative nonconfirmations and photo mismatch tentative nonconfirmations. This provides final confirmation or nonconfirmation of the employees' employment eligibility within 10 Federal Government work days of the date of referral to DHS, unless DHS determines that more than 10 days may be necessary. In such cases, DHS will provide additional verification instructions.

ARTICLE III
REFERRAL OF INDIVIDUALS TO SSA AND DHS

A. REFERRAL TO SSA

1. If the Employer receives a tentative nonconfirmation issued by SSA, the Employer must print the notice as directed by E-Verify. The Employer must promptly notify employees in private of the finding and provide them with the notice and letter containing information specific to the employee's E-Verify case. The Employer also agrees to provide both the English and the translated notice and letter for employees with limited English proficiency to employees. The Employer agrees to provide written referral instructions to employees and instruct affected employees to bring the English copy of the letter to the SSA. The Employer must allow employees to contest the finding, and not take adverse action against employees if they choose to contest the finding, while their case is still pending.

2. The Employer agrees to obtain the employee's response about whether he or she will contest the tentative nonconfirmation as soon as possible after the Employer receives the tentative nonconfirmation. Only the employee may determine whether he or she will contest the tentative nonconfirmation.

3. After a tentative nonconfirmation, the Employer will refer employees to SSA field offices only as directed by E-Verify. The Employer must record the case verification number, review the employee information submitted to E-Verify to identify any errors, and find out whether the employee contests the tentative nonconfirmation. The Employer will transmit the Social Security number, or any other corrected employee information that SSA requests, to SSA for verification again if this review indicates a need to do so.

4. The Employer will instruct the employee to visit an SSA office within eight Federal Government work days. SSA will electronically transmit the result of the referral to the Employer within 10 Federal Government work days of the referral unless it determines that more than 10 days is necessary.

5. While waiting for case results, the Employer agrees to check the E-Verify system regularly for case updates.

6. The Employer agrees not to ask the employee to obtain a printout from the Social Security Administration number database (the Numident) or other written verification of the SSN from the SSA.

B. REFERRAL TO DHS

1. If the Employer receives a tentative nonconfirmation issued by DHS, the Employer must promptly notify employees in private of the finding and provide them with the notice and letter containing information specific to the employee's E-Verify case. The Employer also agrees to provide both the English and the translated notice and letter for employees with limited English proficiency to employees. The Employer must allow employees to contest the finding, and not take adverse action against employees if they choose to contest the finding, while their case is still pending.

2. The Employer agrees to obtain the employee's response about whether he or she will contest the tentative nonconfirmation as soon as possible after the Employer receives the tentative nonconfirmation. Only the employee may determine whether he or she will contest the tentative nonconfirmation.

3. The Employer agrees to refer individuals to DHS only when the employee chooses to contest a tentative nonconfirmation.

4. If the employee contests a tentative nonconfirmation issued by DHS, the Employer will instruct the employee to contact DHS through its toll-free hotline (as found on the referral letter) within eight Federal Government work days.

5. If the Employer finds a photo mismatch, the Employer must provide the photo mismatch tentative nonconfirmation notice and follow the instructions outlined in paragraph 1 of this section for tentative nonconfirmations, generally.

6. The Employer agrees that if an employee contests a tentative nonconfirmation based upon a photo mismatch, the Employer will send a copy of the employee's Form I-551, Form I-766, U.S. Passport, or passport card to DHS for review by:

   a. Scanning and uploading the document, or

   b. Sending a photocopy of the document by express mail (furnished and paid for by the employer).

7. The Employer understands that if it cannot determine whether there is a photo match/mismatch, the Employer must forward the employee's documentation to DHS as described in the preceding paragraph. The Employer agrees to resolve the case as specified by the DHS representative who will determine the photo match or mismatch.

8. DHS will electronically transmit the result of the referral to the Employer within 10 Federal Government work days of the referral unless it determines that more than 10 days is necessary.

9. While waiting for case results, the Employer agrees to check the E-Verify system regularly for case updates.

ARTICLE IV
SERVICE PROVISIONS

A. NO SERVICE FEES

1. SSA and DHS will not charge the Employer for verification services performed under this MOU. The Employer is responsible for providing equipment needed to make inquiries. To access E-Verify, an Employer will need a personal computer with Internet access.

ARTICLE V
MODIFICATION AND TERMINATION

A. MODIFICATION

1. This MOU is effective upon the signature of all parties and shall continue in effect for as long as the SSA and DHS operates the E-Verify program unless modified in writing by the mutual consent of all parties.

2. Any and all E-Verify system enhancements by DHS or SSA, including but not limited to E-Verify checking against additional data sources and instituting new verification policies or procedures, will be covered under this MOU and will not cause the need for a supplemental MOU that outlines these changes.

B. TERMINATION

1. The Employer may terminate this MOU and its participation in E-Verify at any time upon 30 days prior written notice to the other parties. In addition, any Employer represented by the E-Verify Employer Agent may voluntarily terminate this MOU upon giving DHS 30 days' written notice.

2. Notwithstanding Article V, part A of this MOU, DHS may terminate this MOU, and thereby the Employer's participation in E-Verify, with or without notice at any time if deemed necessary because of the requirements of law or policy, or upon a determination by SSA or DHS that there has been a breach of system integrity or security by the Employer, or a failure on the part of the Employer to comply with established E-Verify procedures and/or legal requirements. The Employer understands that if it is a Federal contractor, termination of this MOU by any party for any reason may negatively affect the performance of its contractual responsibilities. Similarly, the Employer understands that if it is in a state where E-Verify is mandatory, termination of this by any party MOU may negatively affect the Employer's business.

3. An Employer that is a Federal contractor may terminate this MOU when the Federal contract that requires its participation in E-Verify is terminated or completed. In such cases, the Federal contractor must provide written notice to DHS. If an Employer that is a Federal contractor fails to provide such notice, then that Employer will remain an E-Verify participant, will remain bound by the terms of this MOU that apply to non-Federal contractor participants, and will be required to use the E-Verify procedures to verify the employment eligibility of all newly hired employees.

4. The Employer agrees that E-Verify is not liable for any losses, financial or otherwise, if the Employer is terminated from E-Verify.

5. Upon termination of the relationship between an Employer and their E-Verify Employer Agent, E-Verify cannot provide the Employer with its records. The Employer agrees to seek its records from the E-Verify Employer Agent.

ARTICLE VI
PARTIES

A. Some or all SSA and DHS responsibilities under this MOU may be performed by contractor(s), and SSA and DHS may adjust verification responsibilities between each other as necessary. By separate agreement with DHS, SSA has agreed to perform its responsibilities as described in this MOU.

B. Nothing in this MOU is intended, or should be construed, to create any right or benefit, substantive or procedural, enforceable at law by any third party against the United States, its agencies, officers, or employees, or against the Employer, its agents, officers, or employees.

C. The Employer may not assign, directly or indirectly, whether by operation of law, change of control or merger, all or any part of its rights or obligations under this MOU without the prior written consent of

DHS, which consent shall not be unreasonably withheld or delayed. Any attempt to sublicense, assign, or transfer any of the rights, duties, or obligations herein is void.

D. Each party shall be solely responsible for defending any claim or action against it arising out of or related to E-Verify or this MOU, whether civil or criminal, and for any liability wherefrom, including (but not limited to) any dispute between the Employer and any other person or entity regarding the applicability of Section 403(d) of IIRIRA to any action taken or allegedly taken by the Employer.

E. The Employer understands that its participation in E-Verify is not confidential information and may be disclosed as authorized or required by law and DHS or SSA policy, including but not limited to, Congressional oversight, E-Verify publicity and media inquiries, determinations of compliance with Federal contractual requirements, and responses to inquiries under the Freedom of Information Act (FOIA).

F. The individuals whose signatures appear below represent that they are authorized to enter into this MOU on behalf of the Employer, the E-Verify Employer Agent, and DHS respectively. The Employer understands that any inaccurate statement, representation, data or other information provided to DHS may subject the Employer, its subcontractors, its employees, or its representatives to: (1) prosecution for false statements pursuant to 18 U.S.C. 1001 and/or; (2) immediate termination of its MOU and/or; (3) possible debarment or suspension.

G. The foregoing constitutes the full agreement on this subject between DHS, the Employer, and the E-Verify Employer Agent. Florida Entry Builders LLC (Employer) hereby designates and appoints FrankCrum 1, Inc. (E- Verify Employer Agent), including its officers and employees, as the E-Verify Employer Agent for the purpose of carrying out (Employer) responsibilities under the MOU between the Employer, the E-Verify Employer Agent, and DHS. If you have any questions, contact E-Verify at 1-888-464-4218.

Company ID Number: 296542 **Client Company ID Number:** 2907165

Approved by:

Employer Florida Entry Builders LLC	
Name (Please Type or Print) Yolanda Menegazzo	**Title**
Signature Electronically Signed	**Date** 10-23-2025
E-Verify Employer Agent FrankCrum 1, Inc.	
Name (Please Type or Print) Karen Nunes	**Title**
Signature Electronically Signed	**Date** 10-23-2025
Department of Homeland Security – Verification Division	
Name (Please Type or Print) USCIS Verification Division	**Title**
Signature Electronically Signed	**Date** 10-23-2025

Company ID Number: 296542 **Client Company ID Number:** 2907165

Information Required for the E-Verify Program **Information relating to your Company:**	
Company Name	Florida Entry Builders LLC
Company Facility Address	4950 SW 72nd Ave Suite 120 Miami, FL 33155
Company Alternate Address	
County or Parish	MIAMI-DADE
Employer Identification Number	884350130
North American Industry Classification Systems Code	236
Parent Company	
Number of Employees	10 to 19
Number of Sites Verified for	1 site(s)

Company ID Number: 296542 **Client Company ID Number:** 2907165

Are you verifying for more than 1 site? If yes, please provide the number of sites verified for in each State:

FL	1

Company ID Number: 296542 **Client Company ID Number:** 2907165

Information relating to the Program Administrator(s) for your Company on policy questions or operational problems:

Name	Yolanda Menegazzo
Phone Number	3054942152
Fax	
Email	YOLANDA@FLORIDAENTRY.COM

Company ID Number: 296542

Client Company ID Number: 2907165

This list represents the first 20 Program Administrators listed for this company.

MIAMI-DADE COUNTY - STATE OF FLORIDA
LOCAL BUSINESS TAX
2025 - 2026 APPLICATION

N/A October 02, 2025

RENEWAL
RECEIPT: 7667669
STATE # CRC1334258

7372594

DBA/BUSINESS NAME:
FLORIDA ENTRY BUILDERS LLC

BUSINESS LOCATION:
4950 SW 72ND AVE STE 120
MIAMI, FL 33155-5531

OWNER/CORP.
FLORIDA ENTRY BUILDERS LLC
C/O MARIO JOSE MENEGAZZO QUALIFIER
PHONE # 305-564-3499

3097 SW 111TH AVE
MIAMI, FL 33165-2360

NAICS CODE: 238990

Print Blocking Flags:

Addt'l Doc Description: State/County License or Certificate

BUS. COMMENCEMENT DATE: 09/25/2023

SEC	TYPE OF BUSINESS
BLDG3	SUB-BUILDING CONTRACTOR
1	

APPLICATION DETAILS

FEE		AMOUNT
Receipt Fee		30.00
UMSA Fee		30.00
Beacon Council Fee		15.00
Bingo Permit Fee		0.00
Nightclub Permit Fee		0.00
Multi-Municipal Contractor Fee		0.00
Restricted Contractor Fee		0.00
Library Fee		0.00
Transfer Fee		0.00
Doing Business without a License Penalty		0.00
Late Penalty		7.50
Collection Cost		0.00
NSF Fee		0.00
Prior Years Due		0.00
Amount Recently Paid	-	82.50
TOTAL AMOUNT DUE:		**0.00**

If no longer in business, please notify us in writing.

Review and correct the information shown on this application.

A 25% penalty will be assessed to anyone found operating without a paid local business tax, in addition to any other penalty provided by local ordinance (Sec 8A-176(2)).

A Certificate of Use and/or City Business Tax Receipt may also be required.

To pay online go to https://miamidade.county-taxes.com

To pay by mail, make check payable to:
Miami-Dade County Tax Collector
Business Tax
200 NW 2nd Avenue, 3rd Floor
Miami FL 33128

To pay in person go to:
200 NW 2nd Avenue, 1st Floor
(305) 270-4949
local.businesstax@miamidade.gov

A service fee of not less than $25.00 up to a minimum of 5% will be charged for all returned checks.

↑ RETAIN FOR YOUR RECORDS ↑

↓ DETACH HERE AND RETURN THIS PORTION WITH YOUR PAYMENT ↓

MIAMI-DADE COUNTY - STATE OF FLORIDA
LOCAL BUSINESS TAX
2025 - 2026 APPLICATION

7372594

BUSINESS LOCATION:
4950 SW 72ND AVE STE 120
MIAMI, FL 33155-5531

OWNER/CORP.
FLORIDA ENTRY BUILDERS LLC
C/O MARIO JOSE MENEGAZZO QUALIFIER

FLORIDA ENTRY BUILDERS LLC
C/O MARIO JOSE MENEGAZZO QUALIFIER
3097 SW 111TH AVE
MIAMI, FL 33165-2360

7+7667669+2026

Scan to pay

N/A October 02, 2025

RENEWAL
RECEIPT: 7667669
STATE # CRC1334258

BUS. COMMENCEMENT DATE: 09/25/2023

SEC	TYPE OF BUSINESS
BLDG3	SUB-BUILDING CONTRACTOR
1	

APPLICATION IS HEREBY MADE FOR A LOCAL BUSINESS TAX RECEIPT OR PERMIT FOR THE BUSINESS PROFESSION OR OCCUPATION DESCRIBED HEREON. I SWEAR THAT THE INFORMATION IS TRUE AND CORRECT.

SIGNATURE REQUIRED — SEE INSTRUCTIONS ABOVE

Please pay only one amount. The amounts due after Sept 30th include penalties per FS 205.053.

If Paid By	Oct 31, 2025	Nov 30, 2025	Dec 31, 2025	Jan 31, 2026
Please Pay	$0.00	$0.00	$0.00	$0.00

700000000000000000000000076676692026000000075000000000000006

IRS DEPARTMENT OF THE TREASURY
INTERNAL REVENUE SERVICE
CINCINNATI OH 45999-0023

Date of this notice: 12-02-2022

Employer Identification Number:
88-4350130

Form: SS-4

Number of this notice: CP 575 B

FLORIDA ENTRY BUILDERS LLC
MARIO J MENEGAZZO MBR
3097 SW 111TH AVE
MIAMI, FL 33165

For assistance you may call us at:
1-800-829-4933

IF YOU WRITE, ATTACH THE
STUB AT THE END OF THIS NOTICE.

WE ASSIGNED YOU AN EMPLOYER IDENTIFICATION NUMBER

Thank you for applying for an Employer Identification Number (EIN). We assigned you EIN 88-4350130. This EIN will identify you, your business accounts, tax returns, and documents, even if you have no employees. Please keep this notice in your permanent records.

Taxpayers request an EIN for their business. Some taxpayers receive CP575 notices when another person has stolen their identity and are opening a business using their information. If you did **not** apply for this EIN, please contact us at the phone number or address listed on the top of this notice.

When filing tax documents, making payments, or replying to any related correspondence, it is very important that you use your EIN and complete name and address exactly as shown above. Any variation may cause a delay in processing, result in incorrect information in your account, or even cause you to be assigned more than one EIN. If the information is not correct as shown above, please make the correction using the attached tear-off stub and return it to us.

Based on the information received from you or your representative, you must file the following forms by the dates shown.

Form 1065	03/15/2023

If you have questions about the forms or the due dates shown, you can call us at the phone number or write to us at the address shown at the top of this notice. If you need help in determining your annual accounting period (tax year), see Publication 538, *Accounting Periods and Methods*.

We assigned you a tax classification (corporation, partnership, estate, trust, EPMF, etc.) based on information obtained from you or your representative. It is not a legal determination of your tax classification, and is not binding on the IRS. If you want a legal determination of your tax classification, you may request a private letter ruling from the IRS under the guidelines in Revenue Procedure 2020-1, 2020-1 I.R.B. 1 (or superseding Revenue Procedure for the year at issue). Note: Certain tax classification elections can be requested by filing Form 8832, *Entity Classification Election*. See Form 8832 and its instructions for additional information.

A limited liability company (LLC) may file Form 8832, *Entity Classification Election*, and elect to be classified as an association taxable as a corporation. If the LLC is eligible to be treated as a corporation that meets certain tests and it will be electing S corporation status, it must timely file Form 2553, *Election by a Small Business Corporation*. The LLC will be treated as a corporation as of the effective date of the S corporation election and does not need to file Form 8832.

(IRS USE ONLY) 575B 12-02-2022 FLOR B 9999999999 SS-4

IMPORTANT REMINDERS:

* Keep a copy of this notice in your permanent records. This notice is issued only one time and the IRS will not be able to generate a duplicate copy for you. You may give a copy of this document to anyone asking for proof of your EIN.

* Use this EIN and your name exactly as they appear at the top of this notice on all your federal tax forms.

* Refer to this EIN on your tax-related correspondence and documents.

* Provide future officers of your organization with a copy of this notice.

Your name control associated with this EIN is FLOR. You will need to provide this information along with your EIN, if you file your returns electronically.

Safeguard your EIN by referring to Publication 4557, Safeguarding Taxpayer Data: A Guide for Your Business.

You can get any of the forms or publications mentioned in this letter by visiting our website at www.irs.gov/forms-pubs or by calling 800-TAX-FORM (800-829-3676).

If you have questions about your EIN, you can contact us at the phone number or address listed at the top of this notice. If you write, please tear off the stub at the bottom of this notice and include it with your letter.

Thank you for your cooperation.

Keep this part for your records. CP 575 B (Rev. 7-2007)

Return this part with any correspondence so we may identify your account. Please correct any errors in your name or address.

CP 575 B

9999999999

Your Telephone Number
( ) -
_____

Best Time to Call
_____

DATE OF THIS NOTICE: 12-02-2022
EMPLOYER IDENTIFICATION NUMBER: 88-4350130
FORM: SS-4 NOBOD

INTERNAL REVENUE SERVICE
CINCINNATI OH 45999-0023

FLORIDA ENTRY BUILDERS LLC
MARIO J MENEGAZZO MBR
3097 SW 111TH AVE
MIAMI, FL 33165

FLORIDA DEPARTMENT of STATE DIVISION OF CORPORATIONS

Sunbiz.org DIVISION of CORPORATIONS an official State of Florida website

Detail by Entity Name

Florida Limited Liability Company
FLORIDA ENTRY BUILDERS LLC

Filing Information

Document Number	L22000500100
FEI/EIN Number	88-4350130
Date Filed	11/28/2022
Effective Date	11/28/2022
State	FL
Status	ACTIVE

Principal Address

3097 SW 111 AVENUE
MIAMI, FL 33165

Mailing Address

3097 SW 111 AVENUE
MIAMI, FL 33165

Registered Agent Name & Address

MENEGAZZO, MARIO J
3097 SW 111 AVENUE
MIAMI, FL 33165

Authorized Person(s) Detail

Name & Address

Title P

MENEGAZZO, MARIO J
3097 SW 111 AVENUE
MIAMI, FL 33165

Title P

MENEGAZZO, YOLANDA
3097 SW 111 AVENUE
MIAMI, FL 33165

Annual Reports

Report Year	Filed Date
2023	04/24/2023

Document Images

04/24/2023 -- ANNUAL REPORT	View image in PDF format
11/28/2022 -- Florida Limited Liability	View image in PDF format

To whom it may concern,

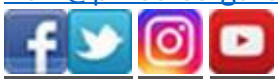
I am pleased to recommend Florida Entry Builders as a reliable and professional general contractor. Throughout our experience working with them, they have consistently demonstrated strong communication, dependable scheduling, and high-quality workmanship.

Florida Entry Builders has proven to be responsive and solution-oriented, ensuring that projects progress smoothly from start to finish. Based on their performance and professionalism, I am confident in recommending them for any general contracting needs.

Sincerely,

Ryan Ruiz, CPRP, AFO
Operations Manager

Pinecrest Gardens
Village of Pinecrest
T: 305.669.6990
11000 Red Road
Pinecrest, FL 33156
rruiz@pinecrestgardens.org





CERTIFICATE OF COMPLETION

This certifies that

Mario Menegazzo

has successfully completed the course

OSHA 30 Hour Outreach Training Program - Construction

CEUs
3.0

Credit Hours
30.00

Completion Date
01/22/2026

ACCREDITED IACET PROVIDER

Jason Cole, Trainer C 26-0113289 and G 26-0084457

Scan to Verify

"As an OSHA Outreach Training Program trainer, I affirm that I have conducted this OSHA Outreach Training Program training class in accordance with OSHA Outreach Training Program requirements. I will document this class to my OSHA Authorizing Training Organization. Upon successful review of my documentation, I will provide each student their course completion card within 90 calendar days of the end of the class."

"As an IACET Accredited Provider, 360training.com, Inc. offers IACET CEUs for its learning events that comply with the ANSI/IACET Continuing Education and Training Standard."

THIS CERTIFICATE IS NON-TRANSFERABLE

6504 Bridge Point Parkway, Suite 100 | Austin, TX 78730 | 360training.com

PROPOSER QUALIFICATIONS

The Proposer, in conjunction with this proposal, must hold a County and/or Municipal Contractor's Occupational License in the area of their fixed business location. The following information must be completed and submitted with the proposal to be considered:

1. Legal Name and Address:

   Name: Florida Entry Builders, LLC

   Address: 4950 SW 72 Ave, Suite 120

   City, State, Zip: Miami, FL 33155 Phone/Fax: 305-564-3499

2. Check One: Corporation ( ) Partnership (✓) Individual ( )

3. If Corporation, state:
   Date of Incorporation: 11/28/2022 State in which Incorporated: Florida

4. If an out-of-state Corporation, currently authorized to do business in Florida, give date of such authorization: N/A

5. Name and Title of Principal Officers — Date Elected:

   Mario Menegazzo, CEO + Licensed Contractor — 11/28/2022

   Yolanda Menegazzo, Chief Admin Officer — 11/28/2022

   _____ — _____

   _____ — _____

6. The length of time in business: 3.5 years

7. The length of time (continuous) in business as a service organization in Florida:
   3.5 years

8. A copy of County and/or Municipal Occupational License(s)

Note: *Information requested herein and submitted by the Proposers will be analyzed by the City of Opa-locka and will be a factor considered in awarding any resulting contract. The purpose is to ensure that the Contractors, in the sole opinion of the City of Opa-locka, can sufficiently and efficiently perform all the required services in a timely and satisfactory manner as will be required by the subject contract. If there are any terms and/or conditions that are in conflict, the most stringent requirement shall apply.*

CERTIFICATION REGARDING DEBARMENT, SUSPENSION PROPOSED DEBARMENT AND OTHER MATTERS OF RESPONSIBILITY

1. The Proposer certifies, to the best of its knowledge and belief, that the Proposer and/or any of its Principals:

A. Are not presently debarred, suspended, proposed for debarment, or declared ineligible for the award of contracts by any Federal agency.

B. Have not, within a three-year period preceding this offer, been convicted of or had a civil judgment rendered against them for: commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, state, or local) contract or subcontract; violation of Federal or state antitrust statutes relating to the submission of offers; or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, tax evasion, or receiving stolen property; and

C. Are not presently indicted for, or otherwise criminally or civilly charged by a governmental entity with, commission of any of the offenses enumerated in paragraph 1-B of this provision.

2. The Proposer has not, within a three-year period preceding this offer, had one or more contracts terminated for default by any City, County, State, Federal, or other agency.

A. "Principals," for the purposes of this certification, means officers; directors; owners; partners; and, persons having primary management or supervisory responsibilities within a business entity (e.g., general manager; plant manager; head of a subsidiary, division, or business segment, and similar positions). This Certification Concerns a Matter Within the Jurisdiction of an Agency of the United States and the Making of a False, Fictitious, or Fraudulent Certification May Render the Maker Subject to Prosecution Under Section 1001, Title 18, United States Code.

B. The Proposer shall provide immediate written notice to the Contracting Officer if, at any time prior to contract award, the Proposer learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.

C. A certification that any of the items in paragraph (a) of this provision exists will not necessarily result in withholding of an award under this solicitation. However, the certification will be considered in connection with a determination of the Proposer's responsibility. Failure of the Proposer to furnish a certification or provide such additional information as requested by the Contracting Officer may render the Proposer non-responsive.

D. Nothing contained in the foregoing shall be construed to require the establishment of a system of records in order to render, in good faith, the certification required by paragraph (a) of this provision. The knowledge and information of a Proposer is not required to exceed

that which is normally possessed by a prudent person in the ordinary course of business dealings.

E. The certification in paragraph 1(a) of this provision is a material representation of fact upon which reliance was placed when making award. If it is later determined that the Proposer knowingly rendered an erroneous certification, in addition to other remedies available to the Government, the Contracting Officer may terminate the contract resulting from this solicitation for default.

AS THE PERSON AUTHORIZED TO SIGN THE STATEMENT, I CERTIFY THAT THIS FIRM COMPLIES FULLY WITH THE ABOVE REQUIREMENTS.

Signature _____

Printed Name Mario Menegazzo

DRUG-FREE WORKPLACE CERTIFICATION FORM

Whenever two (2) or more bids/proposals, which are equal with respect to price, quality, and service, are received by the CITY OF OPA-LOCKA for the procurement of commodities or contractual services, a bid/proposal received from a business that certifies that it has implemented a drug-free workplace program shall be given preference in the award process. In order to have a drug-free workplace program, a business shall:

1. Publish a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of controlled substances is prohibited in the workplace and specifying the actions that will be taken against employees for violations of such prohibition.

2. Inform employees about the dangers of drug abuse in the workplace, the business's policy of maintaining a drug-free workplace, any available drug counseling, rehabilitation, and employee assistance programs, and the penalties that may be imposed upon employees for drug abuse violations.

3. Give each employee engaged in providing the commodities or contractual services that are under bid a copy of the statement specified in number (1).

4. In the statement specified in number (1), notify the employees that as a condition for working on the commodities or contractual services that are under bid, the employee will abide by the terms of the statement and will notify the employer of any conviction on or plea of guilty or no contest to any violation of Chapter 893, Florida Statutes or of any controlled substance law of the United States or any singular state, for a violation occurring in the workplace no later than five (5) days after such conviction.

5. Impose a sanction on or require satisfactory participation in a drug abuse assistance or rehabilitation program if such is available in the employee's community by any employee who is so convicted.

6. Make a good faith effort to continue to maintain a drug-free workplace through implementation of Section 287.087, Florida Statutes.

This Certification is submitted by Mario Menegazzo (Name) the CEO + Licensed Contractor (Title/Position) of Florida Entry Builders (Company)

who does hereby certify that said Company has implemented a drug-free workplace program, which meets the requirements of Section 287.087, Florida Statutes, which are identified in numbers (1) through (6) above.

3/13/20
Date

Signature

RFP 26-0316200
NON-COLLUSION AFFIDAVIT
STATE OF FLORIDA - COUNTY OF MIAMI DADE

(1) He/She/They is/are the CEO + Licensed Contractor (Owner, Partner, Officer, Representative or Agent) of Florida Entry Builders, LLC the PROPOSER that has submitted the attached Proposal;

(2) He/She/They is/are fully informed respecting the preparation and contents of the attached Proposal and of all pertinent circumstances respecting such Proposal;

(3) Such Proposal is genuine and is not a collusive or sham Proposal;

(4) Neither the said PROPOSER nor any of its officers, partners, owners, agents, representatives, employees or parties in interest, including this affiant, have in any way colluded, conspired, connived or agreed, directly or indirectly, with any other PROPOSER, firm, or person to submit a collusive or sham Proposal in connection with the Work for which the attached Proposal has been submitted; or to refrain from Proposing in connection with such Work; or have in any manner, directly or indirectly, sought by agreement or collusion, or communication, or conference with any PROPOSER, firm, or person to fix any overhead, profit, or cost elements of the Proposal or of any other PROPOSER, or to fix any overhead, profit, or cost elements of the Proposed Price or the Proposed Price of any other PROPOSER, or to secure through any collusion, conspiracy, connivance, or unlawful agreement any advantage against (Recipient), or any person interested in the proposed Work;

(5) The price or prices quoted in the attached Proposal are fair and proper and are not tainted by any collusion, conspiracy, connivance, or unlawful agreement on the part of the PROPOSER or any other of its agents, representatives, owners, employees or parties of interest, including this affiant.

Signed, sealed and delivered in the presence of:

Witness

Witness

By: _____
Signature

Mario Menegazzo, CEO + Licensed Contractor
Print Name and Title

ANTI-KICKBACK AFFIDAVIT

STATE OF FLORIDA)
) ss:
COUNTY OF MIAMI-DADE)

I, the undersigned, hereby duly sworn, depose and say that no portion of the sum herein proposed, or compensation that may be received as a result of this Proposal, will be paid to any employee of the City of Opa-Locka or its elected officials, as a commission, kickback, reward, or gift, whether directly or indirectly, by me or any member of my firm, or by any officer of the corporation.

By: Mario Menegazzo

Title: CEO + Licensed Contractor

Sworn to and subscribed before me this

13th day of March, 2026

Notary Public,
State of Florida at Large
My Commission Expires: _____

DAVID J. MORALES
MY COMMISSION # HH 677874
EXPIRES: May 20, 2029

NON-DISCRIMINATION AFFIDAVIT

I, the undersigned, hereby duly sworn, depose and say that the organization, business or entity represented herein shall not discriminate against any person in its operations, activities or delivery of services under any agreement it enters into with the City of Opa-locka. The same shall affirmatively comply with all applicable provisions of federal, state and local equal employment laws and shall not engage in or commit any discriminatory practice against any person based on race, age, religion, color, gender, sexual orientation, national origin, marital status, physical or mental disability, political affiliation or any other factor which cannot be lawfully used as a basis for service delivery.

By: Mario Menegazzo

Title: CEO + Licensed Contractor

State of Florida County of Miami-Dade

The foregoing instrument was acknowledged before me via ☑ physical presence OR ☐ online notarizations this 13TH day of March, 2026.

By Mario Menegazzo

Personally known ✓ OR produced identification _____

_____

Notary Public

My Commission Expires _____

DAVID J. MORALES
MY COMMISSION # HH 677874
EXPIRES: May 20, 2029

E-VERIFY FORM

Definitions:

"Contractor" means a person or entity that has entered or is attempting to enter into a contract with a public employer to provide labor, supplies, or services to such employer in exchange for salary, wages, or other remuneration.

"Subcontractor" means a person or entity that provides labor, supplies, or services to or for a contractor or another subcontractor in exchange for salary, wages, or other remuneration.

Effective January 1, 2021, public and private employers, contractors and subcontractors will begin required registration with, and use of the E-Verify system in order to verify the work authorization status of all newly hired employees. Vendor/Consultant/Contractor acknowledges and agrees to utilize the U.S. Department of Homeland Security's E-Verify System to verify the employment eligibility of:

a) All persons employed by Vendor/Consultant/Contractor to perform employment duties within Florida during the term of the contract; and

b) All persons (including sub-vendors/subcompanies/subcontractors) assigned by Vendor/Consultant/Contractor to perform work pursuant to the contract with the Department. The Vendor/Consultant/Contractor acknowledges and agrees that use of the U.S. Department of Homeland Security's E-Verify System during the term of the contract is a condition of the contract with the City of Opa-locka; and

Should vendor become successful Contractor awarded for the above-named project, by entering into this Contract, the Contractor becomes obligated to comply with the provisions of Section 448.095, Fla. Stat., "Employment Eligibility," as amended from time to time. This includes but is not limited to utilization of the E-Verify System to verify the work authorization status of all newly hired employees, and requiring all subcontractors to provide an affidavit attesting that the subcontractor does not employ, contract with, or subcontract with, an unauthorized alien. The contractor shall maintain a copy of such affidavit for the duration of the contract. Failure to comply will lead to termination of this Contract, or if a subcontractor knowingly violates the statute, the subcontract must be terminated immediately. If this contract is terminated for a violation of the statute by the Contractor, the Contractor may not be awarded a public contract for a period of 1 year after the date of termination.

Company Name: Florida Entry Builders, LLC

Authorized Signature: 

Print Name: Mario Menegazzo

Title: CEO + Licensed Contractor

Date: 3/13/2020

CLIENT REFERENCE FORM

Provide a minimum of three (3) client references from recent similar transactions.

1) Name of Client Entity: Sophia Willets PLLC
Address: 934 NW 4th Avenue
City/State/Zip: Fort Lauderdale, FL 33311
Contact: Sophia Willets
Title: Owner
Email Address: sophia@gracecre.com
Telephone: 480-375-0227
Scope of Work: 4-unit renovation interior and exterior
Description of Services Provided: Renovation included flooring, electrical, plumbing, mechanical, roofing, structural, bathroom and kitchen.

2) Name of Client Entity: Village of Pinecrest - Pinecrest Gardens
Address: 11000 Red Road
City/State/Zip: Pinecrest, FL 33156
Contact: Ryan Ruiz
Title: Operations Manager
Email Address: rruiz@pinecrest-fl.gov
Telephone: 305-669-6990
Scope of Work: Historic building restoration
Description of Services Provided: Restore decaying wood, fascia boards, and soffits, and repaint to preserve historical colors.

3) Name of Client Entity: Yolanda Aguilar Residence
Address: 6404 SW 12 Street
City/State/Zip: West Miami, FL 33144
Contact: Yolanda Aguilar
Title: Home Owner
Email Address: ayaguilar@aol.com
Telephone: 305-772-4775
Scope of Work: Addition + Renovation of Home
Description of Services Provided: 2 car garage addition and renovation of kitchen and 2 bathrooms.



WRANGLER CONSTRUCTION INC.
12855 SW 136 AVE SUITE 206
MIAMI, FL 33186

CONTACT: ADRIANA PINTO
TEL: 305-278-4719

RFP NO. 26-0316200
PRE-QUALIFIED POLL OF GENERAL CONTRACTORS FOR THE OWNER-OCCUPIED MINOR HOMME REPAIR PROGRAM

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Letter of Transmittal

March 15, 2026

City of Opa-locka
Office of the City Clerk
780 Fisherman Street, 4th Floor
Opa-locka, FL 33054

RE: RFP 26-0316200 – Pre-Qualified Pool of General Contractors

To Whom It May Concern,

Wrangler Construction, Inc. respectfully submits this proposal in response to RFP 26-0316200 for inclusion in the Pre-Qualified Pool of General Contractors for the Owner-Occupied Minor Home Repair Program. We understand that the purpose of this program is to provide life-safety, code compliance, habitability, and energy-efficiency repairs for income-eligible homeowners within the City of Opa-locka, with a maximum construction budget of $10,000 per home.

Our company is fully licensed in the State of Florida as General Contractor and acquires all required insurance coverage. Wrangler Construction and has extensive experience performing residential rehabilitation, code correction, roofing, electrical, plumbing, HVAC, accessibility modifications, and minor structural repairs. We have successfully completed similar work under publicly funded programs. We understand the importance of documentation, cost reasonableness, permitting, inspections, and compliance. We are fully equipped to meet all requirements before, during, and after work is completed.

Authorized Representative:
Name: Edgar Monterrey
Title: Project Manager
Phone: 305-278-4719
Email: edgar@wrangler-construction.com

We certify that all information provided in this proposal is true and correct.

Sincerely,

Rafael Quesada
President
Wrangler Construction, Inc.

General Information

Legal Business Name: Wrangler Construction Inc.

Mailing Address: 12855 SW 136 Ave. Suite 206 Miami, FL 33186
Phone Number: 305-278-4719

Contact Person: Adriana Pinto
Email: cev@wrangler-construction.com

Normal Business Hours: Monday- Friday 9am- 5pm

Business Structure: Corporation

Year Established: June 2003

Office location from which work will be performed: 12855 SW 136 Ave. Suite 206 Miami, FL 33186
Number of field employees: 11
Number of office staff: 3

Wrangler Construction is license to do business in the state of Florida. Copy of license is provided on the following page.

Florida General Contractor License #: CGC058368

Federal Tax Receipt #: 770603738

Copy of Florida General Contractor's License is included in the Additional Forms section

Experience and Qualifications

Our firm has over 26 years of experience in:

- Water heater installation
- Electrical panel upgrade
- Roof repairs and replacement
- Plumbing system repairs
- HVAC repair and replacement
- Window and door replacement (including impact-rated)
- ADA modifications (grab bars, ramps, lever hardware, ADA toilets)
- Code violation corrections
- Minor structural repairs

Wrangler Construction has experience with publicly funded programs and we understand:

- Three-bid procurement requirements
- Cost reasonableness standards
- Change order limitations (≤10%)
- Section 3 compliance (if applicable)
- Debarment verification
- Lead-safe practices for pre-1978 homes

Key Personnel:

President:
Name: Rafael Quesada
Years of Experience: 30 years

Project Manager:
Name: Edgar Monterrey
Years Experience: 8 years

Field Supervisor:
Name: Eddy Arias
Years Experience: 25 years

Our Project Manager will attend all site visits, coordinate permitting, manage subcontractors, and ensure inspections are passed.

Experience and Qualifications Cont.

We understand the City prioritizes:
Tier 1 – Life Safety
Tier 2 – Code/Habitability
Tier 3 – Energy Efficiency
Tier 4 – Accessibility
Our approach ensures life-safety issues are addressed first while staying within the $10,000 cap.

References

Agency/Client Name: Miami Dade Park and Recreation
Contact Person: Cesar Perez-Castaneda, Construction Manager
Phone: (305) 297-0109
Email: Cesar.Perez-Castaneda@miamidade.gov
Project Description: ADA Compliance
Contract Amount: $704,967.25
Year Completed: 2024

Agency/Client Name: Wingate Companies
Contact Person: Luisa Ordonez, Property Manager
Phone: (305) 433-4376
Email: lordonez@wingatecompanies.com
Project Description: Concrete Step Installation
Contract Amount: $7,950.00
Year Completed: 2024

Agency/Client Name: OpenDoor Labs, Inc.
Contact Person: Fernando Ortiz, Project Manager
Phone: (786) 498-7559
Email: Fernando.ortiz@opendoor.com
Project Description: Home Renovation
Contract Amount: $82,813.00
Year Completed: 2025

Additional Forms

The following pages include the additional forms requested as part of this proposal package.

Print

Licensee

Name:	**PEREZ DE CORCHO, JOSE C**	License Number:	**CGC058368**
Rank:	**Certified General Contractor**	License Expiration Date:	**08/31/2026**
Primary Status:	**Current**	Original License Date:	**04/04/1996**
Secondary Status:	**Active**		

Related License Information

License Number	Status	Related Party	Relationship Type	Relation Effective Date	Rank	Expiration Date
	Current	WRANGLER CONSTRUCTION INC	Primary Qualifying Agent for Business	05/31/2006	Construction Business Information	

PROPOSER QUALIFICATIONS

The Proposer, in conjunction with this proposal, must hold a County and/or Municipal Contractor's Occupational License in the area of their fixed business location. The following information must be completed and submitted with the proposal to be considered:

1. Legal Name and Address:

   Name: Rafael Quesada

   Address: 12855 SW 136 Avenue Suite 206

   City, State, Zip: Miami, FL 33186 Phone/Fax: 305-278-4719

2. Check One: Corporation (x) Partnership ( ) Individual ( )

3. If Corporation, state:
   Date of Incorporation: June 2003 State in which Incorporated: FL

4. If an out-of-state Corporation, currently authorized to do business in Florida, give date of such authorization: _____

5. Name and Title of Principal Officers — Date Elected:

Rafael Quesada- President	June 2003

6. The length of time in business: 23 years

7. The length of time (continuous) in business as a service organization in Florida:
   23 years

8. A copy of County and/or Municipal Occupational License(s)

Note: *Information requested herein and submitted by the Proposers will be analyzed by the City of Opa-locka and will be a factor considered in awarding any resulting contract. The purpose is to ensure that the Contractors, in the sole opinion of the City of Opa-locka, can sufficiently and efficiently perform all the required services in a timely and satisfactory manner as will be required by the subject contract. If there are any terms and/or conditions that are in conflict, the most stringent requirement shall apply.*

CERTIFICATION REGARDING DEBARMENT, SUSPENSION PROPOSED DEBARMENT AND OTHER MATTERS OF RESPONSIBILITY

1. The Proposer certifies, to the best of its knowledge and belief, that the Proposer and/or any of its Principals:

A. Are not presently debarred, suspended, proposed for debarment, or declared ineligible for the award of contracts by any Federal agency.

B. Have not, within a three-year period preceding this offer, been convicted of or had a civil judgment rendered against them for: commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, state, or local) contract or subcontract; violation of Federal or state antitrust statutes relating to the submission of offers; or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, tax evasion, or receiving stolen property; and

C. Are not presently indicted for, or otherwise criminally or civilly charged by a governmental entity with, commission of any of the offenses enumerated in paragraph 1-B of this provision.

2. The Proposer has not, within a three-year period preceding this offer, had one or more contracts terminated for default by any City, County, State, Federal, or other agency.

A. "Principals," for the purposes of this certification, means officers; directors; owners; partners; and, persons having primary management or supervisory responsibilities within a business entity (e.g., general manager; plant manager; head of a subsidiary, division, or business segment, and similar positions). This Certification Concerns a Matter Within the Jurisdiction of an Agency of the United States and the Making of a False, Fictitious, or Fraudulent Certification May Render the Maker Subject to Prosecution Under Section 1001, Title 18, United States Code.

B. The Proposer shall provide immediate written notice to the Contracting Officer if, at any time prior to contract award, the Proposer learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.

C. A certification that any of the items in paragraph (a) of this provision exists will not necessarily result in withholding of an award under this solicitation. However, the certification will be considered in connection with a determination of the Proposer's responsibility. Failure of the Proposer to furnish a certification or provide such additional information as requested by the Contracting Officer may render the Proposer non-responsive.

D. Nothing contained in the foregoing shall be construed to require the establishment of a system of records in order to render, in good faith, the certification required by paragraph (a) of this provision. The knowledge and information of a Proposer is not required to exceed

that which is normally possessed by a prudent person in the ordinary course of business dealings.

E. The certification in paragraph 1(a) of this provision is a material representation of fact upon which reliance was placed when making award. If it is later determined that the Proposer knowingly rendered an erroneous certification, in addition to other remedies available to the Government, the Contracting Officer may terminate the contract resulting from this solicitation for default.

AS THE PERSON AUTHORIZED TO SIGN THE STATEMENT, I CERTIFY THAT THIS FIRM COMPLIES FULLY WITH THE ABOVE REQUIREMENTS.

Signature _____

Printed Name Rafael Quesada

DRUG-FREE WORKPLACE CERTIFICATION FORM

Whenever two (2) or more bids/proposals, which are equal with respect to price, quality, and service, are received by the CITY OF OPA-LOCKA for the procurement of commodities or contractual services, a bid/proposal received from a business that certifies that it has implemented a drug-free workplace program shall be given preference in the award process. In order to have a drug-free workplace program, a business shall:

1. Publish a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of controlled substances is prohibited in the workplace and specifying the actions that will be taken against employees for violations of such prohibition.

2. Inform employees about the dangers of drug abuse in the workplace, the business's policy of maintaining a drug-free workplace, any available drug counseling, rehabilitation, and employee assistance programs, and the penalties that may be imposed upon employees for drug abuse violations.

3. Give each employee engaged in providing the commodities or contractual services that are under bid a copy of the statement specified in number (1).

4. In the statement specified in number (1), notify the employees that as a condition for working on the commodities or contractual services that are under bid, the employee will abide by the terms of the statement and will notify the employer of any conviction on or plea of guilty or no contest to any violation of Chapter 893, Florida Statutes or of any controlled substance law of the United States or any singular state, for a violation occurring in the workplace no later than five (5) days after such conviction.

5. Impose a sanction on or require satisfactory participation in a drug abuse assistance or rehabilitation program if such is available in the employee's community by any employee who is so convicted.

6. Make a good faith effort to continue to maintain a drug-free workplace through implementation of Section 287.087, Florida Statutes.

This Certification is submitted by Rafael Quesada (Name) the President (Title/Position) of Wrangler Construction, Inc. (Company)

who does hereby certify that said Company has implemented a drug-free workplace program, which meets the requirements of Section 287.087, Florida Statutes, which are identified in numbers (1) through (6) above.

March 15, 2026
Date

Signature

RFP 26-0316200
NON-COLLUSION AFFIDAVIT
STATE OF FLORIDA - COUNTY OF MIAMI DADE

(1) He/She/They is/are the President (Owner, Partner, Officer, Representative or Agent) of Wrangler Construction, Inc. the PROPOSER that has submitted the attached Proposal;

(2) He/She/They is/are fully informed respecting the preparation and contents of the attached Proposal and of all pertinent circumstances respecting such Proposal;

(3) Such Proposal is genuine and is not a collusive or sham Proposal;

(4) Neither the said PROPOSER nor any of its officers, partners, owners, agents, representatives, employees or parties in interest, including this affiant, have in any way colluded, conspired, connived or agreed, directly or indirectly, with any other PROPOSER, firm, or person to submit a collusive or sham Proposal in connection with the Work for which the attached Proposal has been submitted; or to refrain from Proposing in connection with such Work; or have in any manner, directly or indirectly, sought by agreement or collusion, or communication, or conference with any PROPOSER, firm, or person to fix any overhead, profit, or cost elements of the Proposal or of any other PROPOSER, or to fix any overhead, profit, or cost elements of the Proposed Price or the Proposed Price of any other PROPOSER, or to secure through any collusion, conspiracy, connivance, or unlawful agreement any advantage against (Recipient), or any person interested in the proposed Work;

(5) The price or prices quoted in the attached Proposal are fair and proper and are not tainted by any collusion, conspiracy, connivance, or unlawful agreement on the part of the PROPOSER or any other of its agents, representatives, owners, employees or parties of interest, including this affiant.

Signed, sealed and delivered in the presence of:

Witness

Witness

By: _____
Signature

Rafael Quesada, President
Print Name and Title

NON-DISCRIMINATION AFFIDAVIT

I, the undersigned, hereby duly sworn, depose and say that the organization, business or entity represented herein shall not discriminate against any person in its operations, activities or delivery of services under any agreement it enters into with the City of Opa-locka. The same shall affirmatively comply with all applicable provisions of federal, state and local equal employment laws and shall not engage in or commit any discriminatory practice against any person based on race, age, religion, color, gender, sexual orientation, national origin, marital status, physical or mental disability, political affiliation or any other factor which cannot be lawfully used as a basis for service delivery.

By: _____

Title: President

State of Florida County of Miami-Dade
The foregoing instrument was acknowledged before me via ☑ physical presence OR ☐ online notarizations this 15 day of March, 2026.

By Rafael Quesada
Personally known X OR produced identification _____

_____
Notary Public
My Commission Expires June 2, 2029

MANUEL OLDEMAR PINTO III
MY COMMISSION # HH 683128
EXPIRES: June 2, 2029

E-VERIFY

Effective January 1, 2021, public and private employers, contractors and subcontractors will be required to register with, and use of the E-Verify system in order to verify the work authorization status of all newly hired employees. Vendor/Consultant/Contractor acknowledges and agrees to utilize the U.S. Department of Homeland Security's E-Verify System to verify the employment eligibility of:

a) All persons employed by Vendor/Consultant/Contractor to perform employment duties within Florida during the term of the contract; and

b) All persons (including sub-vendors/sub-contractors) assigned by Vendor /Consultant/ Contractor to perform work pursuant to the contract with the Department. The Vendor /Consultant/ Contractor acknowledges and agrees that use of the U.S. Department of Homeland Security's E-Verify System during the term of the contract is a condition of the contract with the City; and

By entering into a Contract, the Contractor becomes obligated to comply with the provisions of Section 448.095, Fla. Stat., "Employment Eligibility," as amended from time to time. This includes but is not limited to utilization of the E-Verify System to verify the work authorization status of all newly hired employees, and requiring all subcontractors to provide an affidavit attesting that the subcontractor does not employ, contract with, or subcontract with, an unauthorized alien. The contractor shall maintain a copy of such affidavit for the duration of the contract. Failure to comply will lead to termination of this Contract, or if a subcontractor knowingly violates the statute, the subcontract must be terminated immediately. If t contract is terminated for a violation of the statute by the Contractor, the Contractor may not be awarded a public contract for a period of 1 year after the date of termination. The Contractor acknowledges it is liable to the City for any additional costs as a result of termination of the contract due to Contractor's failure to comply with the provisions herein.

E-VERIFY FORM

Definitions:

"Contractor" means a person or entity that has entered or is attempting to enter into a contract with a public employer to provide labor, supplies, or services to such employer in exchange for salary, wages, or other remuneration.

"Subcontractor" means a person or entity that provides labor, supplies, or services to or for a contractor or another subcontractor in exchange for salary, wages, or other remuneration.

Effective January 1, 2021, public and private employers, contractors and subcontractors will begin required registration with, and use of the E-Verify system in order to verify the work authorization status of all newly hired employees. Vendor/Consultant/Contractor acknowledges and agrees to utilize the U.S. Department of Homeland Security's E-Verify System to verify the employment eligibility of:

a) All persons employed by Vendor/Consultant/Contractor to perform employment duties within Florida during the term of the contract; and

b) All persons (including sub-vendors/subcompanies/subcontractors) assigned by Vendor/Consultant/Contractor to perform work pursuant to the contract with the Department. The Vendor/Consultant/Contractor acknowledges and agrees that use of the U.S. Department of Homeland Security's E-Verify System during the term of the contract is a condition of the contract with the City of Opa-locka; and

Should vendor become successful Contractor awarded for the above-named project, by entering into this Contract, the Contractor becomes obligated to comply with the provisions of Section 448.095, Fla. Stat., "Employment Eligibility," as amended from time to time. This includes but is not limited to utilization of the E-Verify System to verify the work authorization status of all newly hired employees, and requiring all subcontractors to provide an affidavit attesting that the subcontractor does not employ, contract with, or subcontract with, an unauthorized alien. The contractor shall maintain a copy of such affidavit for the duration of the contract. Failure to comply will lead to termination of this Contract, or if a subcontractor knowingly violates the statute, the subcontract must be terminated immediately. If this contract is terminated for a violation of the statute by the Contractor, the Contractor may not be awarded a public contract for a period of 1 year after the date of termination.

Company Name: Wrangler Construction, Inc.

Authorized Signature: 

Print Name: Rafael Quesada

Title: President

Date: March 15, 2026

ANTI-KICKBACK AFFIDAVIT

STATE OF FLORIDA)
) ss:
COUNTY OF MIAMI-DADE)

I, the undersigned, hereby duly sworn, depose and say that no portion of the sum herein proposed, or compensation that may be received as a result of this Proposal, will be paid to any employee of the City of Opa-Locka or its elected officials, as a commission, kickback, reward, or gift, whether directly or indirectly, by me or any member of my firm, or by any officer of the corporation.

By: _____

Title: President

Sworn to and subscribed before me this

15 day of March, 2026

_____
Notary Public,
State of Florida at Large
My Commission Expires: June 2, 2029

MANUEL OLDEMAR PINTO III
MY COMMISSION # HH 683128
EXPIRES: June 2, 2029

CLIENT REFERENCE FORM

Provide a minimum of three (3) client references from recent similar transactions.

1) Name of Client Entity: OpenDoor Labs Inc
Address: 1101 S Garland Ave #108
City/State/Zip: Orlando, FL 32801
Contact: Fernando Ortiz
Title: Project Manager
Email Address: fernando.ortiz@opendoor.com
Telephone: (786) 498-7559
Scope of Work: Complete Home Remodel
Description of Services Provided: HVAC Repair and Maintenance, Painting Services Plumbing and Electrical Services, Bathroom and Kitchen Remodel, Floor Installation, Impact Window Installation

2) Name of Client Entity: Garden of Homestead
Address: 30100 Old Dixie Hwy
City/State/Zip: Homestead, FL 33033
Contact: Lorena Roa
Title: Property Manager
Email Address: iroa@wingatecompany.com
Telephone: 786-634-5505
Scope of Work: General repair, maintenance, and improvement services
Description of Services Provided: HVAC Repairs and Maintenance, Painting Services Wall and Drywall Repair, Flooring Installation,Handrail Installation and Repair, Electrical Repairs

3) Name of Client Entity: Phoenix Apartments
Address: 1554 NE 8th Street
City/State/Zip: Homestead, FL 33033
Contact: Kenia Flores
Title: Property Manager
Email Address: kflores@wingatecompanies.com
Telephone: 305.247.5011
Scope of Work: General repair, maintenance, and improvement services
Description of Services Provided: Landscaping, Handrail Installation, Door Replacement, HVAC Repair and Maintenance, Kitchen Countertop and Cabinet Replacement

Budget Approach

Wrangler Construction, Inc. approaches each project with a focus on maximizing the effectiveness of the allocated budget (up to $10,000 per home), ensuring that all repairs prioritize safety, functionality, and compliance with applicable local codes and standards. Each property is evaluated individually, and a detailed, itemized scope of work is developed based on site conditions and supported by competitive pricing.

Within this budget range, Wrangler Construction, Inc. typically performs minor to moderate residential repairs, including HVAC servicing and component replacement, interior and exterior painting, drywall and wall repairs, flooring installation and repair, basic electrical work, and roof and ceiling repairs. Safety and accessibility improvements—such as handrails and ADA-compliant modifications—are incorporated as needed to enhance habitability and ensure compliance.

Each project begins with a comprehensive site assessment to identify all deficiencies. Based on this evaluation, funds are allocated in accordance with the City's priority tiers:

- Tier 1 – Life Safety: Immediate hazards such as electrical issues, roof leaks, structural deficiencies, and HVAC failures are addressed first.
- Tier 2 – Code Compliance and Habitability: Repairs required to meet Florida Building Code and ensure safe living conditions, including plumbing, windows, doors, and water heaters.
- Tier 3 – Energy Efficiency: Improvements such as insulation, air sealing, and energy-efficient system upgrades are completed after higher-priority items are resolved.
- Tier 4 – Accessibility: ADA-related modifications, including handrails, grab bars, and accessibility enhancements, are incorporated when applicable.

12855 SW 136 Avenue, Suite 206
Miami, Florida 33186

Telephone: 305-278-4719
Fax: 305-278-4720

Funding is strategically allocated to ensure that critical repairs are completed first, maximizing the impact of available resources while remaining within the $10,000 cap.

Typical Budget Allocation:

- Labor: 45%
- Materials: 30%
- Profit: 15%
- Administrative Costs: 5%
- Contingency: 5%

Contingency funds are reserved to address minor unforeseen conditions. Any major changes or additional work are handled through a formal approval process in accordance with program requirements.

Wrangler Construction utilizes cost-effective materials, experienced subcontractors, and efficient project management practices to maintain budget control while ensuring full compliance with permitting, inspections, and program guidelines. This structured approach ensures that all repairs directly support the City's objectives of improving safety, ensuring code compliance, enhancing habitability, and preserving housing quality for residents.

12855 SW 136 Avenue, Suite 206
Miami, Florida 33186

Telephone: 305-278-4719
Fax: 305-278-4720

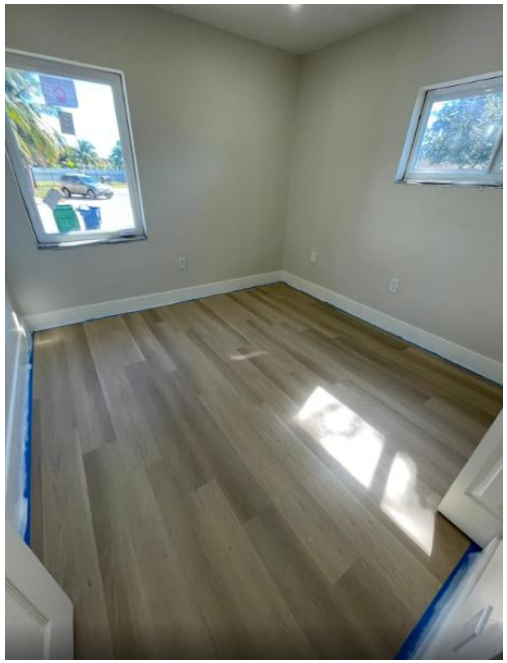
Recent Municipal Work & Project Context:

Project Context: Impact window installation, drywall repair, paint, and flooring installation

BEFORE:



AFTER:



12855 SW 136 Avenue, Suite 206
Miami, Florida 33186

Telephone: 305-278-4719
Fax: 305-278-4720

Project Context: Remove the existing bathroom vanity, install a new 48" bathroom vanity. Ensure bathroom vanity has all of the supply lines and drains hooked up and that they operate as intended.

BEFORE:



12855 SW 136 Avenue, Suite 206
Miami, Florida 33186

Telephone: 305-278-4719
Fax: 305-278-4720

AFTER:



12855 SW 136 Avenue, Suite 206
Miami, Florida 33186

Telephone: 305-278-4719
Fax: 305-278-4720

Project Context: Roof repair

BEFORE:

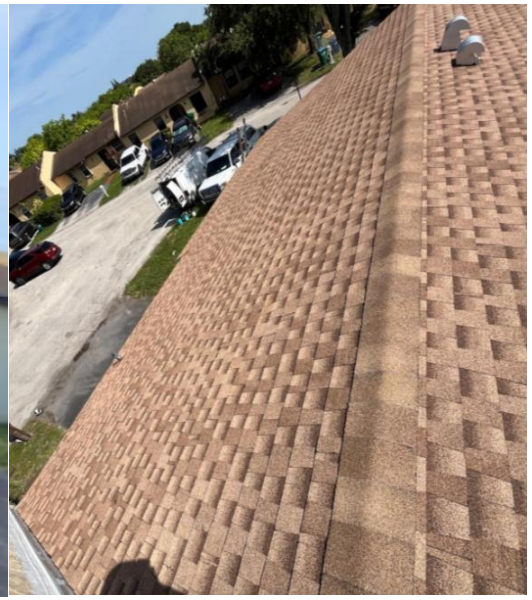


12855 SW 136 Avenue, Suite 206
Miami, Florida 33186

Telephone: 305-278-4719
Fax: 305-278-4720

AFTER:





12855 SW 136 Avenue, Suite 206
Miami, Florida 33186

Telephone: 305-278-4719
Fax: 305-278-4720

Project Context: Exterior stucco repair and paint

BEFORE:



12855 SW 136 Avenue, Suite 206
Miami, Florida 33186

Telephone: 305-278-4719
Fax: 305-278-4720

AFTER:



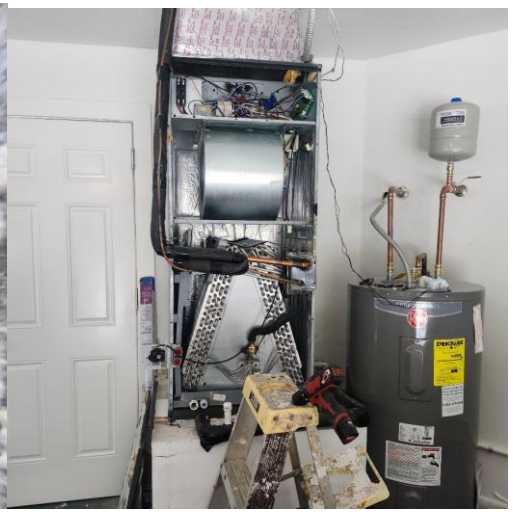
12855 SW 136 Avenue, Suite 206
Miami, Florida 33186

Telephone: 305-278-4719
Fax: 305-278-4720

Project Context: HVAC maintenance and repair

BEFORE AND DURING:





12855 SW 136 Avenue, Suite 206
Miami, Florida 33186

Telephone: 305-278-4719
Fax: 305-278-4720

AFTER





12855 SW 136 Avenue, Suite 206
Miami, Florida 33186

Telephone: 305-278-4719
Fax: 305-278-4720

Project Context: Remove the existing kitchen base cabinets, install new flooring and kitchen base cabinets

BEFORE:



12855 SW 136 Avenue, Suite 206
Miami, Florida 33186

Telephone: 305-278-4719
Fax: 305-278-4720

AFTER:



12855 SW 136 Avenue, Suite 206
Miami, Florida 33186

Telephone: 305-278-4719
Fax: 305-278-4720

Print

Licensee

Name:	**PEREZ DE CORCHO, JOSE C**	License Number:	**CGC058368**
Rank:	**Certified General Contractor**	License Expiration Date:	**08/31/2026**
Primary Status:	**Current**	Original License Date:	**04/04/1996**
Secondary Status:	**Active**		

Related License Information

License Number	Status	Related Party	Relationship Type	Relation Effective Date	Rank	Expiration Date
	Current	WRANGLER CONSTRUCTION INC	Primary Qualifying Agent for Business	05/31/2006	Construction Business Information	

Form **W-9**
(Rev. March 2024)
Department of the Treasury
Internal Revenue Service

Request for Taxpayer Identification Number and Certification

Go to *www.irs.gov/FormW9* for instructions and the latest information.

Give form to the requester. Do not send to the IRS.

Before you begin. For guidance related to the purpose of Form W-9, see *Purpose of Form*, below.

Print or type. See *Specific Instructions* on page 3.

1 Name of entity/individual. An entry is required. (For a sole proprietor or disregarded entity, enter the owner's name on line 1, and enter the business/disregarded entity's name on line 2.)

Wrangler Construction, Inc.

2 Business name/disregarded entity name, if different from above.

3a Check the appropriate box for federal tax classification of the entity/individual whose name is entered on line 1. Check only **one** of the following seven boxes.

☐ Individual/sole proprietor ☐ C corporation ☑ S corporation ☐ Partnership ☐ Trust/estate

☐ LLC. Enter the tax classification (C = C corporation, S = S corporation, P = Partnership) . . . . .

Note: Check the "LLC" box above and, in the entry space, enter the appropriate code (C, S, or P) for the tax classification of the LLC, unless it is a disregarded entity. A disregarded entity should instead check the appropriate box for the tax classification of its owner.

☐ Other (see instructions)

4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):

Exempt payee code (if any)

Exemption from Foreign Account Tax Compliance Act (FATCA) reporting code (if any)

(Applies to accounts maintained outside the United States.)

3b If on line 3a you checked "Partnership" or "Trust/estate," or checked "LLC" and entered "P" as its tax classification, and you are providing this form to a partnership, trust, or estate in which you have an ownership interest, check this box if you have any foreign partners, owners, or beneficiaries. See instructions . . . . . ☐

5 Address (number, street, and apt. or suite no.). See instructions.

12855 SW 136 Avenue Suite 206

Requester's name and address (optional)

6 City, state, and ZIP code

Miami, FL 33186

7 List account number(s) here (optional)

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. See also *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number

			–			–				

or

Employer identification number

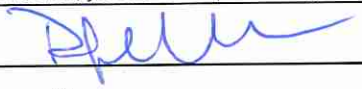
7	7	–	0	6	0	3	7	3	8

Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
2. I am not subject to backup withholding because (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3. I am a U.S. citizen or other U.S. person (defined below); and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and, generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here | **Signature of U.S. person**  **Date** 03/03/2026

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to *www.irs.gov/FormW9*.

What's New

Line 3a has been modified to clarify how a disregarded entity completes this line. An LLC that is a disregarded entity should check the appropriate box for the tax classification of its owner. Otherwise, it should check the "LLC" box and enter its appropriate tax classification.

New line 3b has been added to this form. A flow-through entity is required to complete this line to indicate that it has direct or indirect foreign partners, owners, or beneficiaries when it provides the Form W-9 to another flow-through entity in which it has an ownership interest. This change is intended to provide a flow-through entity with information regarding the status of its indirect foreign partners, owners, or beneficiaries, so that it can satisfy any applicable reporting requirements. For example, a partnership that has any indirect foreign partners may be required to complete Schedules K-2 and K-3. See the Partnership Instructions for Schedules K-2 and K-3 (Form 1065).

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS is giving you this form because they

From:	Adriana Pinto
To:	Junior Bergel
Subject:	Request for Additional Information–RFP 26-0316200 Pre-qualified Pool of General Contractors for the Owner-Occupied Minor Home Repair Program
Date:	Friday, March 27, 2026 11:56:26 AM
Attachments:	Wrangler Construction, Inc. Additional Information–RFP 26-0316200 .pdf

---

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Good morning,

Attached please find the requested information for RFP No. 26-0316200, *Pre-Qualified Pool of General Contractors for the Owner-Occupied Minor Home Repair Program*.

Please feel free to contact me if any additional information or documentation is required.

Best regards,

Adriana Pinto
WRANGLER CONSTRUCTION. INC
12855 SW 136 Avenue, Suite 206
Miami, FL 33186
Tel: 305-278-4719
Fax: 305-278-4720
cev@wrangler-construction.com

NOTICE: This Communication may contain confidential and privileged information that is for the sole use of the intended recipient. Any viewing, copying or distribution of, or reliance on this message by unintended recipients is strictly prohibited. If you have received this message in error, please notify us immediately by replying to the message and deleting it from your computer.

RFP: 26-0316200

Pre-Qualified Pool of General Contractors for the Onwe-Occupied minor Home Repair Program.

PROPOSAL SUBMITTED BY:

First Plumbing Corp.

State of Florida Certified General Contractor and Plumbing Contractor

7956 SW 195 Terrace

Cutler Bay, Fl 33157

Contact person: Mariela Lobo

Title: President First Plumbing Corp.

Phone: (786) 709-0976

MARCH 16, 2026

TAB 1

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TAB 2

LETTER OF TRANSMITTAL

March 16, 2026

City of Opa-Locka Office of the City Clerk
780 Fisherman Street, 4th Floor Opa-Locka, Florida 33054

LETTER OF TRANSMITTAL

Re: RFP No. 26-0316200 – Pre-Qualified Pool of General Contractors for the Owner-Occupied Minor Home Repair Program

Dear Members of the Selection Committee,

First Plumbing Corp respectfully submits this proposal in response to RFP No. 26-0316200 for the establishment of a Pre-Qualified Pool of General Contractors for the City of Opa-Locka Owner-Occupied Minor Home Repair Program. We appreciate the opportunity to participate in this important initiative aimed at improving housing safety, habitability, and overall living conditions for residents within the City.

First Plumbing Corp understands that the purpose of this program is to provide timely and cost-effective repairs for income-eligible homeowners whose properties require critical improvements to address life-safety concerns, code violations, and essential system failures. The program prioritizes repairs that protect the health and safety of residents, including plumbing failures, electrical hazards, roof leaks, accessibility improvements, HVAC repairs, and other building system deficiencies that impact the structural integrity or livability of a home.

Our firm is uniquely positioned to support the City in delivering these services efficiently because First Plumbing Corp holds both a State of Florida General Contractor License and a Plumbing Contractor License, allowing us to perform a wide range of residential rehabilitation work without delay or reliance on multiple prime contractors. This dual-licensing capability enables our team to address many of the most common repair needs identified in the program—particularly plumbing system failures, water heater replacements, drainage repairs, ADA plumbing installations, fixture replacements, and code-related plumbing corrections—while also coordinating and managing other construction trades such as roofing, electrical, carpentry, and HVAC when required.

With extensive experience performing residential and commercial repair work throughout South Florida, our company has developed strong operational systems for managing permit coordination, code compliance, inspections, and quality control. We are fully licensed and insured in the State of Florida and maintain the required insurance coverage necessary to perform municipal construction work. Our team understands the importance of performing work in occupied homes with professionalism, safety, and respect for residents.

First Plumbing Corp also recognizes the administrative and compliance requirements associated with publicly funded housing repair programs. We are prepared to follow all City requirements including scope-of-work adherence, permitting procedures, documentation standards, inspection coordination, warranty obligations, and all applicable federal, state, and local regulations. Our goal is to complete each project efficiently, maintain clear communication with City staff, and deliver high-quality workmanship that ensures the longevity of the repair.

The following individuals are authorized to make representations on behalf of First Plumbing Corp regarding this proposal and any subsequent agreement:

Authorized Representative: Mariela Lobo
President
First Plumbing Corp
Address: 7956 SW 195 Terrace Culter Bay, Fl 33157
Phone: (786) 709-0976
Email: mlobo@1rstplumbing.com

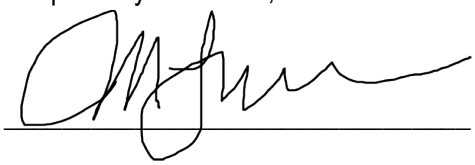
Authorized Representative: Juan Lobo
Vice President
First Plumbing Corp
Address: 7956 SW 195 Terrace Culter Bay, Fl 33157
Phone: (786) 571-9344
Email: jlobo@1rstplumbing.com

Both representatives listed above are authorized to negotiate, provide clarifications, and make binding representations on behalf of the company in connection with this Request for Proposal.

First Plumbing Corp certifies that the information contained within this proposal is accurate and complete to the best of our knowledge. By signing below, the undersigned corporate officer confirms that they are authorized to submit this proposal and that the company agrees to comply with all requirements set forth in the City of Opa-Locka Request for Proposal.

We appreciate your consideration and look forward to the opportunity to support the City of Opa-Locka in improving the safety and quality of housing for its residents.

Respectfully submitted,



Mariela Lobo First Plumbing Corp.

TAB 3

GENERAL INFORMATION

March 16, 2026

GENERAL INFORMATION

Name of Business

The legal name of the proposing firm is **First Plumbing Corp**, a Florida-based construction company providing plumbing and general contracting services for residential and commercial projects throughout South Florida.

Mailing Address and Phone Number

First Plumbing Corp
Mailing Address: 7956 SW 195 Terrace
City, State, Zip: Cutler Bay, Fl 33157

Phone: (786)571-9344
Email: jlobo@1rstplumbing.com

Authorized Contact Persons

The following individuals are authorized to provide information, respond to requests for clarification, and make representations on behalf of First Plumbing Corp in connection with this proposal and any services performed under this program.

Primary Contact

Mariela Lobo
President
First Plumbing Corp
Phone: (786) 709-0976
Email: mlobo@1rstplumbing.com

Secondary Contact

Juan Lobo
Vice President
First Plumbing Corp
Phone: (786) 571-9344
Email: jlobo@1rstplumbing.com

Both individuals listed above are authorized representatives of the company and are empowered to communicate with the City regarding project coordination, contractual matters, and service delivery.

Normal Business Hours

First Plumbing Corp operates during the following standard business hours:

Monday – Friday
7:00 AM – 6:00 PM

Emergency service response and project coordination outside of normal hours are available when required to address urgent repairs or project needs.

Business Structure and Service Area

First Plumbing Corp is a Florida corporation providing construction and plumbing services throughout South Florida. The company operates primarily as a local contractor serving Miami-Dade, Broward, and Palm Beach counties.

As a licensed General Contractor and Plumbing Contractor, First Plumbing Corp performs a wide range of residential repair, rehabilitation, and system installation services including plumbing system repairs, water heater replacements, drainage system corrections, fixture installations, and general construction services related to residential maintenance and rehabilitation.

Date of Incorporation

First Plumbing Corp was organized and incorporated in the State of Florida on:

Date of Incorporation: March 13, 2015

Office Location and Professional Staff

The work associated with this proposal will be managed and coordinated from the company's primary office located in South Florida.

Office Location: 7956 SW 195 Terrace Cutler Bay, Fl 33157

The office provides administrative support, project management, scheduling, and coordination for field operations.

First Plumbing Corp maintains a team of licensed technicians, project supervisors, and administrative personnel responsible for estimating, permitting coordination, project management, and customer service.

Number of Professional Staff Assigned to Operations: Total of (6) employees that include project manager, estimator, field supervisor and plumbers.

Parent or Subsidiary Status

First Plumbing Corp operates as an independent corporation and is not a subsidiary of another company nor part of a parent corporate group.

Licensing and Authorization to Operate in Florida

First Plumbing Corp is fully licensed and authorized to perform construction and plumbing services in the State of Florida. The company maintains all required contractor licenses and certifications required for the performance of residential repair and rehabilitation work.

Licenses held include:

- Florida State Certified General Contractor License (CGC1523570)
- Florida State Certified Plumbing Contractor License (CFC1431668)
- Local business tax receipts and occupational licenses as required by applicable jurisdictions

Copies of all applicable licenses and certifications are included in this proposal's submission.

Ron DeSantis, Governor

Melanie S. Griffin, Secretary

STATE OF FLORIDA
DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION

CONSTRUCTION INDUSTRY LICENSING BOARD

THE GENERAL CONTRACTOR HEREIN IS CERTIFIED UNDER THE
PROVISIONS OF CHAPTER 489, FLORIDA STATUTES

LOBO, MARIELA CAROLINA

FIRST PLUMBING CORP.
7956 SW 195TH TERRACE
CUTLER BAY FL 33157

LICENSE NUMBER: CGC1523570

EXPIRATION DATE: AUGUST 31, 2026

Always verify licenses online at MyFloridaLicense.com

ISSUED: 07/01/2024

Do not alter this document in any form.

This is your license. It is unlawful for anyone other than the licensee to use this document.

Ron DeSantis, Governor

Melanie S. Griffin, Secretary

STATE OF FLORIDA
DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION

CONSTRUCTION INDUSTRY LICENSING BOARD

THE PLUMBING CONTRACTOR HEREIN IS CERTIFIED UNDER THE
PROVISIONS OF CHAPTER 489, FLORIDA STATUTES

LOBO, JUAN CARLOS

FIRST PLUMBING CORP.
7956 SW 195TH TERRACE
CUTLER BAY FL 33157

LICENSE NUMBER: CFC1431668

EXPIRATION DATE: AUGUST 31, 2026

Always verify licenses online at MyFloridaLicense.com

ISSUED: 07/01/2024

Do not alter this document in any form.

This is your license. It is unlawful for anyone other than the licensee to use this document.

007549

Local Business Tax Receipt

Miami–Dade County, State of Florida

–THIS IS NOT A BILL – DO NOT PAY

7195635

BUSINESS NAME/LOCATION

FIRST PLUMBING CORP
7956 SW 195TH TER
CUTLER BAY FL 33157–8129

RECEIPT NO.

RENEWAL
7477853

EXPIRES
SEPTEMBER 30, 2026

Must be displayed at place of business
Pursuant to County Code
Chapter 8A – Art. 9 & 10

OWNER

FIRST PLUMBING CORP
C/O MARIELA LOBO QUALIFIER

SEC. TYPE OF BUSINESS

196 GENERAL BUILDING CONTRACTOR
CGC1523570

PAYMENT RECEIVED BY TAX COLLECTOR

$45.00 07/03/2025
PTBTC–25–111877

Worker(s) 1

LBT

This Local Business Tax Receipt only confirms payment of the Local BusineTax. The Receipt is not a license, permit, or a certification of the holder's qualifications, to do business. Halder must comply with any governmental or nongovernmental regulatory laws and requirements which apply to the business.

The RECEIPT NO. above must be displayed on all commercial vehicles – Miami–Dade Code Sec 8a–276.

For more information, visit mdctaxcollector.gov

011559

Local Business Tax Receipt

Miami–Dade County, State of Florida

–THIS IS NOT A BILL – DO NOT PAY

DARIEL FERNANDEZ MIAMI-DADE COUNTY IN GOD WE TRUST TAX COLLECTOR

7354789

BUSINESS NAME/LOCATION

FIRST PLUMBING CORP
7956 SW 195TH TER
CUTLER BAY FL 33157–8129

RECEIPT NO.

RENEWAL
7648816

EXPIRES
SEPTEMBER 30, 2026

Must be displayed at place of business
Pursuant to County Code
Chapter 8A – Art. 9 & 10

OWNER

FIRST PLUMBING CORP
C/O JUAN CARLOS LOBO QUALIFIER

SEC. TYPE OF BUSINESS

196 PLUMBING CONTRACTOR
CFC1431668

PAYMENT RECEIVED BY TAX COLLECTOR

$45.00 07/03/2025
PTBTC–25–111873

Worker(s) 1

LBT

This Local Business Tax Receipt only confirms payment of the Local BusineTax. The Receipt is not a license, permit, or a certification of the holder's qualifications, to do business. Holder must comply with any governmental or nongovernmental regulatory laws and requirements which apply to the business.

The RECEIPT NO. above must be displayed on all commercial vehicles – Miami–Dade Code Sec 8a–276.

For more information, visit mdctaxcollector.gov

TAB 4

EXPERIENCE AND QUALIFICATIONS

March 16, 2026

EXPERIENCE AND QUALIFICATIONS

COMPANY EXPERIENCE

First Plumbing Corp. is uniquely qualified to perform the services outlined in the City of Opa-Locka Owner-Occupied Minor Home Repair Program due to its **dual licensing capability in both general contracting and plumbing**, combined with extensive experience in construction management, building systems, and code-compliant repair work.

The firm holds both a State of Florida Certified General Contractor License and a State of Florida Certified Plumbing Contractor License, enabling the company to perform, supervise, and coordinate a wide range of residential repair and rehabilitation activities commonly required under housing improvement and community development programs.

These services include, but are not limited to:

- Plumbing system repairs and replacements
- Water heater replacement and upgrades
- Drainage and sewer line corrections
- Plumbing fixture replacement
- Accessibility and safety modifications
- Structural and interior building repairs
- General construction improvements required to correct health, safety, and code compliance issues

Because the Owner-Occupied Minor Home Repair Program focuses on correcting life-safety deficiencies and restoring safe living conditions, First Plumbing Corp. is particularly well positioned to respond efficiently to these types of work orders. The company has extensive experience addressing building system failures, performing code-compliant repairs, and coordinating multiple trades to restore safe and functional conditions within residential and institutional facilities.

By combining general construction oversight with specialized plumbing expertise, First Plumbing Corp. is able to deliver efficient, coordinated repair solutions that address both

structural and building system deficiencies often encountered in housing rehabilitation programs.

GENERAL CONTRACTING EXPERIENCE

Mariela Lobo serves as the President and General Contractor Qualifier for First Plumbing Corp. and brings over 15 years of experience in the construction industry, particularly within the public sector construction environment.

Mariela holds both a Bachelor's Degree in Civil Engineering and a Master's Degree in Civil Engineering, providing a strong technical and engineering foundation for construction planning, project coordination, and execution.

Throughout her career, Mariela has participated in the management and coordination of numerous construction, renovation, and building improvement projects across South Florida, including work within:

- Hospitals and healthcare facilities
- Public schools and educational campuses
- Commercial buildings
- Government and municipal facilities

Her experience includes work performed on projects executed by established general contractors, including LEGO Construction, where she participated in the coordination and management of renovation and improvement projects involving multiple construction disciplines.

These projects required complex coordination between mechanical, plumbing, electrical, and structural trades, as well as collaboration with architects, engineers, inspectors, and subcontractors to ensure successful project delivery.

Through this experience, Mariela has developed strong capabilities in:

- Construction planning and scheduling
- Multi-trade project coordination
- Contract administration
- Quality control and inspection coordination
- Compliance with construction documents and building codes
- Delivery of projects within strict schedule constraints

Her experience working on public-sector renovation and infrastructure improvement projects provides First Plumbing Corp. with the organizational and technical capacity necessary to successfully manage construction and repair projects from planning through completion.

This leadership structure ensures that projects are effectively coordinated, that all scopes of work are properly integrated, and that construction activities are performed in accordance with applicable building codes, safety standards, and regulatory requirements.

Representative Project Experience

Dania Elementary School – Broward County Public Schools:

Scope of Work Included:

- Electrical panel replacement
- Complete restroom renovation including demolition, tile installation, plumbing upgrades, and electrical improvements
- Complete roofing replacement
- Playground rubber floor replacement
- Media center renovation including flooring, ceiling work, and interior painting etc





Ft. Lauderdale ESP State of Florida Department of Military Affairs:

Scope of Work Included:

- Mechanical air handling unit replacement
- Electrical upgrades including light fixture replacement
- Plumbing fixture replacement including installation of new water heater and drywell
- Flooring replacement
- Roof improvements including new coating system
- Window replacement
- Concrete repair and patching





Wellington High School Cafeteria Renovation – School Board of Palm Beach County

Scope of Work Included:

- Complete cafeteria renovation performed during summer break (2-month construction schedule)
- Coordination and installation of commercial kitchen equipment
- New finishes, ceilings, and interior paint
- Plumbing fixture installation
- Signage installation
- Lighting upgrades

- Flooring replacement
- Fire alarm and electrical system upgrades





PLUMBING CONTRACTING EXPERIENCE

The Plumbing Contractor Qualifier for First Plumbing Corp. is Juan Lobo, who brings more than ten (10) years of professional experience in the plumbing industry. As the company's Certified Plumbing Contractor, Mr. Lobo is responsible for overseeing plumbing system installations, repairs, and code-compliant corrective work performed by the company.

Mr. Lobo has extensive experience working on plumbing systems in residential, commercial, and institutional environments, including healthcare facilities, public sector buildings, and educational campuses. His work has involved both new installations and the repair or replacement of aging plumbing systems requiring immediate corrective action to restore proper functionality and maintain safe building conditions.

His technical experience includes work involving:

- Domestic water distribution systems
- Sanitary drainage and vent systems
- Water heater installation and replacement
- Plumbing fixture installation and upgrades
- Backflow prevention systems
- Drainage troubleshooting and corrective repairs
- Condensate drainage systems
- Plumbing system rehabilitation and code-compliant upgrades

Mr. Lobo's experience is particularly relevant to the City of Opa-Locka Owner-Occupied Minor Home Repair Program, where plumbing-related deficiencies often represent critical health and safety issues that must be addressed quickly in order to restore safe and habitable living conditions.

Common repair needs under housing rehabilitation programs frequently include water heater replacements, leaking or failing plumbing systems, drainage blockages, fixture replacements, and corrective plumbing work required to address code violations or life-safety concerns. Mr. Lobo's experience diagnosing plumbing failures and implementing efficient corrective solutions allows First Plumbing Corp. to respond effectively to these types of repair requests.

By combining strong field expertise with knowledge of the Florida Building Code and Florida Plumbing Code, Mr. Lobo ensures that all plumbing work performed by First Plumbing Corp.

is executed in accordance with applicable regulatory standards while maintaining high levels of workmanship and safety.

Representative Project Experience

Opa-Locka ADA Restroom Renovation – Florida Department of Management Services

Scope of Work Included:

- ADA Restroom renovation including plumbing fixture installation
- Kitchenette sink installation and associated plumbing connections
- Water heater installation and system connection
- Plumbing system adjustments to meet ADA and code requirements
- Water fountain installation




ELKAY


Oct 23, 2024 1:21:11 PM
Opa-locka
Miami-Dade County
Florida

Glades Middle School – Miami Dade County Public Schools

Scope of Work Included:

- Renovation of six (6) group restroom facilities
- Replacement of sixteen (16) drinking fountains
- Replacement of air handling unit condensate drainage lines
- Plumbing system upgrades required to support renovated restroom facilities





Boynton Beach High School – The School Board of Palm Beach County

Scope of Work Included:

- Replacement of two (2) boiler systems, including commissioning and system start-up
- Replacement of multiple drinking fountains throughout the facility
- Plumbing insulation replacement on existing plumbing systems
- Installation of new underground domestic water line serving new P.E sink



ORGANIZATIONAL CAPABILITY

Together, the leadership of Ms. Mariela Lobo and Mr. Juan Lobo provides First Plumbing Corp. with a unique combination of engineering expertise, public sector construction experience, and specialized plumbing knowledge. This complementary leadership structure allows the company to efficiently evaluate repair scopes, coordinate permits and inspections, manage subcontractors when necessary, and ensure that all work is performed in full compliance with the Florida Building Code and applicable local regulations.

This integrated management approach allows First Plumbing Corp. to effectively address the types of repairs commonly required under housing rehabilitation programs, including plumbing system failures, water heater replacements, drainage corrections, fixture replacements, and general construction repairs necessary to restore safe and habitable living conditions.

With more than a decade of operational experience, dual contractor licensing, and leadership with extensive experience in public-sector construction and building system repairs, First Plumbing Corp. possesses the qualifications, technical capability, and management structure required to successfully support the City of Opa-Locka's Owner-Occupied Minor Home Repair Program.

The company is committed to delivering high-quality, code-compliant repair services while ensuring efficient project coordination, timely completion of work orders, and professional service to the residents served by this program.

Mariela Lobo

Contact

7956 SW 195 Terrace Cutler Bay
786.709.0976
mlobo@1rstplumbing.com

Education

Master of Science in Civil Engineering
University of Miami - 2011

Bachelor's degree in civil engineering
Universidad Rafael Urdaneta (Venezuela) – 2010

General Contractor License
Florida CGC 1523570

OSHA 30 Certified

Construction Management Quality Control Certification

Key Skills

PROCORE knowledge
QuickBooks
Primavera P6 Scheduling
Contract writing
Problem-solving

Proposed Project Manager

First Plumbing mission is to provide the best quality of plumbing installation in the public sector. We are committed to attracting and maintaining customers. Our team are all professionals, educated and experienced, not only providing quality work but to also sharing construction management advice on all our projects. Our key to success is to provide our customers with a fair price and outstanding services.

Experience

Vice President of Operations | LEGO Construction Co.
January 2022 to 2025

Responsible for managing the project managers and overseeing all the company projects operations. Develop growth and planning strategies for the future and be involved in the proper execution and management of the projects. Below are some ongoing projects being managed simultaneously:

- North Andrew
- Apollo Middle
- James Hunt
- Driftwood

Project Executive & Project Manager | LEGO Construction Co.
November 2013 to December 2021

Responsible for the workplace management team that directly manages short- and long-term projects. This includes planning, execution and closing out projects. Developed cost loaded schedule and project budgets. Completed more than 50+ projects during this period.

- Pioneer Middle School Renovation - $9.1M Completion 2021
- Indian Ridge Middle School - $5M Completion 2018
- Palm Cove Elementary School - $3.6M Completion 2017
- Westwood Heights Elementary School - $3.6M Completion 2018
- Fire Stations 81, 67 and 55 Renovation - $2.9M Completion 2018
- Jackson Health System 10th floor Renovation - $2.8 M Completed 2016
- Jakson Health System NICU Renovation - $1.2M Completed 2017
- Jackson South Hospital CT Scan Renovation - $1M Completed 2017

Juan Lobo

Contact

7956 SW 195 Terrace
Cutler Bay
786.571.9344
jlobo@1rstplumbing.com

Proposed Field Superintendent

First Plumbing mission is to provide the best quality of plumbing installation in the public sector. We are committed to attracting and maintaining customers. Our team are all professionals, educated and experienced, not only providing quality work but to also sharing construction management advice on all our projects. Our key to success is to provide our customers with a fair price and outstanding services.

Education

Bachelor's degree in Accounting
Universidad Rafael Belloso Chacin (Venezuela) – 2012

Plumbing Contractor License
Florida CFC 1431668

OSHA 10 Certified

Backflow Prevention Assembly Tester Certified

Medical Gas Certification

Key Skills

PROCORE knowledge
QuickBooks
Primavera P6 Scheduling
Problem-solving

Experience

Owner | First Plumbing Corp.
November 2021 to Present

In charge of the entire estimating department, project operations and field coordination. In addition, the purchasing of equipment, inventory, and business development.

- Coral Springs Elementary School - $45k Completed 2023
- Miami Beach hose bid replacement - $7k Completed 2023
- Miscellaneous service work orders - $400k Completed between 2022-2023

Plumber/Foreman | William R. Nash
January 2019 to October 2021

Responsible for the installations of plumbing fixtures and all related plumbing rough ins both underground and above ground on recognized health care buildings facilities.

- Baptist Hospital: Floor renovations, plumbing fixtures and medical gas.
- Memorial Healthcare systems: Addition of Four floors on existing building with new sanitary, water, storm water lines, new plumbing fixtures and medical gas system.
- Kendall regional: Renovation of three floors with new sanitary, water, storm water lines, new plumbing fixtures and medical gas system.
- HCA Florida University Hospital: New construction.

Plumber | A.K.O Plumbing
November 2015 to December 2018

Responsible for the layout and installation of sanitary and water lines in high rise buildings for hotels and residential properties.
Some of the responsibilities includes:

- Sanitary and vent lines on PVC pipes
- Hot and cold water on CPVC and copper pipes
- Roof / floor drains installation.
- Water heater and boilers installations.
- Bathtubs, shower base and valve installation.

Plumber helper | IHM Plumbing Services

August 2014 to October 2015

Assist the plumbers with all their needs to finish the work on time and efficiently. Some of the tasks performed were:

- Handing tools, materials, equipment, and pipes of all kinds (copper, cast iron, PVC and CPVC).
- Help with all kinds of equipment installation like Lavatories, water closets, electric water cooler, faucets etc.
- Dig trenches on soft and hard soil for all related plumbing underground scope.
- Assist with layouts for underground and above ground pipes installation.
- Help plumbers in emergency calls for residential and commercial properties for different issues like water closet and sink stoppages, clogged sanitary and grease lines etc.
- Assisting with the installation of shower pans.

TAB 5

APPROACH TO PROJECT

March 16, 2026

APPROACH TO PROJECT

Owner-Occupied Minor Home Repair Program

First Plumbing Corp. understands that the purpose of the Owner-Occupied Minor Home Repair Program is to assist income-eligible homeowners by addressing critical health, safety, habitability, and energy-efficiency deficiencies within residential properties located in the City of Opa-Locka. The program prioritizes repairs that eliminate unsafe living conditions, correct building code violations, and preserve the City's existing affordable housing stock.

First Plumbing Corp. is committed to supporting the City's goals by delivering efficient, code-compliant, and high-quality repair services that restore safe living conditions while minimizing disruption to homeowners.

Our approach to the program focuses on responsiveness, clear communication, strong project coordination, and compliance with all applicable regulatory standards.

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1. Project Initiation and Site Evaluation

Upon assignment of a project under the contractor pool, First Plumbing Corp. will attend the scheduled site visit coordinated by the City's Rehab Specialist and homeowner. During this visit, our team will review the City-prepared Scope of Work and evaluate the existing site conditions to confirm constructability, identify potential safety concerns, and ensure that all necessary repair items have been properly identified.

Our team will carefully assess the condition of building systems, including plumbing infrastructure, water heaters, drainage systems, structural elements, and other components that may affect the health, safety, or habitability of the home. If additional deficiencies or code-related issues are identified during the site review, First Plumbing Corp. will communicate those findings to the City for review and possible inclusion in the final project scope.

This collaborative approach helps ensure that all required repairs are properly identified before construction begins and that the project scope addresses the most critical safety and habitability needs.

---

2. Cost Estimating and Proposal Preparation

Following the site evaluation, First Plumbing Corp. will prepare a detailed and itemized cost proposal consistent with the City's requirements and approved cost estimating formats.

Our estimates will include clear descriptions of the proposed work, labor and material costs, and any required permit or inspection costs. All cost proposals will be prepared in accordance with industry standards and will reflect fair and reasonable pricing for the services provided.

First Plumbing Corp. understands that the program requires cost control measures and will ensure that all proposals remain within the program funding limits while prioritizing life-safety and code compliance repairs.

If unforeseen conditions arise that require additional work not included in the original scope, the company will promptly notify the City and submit a written change order request for approval before proceeding with any additional work.

---

3. Permitting and Regulatory Compliance

First Plumbing Corp. will obtain all required permits and coordinate all inspections necessary for the successful completion of each project.

All work will be performed in full compliance with:

- Florida Building Code
- Miami-Dade County Building Codes
- City of Opa-Locka regulations
- Applicable federal housing program requirements

Where applicable, First Plumbing Corp. will also comply with EPA Lead-Safe Renovation, Repair and Painting (RRP) requirements for homes constructed prior to 1978.

By maintaining strict compliance with permitting and regulatory requirements, the company ensures that all repairs are completed safely and in accordance with current construction standards.

---

4. Construction Management and Work Execution

First Plumbing Corp. will provide all labor, materials, equipment, and supervision required to complete the approved scope of work.

During construction, the company will:

- Maintain a clean and safe work environment
- Protect homeowner property and personal belongings
- Minimize disruption to occupants
- Follow the approved Scope of Work without deviation unless authorized by the City
- Ensure that all subcontractors are properly licensed and insured

The company understands that many homeowners participating in the program may be elderly or vulnerable residents. As such, First Plumbing Corp. will prioritize respectful communication, safe working practices, and efficient construction scheduling to reduce inconvenience to occupants.

The company's leadership structure, which combines general contracting oversight and specialized plumbing expertise, allows First Plumbing Corp. to efficiently coordinate repairs involving multiple trades while maintaining strong technical supervision of critical building systems.

---

5. Inspections and Quality Control

First Plumbing Corp. will coordinate all required inspections with the City and local building department to ensure that each phase of work meets applicable standards.

Quality control procedures will include:

- Ongoing supervision of construction activities
- Verification that all materials meet required specifications
- Coordination with City inspectors for interim inspections
- Final inspection and approval prior to project closeout

The company is committed to delivering repairs that meet both regulatory requirements and the City's standards for quality workmanship.

---

6. Documentation and Project Closeout

Upon completion of the project, First Plumbing Corp. will submit all required documentation to the City in accordance with program guidelines.

This documentation will include:

- Itemized final invoice
- Before-and-after photographs documenting completed repairs
- Permit documentation and final inspection approvals
- Warranty documentation for installed equipment and materials
- Signed lien releases from contractors and subcontractors

All labor and materials provided by First Plumbing Corp. will include a minimum one-year warranty, ensuring that homeowners receive reliable and durable repair solutions.

Commitment to the City of Opa-Locka

First Plumbing Corp. is committed to partnering with the City of Opa-Locka to improve the safety, functionality, and overall quality of housing for residents participating in the Owner-Occupied Minor Home Repair Program.

By combining licensed general contracting services with specialized plumbing expertise, the company is uniquely positioned to efficiently address the types of repairs most commonly required in residential rehabilitation programs.

First Plumbing Corp. looks forward to supporting the City's efforts to preserve safe and affordable housing while improving the quality of life for Opa-Locka residents.

TAB 6

REFERENCES

(CLIENT REFERENCE FORM)

CLIENT REFERENCE FORM

Provide a minimum of three (3) client references from recent similar transactions.

1) Name of Client Entity: The School District of Palm Beach County

Address: 3300 Forest Hill Boulevard

City/State/Zip: West Palm Beach, Fl 33406

Contact: Ismael Calzada

Title: Facilities Manager Coordinator

Email Address: ismael.calzada@palmbeachschools.org

Telephone: 561-718-4978

Scope of Work: Boiler and water heater replacement school district wide

Description of Services Provided: Continuous contract agreement to service boilers and water heater throught the district.

2) Name of Client Entity: Sleiman Construction LLC

Address: 2801 NW 74th Avenue Suite 214

City/State/Zip: Miami, Fl 33122

Contact: Danny Sleiman

Title: President

Email Address: danny@sleimanc.com

Telephone: (786) 332-0137

Scope of Work: Multiple plumbing subcontractor services for government agencies

Description of Services Provided: Restroom remodel, commercial bank fixture installation etc.

3) Name of Client Entity: LEGO Construction Co.

Address: 1011 Sunnybrook Road Suite 905

City/State/Zip: Miami, Fl 33136

Contact: Siva Naraharisetty

Title: Project Manager

Email Address: sn@legocc.com

Telephone: (313) 737-6754

Scope of Work: Multiple plumbing subcontractor services for government agencies

Description of Services Provided: Bathroom renovation, boiler replacement, drywell, air handling unit condensing line replacement, water coolers etc.

TAB 7

ADDITIONAL FORMS

PROPOSER QUALIFICATIONS

The Proposer, in conjunction with this proposal, must hold a County and/or Municipal Contractor's Occupational License in the area of their fixed business location. The following information must be completed and submitted with the proposal to be considered:

1. Legal Name and Address:

   Name: First Plumbing Corp.

   Address: 7956 SW 195 Terrace

   City, State, Zip: Cutler Bay, Fl 33157 Phone/Fax: (786) 571-9344

2. Check One: Corporation (X) Partnership ( ) Individual ( )

3. If Corporation, state:
   Date of Incorporation: 3/13/2015 State in which Incorporated: Florida

4. If an out-of-state Corporation, currently authorized to do business in Florida, give date of such authorization: N/A

5. Name and Title of Principal Officers — Date Elected:

Mariela Lobo	March 13. 2015
Juan Lobo	January 20, 2023

6. The length of time in business: 11 years

7. The length of time (continuous) in business as a service organization in Florida:
   5 years

8. A copy of County and/or Municipal Occupational License(s)

Note: *Information requested herein and submitted by the Proposers will be analyzed by the City of Opa-locka and will be a factor considered in awarding any resulting contract. The purpose is to ensure that the Contractors, in the sole opinion of the City of Opa-locka, can sufficiently and efficiently perform all the required services in a timely and satisfactory manner as will be required by the subject contract. If there are any terms and/or conditions that are in conflict, the most stringent requirement shall apply.*

007549

Local Business Tax Receipt

Miami–Dade County, State of Florida

–THIS IS NOT A BILL – DO NOT PAY

DARIEL FERNANDEZ
MIAMI-DADE COUNTY
IN GOD WE TRUST
TAX COLLECTOR

7195635

BUSINESS NAME/LOCATION

FIRST PLUMBING CORP
7956 SW 195TH TER
CUTLER BAY FL 33157–8129

RECEIPT NO.

RENEWAL
7477853

EXPIRES
SEPTEMBER 30, 2026

Must be displayed at place of business
Pursuant to County Code
Chapter 8A – Art. 9 & 10

OWNER

FIRST PLUMBING CORP
C/O MARIELA LOBO QUALIFIER

SEC. TYPE OF BUSINESS

196 GENERAL BUILDING CONTRACTOR
CGC1523570

PAYMENT RECEIVED BY TAX COLLECTOR

$45.00 07/03/2025
PTBTC–25–111877

Worker(s) 1

LBT

This Local Business Tax Receipt only confirms payment of the Local BusineTax. The Receipt is not a license, permit, or a certification of the holder's qualifications, to do business. Holder must comply with any governmental or nongovernmental regulatory laws and requirements which apply to the business.

The RECEIPT NO. above must be displayed on all commercial vehicles – Miami–Dade Code Sec 8a–276.

For more information, visit mdctaxcollector.gov

011559

Local Business Tax Receipt

Miami–Dade County, State of Florida

–THIS IS NOT A BILL – DO NOT PAY

DARIEL FERNANDEZ MIAMI-DADE COUNTY IN GOD WE TRUST TAX COLLECTOR

7354789

BUSINESS NAME/LOCATION

FIRST PLUMBING CORP
7956 SW 195TH TER
CUTLER BAY FL 33157–8129

RECEIPT NO.

RENEWAL
7648816

EXPIRES
SEPTEMBER 30, 2026

Must be displayed at place of business
Pursuant to County Code
Chapter 8A – Art. 9 & 10

OWNER

FIRST PLUMBING CORP
C/O JUAN CARLOS LOBO QUALIFIER

SEC. TYPE OF BUSINESS

196 PLUMBING CONTRACTOR
CFC1431668

PAYMENT RECEIVED BY TAX COLLECTOR

$45.00 07/03/2025
PTBTC–25–111873

Worker(s) 1

LBT

This Local Business Tax Receipt only confirms payment of the Local BusineTax. The Receipt is not a license, permit, or a certification of the holder's qualifications, to do business. Holder must comply with any governmental or nongovernmental regulatory laws and requirements which apply to the business.

The RECEIPT NO. above must be displayed on all commercial vehicles – Miami–Dade Code Sec 8a–276.

For more information, visit mdctaxcollector.gov

CERTIFICATION REGARDING DEBARMENT, SUSPENSION PROPOSED DEBARMENT AND OTHER MATTERS OF RESPONSIBILITY

1. The Proposer certifies, to the best of its knowledge and belief, that the Proposer and/or any of its Principals:

A. Are not presently debarred, suspended, proposed for debarment, or declared ineligible for the award of contracts by any Federal agency.

B. Have not, within a three-year period preceding this offer, been convicted of or had a civil judgment rendered against them for: commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, state, or local) contract or subcontract; violation of Federal or state antitrust statutes relating to the submission of offers; or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, tax evasion, or receiving stolen property; and

C. Are not presently indicted for, or otherwise criminally or civilly charged by a governmental entity with, commission of any of the offenses enumerated in paragraph 1-B of this provision.

2. The Proposer has not, within a three-year period preceding this offer, had one or more contracts terminated for default by any City, County, State, Federal, or other agency.

A. "Principals," for the purposes of this certification, means officers; directors; owners; partners; and, persons having primary management or supervisory responsibilities within a business entity (e.g., general manager; plant manager; head of a subsidiary, division, or business segment, and similar positions). This Certification Concerns a Matter Within the Jurisdiction of an Agency of the United States and the Making of a False, Fictitious, or Fraudulent Certification May Render the Maker Subject to Prosecution Under Section 1001, Title 18, United States Code.

B. The Proposer shall provide immediate written notice to the Contracting Officer if, at any time prior to contract award, the Proposer learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.

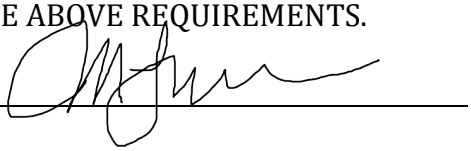
C. A certification that any of the items in paragraph (a) of this provision exists will not necessarily result in withholding of an award under this solicitation. However, the certification will be considered in connection with a determination of the Proposer's responsibility. Failure of the Proposer to furnish a certification or provide such additional information as requested by the Contracting Officer may render the Proposer non-responsive.

D. Nothing contained in the foregoing shall be construed to require the establishment of a system of records in order to render, in good faith, the certification required by paragraph (a) of this provision. The knowledge and information of a Proposer is not required to exceed

that which is normally possessed by a prudent person in the ordinary course of business dealings.

E. The certification in paragraph 1(a) of this provision is a material representation of fact upon which reliance was placed when making award. If it is later determined that the Proposer knowingly rendered an erroneous certification, in addition to other remedies available to the Government, the Contracting Officer may terminate the contract resulting from this solicitation for default.

AS THE PERSON AUTHORIZED TO SIGN THE STATEMENT, I CERTIFY THAT THIS FIRM COMPLIES FULLY WITH THE ABOVE REQUIREMENTS.

Signature 

Printed Name Mariela Lobo - President

DRUG-FREE WORKPLACE CERTIFICATION FORM

Whenever two (2) or more bids/proposals, which are equal with respect to price, quality, and service, are received by the CITY OF OPA-LOCKA for the procurement of commodities or contractual services, a bid/proposal received from a business that certifies that it has implemented a drug-free workplace program shall be given preference in the award process. In order to have a drug-free workplace program, a business shall:

1. Publish a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of controlled substances is prohibited in the workplace and specifying the actions that will be taken against employees for violations of such prohibition.

2. Inform employees about the dangers of drug abuse in the workplace, the business's policy of maintaining a drug-free workplace, any available drug counseling, rehabilitation, and employee assistance programs, and the penalties that may be imposed upon employees for drug abuse violations.

3. Give each employee engaged in providing the commodities or contractual services that are under bid a copy of the statement specified in number (1).

4. In the statement specified in number (1), notify the employees that as a condition for working on the commodities or contractual services that are under bid, the employee will abide by the terms of the statement and will notify the employer of any conviction on or plea of guilty or no contest to any violation of Chapter 893, Florida Statutes or of any controlled substance law of the United States or any singular state, for a violation occurring in the workplace no later than five (5) days after such conviction.

5. Impose a sanction on or require satisfactory participation in a drug abuse assistance or rehabilitation program if such is available in the employee's community by any employee who is so convicted.

6. Make a good faith effort to continue to maintain a drug-free workplace through implementation of Section 287.087, Florida Statutes.

This Certification is submitted by Mariela Lobo (Name) the President (Title/Position) of First Plumbing Corp. (Company)

who does hereby certify that said Company has implemented a drug-free workplace program, which meets the requirements of Section 287.087, Florida Statutes, which are identified in numbers (1) through (6) above.

03/16/2026
Date


Signature

RFP 26-0316200
NON-COLLUSION AFFIDAVIT
STATE OF FLORIDA - COUNTY OF MIAMI DADE

(1) He/She/They is/are the Owner (Owner, Partner, Officer, Representative or Agent) of First Plumbing Corp. the PROPOSER that has submitted the attached Proposal;

(2) He/She/They is/are fully informed respecting the preparation and contents of the attached Proposal and of all pertinent circumstances respecting such Proposal;

(3) Such Proposal is genuine and is not a collusive or sham Proposal;

(4) Neither the said PROPOSER nor any of its officers, partners, owners, agents, representatives, employees or parties in interest, including this affiant, have in any way colluded, conspired, connived or agreed, directly or indirectly, with any other PROPOSER, firm, or person to submit a collusive or sham Proposal in connection with the Work for which the attached Proposal has been submitted; or to refrain from Proposing in connection with such Work; or have in any manner, directly or indirectly, sought by agreement or collusion, or communication, or conference with any PROPOSER, firm, or person to fix any overhead, profit, or cost elements of the Proposal or of any other PROPOSER, or to fix any overhead, profit, or cost elements of the Proposed Price or the Proposed Price of any other PROPOSER, or to secure through any collusion, conspiracy, connivance, or unlawful agreement any advantage against (Recipient), or any person interested in the proposed Work;

(5) The price or prices quoted in the attached Proposal are fair and proper and are not tainted by any collusion, conspiracy, connivance, or unlawful agreement on the part of the PROPOSER or any other of its agents, representatives, owners, employees or parties of interest, including this affiant.

Signed, sealed and delivered in the presence of:

Noelia Fegan
Witness

Eduardo Muir
Witness

By: _____
Signature

Mariela Lobo - President
Print Name and Title

MARIA RODRIGUEZ
Notary Public - State of Florida
Commission # HH 663641
My Comm. Expires Jun 10, 2029
Bonded through National Notary Assn.

NON-DISCRIMINATION AFFIDAVIT

I, the undersigned, hereby duly sworn, depose and say that the organization, business or entity represented herein shall not discriminate against any person in its operations, activities or delivery of services under any agreement it enters into with the City of Opa-locka. The same shall affirmatively comply with all applicable provisions of federal, state and local equal employment laws and shall not engage in or commit any discriminatory practice against any person based on race, age, religion, color, gender, sexual orientation, national origin, marital status, physical or mental disability, political affiliation or any other factor which cannot be lawfully used as a basis for service delivery.

By: _____

Title: President

State of Florida County of Miami Dade

The foregoing instrument was acknowledged before me via ☒ physical presence OR ☐ online notarizations this 16 day of March, 2026.

By Mariela Lobo

Personally known X OR produced identification _____

_____

Notary Public

My Commission Expires Jun 10, 2029

MARIA RODRIGUEZ
Notary Public - State of Florida
Commission # HH 663641
My Comm. Expires Jun 10, 2029
Bonded through National Notary Assn.

E-VERIFY

Effective January 1, 2021, public and private employers, contractors and subcontractors will be required to register with, and use of the E-Verify system in order to verify the work authorization status of all newly hired employees. Vendor/Consultant/Contractor acknowledges and agrees to utilize the U.S. Department of Homeland Security's E-Verify System to verify the employment eligibility of:

a) All persons employed by Vendor/Consultant/Contractor to perform employment duties within Florida during the term of the contract; and

b) All persons (including sub-vendors/sub-contractors) assigned by Vendor /Consultant/ Contractor to perform work pursuant to the contract with the Department. The Vendor /Consultant/ Contractor acknowledges and agrees that use of the U.S. Department of Homeland Security's E-Verify System during the term of the contract is a condition of the contract with the City; and

By entering into a Contract, the Contractor becomes obligated to comply with the provisions of Section 448.095, Fla. Stat., "Employment Eligibility," as amended from time to time. This includes but is not limited to utilization of the E-Verify System to verify the work authorization status of all newly hired employees, and requiring all subcontractors to provide an affidavit attesting that the subcontractor does not employ, contract with, or subcontract with, an unauthorized alien. The contractor shall maintain a copy of such affidavit for the duration of the contract. Failure to comply will lead to termination of this Contract, or if a subcontractor knowingly violates the statute, the subcontract must be terminated immediately. If t contract is terminated for a violation of the statute by the Contractor, the Contractor may not be awarded a public contract for a period of 1 year after the date of termination. The Contractor acknowledges it is liable to the City for any additional costs as a result of termination of the contract due to Contractor's failure to comply with the provisions herein.

E-VERIFY FORM

Definitions:

"Contractor" means a person or entity that has entered or is attempting to enter into a contract with a public employer to provide labor, supplies, or services to such employer in exchange for salary, wages, or other remuneration.

"Subcontractor" means a person or entity that provides labor, supplies, or services to or for a contractor or another subcontractor in exchange for salary, wages, or other remuneration.

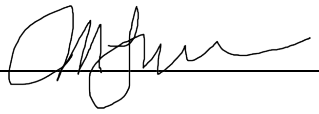
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Should vendor become successful Contractor awarded for the above-named project, by entering into this Contract, the Contractor becomes obligated to comply with the provisions of Section 448.095, Fla. Stat., "Employment Eligibility," as amended from time to time. This includes but is not limited to utilization of the E-Verify System to verify the work authorization status of all newly hired employees, and requiring all subcontractors to provide an affidavit attesting that the subcontractor does not employ, contract with, or subcontract with, an unauthorized alien. The contractor shall maintain a copy of such affidavit for the duration of the contract. Failure to comply will lead to termination of this Contract, or if a subcontractor knowingly violates the statute, the subcontract must be terminated immediately. If this contract is terminated for a violation of the statute by the Contractor, the Contractor may not be awarded a public contract for a period of 1 year after the date of termination.

Company Name: First Plumbing Corp.

Authorized Signature: 

Print Name: Mariela Lobo

Title: President

Date: March 16, 2026

ANTI-KICKBACK AFFIDAVIT

STATE OF FLORIDA)
) ss:
COUNTY OF MIAMI-DADE)

I, the undersigned, hereby duly sworn, depose and say that no portion of the sum herein proposed, or compensation that may be received as a result of this Proposal, will be paid to any employee of the City of Opa-Locka or its elected officials, as a commission, kickback, reward, or gift, whether directly or indirectly, by me or any member of my firm, or by any officer of the corporation.

By: Mariela Lobo

Title: President

Sworn to and subscribed before me this

16 day of March, 2026

Notary Public,
State of Florida at Large
My Commission Expires: Jun 10, 2029

MARIA RODRIGUEZ
Notary Public - State of Florida
Commission # HH 663641
My Comm. Expires Jun 10, 2029
Bonded through National Notary Assn.

RESIDENTIAL & COMMERCIAL

STONE CONCEPT MIAMI INC
1239 ROBIN AVE
MIAMI SPRINGS FL. 33166

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PHONE: 786-337-3425 FAX: 305-603-9293 Email: ali@scmiami.com

STONE CONCEPT MIAMI INC
1239 ROBIN AVE
MIAMI SPRINGS FL. 33166

COVER PAGE

Proposal Title

Proposal Submission for Inclusion in the Pre-Qualified Pool of General Contractors
Owner-Occupied Minor Home Repair Program

Solicitation Identification

City of Opa-locka
Request for Proposals (RFP) No. 26-0316200

Submitted To

City of Opa-locka
Procurement Department
780 Fisherman Street
Opa-locka, Florida 33054

Submitted By

Stone Concept Miami Inc.
1239 Robin Avenue
Miami Springs, Florida 33166

Telephone: (786) 301-3798
Fax: (786) 482-8697
Email: hamid@scmiami.com

Primary Authorized Representative

Hamid Sarrafi
Principal / Corporate Officer

Date of Submission

03/10/2026

SCm
RESIDENTIAL & COMMERCIAL

STONE CONCEPT MIAMI INC
1239 ROBIN AVE
MIAMI SPRINGS FL. 33166

LETTER OF TRANSMITTAL

Stone Concept Miami Inc.
1239 Robin Avenue
Miami Springs, Florida 33166

City of Opa-locka
Procurement Department
780 Fisherman Street
Opa-locka, Florida 33054

RE: **Response to RFP No. 26-0316200 – Pre-Qualified Pool of General Contractors for the Owner-Occupied Minor Home Repair Program**

Dear Members of the Evaluation Committee,

Stone Concept Miami Inc. is pleased to submit this proposal in response to the City of Opa-locka's Request for Proposals for the establishment of a Pre-Qualified Pool of General Contractors to perform work under the Owner-Occupied Minor Home Repair Program. Our company appreciates the opportunity to participate in this important initiative and is confident that our experience, technical capabilities, and commitment to quality construction services make us well suited to support the City's housing rehabilitation efforts.

Stone Concept Miami Inc. has been operating in the South Florida construction market since 2005 and has steadily developed into a reliable and capable general contracting firm specializing in construction management, building rehabilitation, and structural improvement projects. Since its establishment, the company has completed numerous projects across a variety of sectors including municipal facilities, public housing developments, commercial properties, and infrastructure improvement projects. Through these projects, the company has gained extensive experience in coordinating complex construction activities involving multiple trades while maintaining strict adherence to quality, safety, and regulatory compliance requirements.

The City of Opa-locka's Owner-Occupied Minor Home Repair Program represents an essential public initiative aimed at preserving residential housing and ensuring that homeowners have access to safe and habitable living conditions. Programs of this nature are critical to maintaining the structural integrity of residential neighborhoods and protecting residents from potential hazards associated with aging building systems, deferred maintenance, and structural deterioration.

PHONE: 786-337-3425 FAX: 305-603-9293 Email: ali@scmiami.com

GENERAL INFORMATION

Business Name

Stone Concept Miami Inc.

Business Address

1239 Robin Avenue
Miami Springs, Florida 33166

Telephone: (786) 301-3798
Fax: (786) 482-8697
Email: hamid@scmiami.com

Contact Person

Hamid Sarrafi
Principal / Corporate Officer

Company Overview

Stone Concept Miami Inc. is a licensed general contracting firm specializing in construction management, renovation, and building rehabilitation services. Since its founding in 2005, the company has steadily expanded its capabilities to include a wide range of construction services including structural repairs, interior renovations, exterior restoration, and mechanical system coordination.

Originally established as a trade contractor, Stone Concept Miami Inc. developed expertise in specialized construction trades before transitioning into a full-service general contractor capable of managing complex projects involving multiple construction disciplines. This evolution has enabled the company to develop strong technical expertise and project management capabilities that support successful project delivery.

STONE CONCEPT MIAMI INC
1239 ROBIN AVE
MIAMI SPRINGS FL. 33166

Business Classification

Stone Concept Miami Inc. operates as a Florida corporation and conducts construction operations primarily within Miami-Dade County and the surrounding South Florida region. The company maintains a local presence within the community and has established working relationships with numerous subcontractors, suppliers, and construction professionals throughout the region.

Incorporation Date

February 8, 2005.

Stone Concept Miami Inc

Office Location

The company's primary office located in Miami Springs serves as the operational headquarters for all project management activities including scheduling, procurement, administrative support, and coordination of construction personnel.

Business Hours

Monday through Friday
8:00 AM – 5:00 PM

Project managers and field personnel remain available outside normal business hours when required to address urgent construction issues or emergency repair situations.

Licensing

Stone Concept Miami Inc. is fully licensed to perform construction work in the State of Florida.

Licenses include:

Certified General Contractor – License No. CGC1520461
Certified Specialty Contractor – License No. SCC131151692

STONE CONCEPT MIAMI INC
1239 ROBIN AVE
MIAMI SPRINGS FL. 33166

Stone Concept Miami Inc. understands that successful implementation of this program requires contractors who are not only technically qualified but also responsive, organized, and capable of working collaboratively with municipal staff and homeowners. Our company is prepared to meet these expectations by providing experienced project management, skilled construction personnel, and a network of qualified subcontractors capable of addressing a wide range of residential repair needs.

The management team at Stone Concept Miami Inc. consists of experienced construction professionals who collectively possess more than sixty years of industry experience. These professionals oversee project scheduling, procurement, subcontractor coordination, and field supervision to ensure that all work is performed efficiently and in accordance with applicable codes and program requirements.

Stone Concept Miami Inc. recognizes that residential rehabilitation programs require careful coordination between contractors, inspectors, and homeowners. Our company places strong emphasis on communication, transparency, and responsiveness throughout the construction process. By maintaining open lines of communication with program administrators and residents, we ensure that repair projects proceed smoothly and that any issues encountered during construction are addressed promptly and effectively.

Stone Concept Miami Inc. certifies that the information contained within this proposal is accurate and complete to the best of our knowledge. The company further certifies that it possesses the necessary licenses, personnel, equipment, and financial capacity to perform the services described in the Request for Proposals.

We appreciate the opportunity to submit this proposal and look forward to supporting the City of Opa-locka's efforts to improve housing conditions for its residents.

Respectfully submitted,

Hamid Sarrafi
Principal / Corporate Officer
Stone Concept Miami Inc.

STONE CONCEPT MIAMI INC
1239 ROBIN AVE
MIAMI SPRINGS FL. 33166

EXPERIENCE AND QUALIFICATIONS

Stone Concept Miami Inc. brings nearly two decades of construction experience to the City of Opa-locka's housing improvement program. Since its establishment in 2005, the company has successfully completed numerous construction projects involving both public and private sector clients.

The company has developed particular expertise in projects requiring coordination of multiple trades, strict adherence to project schedules, and careful management of construction budgets. These capabilities are particularly important in housing rehabilitation programs where repairs must be performed efficiently while maintaining compliance with municipal regulations and safety standards.

The management team at Stone Concept Miami Inc. includes four experienced project managers who collectively bring more than sixty years of experience within the construction industry. These professionals are responsible for supervising project planning, subcontractor coordination, procurement of construction materials, and on-site construction management.

Stone Concept Miami Inc. has successfully managed projects involving electrical systems, plumbing infrastructure, structural improvements, exterior restoration, interior finishes, and building envelope repairs. Through these projects, the company has developed strong relationships with subcontractors across numerous construction disciplines including electrical, plumbing, HVAC, carpentry, and roofing.

The company's approach to construction management emphasizes proactive planning, careful coordination of trades, and ongoing quality control inspections throughout the construction process. This approach allows the company to identify potential issues early and implement corrective actions before they affect project schedules or budgets.

In addition to technical expertise, Stone Concept Miami Inc. places strong emphasis on communication and collaboration. Successful residential repair programs require contractors who are responsive to both municipal administrators and homeowners. Our company maintains a commitment to maintaining open communication channels with all stakeholders to ensure that projects proceed smoothly and efficiently.

PROPOSER QUALIFICATIONS

The Proposer, in conjunction with this proposal, must hold a County and/or Municipal Contractor's Occupational License in the area of their fixed business location. The following information must be completed and submitted with the proposal to be considered:

1. Legal Name and Address:

   Name: Stone Concept Miami Inc

   Address: 1239 Robin ave

   City, State, Zip: Miami Springs FL 33166 Phone/Fax: 7/337-3425

2. Check One: Corporation (X) Partnership ( ) Individual ( )

3. If Corporation, state:
   Date of Incorporation: 2005 State in which Incorporated: FL

4. If an out-of-state Corporation, currently authorized to do business in Florida, give date of such authorization: N/A

5. Name and Title of Principal Officers — Date Elected:

   Ati Sarrafi, VP — 2005

   Hamid Sarrafi, President — 2005

   _____ — _____

   _____ — _____

6. The length of time in business: 21 years

7. The length of time (continuous) in business as a service organization in Florida: 21 years

✓ 8. A copy of County and/or Municipal Occupational License(s)

Note: *Information requested herein and submitted by the Proposers will be analyzed by the City of Opa-locka and will be a factor considered in awarding any resulting contract. The purpose is to ensure that the Contractors, in the sole opinion of the City of Opa-locka, can sufficiently and efficiently perform all the required services in a timely and satisfactory manner as will be required by the subject contract. If there are any terms and/or conditions that are in conflict, the most stringent requirement shall apply.*

CERTIFICATION REGARDING DEBARMENT, SUSPENSION PROPOSED DEBARMENT AND OTHER MATTERS OF RESPONSIBILITY

1. The Proposer certifies, to the best of its knowledge and belief, that the Proposer and/or any of its Principals:

A. Are not presently debarred, suspended, proposed for debarment, or declared ineligible for the award of contracts by any Federal agency.

B. Have not, within a three-year period preceding this offer, been convicted of or had a civil judgment rendered against them for: commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, state, or local) contract or subcontract; violation of Federal or state antitrust statutes relating to the submission of offers; or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, tax evasion, or receiving stolen property; and

C. Are not presently indicted for, or otherwise criminally or civilly charged by a governmental entity with, commission of any of the offenses enumerated in paragraph 1-B of this provision.

2. The Proposer has not, within a three-year period preceding this offer, had one or more contracts terminated for default by any City, County, State, Federal, or other agency.

A. "Principals," for the purposes of this certification, means officers; directors; owners; partners; and, persons having primary management or supervisory responsibilities within a business entity (e.g., general manager; plant manager; head of a subsidiary, division, or business segment, and similar positions). This Certification Concerns a Matter Within the Jurisdiction of an Agency of the United States and the Making of a False, Fictitious, or Fraudulent Certification May Render the Maker Subject to Prosecution Under Section 1001, Title 18, United States Code.

B. The Proposer shall provide immediate written notice to the Contracting Officer if, at any time prior to contract award, the Proposer learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.

C. A certification that any of the items in paragraph (a) of this provision exists will not necessarily result in withholding of an award under this solicitation. However, the certification will be considered in connection with a determination of the Proposer's responsibility. Failure of the Proposer to furnish a certification or provide such additional information as requested by the Contracting Officer may render the Proposer non-responsive.

D. Nothing contained in the foregoing shall be construed to require the establishment of a system of records in order to render, in good faith, the certification required by paragraph (a) of this provision. The knowledge and information of a Proposer is not required to exceed

that which is normally possessed by a prudent person in the ordinary course of business dealings.

E. The certification in paragraph 1(a) of this provision is a material representation of fact upon which reliance was placed when making award. If it is later determined that the Proposer knowingly rendered an erroneous certification, in addition to other remedies available to the Government, the Contracting Officer may terminate the contract resulting from this solicitation for default.

AS THE PERSON AUTHORIZED TO SIGN THE STATEMENT, I CERTIFY THAT THIS FIRM COMPLIES FULLY WITH THE ABOVE REQUIREMENTS.

Signature Ali Sarrafi

Printed Name Ali Sarrafi

DRUG-FREE WORKPLACE CERTIFICATION FORM

Whenever two (2) or more bids/proposals, which are equal with respect to price, quality, and service, are received by the CITY OF OPA-LOCKA for the procurement of commodities or contractual services, a bid/proposal received from a business that certifies that it has implemented a drug-free workplace program shall be given preference in the award process. In order to have a drug-free workplace program, a business shall:

1. Publish a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of controlled substances is prohibited in the workplace and specifying the actions that will be taken against employees for violations of such prohibition.

2. Inform employees about the dangers of drug abuse in the workplace, the business's policy of maintaining a drug-free workplace, any available drug counseling, rehabilitation, and employee assistance programs, and the penalties that may be imposed upon employees for drug abuse violations.

3. Give each employee engaged in providing the commodities or contractual services that are under bid a copy of the statement specified in number (1).

4. In the statement specified in number (1), notify the employees that as a condition for working on the commodities or contractual services that are under bid, the employee will abide by the terms of the statement and will notify the employer of any conviction on or plea of guilty or no contest to any violation of Chapter 893, Florida Statutes or of any controlled substance law of the United States or any singular state, for a violation occurring in the workplace no later than five (5) days after such conviction.

5. Impose a sanction on or require satisfactory participation in a drug abuse assistance or rehabilitation program if such is available in the employee's community by any employee who is so convicted.

6. Make a good faith effort to continue to maintain a drug-free workplace through implementation of Section 287.087, Florida Statutes.

This Certification is submitted by Ali Sarrafi (Name) the VP (Title/Position) of Stone Concept Miami (Company)

who does hereby certify that said Company has implemented a drug-free workplace program, which meets the requirements of Section 287.087, Florida Statutes, which are identified in numbers (1) through (6) above.

3/12/26
Date

Signature

RFP 26-0316200
NON-COLLUSION AFFIDAVIT
STATE OF FLORIDA - COUNTY OF MIAMI DADE

(1) He/She/They is/are the Vice President (Owner, Partner, Officer, Representative or Agent) of Stone Concept Miami the PROPOSER that has submitted the attached Proposal;

(2) He/She/They is/are fully informed respecting the preparation and contents of the attached Proposal and of all pertinent circumstances respecting such Proposal;

(3) Such Proposal is genuine and is not a collusive or sham Proposal;

(4) Neither the said PROPOSER nor any of its officers, partners, owners, agents, representatives, employees or parties in interest, including this affiant, have in any way colluded, conspired, connived or agreed, directly or indirectly, with any other PROPOSER, firm, or person to submit a collusive or sham Proposal in connection with the Work for which the attached Proposal has been submitted; or to refrain from Proposing in connection with such Work; or have in any manner, directly or indirectly, sought by agreement or collusion, or communication, or conference with any PROPOSER, firm, or person to fix any overhead, profit, or cost elements of the Proposal or of any other PROPOSER, or to fix any overhead, profit, or cost elements of the Proposed Price or the Proposed Price of any other PROPOSER, or to secure through any collusion, conspiracy, connivance, or unlawful agreement any advantage against (Recipient), or any person interested in the proposed Work;

(5) The price or prices quoted in the attached Proposal are fair and proper and are not tainted by any collusion, conspiracy, connivance, or unlawful agreement on the part of the PROPOSER or any other of its agents, representatives, owners, employees or parties of interest, including this affiant.

Signed, sealed and delivered in the presence of:

Witness

Witness

By: Ali Sarrafi
Signature

Ali Sarrafi, VP
Print Name and Title

NON-DISCRIMINATION AFFIDAVIT

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By: _____

Title: Ali Sarrafi, VP

State of Florida County of Miami Dade

The foregoing instrument was acknowledged before me via ☑ physical presence OR ☐ online notarizations this 16 day of March, 2026.

By Ali Abdol Sarraki

Personally known _____ OR produced identification ✓

_____

Notary Public

My Commission Expires 07/25/2027

JANAI POMALES
Notary Public-State of Florida
Commission # HH 425961
My Commission Expires
July 25, 2027

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Company Name: Stone Concept Miami Inc

Authorized Signature: Ali Sarrafi

Print Name: Ali Sarrafi

Title: VP

Date: 3/12/26

ANTI-KICKBACK AFFIDAVIT

STATE OF FLORIDA)
) ss:
COUNTY OF MIAMI-DADE)

I, the undersigned, hereby duly sworn, depose and say that no portion of the sum herein proposed, or compensation that may be received as a result of this Proposal, will be paid to any employee of the City of Opa-Locka or its elected officials, as a commission, kickback, reward, or gift, whether directly or indirectly, by me or any member of my firm, or by any officer of the corporation.

By: Ali Sarafi

Title: Ali Sarafi, VP

Sworn to and subscribed before me this
16 day of March, 2026

Janai Pomales
Notary Public,
State of Florida at Large
My Commission Expires: 07/25/2027

JANAI POMALES
Notary Public-State of Florida
Commission # HH 425961
My Commission Expires
July 25, 2027

CLIENT REFERENCE FORM

Provide a minimum of three (3) client references from recent similar transactions.

1) Name of Client Entity: Miami Dade Public Housing
Address: 1150 NW 14th Street Road
City/State/Zip: Miami, FL 33136
Contact: Martin Sandino
Title: ALF Admin
Email Address: martin.sandino@miamidade.gov
Telephone: 786-469-4365
Scope of Work: Interior Renovation
Description of Services Provided: Making restrooms ADA Compliance for 12 Story ALF Building.

2) Name of Client Entity: Housing & community Developement
Address: 1861 NW 28th st.
City/State/Zip: Miami FL 33142
Contact: Emerson Guerrero
Title: HCD Assitant Property Manager
Email Address: eguerro@miamidade.gov
Telephone: 305-638-6088
Scope of Work: Emergency NSPIRE Repair.
Description of Services Provided: site 291 Allapatta/ Santa Clara Homes.

3) Name of Client Entity: Housing & Community Developement
Address: 701 NW 1st court, 16 Floor
City/State/Zip: Miami, FL 33136
Contact: Lazaro Pavon
Title: Regional Coordinator
Email Address: Lazaro.pavon@miamidade.gov
Telephone: 786-631-0579
Scope of Work: Emergency NSPIRE
Description of Services Provided: Perrine Gardens.

Ron DeSantis, Governor

Melanie S. Griffin, Secretary

Florida dbpr

STATE OF FLORIDA
DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION

CONSTRUCTION INDUSTRY LICENSING BOARD

THE GENERAL CONTRACTOR HEREIN IS CERTIFIED UNDER THE
PROVISIONS OF CHAPTER 489, FLORIDA STATUTES

SARRAFI, ALI

STONE CONCEPT MIAMI, INC.
1239 ROBIN AVENUE
MIAMI SPRINGS FL 33166

LICENSE NUMBER: CGC1520461

EXPIRATION DATE: AUGUST 31, 2026

Always verify licenses online at MyFloridaLicense.com

ISSUED: 07/23/2024

Do not alter this document in any form.

This is your license. It is unlawful for anyone other than the licensee to use this document.

Local Business Tax Receipt

Miami-Dade County, State of Florida

-THIS IS NOT A BILL - DO NOT PAY

6969704

BUSINESS NAME/LOCATION
STONE CONCEPT MIAMI INC
1239 ROBIN AVE
MIAMI SPRINGS FL 33166-3131

RECEIPT NO.
RENEWAL
7245384

EXPIRES
SEPTEMBER 30, 2026
Must be displayed at place of business
Pursuant to County Code
Chapter 8A - Art. 9 & 10

OWNER
STONE CONCEPT MIAMI INC

SEC. TYPE OF BUSINESS
196 GENERAL BUILDING CONTRACTOR
CGC1520461

PAYMENT RECEIVED BY TAX COLLECTOR
$45.00 08/13/2025
FPPD08-25-003303

Worker(s) 1

LBT

This Local Business Tax Receipt only confirms payment of the Local BusineTax. The Receipt is not a license, permit, or a certification of the holder's qualifications, to do business. Holder must comply with any governmental or nongovernmental regulatory laws and requirements which apply to the business.

The RECEIPT NO. above must be displayed on all commercial vehicles - Miami-Dade Code Sec 8a-276.

For more information, visit mdctaxcollector.gov

000760

Local Business Tax Receipt

Miami-Dade County, State of Florida

-THIS IS NOT A BILL - DO NOT PAY

5633657

BUSINESS NAME/LOCATION
STONE CONCEPT MIAMI INC
1239 ROBIN AVE
MIAMI SPRINGS FL 33166-3131

RECEIPT NO.
RENEWAL
5876413

EXPIRES
SEPTEMBER 30, 2026
Must be displayed at place of business
Pursuant to County Code
Chapter 8A - Art. 9 & 10

OWNER
STONE CONCEPT MIAMI INC

SEC. TYPE OF BUSINESS
196 SPECIALTY BUILDING CONTRACTOR
05BS00562

PAYMENT RECEIVED BY TAX COLLECTOR
$45.00 08/13/2025
FPPD08-25-003303

Worker(s) 1

LBT

This Local Business Tax Receipt only confirms payment of the Local BusineTax. The Receipt is not a license, permit, or a certification of the holder's qualifications, to do business. Holder must comply with any governmental or nongovernmental regulatory laws and requirements which apply to the business.

The RECEIPT NO. above must be displayed on all commercial vehicles - Miami-Dade Code Sec 8a-276.

For more information, visit mdctaxcollector.gov

Local Business Tax Receipt

Miami-Dade County, State of Florida

-THIS IS NOT A BILL - DO NOT PAY

6683412

BUSINESS NAME/LOCATION

STONE CONCEPT MIAMI INC
1239 ROBIN AVE
MIAMI SPRINGS FL 33166-3131

RECEIPT NO.

RENEWAL
6956107

EXPIRES
SEPTEMBER 30, 2026

Must be displayed at place of business
Pursuant to County Code
Chapter 8A - Art. 9 & 10

OWNER

STONE CONCEPT MIAMI INC

SEC. TYPE OF BUSINESS

220 TANGIBLE PERSONAL PROP DLR

PAYMENT RECEIVED BY TAX COLLECTOR

$45.00 08/13/2025
FPPD08-25-003303

Employee(s) 1

LBT

This Local Business Tax Receipt only confirms payment of the Local BusineTax. The Receipt is not a license, permit, or a certification of the holder's qualifications, to do business. Holder must comply with any governmental or nongovernmental regulatory laws and requirements which apply to the business.

The RECEIPT NO. above must be displayed on all commercial vehicles -- Miami-Dade Code Sec 8a-276.

For more information, visit mdctaxcollector.gov

Form **W-9**
(Rev. October 2018)
Department of the Treasury
Internal Revenue Service

Request for Taxpayer Identification Number and Certification

▶ **Go to *www.irs.gov/FormW9* for instructions and the latest information.**

Give Form to the requester. Do not send to the IRS.

Print or type. See **Specific Instructions** on page 3.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.
Stone Concept Miami Inc

2 Business name/disregarded entity name, if different from above

3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only **one** of the following seven boxes.

☐ Individual/sole proprietor or single-member LLC ☐ C Corporation ☒ S Corporation ☐ Partnership ☐ Trust/estate

☐ Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ▶ _____

Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is **not** disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.

☐ Other (see instructions) ▶

4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):

Exempt payee code (if any) _____

Exemption from FATCA reporting code (if any) _____

(Applies to accounts maintained outside the U.S.)

5 Address (number, street, and apt. or suite no.) See instructions.
1239 Robin ave

Requester's name and address (optional)

6 City, state, and ZIP code
Miami Springs FL 33166

7 List account number(s) here (optional)

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number
[ ][ ][ ] - [ ][ ] - [ ][ ][ ][ ]

or

Employer identification number
20 - 2363215

Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3. I am a U.S. citizen or other U.S. person (defined below); and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here | **Signature of U.S. person ▶** Ori Sanchez **Date ▶** 01/11/24

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to *www.irs.gov/FormW9*.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)
- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, *later.*

PROPOSAL SUBMISSION

RFP No.: 26-0316200

Pre-Qualified Pool of General Contractors for the Owner-Occupied Minor Home Repair Program

Submitted To:

City of Opa-locka

Office of the City Clerk

780 Fisherman Street, 4th Floor

Opa-locka, Florida 33054

Proposer Information

Company Name: Figueroa and Daughters Builders Inc

DBA: Madison Builders

Business Address: 19740 SW 79th Court

City, State, Zip: Cutler Bay, FL 33189

Primary Contact: Leonardo Figueroa, Owner

Telephone: 786 - 344 - 4996

Email: Fanddinspections@gmail.com

CITY OF OPA-LOCKA

RFP: 26-0316200
Request for Proposals (RFP)
PRE-QUALIFIED POOL OF GENERAL CONTRACTORS FOR THE OWNER-OCCUPIED MINOR HOME REPAIR PROGRAM

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h. Client Reference Form

ADVERTISEMENT

RFP 26-0316200

The sealed proposal for Pre-qualified Pool of General Contractors for The Owner-Occupied Minor Home Repair Program for the City of Opa-locka must be received at the City Clerk's Office on **March 16, 2026, by 2:00 p.m.**

Proposals may be submitted via one of two methods:

1. Electronic Submission via DemandStar: Proposals may be submitted through www.demandstar.com (e-bid) by 2:00 p.m. ET on the designated due date. The City strongly prefers and encourages electronic submissions.

2. Submission via Postal Mail: Sealed proposals may be submitted via mail to the address below by 2:00 p.m. ET on the due date. Any Request for Qualifications (RFP) package that arrives after the specified closing time will be returned unopened.

Instructions for Postal Mail Submission:

Please submit one (1) original proposal, six (6) copies, and one copy of the proposal package on a USB flash drive in PDF format. All materials should be enclosed in sealed envelopes or packages. The envelopes or packages must be addressed to the City Clerk's Office, City of Opa-locka, Florida, and marked as follows: RFP 26-0316200 Pre-qualified Pool of General Contractors for The Owner-Occupied Minor Home Repair Program.

Mailing Address:
City of Opa-locka
Office of the City Clerk
780 Fisherman Street, 4th Floor
Opa-locka, Florida 33054

Proposers desiring information for use in preparing proposals may obtain a set of such documents by visiting the City's website at www.opalockafl.gov or www.demandstar.com. The City reserves the right to accept or reject any and all proposals and to waive any technicalities or irregularities therein. The City further reserves the right to award the contract to that Proposer(s) whose proposal best complies with the **RFP NO: 26-0316200** requirements. A Pre-Bid meeting will be held on Friday, February 13, 2026, at 12:00 PM (noon), both virtually and in person at 780 Fisherman Street, 4th floor, Opa-locka, FL 33054. Join virtually using the Teams link below. For more information, email Jay Bergel at jbergel@opalockafl.gov.

Microsoft Teams meeting
Join: https://teams.microsoft.com/meet/2123405273460?p=IFtHtOjFGHOWjIDn2I
Meeting ID: 212 340 527 346 0
Passcode: Qe3vP63z

Joanna Flores
City Clerk

PART I
PROPOSAL GUIDELINES

1-1. Introduction: The City of Opa-locka is seeking proposals from experienced and qualified firms or individuals for Pre-qualified Pool of General Contractors for The Owner-Occupied Minor Home Repair Program.

1-2. Proposal Submission and Withdrawal: The City of Opa-locka will be accepting proposals by mail; however, it is your responsibility to submit your proposal by the due date. In addition, proposals may be submitted via www.demandstar.com (e-bid). The City must receive all the proposals by 2:00 pm (ET) on 03/16/26. The address to submit sealed proposals is listed below:

CITY OF OPA-LOCKA
Office of the City Clerk
780 Fisherman Street, 4th Floor
Opa-locka, Florida 33054

To facilitate processing, please clearly mark the outside of the proposal package as follows: RFP NO. 26-0316200 – **Pre-qualified Pool of General Contractors for The Owner-Occupied Minor Home Repair Program.** This package shall also include the Proposer's return address.

Proposers may withdraw their proposals by notifying the City in writing at any time prior to the deadline for proposal submittal. After the deadline, the proposal will constitute an irrevocable offer, for a period of 30 days. Once opened, proposals become a record of the City and will not be returned to the Proposer.

The City cautions Proposers to ensure actual delivery of mailed or hand-delivered proposals directly to the City Clerk's Office at 780 Fisherman Street, 4th Floor, Opa-locka, Florida 33054 prior to the deadline set for receiving proposals. Telephone confirmation of timely receipt of the proposal may be made by calling (305) 688-4611, Option 1, before the proposal closing time. Any proposal received after the established deadline will not be considered and will be returned unopened to the Proposer(s).

1-3. Number of Copies: Proposers shall submit an original and six (6) copies (a total of 7) plus one copy on USB Flash Drive in PDF format of the proposal in a sealed, opaque package marked as noted above. The Proposer will be responsible for timely delivery, whether by personal delivery, US Mail, or any other mode of delivery.

1-4. Development Costs: Neither the City nor its representatives shall be liable for any expenses incurred in connection with the preparation of a response to this Request for Qualifications. Proposers should prepare their proposals simply and economically, providing a straightforward and concise description of the Proposer's ability to meet the requirements of the RFP.

1-5. Inquiries: The City Clerk and or the Procurement Officer will receive written requests for clarification concerning the meaning or interpretations of the RFP. City personnel are authorized only to direct the attention of prospective Proposers to various portions of the RFP so that they may read and interpret such for themselves. No employee other than the City's Purchasing Officer is authorized to interpret any portion of this RFP or give information as to the requirements of the RFP in addition to what is contained in the written RFP document.

1-6. Addenda: The City may record its response to inquiries and any supplemental instructions in the form of a written addenda. The City may post addenda on the City's website up to five (5) calendar days before the date fixed for receiving the proposals. Proposers shall contact the City to ascertain whether any addenda have been issued. Failure to do so could result in an unresponsive proposal. Any oral explanation given before the RFP opening will not be binding.

All Proposers are expected to carefully examine the proposal documents. Any ambiguities or inconsistencies should be brought to the attention of the City's Purchasing Officer through written communication prior to the opening of the proposals.

1-7. Contract Awards: The City anticipates entering into an Agreement with the Proposer who submits the proposal judged by the City to be most advantageous.

The Bidder understands that this RFP does not constitute an offer or an Agreement with the Proposer. An offer or Agreement shall not be deemed to exist and is not binding until proposals are reviewed and evaluated by appointed staff, the best proposal has been identified, approved by the appropriate level of authority within the City and executed by all parties. The City reserves the right to reject all proposals, to abandon the project and/or to solicit and re- advertise for other proposals.

1-8. Contractual Agreement: This RFP and Bidder proposal shall be included and incorporated in the final award. The order of contractual precedence will be the Contract or Agreement document, original Terms and Conditions, and Proposer response. All legal action necessary to enforce the award will be held in Miami-Dade County and the contractual obligations will be interpreted according to the laws of Florida. Any additional contract or agreement requested for consideration by the Proposer must be attached and enclosed as part of the proposal.

1-9. Selection Process: The proposals will be evaluated and assigned points. The Proposer with the highest number of points will be ranked first; however, nothing herein will prevent the City from assigning work to any firm deemed responsive and responsible**.**

1-10. Public Records: Upon award recommendation or ten (10) days after opening, whichever occurs first, proposals become "public records" and shall be subject to public disclosure consistent with Chapter 119 Florida Statutes. Proposers must invoke the exemptions to disclosure provided by law in response to the RFP and must identify the data or other materials to be protected and must state the reasons why such exclusion from public disclosure is necessary. Document files may be examined during normal working hours.

1-11. News Releases: The Proposer shall obtain the prior approval of the City Manager's Office for all news releases or other publicity pertaining to this RFP or the service, study, or project to which it relates.

1-12. Insurance: The awarded Proposer(s) shall maintain insurance coverage. In the event the Proposer is a governmental entity or self-insured organization, different insurance requirements may apply. Misrepresentation of any material fact, whether intentional or not, regarding the Proposer's insurance coverage, policies or capabilities may be grounds for rejection of the proposal and rescission of any ensuing Agreement.

INSURANCE REQUIREMENTS

- General Liability: $1,000,000 per occurrence/ $2,000,000 aggregate

- Auto Liability: $1,000,000
- Umbrella: Optional but recommended
- Workers' Comp: Statutory
- Builder's Risk: Required for structural, roofing and major systems.

City must be listed as Additional Insured on CGL and Auto policies.

1-13. Licenses: Proposers, both corporate and individual, must be fully licensed and certified to operate in the State of Florida at the time of submittal. The proposal of any Proposer which does not meet these criteria shall be rejected.

1-14. Public Entity Crimes: Award will not be made to any person or affiliate identified on the Department of Management Services' "Convicted Vendor List". This list is defined as consisting of people and affiliates who are disqualified from public contracting and purchasing process because they have been found guilty of a public entity crime. No public entity shall award any contract to or transact any business in excess of the threshold amount provided in Section 287.017 Florida Statutes for Category Two (currently $35,000) with any person or affiliated on the "Convicted Vendor List" for a period of thirty-six (36) months from the date that person or affiliate was placed on the "Convicted Vendor List" unless that person or affiliate has been removed from the list. By signing and submitting the RFP proposal forms, Proposer attests that they have not been placed on the "Convicted Vendor List".

1-15. Code Of Ethics: If any Proposer violates or is a party to a violation of the code of ethics of the City of Opa-locka, Miami-Dade County or the State of Florida with respect to this proposal, such Proposer may be disqualified from performing the work described in this proposal or from furnishing the goods or services for which the proposal is submitted and may be further disqualified from submitting any future proposals for work, goods, or services for the City of Opa-locka.

1-16. Drug-Free Workplace: Preference shall be given to Proposers with Drug-Free Workplace (DFW) programs. Whenever two or more proposals which are equal with respect to price, quality, and service are received by the City for the procurement of commodities or contractual services, a proposal received from a Proposer that completes the attached DFW form certifying that it is a DFW shall be given preference in the award process.

1-17. Permits and Taxes: The Proposer shall procure all permits, pay all charges, fees, and taxes, and give all notices necessary and incidental to the due and lawful prosecution of the work.

1-18. Protests: Protests of the plans, specifications, and other requirements of the Request for Proposal and bids must be received in writing by the City Clerk's Office at least ten (10) working days after the scheduled bid opening. A detailed explanation of the reason for the protest must be included. Protests of the award or intended award of the bid or contract must be in writing and received in the City Clerk's Office within seven (7) working days of the notice of award. A detailed explanation of the protest must be included.

1-19. Termination for Convenience: A contract may be terminated in whole or in part by the City at any time and for any reason in accordance with this clause whenever the City shall determine that such termination is in the best interest of the City. Any such termination shall be initiated by the delivery to the contractor at least five (5) working days before the effective date of the Notice of Termination specifying the extent to which performance shall be terminated and the date upon

which termination becomes effective. An equitable adjustment to the contract price shall be made for the completed service, but no amount shall be allowed for anticipated profit on unperformed services.

1-20. Cone of Silence: This solicitation is subject to a Cone of Silence pursuant to Section 2-320.2 of the City of Opa-locka's Code of Ordinances. A cone of silence shall be applicable to all City staff, the Mayor and City Commission and its staff, the City Attorney and his/ her staff, the City Clerk and his/ her staff regarding any communication relating to requests for proposal (RFP), requests for qualification (RFQ), invitations to bid (ITB), request for letters of interest (RFLI), or any other advertised solicitations for the provision of goods and services, professional services, and public works or improvements.

CALENDAR EVENTS

EVENT	**DATE/LOCATION**
Release Date	2/2/26
Pre-Bid (site visit)	2/13/26
Written Questions Due	2/17/26 @ 5:00pm Email questions to jbergel@opalockafl.gov With Subject line "RFP No: Bid Questions"
Response to Questions	2/25/26 @ 5:00pm (ET)
Due Date/Bid Opening	3/16/26 @ 2:00 pm (ET)
Evaluation Committee Meeting	TBA
Award Recommendation	TBA
Commission Approval	TBA
Post Award	TBA

PART II
NATURE OF SERVICES REQUIRED

1. RFP Purpose

The City of Opa-Locka ("City"), through its Social Services Department ("Department"), is establishing an Owner-Occupied Minor Home Repair Program (OOMHRP) to address critical health, safety, habitability, and energy-efficiency needs for income-eligible homeowners.

To implement this program, the City is inviting proposals from qualified, licensed, and insured general contractors to form a pre-qualified contractor pool. This pool will perform minor home repair and rehabilitation services on owner-occupied residential properties within the City limits. The City aims to enter into agreements with a minimum of three (3) and a maximum of ten (10) qualified general contractors. Contractors selected through this Request for Proposals (RFP) will be eligible to receive individual work orders for projects, with a maximum construction budget of $10,000 per home.

Program Goals

- Eliminate unsafe living conditions and hazards
- Address violations of Florida Building Code and local ordinances
- Preserve existing affordable housing stock
- Support aging in place and accessibility needs
- Prioritize limited funding to the most critical repairs first

2. Administration & Governance

Lead Department: Social Services
Key Roles:

- **Program Administrator (SSM):** policy, compliance, reporting, budgets.
- **Intake & Eligibility Specialist (SSC):** application completeness, income/ownership verification.
- **Inspector (contracted or on staff):** scopes of work, cost reasonableness, inspections.
- **Fiscal/Grants Analyst:** encumbrances, draws, lien recording, closeout packets.
- **Approved Contractor Pool:** pre-qualified, insured, licensed firms; 3 bid minimum per job.

- **Delivery Model:**
  - **Per-home cap:** $10,000 grant assistance

- **Core Policies:**
  - Written Rehab Standards (life-safety + energy/efficiency items first). (HUD Exchange)
  - Procurement (3 quotes; lowest responsive/responsible; change-order limits 10%).
  - Conflict of Interest, Nondiscrimination, Section 3 (if applicable), and De-barment checks.
  - Environmental/Lead-safe compliance as funding requires

3. Income Eligibility (AMI) Miami-Dade/Opa-locka

Opa-locka uses **Miami-Dade County** AMI. **FY2025 Median Family Income = $87,200**. Below are the **30/50/80** limits (effective **May 1, 2025**) used countywide: (Miami-Dade County)

Household	30%	50%	80%
1	$26,050	$43,400	$69,400
2	$29,750	$49,550	$79,300
3	$33,450	$55,750	$89,200
4	$37,150	$61,950	$99,100
5	$40,150	$66,950	$107,050
6	$43,150	$71,900	$115,000
7	$48,650	$76,850	$122,900
8	$54,150	$81,800	$130,850

Note: The income guidelines are updated by HUD annually. The agency using this Intake Sheet should update this information accordingly. **Program Target:** Prioritize ≤80% AMI

4. Eligible Properties & Repairs

Homes: Owner-occupied, within Opa-locka city limits; single-family detached, townhomes, condos (common-element repairs excluded), and manufactured homes on permanent foundations (if code-compliant).

Eligible Work:

- **Safety/Habitability:** roof patch/repair, electrical hazards, plumbing leaks, HVAC repair/replace, water heater, egress doors/windows (repair/replace), flooring hazards, smoke/CO alarms, grab bars/ADA ramps, pest remediation tied to repairs.
- **Energy Efficiency:** air sealing, insulation, low-flow fixtures, ENERGY STAR appliances if tied to replacement of failed, unsafe units, high-efficiency HVAC, LED lighting, weather-stripping.
- **Code Corrections:** items needed to meet minimum housing/property maintenance standards.
- **Not Eligible:** luxury upgrades, room additions, landscaping (except required grading/drainage), detached structures, refinance/payoff of liens, purely cosmetic work.

(These categories align with HOME/SHIP minor rehab practices and best-practice local rehab programs.) (HUD Exchange).

5. Applicant Eligibility & Documentation Standards

Baseline Criteria:

1. **Primary Residency & Ownership**: Owner-occupant on title **≥12 months** (or per funding rule), Florida homestead preferred.

- Docs: Warranty/quit-claim deed, **Miami-Dade Property Appraiser** printout, **Homestead Exemption**, current property tax bill, homeowner's insurance declarations (or waiver if unavailable for cause).

2. **Income Eligibility:** Household ≤80% AMI (priority); source-doc verified.
   - Docs: Last **2 months pay stubs**, last **2 years 1040** (or 4506-T), **SSA/SSI award**, pension statements, child support documentation, self-employment P&L + 12 months bank stmts.
   - ***NOTE- Income verification applies to all household members 18 and older.**

3. **Good Standing with City:** No outstanding city liens unrelated to needed rehab; no active demolitions/unsafe structures orders (unless this scope resolves them).

4. **Willingness to Sign Funding Documents:** Rehab agreement, right-of-entry, grant agreement

Priority Scoring (tie-breaker queue)
- Elderly (62+), persons with disabilities, veteran households, **≤50% AMI**, presence of life-safety code violations, homes with **child under 6** (lead/healthy homes risk), disaster-impacted repairs, longest time on waitlist.

6. Application, Review & Approval Workflow

A. Application Periods
- 1st quarter of the year.

B. Submission Requirements (at intake)
- Completed application (signed), photo ID for **all household members 18 and older**, proof of ownership/occupancy, income docs (see above), insurance/tax bill, photos of deficiencies, and **contractor fraud disclosure** (standard HUD form if applicable).

C. Review Period & Process (target SLA)
1. **Administrative Completeness Check (5 business days):** if incomplete, one 10-day cure window.
2. **Eligibility Determination (10 business days):** income calculation (per HUD Part 5 method), property checks, (Use HUD/County income tables cited above.) (Miami-Dade County)
3. **Initial Inspection & Scope (10 business days):** Rehab Specialist creates scope of work focused on Tier 1 (life-safety), Tier 2 (habitability/code), Tier 3 (efficiency).
4. **Bidding (10–15 business days):** Solicit **3 quotes** from the contractor pool; perform cost reasonableness; select lowest responsive/responsible.
5. **Award & Agreement (5 business days):** Issue approval, execute Rehab Agreement, record lien, issue Notice to Proceed.

Total typical timeline: ~40–55 business days from complete application to Notice to Proceed (emergency lane can compress to 10–15 business days).

D. Approval Procedures
- **Thresholds:** If scope ≤$10,000 and within standards, Administrator approval is final.
- **Change Orders:** Cumulative ≤10% of award; must be pre-approved by Rehab Specialist & Fiscal.

- **Payments:** 40% mobilization (optional), 40% mid-inspection, 20% final—paid directly to contractor after passed inspections and homeowner sign-off.

E. Inspections & Closeout

- **Interim & Final Inspections** with photo documentation.
- **Final Packet:** passes inspection, photos, lien recorded, warranty info, homeowner education sheet (maintenance & energy tips).
- **Closeout Survey:** brief satisfaction & equity/health outcomes tracker.

7. Program Caps, Cost Controls & Compliance

- **Per-unit cap: $10,000** hard costs (+ up to 10% soft costs if funding rules allow).
- **One project per property** within a 5-year period unless emergency hazard arises.
- **Cost reasonableness:** three comparable bids.
- **Contractor eligibility:** State license, City business tax receipt, GL insurance, workers comp, no debarment.
- **Recordkeeping:** applicant file, underwriting/eligibility worksheets, income calc, inspection reports, bids, contract, payment requests, lien, closeout.

Owner-Occupied Minor Home Repair Program (OOMHRP)

The Owner-Occupied Rehabilitation Program provides financial assistance for qualified homeowners to address and repair items that compromise life, health, safety, or habitability.
Up to ten thousand dollars ($10,000.00) will be awarded per household for eligible repairs.
The Program assists owner-occupied properties (single-family, duplex, condominium) by:

- Eliminating housing conditions which threaten the life, health and/or safety of the occupants.
- Correcting city building code violations.
- Eliminating conditions resulting in a home being severely energy inefficient.

Eligible Improvement

- **Safety and Compliance Repairs:** Roof, electrical updates and plumbing
- **Emergency Efficiency:** Hurricane windows, hurricane doors, insulation, air conditioning.
- **ADA Efficiency:** Grab bars, railings

*Work not eligible for the program funding includes but is not limited to luxury/cosmetic improvements, additions or conversions (basement, garage, porch attic, etc.), repairs to structures separate from the living units (detached garage, shed, etc.), furnishings, pools and landscaping. All rehabilitation work shall be performed by a City-approved contractor.

Form of Financial Assistance
Assistance is in the form of a deferred zero percent interest forgivable loan, up to the amount approved per fund program. The loan is forgivable throughout the life of the affordability period, from the date of execution of security documents provided that the title remains under the ownership of the owner(s) and the property remains their primary residence.

Eligibility Requirements
To be considered to receive assistance, the homeowner and the property must meet the following conditions:

- Applicants must own and occupy a home in Opa-locka
- Property must have Homestead Exemption status.
- Applicants must be current on mortgage payments, property taxes and insurance
- Applicants must not have outstanding code/zoning violations.
- Total household income may not exceed the HUD-required income limits

Owner-Occupied Minor Home Repair Program (OOMHRP)

APPLICATION CHECKLIST
Applications are available online
Applications can be picked up and returned upon completion at the
Social Services Dept., Monday-Friday 9:00 a.m.- 4:00 p.m.
(APPLICATIONS ARE ACCEPTED BY APPOINTMENT ONLY)

1. **Completed Application Form** (must be signed and dated)
2. **Proof that you are current in your property taxes**
- Property tax payment receipt, or
- A printout from the Miami-Dade Property Appraisers website
3. **Proof of Property Ownership**
- Warranty Deed, or quit claim deed or satisfaction of mortgage
4. **Proof of insurance-** Declaration page
5. **Most recent utility bill**
6. **Current bank statements (Checking and/or Savings Accounts)**
- Three (3) most recent bank statements
7. **Most recent mortgage statement** (if applicable)
8. **Current Paystubs** (for all employed household members 18 years or older)
- Eight (8) consecutive paystubs if paid weekly, or
- Four (4) consecutive paystubs if paid bi-weekly
- Award Letter: (Social Security, Pension or Public Assistance, VA Benefits)
9. **Federal Income Tax Returns and W-2 Forms-** Last 2 years for all adults 18 and over residing in the house.
10. **Proof of Identification**
- Driver's license, State ID or Passport, and Social Security Cards for all persons 18 and over residing in the house.
- Birth Certificates (with parent(s) or applicant's name listed) or Passport, and Social Security Cards for each resident under 18 years of age residing in house.

11. **Proof of legal immigration status**
12. **Any other required documents – if applicable**

***NOTE: Approval is not determined until ALL items listed have been submitted. If the documents/information are not submitted with completed application at the time of scheduled appointment, your application WILL NOT be accepted.**

1. Scope of Work

The SOW governs all contractors performing work under this program. Contractors must:

- Follow the City-approved written scope prepared by the City's Rehab Specialist.
- Obtain all necessary permits.
- Follow Florida Building Code, Miami-Dade County codes, and relevant federal housing regulations.
- Maintain EPA Lead-Safe RRP compliance for pre-1978 homes.
- Provide licensed workers and quality workmanship.
- Maintain a clean and safe work environment.
- Provide a minimum 1-year warranty on all labor and materials.

No work shall begin until a Notice to Proceed (NTP) is issued.

Contractors admitted to the pool may be issued work orders for one or more OOMHRP projects. At a minimum, contractors shall:

1. Conduct Site Visits & Confirm Scope
   - Attend City-scheduled site visit(s) with homeowner and City Rehab Specialist.
   - Review City-prepared Scope of Work (SOW) and provide feedback on constructability, sequencing, and any code-required items not already included.

2. Prepare Cost Proposals
   - Submit written, itemized cost estimates for each assigned project using City-approved formats.
   - Price work consistent with industry standards and City unit-price guidance, where provided.
   - Identify any requested change items separately for City review and approval.

3. Permitting & Code Compliance
   - Obtain all necessary building permits.
   - Ensure all work complies with applicable City, County, State, and Federal codes and regulations.

4. Construction & Project Management
   - Provide all labor, materials, equipment, and supervision to complete the approved SOW.
   - Maintain a clean and safe worksite; minimize disruption to occupants.
   - Coordinate with City inspectors for required inspections and approvals.
   - Ensure subcontractors (if any) are appropriately licensed and insured.

5. Lead-Safe / RRP Requirements (Pre-1978 Homes)
   - Maintain valid EPA RRP certification and follow lead-safe practices for pre-1978 units when work disturbs painted surfaces, per HUD/EPA guidance.
   - Provide required notices and documentation (e.g., "Renovate Right" pamphlet acknowledgment).

6. Documentation & Warranties
   - Submit all required documentation, including invoices, permits, inspection cards, photos,

and warranty information.
- Provide minimum one-year warranty on labor and materials (or longer where required by code or manufacturer).

7. Compliance & Reporting
   - Comply with applicable federal requirements, including but not limited to:
     - Section 3 (if applicable), Fair Housing, Equal Opportunity
     - Debarment and suspension regulations (SAM.gov checks)
     - Cooperate with any audits or monitoring conducted by the city or funding agencies.

PRIORITY TIERS

Funds must be allocated based on the following hierarchy:
Tier 1 — Emergency / Life Safety
- Exposed or deteriorated wiring
- Electrical panel overheating, corrosion, or overload
- Roof leaks damaging interior or structural components
- Sewer backups, broken drains, failed main lines
- HVAC failure in conditions posing health risk
- Rotted stairs, handrails, decks, or structural components
- Missing smoke/CO detectors or security-related repairs

Tier 2 — Code & Habitability Repairs
- Water heater replacement
- Window repair affecting egress or weatherproofing
- Exterior doors compromised by rotting or damage
- Fascia/soffit replacement due to damage or intrusion
- Replacement of plumbing fixtures due to failure, not aesthetics

Tier 3 — Energy Efficiency & System Upgrades (Only if Tiers 1–2 are addressed)
- Weather stripping, sealing, insulation
- Efficient windows/doors replacing failed units
- HVAC replacement only when repair is ineffective
- LED lighting, low-flow fixture replacement tied to failure

Tier 4 — Accessibility Improvements (With verification of need)
- ADA-height toilets
- Grab bars anchored to studs
- Wheelchair ramps, railings, threshold modifications
- Door hardware replacements, lever handles
- Doorway widening where feasible

INELIGIBLE REPAIRS
These do not qualify unless required to complete a justified repair:
- Cosmetic painting not tied to damage
- Flooring upgrades unrelated to hazards
- Full kitchen or bathroom remodeling
- Luxury materials, designer fixtures, customs finishes
- Room additions or garage conversions
- Landscaping, fencing, sheds, driveways, and patios.

- Smart devices or upgrades for convenience
- Work outside property boundaries

PERMITTING REQUIREMENTS

All required permits must be obtained and closed out prior to final payment.
Work requiring permits includes but is not limited to:

- Electrical service changes and rewiring
- HVAC replacement, duct modification, refrigerant handling
- Water heater replacement
- Window/door replacement affecting egress or impact rating
- Roofing work involving decking or structural components

Permit closure must be documented through final inspection results or official permit closure records.

MATERIAL AND WORKMANSHIP STANDARDS

- All materials must be new, unused, and compliant with applicable codes
- Re-used, salvaged, or homeowner-provided materials require pre-approval
- All installations must follow manufacturer instructions
- Equipment must include manufacturer warranty and documentation
- Minimum one-year workmanship warranty is required for all labor

LEAD-SAFE REQUIREMENTS (PRE-1978 HOMES)

If working in homes built before 1978:

- Contractor must be EPA-RRP certified
- Lead-safe containment must be used when disturbing painted surfaces
- "Renovate Right" documentation must be issued to homeowner
- Clearance testing required when disturbed areas meet regulatory thresholds

DOCUMENTATION REQUIREMENTS

Before payment is issued, contractor must submit:

- Itemized invoice matching approved scope
- Before and after photographs of each repair area
- Permit documentation and proof of final closure
- Warranty statements for materials and labor
- Signed lien releases from contractors and subcontractors
- Manuals and documentation for installed equipment

CHANGE ORDER REQUIREMENTS

- Must be submitted in writing and approved before work proceeds
- Only permitted for concealed conditions, required code corrections, or verified emergent hazards
- Unauthorized work will not be reimbursed

SUBCONTRACTOR REQUIREMENTS

- Must be licensed and insured
- Must be disclosed prior to mobilization
- Work performed by unapproved subcontractors is not eligible for payment

HOMEOWNER RESPONSIBILITIES

- Provide access to work areas
- Remove belongings obstructing repairs
- Not direct contractor outside approved scope
- Report concerns City staff, not contractor
- Maintain occupancy during repairs unless unsafe

CONTRACTOR RESPONSIBILITIES UNDER THE SOW

All contractors must:

A. Before Work

- Attend inspection walk-through
- Review SOW and clarify questions
- Provide a line-item estimate
- Obtain all permits
- Verify material selections with homeowner and City

B. During Work

- Protect homeowner belongings and maintain safe access
- Follow SOW without deviations (unless City-approved)
- Request change orders only when necessary and justified
- Maintain compliance with lead-safe practices
- Coordinate all inspections (City + Building Dept.)

C. After Work

- Provide final inspection access
- Submit warranty information
- Deliver before/after photos
- Provide itemized final invoice
- Sign off on project completion

DOCUMENTS INCLUDED IN THE SOW PACKAGE

Each project will include:

1. City-Prepared Scope of Work
2. Cost Estimate Template
3. Permit Checklist
4. Lead-Safe Work Plan (if pre-1978)
5. Contractor Fraud Disclosure
6. Homeowner/Contractor Agreement
7. Final Inspection Checklist

SAMPLE SCOPE OF WORK FORMAT FOR INDIVIDUAL PROJECTS

Below is the format the City will issue ORDER TASK per home:

City of Opa-Locka – Owner-Occupied Minor Home Repair Program
PROPERTY SOW – PROJECT #____
Property Address: _____
Homeowner: _____
Date of Initial Inspection: _____
Inspector/Rehab Specialist: _____

SCOPE OF WORK SUMMARY
Tier 1 – Life Safety:
- _____
- _____

Tier 2 – Code/Habitability:
- _____
- _____

Tier 3 – Energy Efficiency:
- _____
- _____

ADA / Accessibility:
- _____
- _____

Lead-Safe Requirements:
- _____
- _____

UNIT PRICE SAMPLE LIST (Lump Sum not accepted)

Work Item	Estimated Range
Water heater replacement	$1,350–$1,900
Electrical panel replacement	$1,400–$2,800
Roof patch up to 100 SF	$800–$1,200
ADA toilet installation	$480–$750
Grab bar installation	$95–$245
Window replacement (impact)	$650–$1,200
Exterior door replacement	$850–$1,500
Total Estimated Cost: $_____ (Not to exceed $10,000)	
_____	

PART III
PROPOSAL REQUIREMENTS

3-1 RULES FOR PROPOSALS

The purpose of this response is to showcase the qualifications, competence, and capacity of the firm seeking to provide the services outlined in this RFP. Therefore, the qualifications will be prioritized over the presentation style. The technical response should demonstrate the qualifications of the individual or firm and the staff assigned to this project. Please include as much information as possible regarding qualifications and experience.

MINIMUM REQUIREMENTS

Respondents must, at a minimum:

1. Hold an active State of Florida General Contractor or Residential Contractor license in good standing.
2. Maintain required insurance coverage (Commercial General Liability, Automobile, Workers' Compensation) in amounts specified by the City.
3. Demonstrate at least three (3) years of experience with residential rehabilitation, minor home repair, or similar work—preferably with CDBG, HOME, SHIP, or other publicly funded programs.
4. Have no unresolved building code violations, suspensions, or debarments at the federal, state, county, or municipal level.
5. Be able to respond to and complete projects within the City of Opa-Locka; firms located within approximately 50 miles of the City are eligible to apply.

The proposal shall be submitted on 8 ½ "x 11" paper, portrait orientation, with headings and sections numbered appropriately. Ensure that all information is written legibly or typed. The following should be submitted for a proposal for firm to be considered:

3.2.1 Cover Page - Show the name of Proposer's agency/firm, address, telephone number, name of contact person, date, and the proposal number and description.

3.2.2 Tab 1 - Table of Contents
Include a clear identification of the material by section and by page number.

3.2.3 Tab 2 - Letter of Transmittal
- 3.2.3.1 Limit to no more than two pages.
- 3.2.3.2 Briefly state the Proposers understanding of the work to be done
- 3.2.3.3 Give the names of the people authorized to make representations for the Proposer, their titles, addresses and telephone numbers.
- 3.2.3.4 Provide an official signature from a Corporate Officer certifying the contents of the Proposer's responses to the City's Request for Proposal.

3.2.4 Tab 3 - General Information
- 3.2.4.1 Name of Business.
- 3.2.4.2 Mailing Address and Phone Number.
- 3.2.4.3 Names and contact information of people to be contacted for information or services if different from name of the person in charge.
- 3.2.4.4 Normal business hours.

3.2.4.5 State if business is local, national, or international and indicate the business legal status (corporation, partnership, etc.).
3.2.4.6 Give the date business was organized and/or incorporated
3.2.4.7 Give the location of the office from which the work is to be done and the number of professional staff employees at that office.
3.2.4.8 Indicate whether the business is a parent or subsidiary in a group of firms/agencies. If it is, please state the name of the parent company.
3.2.4.9 State if the business is licensed, permitted and/or certified to do business in the State of Florida and attach copies of all such licenses issued to the business entity.

3.2.5 Tab 5 – Experience and Qualifications

3.2.5.1 Specify the number of years the Proposer has been in business.
3.2.5.2 Identify the Proposer's qualifications to perform the services identified in this RFP as listed in section 2-2 of the Scope of Services.

3.2.6 Tab 8 – References (Client Reference Form)

Minimum of at least three organizations, preferably governmental agencies, for which General Contractors Services have been provided in the past five years. Include the name of the organization, a description of the services, the length of the engagement, and name of contact person, including telephone number and email address.

3.2.7 Tab 9 – Additional Forms

Proposers must compete and submit as part of its Proposal all the following forms and/or documents:

- Proposer Qualifications
- Certification Regarding Debarment and Suspension
- Drug Free Workplace Certification
- Non-Collusion Affidavit
- Non-Discrimination Affidavit
- E-Verify Form
- Anti-Kickback Affidavit
- Client Reference Form

FAILURE TO SUBMIT ALL OF THE ABOVE REQUIRED DOCUMENTATION MAY DISQUALIFY THE PROPOSER.

PART IV
EVALUATION OF PROPOSALS

4-1 SELECTION COMMITTEE

A Selection Committee will convene, review, and ultimately rank all proposals submitted. The Selection Committee will use a point formula during the review process to score proposals and assign points in the evaluation process in accordance with the evaluation criteria. The Proposer shall satisfy and explicitly respond to all the requirements of the RFP including a detailed explanation of how the services shall be performed.

4-2 EVALUATION CRITERIA

Proposals will be evaluated based on the cost and the structure that best meets the financing requirements of the City, as determined by the City in its sole discretion. Further, the City requests proposals that provide for the ability to prepay the Debt in whole or in part at any time without penalty.

Category	Weighted Points
Experience The extent of the proposer's relevant experience in similar projects will be considered. Preference will be given to those with a proven track record in comparable projects of similar scope and scale. Factors considered may include years in business, relevant certifications and licenses, technical expertise, and examples of completed projects.	35%
Qualifications The qualifications of the key personnel assigned to the project will be evaluated based on the firm's capability to perform the required tasks, their expertise in similar projects, and the credentials of both project leaders and technical staff. The firm must identify the specific Project Manager assigned to this project, as well as other key team members.	35%
Approach to Project Proposer’s methodology and approach to delivering services in all the specified subject areas and issues outlined in the RFP.	30%
TOTAL	100%

4-3 ORAL PRESENTATIONS

Proposers are required to make individual presentations to the City Selection Committee to clarify their proposals. However, the City has the right to accept the best proposal as submitted, without discussion or negotiation.

Each Proposer shall be prepared to discuss and substantiate any of the areas of the proposal submitted, and its qualifications to perform the specified services. During the oral presentations, the Proposers should relate their discussion to the evaluation criteria, which will include (but not be limited to) their approach to the project. The proposed Relationship Manager must be in attendance.

References and site visits (if needed) shall be included in the final evaluation criteria, along with other criteria and weights as determined by the Selection Committee. Finalists will be informed as to the revised criteria, if any, prior to their oral presentation.

Additionally, prior to award of an Agreement pursuant to this RFP, the City may require Proposers to submit such additional information bearing upon the Proposer's ability to perform the services in the Agreement as the City deems appropriate.

4-4 FINAL SELECTION

The City of Opa-locka will select one or more firms whose proposals best align with its interests and provide the most significant overall value, as evaluated under the evaluation criteria outlined in this solicitation. The City will have the sole discretion to define what constitutes its best interests, assess the proposals, and finalize the Agreement. The City's decisions will be final. Once the selected firm or firms are notified, an Agreement is expected to be established between both parties.

4-5 AWARD AND CONTRACT EXECUTION

After the selection committee reviews the proposals and oral presentations, the City Manager will receive a recommendation for submission to the City Commission for final approval. Upon Commission authorization, contract negotiations will be initiated with the first ranked firm. If those negotiations are unsuccessful, the City will formally terminate negotiations with the first ranked firm and will commence contract negotiations with the next ranked firm, etc. Upon successful contract negotiations with the prevailing firm, the remaining firms will be notified that the process has been completed and that they were not selected.

PROPOSER QUALIFICATIONS

The Proposer, in conjunction with this proposal, must hold a County and/or Municipal Contractor's Occupational License in the area of their fixed business location. The following information must be completed and submitted with the proposal to be considered:

1. Legal Name and Address:

   Name: Figueroa and Daughters Builders Inc Dba Madison Builders

   Address: 19740 SW 79th Court

   City, State, Zip: Cutler Bay, FL 33189 Phone/Fax: _____

2. Check One: Corporation (X) Partnership ( ) Individual ( )

3. If Corporation, state:
   Date of Incorporation: 8/13/2008 State in which Incorporated: Florida

4. If an out-of-state Corporation, currently authorized to do business in Florida, give date of such authorization: _____

5. Name and Title of Principal Officers Date Elected:

Leonardo Figueroa	8/13/2008

6. The length of time in business: 18 years

7. The length of time (continuous) in business as a service organization in Florida:
   18 years

8. A copy of County and/or Municipal Occupational License(s)

Note: *Information requested herein and submitted by the Proposers will be analyzed by the City of Opa-locka and will be a factor considered in awarding any resulting contract. The purpose is to ensure that the Contractors, in the sole opinion of the City of Opa-locka, can sufficiently and efficiently perform all the required services in a timely and satisfactory manner as will be required by the subject contract. If there are any terms and/or conditions that are in conflict, the most stringent requirement shall apply.*

CERTIFICATION REGARDING DEBARMENT, SUSPENSION PROPOSED DEBARMENT AND OTHER MATTERS OF RESPONSIBILITY

1. The Proposer certifies, to the best of its knowledge and belief, that the Proposer and/or any of its Principals:

A. Are not presently debarred, suspended, proposed for debarment, or declared ineligible for the award of contracts by any Federal agency.

B. Have not, within a three-year period preceding this offer, been convicted of or had a civil judgment rendered against them for: commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, state, or local) contract or subcontract; violation of Federal or state antitrust statutes relating to the submission of offers; or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, tax evasion, or receiving stolen property; and

C. Are not presently indicted for, or otherwise criminally or civilly charged by a governmental entity with, commission of any of the offenses enumerated in paragraph 1-B of this provision.

2. The Proposer has not, within a three-year period preceding this offer, had one or more contracts terminated for default by any City, County, State, Federal, or other agency.

A. "Principals," for the purposes of this certification, means officers; directors; owners; partners; and, persons having primary management or supervisory responsibilities within a business entity (e.g., general manager; plant manager; head of a subsidiary, division, or business segment, and similar positions). This Certification Concerns a Matter Within the Jurisdiction of an Agency of the United States and the Making of a False, Fictitious, or Fraudulent Certification May Render the Maker Subject to Prosecution Under Section 1001, Title 18, United States Code.

B. The Proposer shall provide immediate written notice to the Contracting Officer if, at any time prior to contract award, the Proposer learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.

C. A certification that any of the items in paragraph (a) of this provision exists will not necessarily result in withholding of an award under this solicitation. However, the certification will be considered in connection with a determination of the Proposer's responsibility. Failure of the Proposer to furnish a certification or provide such additional information as requested by the Contracting Officer may render the Proposer non-responsive.

D. Nothing contained in the foregoing shall be construed to require the establishment of a system of records in order to render, in good faith, the certification required by paragraph (a) of this provision. The knowledge and information of a Proposer is not required to exceed

that which is normally possessed by a prudent person in the ordinary course of business dealings.

E. The certification in paragraph 1(a) of this provision is a material representation of fact upon which reliance was placed when making award. If it is later determined that the Proposer knowingly rendered an erroneous certification, in addition to other remedies available to the Government, the Contracting Officer may terminate the contract resulting from this solicitation for default.

AS THE PERSON AUTHORIZED TO SIGN THE STATEMENT, I CERTIFY THAT THIS FIRM COMPLIES FULLY WITH THE ABOVE REQUIREMENTS.

Signature 

Printed Name Leonardo Figueroa

DRUG-FREE WORKPLACE CERTIFICATION FORM

Whenever two (2) or more bids/proposals, which are equal with respect to price, quality, and service, are received by the CITY OF OPA-LOCKA for the procurement of commodities or contractual services, a bid/proposal received from a business that certifies that it has implemented a drug-free workplace program shall be given preference in the award process. In order to have a drug-free workplace program, a business shall:

1. Publish a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of controlled substances is prohibited in the workplace and specifying the actions that will be taken against employees for violations of such prohibition.

2. Inform employees about the dangers of drug abuse in the workplace, the business's policy of maintaining a drug-free workplace, any available drug counseling, rehabilitation, and employee assistance programs, and the penalties that may be imposed upon employees for drug abuse violations.

3. Give each employee engaged in providing the commodities or contractual services that are under bid a copy of the statement specified in number (1).

4. In the statement specified in number (1), notify the employees that as a condition for working on the commodities or contractual services that are under bid, the employee will abide by the terms of the statement and will notify the employer of any conviction on or plea of guilty or no contest to any violation of Chapter 893, Florida Statutes or of any controlled substance law of the United States or any singular state, for a violation occurring in the workplace no later than five (5) days after such conviction.

5. Impose a sanction on or require satisfactory participation in a drug abuse assistance or rehabilitation program if such is available in the employee's community by any employee who is so convicted.

6. Make a good faith effort to continue to maintain a drug-free workplace through implementation of Section 287.087, Florida Statutes.

This Certification is submitted by Leonardo Figueroa (Name) the Owner (Title/Position) of Figueroa and Daughters Builder Inc dba Madison Builders (Company)

who does hereby certify that said Company has implemented a drug-free workplace program, which meets the requirements of Section 287.087, Florida Statutes, which are identified in numbers (1) through (6) above.

3/9/2026
Date

Signature

RFP 26-0316200
NON-COLLUSION AFFIDAVIT
STATE OF FLORIDA - COUNTY OF MIAMI DADE

(1) He/She/They is/are the Owner
(Owner, Partner, Officer, Representative or Agent) of
Figueroa and Daughters Builders Inc dba Madison Builders the PROPOSER that has submitted the attached Proposal;

(2) He/She/They is/are fully informed respecting the preparation and contents of the attached Proposal and of all pertinent circumstances respecting such Proposal;

(3) Such Proposal is genuine and is not a collusive or sham Proposal;

(4) Neither the said PROPOSER nor any of its officers, partners, owners, agents, representatives, employees or parties in interest, including this affiant, have in any way colluded, conspired, connived or agreed, directly or indirectly, with any other PROPOSER, firm, or person to submit a collusive or sham Proposal in connection with the Work for which the attached Proposal has been submitted; or to refrain from Proposing in connection with such Work; or have in any manner, directly or indirectly, sought by agreement or collusion, or communication, or conference with any PROPOSER, firm, or person to fix any overhead, profit, or cost elements of the Proposal or of any other PROPOSER, or to fix any overhead, profit, or cost elements of the Proposed Price or the Proposed Price of any other PROPOSER, or to secure through any collusion, conspiracy, connivance, or unlawful agreement any advantage against (Recipient), or any person interested in the proposed Work;

(5) The price or prices quoted in the attached Proposal are fair and proper and are not tainted by any collusion, conspiracy, connivance, or unlawful agreement on the part of the PROPOSER or any other of its agents, representatives, owners, employees or parties of interest, including this affiant.

Signed, sealed and delivered in the presence of:

Kathryn Holliday
Witness

By: _____
Signature

_____
Witness

Leonardo Figueroa / Owner
Print Name and Title

NON-DISCRIMINATION AFFIDAVIT

I, the undersigned, hereby duly sworn, depose and say that the organization, business or entity represented herein shall not discriminate against any person in its operations, activities or delivery of services under any agreement it enters into with the City of Opa-locka. The same shall affirmatively comply with all applicable provisions of federal, state and local equal employment laws and shall not engage in or commit any discriminatory practice against any person based on race, age, religion, color, gender, sexual orientation, national origin, marital status, physical or mental disability, political affiliation or any other factor which cannot be lawfully used as a basis for service delivery.

By: Leonardo Figueroa

Title: Owner

State of Florida County of Miami Dade
The foregoing instrument was acknowledged before me via ☐ physical presence OR ☑ online notarizations this 9th day of March, 2026.

By Leonardo Figueroa
Personally known X OR produced identification _____

Mauricio D Restrepo
Notary Public
My Commission Expires 4/3/2027

MAURICIO D. RESTREPO
Notary Public - State of Florida
Commission # HH 381048
My Comm. Expires Apr 3, 2027

E-VERIFY

Effective January 1, 2021, public and private employers, contractors and subcontractors will be required to register with, and use of the E-Verify system in order to verify the work authorization status of all newly hired employees. Vendor/Consultant/Contractor acknowledges and agrees to utilize the U.S. Department of Homeland Security's E-Verify System to verify the employment eligibility of:

a) All persons employed by Vendor/Consultant/Contractor to perform employment duties within Florida during the term of the contract; and

b) All persons (including sub-vendors/sub-contractors) assigned by Vendor /Consultant/ Contractor to perform work pursuant to the contract with the Department. The Vendor /Consultant/ Contractor acknowledges and agrees that use of the U.S. Department of Homeland Security's E-Verify System during the term of the contract is a condition of the contract with the City; and

By entering into a Contract, the Contractor becomes obligated to comply with the provisions of Section 448.095, Fla. Stat., "Employment Eligibility," as amended from time to time. This includes but is not limited to utilization of the E-Verify System to verify the work authorization status of all newly hired employees, and requiring all subcontractors to provide an affidavit attesting that the subcontractor does not employ, contract with, or subcontract with, an unauthorized alien. The contractor shall maintain a copy of such affidavit for the duration of the contract. Failure to comply will lead to termination of this Contract, or if a subcontractor knowingly violates the statute, the subcontract must be terminated immediately. If t contract is terminated for a violation of the statute by the Contractor, the Contractor may not be awarded a public contract for a period of 1 year after the date of termination. The Contractor acknowledges it is liable to the City for any additional costs as a result of termination of the contract due to Contractor's failure to comply with the provisions herein.

E-VERIFY FORM

Definitions:

"Contractor" means a person or entity that has entered or is attempting to enter into a contract with a public employer to provide labor, supplies, or services to such employer in exchange for salary, wages, or other remuneration.

"Subcontractor" means a person or entity that provides labor, supplies, or services to or for a contractor or another subcontractor in exchange for salary, wages, or other remuneration.

Effective January 1, 2021, public and private employers, contractors and subcontractors will begin required registration with, and use of the E-Verify system in order to verify the work authorization status of all newly hired employees. Vendor/Consultant/Contractor acknowledges and agrees to utilize the U.S. Department of Homeland Security's E-Verify System to verify the employment eligibility of:

a) All persons employed by Vendor/Consultant/Contractor to perform employment duties within Florida during the term of the contract; and

b) All persons (including sub-vendors/subcompanies/subcontractors) assigned by Vendor/Consultant/Contractor to perform work pursuant to the contract with the Department. The Vendor/Consultant/Contractor acknowledges and agrees that use of the U.S. Department of Homeland Security's E-Verify System during the term of the contract is a condition of the contract with the City of Opa-locka; and

Should vendor become successful Contractor awarded for the above-named project, by entering into this Contract, the Contractor becomes obligated to comply with the provisions of Section 448.095, Fla. Stat., "Employment Eligibility," as amended from time to time. This includes but is not limited to utilization of the E-Verify System to verify the work authorization status of all newly hired employees, and requiring all subcontractors to provide an affidavit attesting that the subcontractor does not employ, contract with, or subcontract with, an unauthorized alien. The contractor shall maintain a copy of such affidavit for the duration of the contract. Failure to comply will lead to termination of this Contract, or if a subcontractor knowingly violates the statute, the subcontract must be terminated immediately. If this contract is terminated for a violation of the statute by the Contractor, the Contractor may not be awarded a public contract for a period of 1 year after the date of termination.

Company Name: Figueroa and Daughters Builders Inc Dba Madison Builders

Authorized Signature: 

Print Name: Leonardo Figueroa

Title: Owner

Date: 3/9/2026

ANTI-KICKBACK AFFIDAVIT

STATE OF FLORIDA)
) ss:
COUNTY OF MIAMI-DADE)

I, the undersigned, hereby duly sworn, depose and say that no portion of the sum herein proposed, or compensation that may be received as a result of this Proposal, will be paid to any employee of the City of Opa-Locka or its elected officials, as a commission, kickback, reward, or gift, whether directly or indirectly, by me or any member of my firm, or by any officer of the corporation.

By: Leonardo Figueroa

Title: Owner

Sworn to and subscribed before me this

9th day of March, **2026**

Mauricio D Restrepo
Notary Public,
State of Florida at Large
My Commission Expires: 4/3/2027

CLIENT REFERENCE FORM

Provide a minimum of three (3) client references from recent similar transactions.

1) Name of Client Entity: Artivest Inc

Address: 1880 Palm Ave

City/State/Zip: Hialeah, FL 33010

Contact: Priscilla Gonzalez

Title: Owner

Email Address: Gonrecorp1@gmail.com

Telephone: 305-302-7337

Scope of Work: Warehouse Buildout

Description of Services Provided: Drywall, framing, impact windows, demo, Structural, painting

2) Name of Client Entity: City Of Miami Redevelopment Dept

Address: 444 SW 2nd Ave

City/State/Zip: Miami FL 33132

Contact: Valerie Brown

Title: Housing Quality Director

Email Address: Vbrown@miamigov.com

Telephone: 786-510-8747

Scope of Work: Single Family Rehabilitation

Description of Services Provided: Windows, Doors, Roofing, Flooring, Painting

3) Name of Client Entity: Milagab Investment

Address:

City/State/Zip:

Contact: Alexander Alfonso

Title: Owner

Email Address: Milagabinvestments@gmail.com

Telephone: 305-302-8530

Scope of Work: Commercial Warehouse Buildout

Description of Services Provided: Framing, Drywall, Painting, Carpentry

Ron DeSantis, Governor

Melanie S. Griffin, Secretary

STATE OF FLORIDA
DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION

CONSTRUCTION INDUSTRY LICENSING BOARD

THE GENERAL CONTRACTOR HEREIN IS CERTIFIED UNDER THE
PROVISIONS OF CHAPTER 489, FLORIDA STATUTES

FIGUEROA, LEONARDO

FIGUEROA & DAUGHTERS BUILDERS INC
19740 SW 79 CT
MIAMI FL 33189

LICENSE NUMBER: CGC1512609

EXPIRATION DATE: AUGUST 31, 2026

Always verify licenses online at MyFloridaLicense.com

ISSUED: 09/30/2024

Do not alter this document in any form.

This is your license. It is unlawful for anyone other than the licensee to use this document.

CERTIFICATE OF LIABILITY INSURANCE

Date: 2/13/2026

Producer: Plymouth Insurance Agency
2739 U.S. Highway 19 N.
Holiday, FL 34691
(727) 938-5562

This Certificate is issued as a matter of information only and confers no rights upon the Certificate Holder. This Certificate does not amend, extend or alter the coverage afforded by the policies below.

Insurers Affording Coverage		NAIC #
Insurer A:	Lion Insurance Company	11075
Insurer B:		
Insurer C:		
Insurer D:		
Insurer E:		

Insured: South East Personnel Leasing, Inc. & Subsidiaries
2739 U.S. Highway 19 N.
Holiday, FL 34691

Coverages

The policies of insurance listed below have been issued to the insured named above for the policy period indicated. Notwithstanding any requirement, term or condition of any contract or other document with respect to which this certificate may be issued or may pertain, the insurance afforded by the policies described herein is subject to all the terms, exclusions, and conditions of such policies. Aggregate limits shown may have been reduced by paid claims.

INSR LTR	ADDL INSRD	Type of Insurance	Policy Number	Policy Effective Date (MM/DD/YY)	Policy Expiration Date(MM/DD/YY)	Limits	
		GENERAL LIABILITY ☐ Commercial General Liability ☐ Claims Made ☐ Occur ☐ ☐ General aggregate limit applies per: ☐ Policy ☐ Project ☐ LOC				Each Occurrence	$
						Damage to rented premises (EA occurrence)	$
						Med Exp	$
						Personal Adv Injury	$
						General Aggregate	$
						Products - Comp/Op Agg	$
		AUTOMOBILE LIABILITY ☐ Any Auto ☐ All Owned Autos ☐ Scheduled Autos ☐ Hired Autos ☐ Non-Owned Autos ☐ ☐				Combined Single Limit (EA Accident)	$
						Bodily Injury (Per Person)	$
						Bodily Injury (Per Accident)	$
						Property Damage (Per Accident)	$
		EXCESS/UMBRELLA LIABILITY ☐ Occur ☐ Claims Made ☐ Deductible				Each Occurrence	
						Aggregate	
A		**Workers Compensation and Employers' Liability** Any proprietor/partner/executive officer/member excluded? **NO** If Yes, describe under special provisions below.	WC 71949	01/01/2026	01/01/2027	X WC Statutory Limits ☐ OTHER	
						E.L. Each Accident	$1,000,000
						E.L. Disease - Ea Employee	$1,000,000
						E.L. Disease - Policy Limits	$1,000,000
		Other	**Lion Insurance Company is A.M. Best Company rated A (Excellent). AMB # 12616**				

Descriptions of Operations/Locations/Vehicles/Exclusions added by Endorsement/Special Provisions: Client ID: 98-67-267

Coverage only applies to active employee(s) of South East Personnel Leasing, Inc. & Subsidiaries that are leased to the following "Client Company":

Figueroa & Daughters Builders, Inc.

Coverage only applies to injuries incurred by South East Personnel Leasing, Inc. & Subsidiaries active employee(s) , while working in: FL.
Coverage does not apply to statutory employee(s) or independent contractor(s) of the Client Company or any other entity.
A list of the active employee(s) leased to the Client Company can be obtained by emailing a request to certificates@lioninsurancecompany.com

Project Name:

ISSUE 02-13-26 (KD)

Begin Date: 2/10/2025

CERTIFICATE HOLDER

CITY OF OPA-LOCKA
OFFICE OF THE CITY CLERK
780 FISHERMAN ST. 4TH FLOOR
OPA-LOCKA, FL 33054

CANCELLATION

Should any of the above described policies be cancelled before the expiration date thereof, the issuing insurer will endeavor to mail 30 days written notice to the certificate holder named to the left, but failure to do so shall impose no obligation or liability of any kind upon the insurer, its agents or representatives.

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 02/13/2026

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER	CONTACT NAME: David Gil, Sr.	
Gil & Associates Insurance 9485 SW 72 St Suite A-120 Miami FL 33173	PHONE (A/C, No, Ext): (305) 279-7665	FAX (A/C, No): (305) 279-9705
	E-MAIL ADDRESS: dgil@gilinsurance.com	
	INSURER(S) AFFORDING COVERAGE	NAIC #
	INSURER A : James River Insurance Company	12203
INSURED Figueroa & Daughters Builders Inc 5800 SW 127th Ave Apt 2403 Miami FL 33183	INSURER B : Infinity Assurance Insurance Company	39497
	INSURER C : Century Surety Company	
	INSURER D : Certain Underwriters at Lloyd's	15792
	INSURER E :	
	INSURER F :	

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	[X] COMMERCIAL GENERAL LIABILITY [ ] CLAIMS-MADE [X] OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: [X] POLICY [ ] PRO-JECT [ ] LOC [ ] OTHER:			00163310-0	05/09/2025	05/09/2026	EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurrence) MED EXP (Any one person) PERSONAL & ADV INJURY GENERAL AGGREGATE PRODUCTS - COMP/OP AGG $	$ 1,000,000 $ 100,000 $ 5,000 $ 1,000,000 $ 2,000,000 $ 2,000,000 $
B	AUTOMOBILE LIABILITY [X] ANY AUTO [X] OWNED AUTOS ONLY [X] SCHEDULED AUTOS [X] HIRED AUTOS ONLY [X] NON-OWNED AUTOS ONLY			50008816101	05/30/2025	05/30/2026	COMBINED SINGLE LIMIT (Ea accident) BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident) $	$ 1,000,000 $ $ $ $
C	[X] UMBRELLA LIAB [ ] OCCUR [ ] EXCESS LIAB [ ] CLAIMS-MADE [ ] DED [ ] RETENTION $			CCP1359724-1	11/13/2025	05/09/2026	EACH OCCURRENCE AGGREGATE $	$ 2,000,000 $ 2,000,000 $
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? Y / N: Y (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	N / A					[ ] PER STATUTE [ ] OTH-ER E.L. EACH ACCIDENT E.L. DISEASE - EA EMPLOYEE E.L. DISEASE - POLICY LIMIT	 $ $ $
D	PROFESSIONAL LIABILITY			ANE555623425	05/16/2025	05/16/2026	Each Occurrence Aggregate	1,000,000 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER

City of Opa-locka
Office of the City Clerk
780 Fisherman St, 4th Floor
Opa-locka FL 33054

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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005050

Local Business Tax Receipt

Miami-Dade County, State of Florida

-THIS IS NOT A BILL - DO NOT PAY

DARIEL FERNANDEZ
MIAMI-DADE COUNTY
IN GOD WE TRUST
TAX COLLECTOR

6363154

BUSINESS NAME/LOCATION
FIGUEROA & DAUGHTERS BUILDERS INC
5800 SW 127TH AVE APT 2403
MIAMI FL 33183-1456

RECEIPT NO.
RENEWAL
6630678

EXPIRES
SEPTEMBER 30, 2026
Must be displayed at place of business
Pursuant to County Code
Chapter 8A - Art. 9 & 10

OWNER
FIGUEROA & DAUGHTERS BUILDERS INC

SEC. TYPE OF BUSINESS
196 GENERAL BUILDING CONTRACTOR
CGC1512609

PAYMENT RECEIVED BY TAX COLLECTOR
$75.00 07/02/2025
PTBTC-25-109381

Worker(s) 1

LBT

This Local Business Tax Receipt only confirms payment of the Local BusineTax. The Receipt is not a license, permit, or a certification of the holder's qualifications, to do business. Holder must comply with any governmental or nongovernmental regulatory laws and requirements which apply to the business.

The RECEIPT NO. above must be displayed on all commercial vehicles - Miami-Dade Code Sec 8a-276.

For more information, visit mdctaxcollector.gov

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 4/1/2025

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER

StateFarm

STATE FARM INSURANCE
AGENT ANTHONY GARCIA
1035 S ST RD 7 STE 311
WELLINGTON, FL 33414

CONTACT NAME: Jeannie Garcia
PHONE (A/C, No, Ext): 561-793-9822 FAX (A/C, No): 561-793-9881
E-MAIL ADDRESS: Jeannie.garcia.pwz7@statefarm.com

INSURER(S) AFFORDING COVERAGE	NAIC #
INSURER A : State Farm Mutual Automobile Insurance Company	25178
INSURER B :	
INSURER C :	
INSURER D :	
INSURER E :	
INSURER F :	

INSURED

THOUSAND AND ONE-PAINTING CORP
DBA Thousand and One Construction
1528 SW 13 CT
POMPANO BEACH, FL 33068

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
	COMMERCIAL GENERAL LIABILITY						EACH OCCURRENCE	$
	☐ CLAIMS-MADE ☐ OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence)	$
							MED EXP (Any one person)	$
							PERSONAL & ADV INJURY	$
	GEN'L AGGREGATE LIMIT APPLIES PER:						GENERAL AGGREGATE	$
	☐ POLICY ☐ PRO-JECT ☐ LOC						PRODUCTS - COMP/OP AGG	$
	OTHER:							$
	AUTOMOBILE LIABILITY						COMBINED SINGLE LIMIT (Ea accident)	$
	☐ ANY AUTO						BODILY INJURY (Per person)	$ 1,000,000
	X OWNED AUTOS ONLY ☐ SCHEDULED AUTOS	X	X	878-2469-C20-59	03/20/25	03/20/26	BODILY INJURY (Per accident)	$ 1,000,000
	X HIRED AUTOS ONLY X NON-OWNED AUTOS ONLY			K80-8503-C20-59	03/20/25	03/20/26	PROPERTY DAMAGE (Per accident)	$ 1,000,000
								$
	☐ UMBRELLA LIAB ☐ OCCUR						EACH OCCURRENCE	$
	☐ EXCESS LIAB ☐ CLAIMS-MADE						AGGREGATE	$
	☐ DED ☐ RETENTION $							$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY Y / N						☐ PER STATUTE ☐ OTH-ER	
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? ☐ N / A (Mandatory in NH)						E.L. EACH ACCIDENT	$
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE	$
							E.L. DISEASE - POLICY LIMIT	$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Auto Liablility

CERTIFICATE HOLDER

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

SAMPLE

© 1988-2015 ACORD CORPORATION. All rights reserved.

Bid Bond in Accordance with Contract Specifications

Be sure to refer to the actual bond documents referenced in the contract specifications for specific terms before completing this form.

PRINCIPAL NAME	PRINCIPAL ADDRESS
Thousand and One Painting Corp.	1528 SW 13th Ct, , Pompano Beach , FL 33069
SURETY NAME	**SURETY ADDRESS**
Old Republic Surety Company	18500 W Corporate Drive Ste 170, Brookfield, WI 53045
OBLIGEE NAME	**OBLIGEE ADDRESS**
Town of Palm Beach	951 Okeechobee Rd, Suite "D", West Palm Beach, FL 33401

Bond Information

BID DATE	CONTRACT ID	CONTRACT VENDOR ID
03/12/2026	2026-012	65-0735227

PROJECT DESCRIPTION
Pinewalk Transfer Station Repairs

AMOUNT OF BID SECURITY	AMOUNT OF BID SECURITY-SPELLED OUT
5%	Five Percent of the Total Amount Bid

BOND ENTERED AND EXECUTED BY	ATTORNEY-IN-FACT SIGNATURE
David T. Satine	David T Satine

PRINCIPAL	TITLE
Omar Jaimes	President

PRINCIPAL SIGNATURE
Omar Jaimes

Know all men by these presents that Old Republic Surety Company _____, a Corporation duly organized under the laws of the State of Wisconsin _____, are held and firmly bound unto the above owner/obligee by the transmission. The surety agrees to waive the statute of fraud defense and further agrees that the owner/obligee is a third party beneficiary of the waiver for the purposes of enforcing this bid bond.

Copyright of Surety2000

OLD REPUBLIC SURETY COMPANY

SFL0311804054

POWER OF ATTORNEY

KNOW ALL MEN BY THESE PRESENTS: That OLD REPUBLIC SURETY COMPANY, a Wisconsin stock insurance corporation, does make, constitute and appoint:

David T. Satine

its true and lawful Attorney(s)-in-Fact, with full power and authority for and on behalf of the company as surety, to execute and deliver and affix the seal of the company thereto (if a seal is required), bonds, undertakings, recognizances or other written obligations in the nature thereof, ***(other than bail bonds, bank depository bonds, mortgage deficiency bonds, mortgage guaranty bonds, guarantees of installment paper and note guaranty bonds, self-insurance workers compensation bonds guaranteeing payment of benefits, or black lung bonds),*** as follows:

ALL WRITTEN INSTRUMENTS IN AN AMOUNT NOT TO EXCEED ($ Unlimited) FOR ANY SINGLE OBLIGATION

and to bind OLD REPUBLIC SURETY COMPANY thereby, and all of the acts of said Attorneys-in-Fact, pursuant to these presents, are ratified and confirmed. This appointment is made under and by authority of the board of directors at a special meeting held on February 18, 1982.

This Power of Attorney is signed and sealed by facsimile under and by the authority of the following resolutions adopted by the board of directors of the OLD REPUBLIC SURETY COMPANY on February 18,1982.

RESOLVED that, the president, any vice-president or assistant vice president, in conjunction with the secretary or any assistant secretary, may appoint attorneys-in-fact or agents with authority as defined or limited in the instrument evidencing the appointment in each case, for and on behalf of the company to execute and deliver and affix the seal of the company to bonds, undertakings, recognizances, and suretyship obligations of all kinds; and said officers may remove any such attorney-in-fact or agent and revoke any Power of Attorney previously granted to such person.

RESOLVED FURTHER, that any bond, undertaking, recognizance, or suretyship obligation shall be valid and binding upon the Company

(i) when signed by the president, any vice president or assistant vice president, and attested and sealed (if a seal be required) by any secretary or assistant secretary; or

(ii) when signed by the president, any vice president or assistant vice president, secretary or assistant secretary, and countersigned and sealed (if a seal be required) by a duly authorized attorney-in-fact or agent; or

(iii) when duly executed and sealed (if a seal be required) by one or more attorneys-in-fact or agents pursuant to and within the limits of the authority evidenced by the Power of Attorney issued by the company to such person or persons.

RESOLVED FURTHER that the signature of any authorized officer and the seal of the company may be affixed by facsimile to any Power of Attorney or certification thereof authorizing the execution and delivery of any bond, undertaking, recognizance, or other suretyship obligations of the company; and such signature and seal when so used shall have the same force and effect as though manually affixed.

IN WITNESS WHEREOF, OLD REPUBLIC SURETY COMPANY has caused these presents to be signed by its proper officer, and its corporate seal to be affixed this 03/11/2026

Karen J Haffner
Assistant Secretary

OLD REPUBLIC SURETY COMPANY

Alan Pavlic
President

STATE OF WISCONSIN, COUNTY OF WAUKESHA - SS

On this 03/11/2026, personally came before me, Alan Pavlic and Karen J Haffner, to me known to be the individuals and officers of the OLD REPUBLIC SURETY COMPANY who executed the above instrument, and they each acknowledged the execution of the same, and being by me duly sworn, did severally depose and say: that they are the said officers of the corporation aforesaid, and that the seal affixed to the above instrument is the seal of the corporation, and that said corporate seal and their signatures as such officers were duly affixed and subscribed to the said instrument by the authority of the board of directors of said corporation.

Kathryn R. Pearson
Notary Public

My Commission Expires: September 28, 2026

(Expiration of notary's commission does not invalidate this instrument)

CERTIFICATE

I, the undersigned, assistant secretary of the OLD REPUBLIC SURETY COMPANY, a Wisconsin corporation, CERTIFY that the foregoing and attached Power of Attorney remains in full force and has not been revoked; and furthermore, that the Resolutions of the board of directors set forth in the Power of Attorney, are now in force.

Signed and sealed at the City of Brookfield, WI this 03/11/2026

Karen J Haffner
Assistant Secretary

ORSC 22262 (3-06)

S2K:0b978c7a21:829377

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 01/21/2026

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

SAMPLE

PRODUCER	CONTACT NAME: Customer Service	
Pettineo Insurance Agency, Inc 2428 E Commercial Blvd Fort Lauderdale FL 33308	PHONE (A/C, No, Ext): 954-493-9424	FAX (A/C, No): 954-493-8968
	E-MAIL ADDRESS: COI@pettineo.com	

INSURED	INSURER(S) AFFORDING COVERAGE	NAIC #
Thousand and One-Painting Corp. 1528 SW 13th Court Pompano Beach FL 33069	INSURER A : Berkley Assurance Company	39462
	INSURER B : FFVA Mutual Insurance Company	10385
	INSURER C : Great American Insurance Co.	
	INSURER D :	
	INSURER E :	
	INSURER F :	

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	[X] COMMERCIAL GENERAL LIABILITY [ ] CLAIMS-MADE [X] OCCUR [X] Primary and Non-Contributory GEN'L AGGREGATE LIMIT APPLIES PER: [ ] POLICY [X] PRO-JECT [ ] LOC [ ] OTHER:	Y	Y	VUMA0375432	01/21/2026	01/21/2027	EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurrence) MED EXP (Any one person) PERSONAL & ADV INJURY GENERAL AGGREGATE PRODUCTS - COMP/OP AGG [ ]	$ 1,000,000 $ 100,000 $ 5,000 $ 1,000,000 $ 2,000,000 $ 2,000,000 $
	AUTOMOBILE LIABILITY [ ] ANY AUTO [ ] OWNED AUTOS ONLY [ ] SCHEDULED AUTOS [ ] HIRED AUTOS ONLY [ ] NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident) [ ]	$ $ $ $ $
A	[ ] UMBRELLA LIAB [X] OCCUR [X] EXCESS LIAB [ ] CLAIMS-MADE [X] DED [ ] RETENTION $	Y	Y	VUMA0375442	01/21/2026	01/21/2027	EACH OCCURRENCE AGGREGATE Primary&Non-Cont.	$ 1,000,000 $ 1,000,000 $ Included
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANYPROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? Y / N [N] (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	N / A	Y	WC840-0032289-2026A	02/01/2026	02/01/2027	[X] PER STATUTE [ ] OTH-ER E.L. EACH ACCIDENT E.L. DISEASE - EA EMPLOYEE E.L. DISEASE - POLICY LIMIT	 $ 1,000,000 $ 1,000,000 $ 1,000,000
C	INLAND MARINE			IMP E619488-05-00	10/27/2025	10/27/2026	Limit: Deductible	$100,500 $1,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

SAMPLE

CERTIFICATE HOLDER

SAMPLE

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Frank Pettineo

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RFP 26-0316200
NON-COLLUSION AFFIDAVIT
STATE OF FLORIDA - COUNTY OF MIAMI DADE

(1) He/She/They is/are the Representative (Owner, Partner, Officer, Representative or Agent) of Thousand and One Construction.Corp the PROPOSER that has submitted the attached Proposal;

(2) He/She/They is/are fully informed respecting the preparation and contents of the attached Proposal and of all pertinent circumstances respecting such Proposal;

(3) Such Proposal is genuine and is not a collusive or sham Proposal;

(4) Neither the said PROPOSER nor any of its officers, partners, owners, agents, representatives, employees or parties in interest, including this affiant, have in any way colluded, conspired, connived or agreed, directly or indirectly, with any other PROPOSER, firm, or person to submit a collusive or sham Proposal in connection with the Work for which the attached Proposal has been submitted; or to refrain from Proposing in connection with such Work; or have in any manner, directly or indirectly, sought by agreement or collusion, or communication, or conference with any PROPOSER, firm, or person to fix any overhead, profit, or cost elements of the Proposal or of any other PROPOSER, or to fix any overhead, profit, or cost elements of the Proposed Price or the Proposed Price of any other PROPOSER, or to secure through any collusion, conspiracy, connivance, or unlawful agreement any advantage against (Recipient), or any person interested in the proposed Work;

(5) The price or prices quoted in the attached Proposal are fair and proper and are not tainted by any collusion, conspiracy, connivance, or unlawful agreement on the part of the PROPOSER or any other of its agents, representatives, owners, employees or parties of interest, including this affiant.

Signed, sealed and delivered in the presence of:

Witness

Rita Quesada
Witness

By: _____
Signature

Omar Jaimes, President
Print Name and Title

From: Erhick Bodenbender
To: Junior Bergel
Subject: 1001 Construction Request for Information
Date: Friday, March 27, 2026 3:38:39 PM
Attachments: Before and after photos and scope of work.zip
1001 Construction RFI Form Opa-Locka 3-27-2026.pdf

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Good Afternoon Junior
The following is the additional information that you requested. If you have any questions, or concerns please call or email them to me.
Thanks, and have a great weekend.
E

--

Erhick Bodenbender
Senior Account Manager
Thousand and One Construction
Phone: 850-826-2562
Office: 954-755-4574
Email: ebodenbender@1001construction.com
Location: 1528 SW 13th Ct Pompano Beach, FL 33069

Form **W-9**
(Rev. March 2024)
Department of the Treasury
Internal Revenue Service

Request for Taxpayer Identification Number and Certification

Go to *www.irs.gov/FormW9* for instructions and the latest information.

Give form to the requester. Do not send to the IRS.

Before you begin. For guidance related to the purpose of Form W-9, see *Purpose of Form*, below.

Print or type. See *Specific Instructions* on page 3.

1 Name of entity/individual. An entry is required. (For a sole proprietor or disregarded entity, enter the owner's name on line 1, and enter the business/disregarded entity's name on line 2.)

Thousand and One Painting Corp.

2 Business name/disregarded entity name, if different from above.

DBA Thousand and One Construction

3a Check the appropriate box for federal tax classification of the entity/individual whose name is entered on line 1. Check only **one** of the following seven boxes.

☐ Individual/sole proprietor ☐ C corporation ☑ S corporation ☐ Partnership ☐ Trust/estate

☐ LLC. Enter the tax classification (C = C corporation, S = S corporation, P = Partnership) . . . . .

Note: Check the "LLC" box above and, in the entry space, enter the appropriate code (C, S, or P) for the tax classification of the LLC, unless it is a disregarded entity. A disregarded entity should instead check the appropriate box for the tax classification of its owner.

☐ Other (see instructions)

4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):

Exempt payee code (if any)

Exemption from Foreign Account Tax Compliance Act (FATCA) reporting code (if any)

(Applies to accounts maintained outside the United States.)

3b If on line 3a you checked "Partnership" or "Trust/estate," or checked "LLC" and entered "P" as its tax classification, and you are providing this form to a partnership, trust, or estate in which you have an ownership interest, check this box if you have any foreign partners, owners, or beneficiaries. See instructions . . . . . ☐

5 Address (number, street, and apt. or suite no.). See instructions.

1528 SW 13th Ct

6 City, state, and ZIP code

Pompano Beach, FL, 33069

Requester's name and address (optional)

7 List account number(s) here (optional)

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. See also *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number

			–			–				

or

Employer identification number

6	5	–	0	7	3	5	2	2	7

Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
2. I am not subject to backup withholding because (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3. I am a U.S. citizen or other U.S. person (defined below); and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and, generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here | **Signature of U.S. person** | **Date** 03/09/2026

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to *www.irs.gov/FormW9*.

What's New

Line 3a has been modified to clarify how a disregarded entity completes this line. An LLC that is a disregarded entity should check the appropriate box for the tax classification of its owner. Otherwise, it should check the "LLC" box and enter its appropriate tax classification.

New line 3b has been added to this form. A flow-through entity is required to complete this line to indicate that it has direct or indirect foreign partners, owners, or beneficiaries when it provides the Form W-9 to another flow-through entity in which it has an ownership interest. This change is intended to provide a flow-through entity with information regarding the status of its indirect foreign partners, owners, or beneficiaries, so that it can satisfy any applicable reporting requirements. For example, a partnership that has any indirect foreign partners may be required to complete Schedules K-2 and K-3. See the Partnership Instructions for Schedules K-2 and K-3 (Form 1065).

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS is giving you this form because they

DRUG-FREE WORKPLACE CERTIFICATION FORM

Whenever two (2) or more bids/proposals, which are equal with respect to price, quality, and service, are received by the CITY OF OPA-LOCKA for the procurement of commodities or contractual services, a bid/proposal received from a business that certifies that it has implemented a drug-free workplace program shall be given preference in the award process. In order to have a drug-free workplace program, a business shall:

1. Publish a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of controlled substances is prohibited in the workplace and specifying the actions that will be taken against employees for violations of such prohibition.

2. Inform employees about the dangers of drug abuse in the workplace, the business's policy of maintaining a drug-free workplace, any available drug counseling, rehabilitation, and employee assistance programs, and the penalties that may be imposed upon employees for drug abuse violations.

3. Give each employee engaged in providing the commodities or contractual services that are under bid a copy of the statement specified in number (1).

4. In the statement specified in number (1), notify the employees that as a condition for working on the commodities or contractual services that are under bid, the employee will abide by the terms of the statement and will notify the employer of any conviction on or plea of guilty or no contest to any violation of Chapter 893, Florida Statutes or of any controlled substance law of the United States or any singular state, for a violation occurring in the workplace no later than five (5) days after such conviction.

5. Impose a sanction on or require satisfactory participation in a drug abuse assistance or rehabilitation program if such is available in the employee's community by any employee who is so convicted.

6. Make a good faith effort to continue to maintain a drug-free workplace through implementation of Section 287.087, Florida Statutes.

This Certification is submitted by Erhick Bodenbender (Name) the Senior Account Manager (Title/Position) of Thousand and One Construction.Corp (Company)

who does hereby certify that said Company has implemented a drug-free workplace program, which meets the requirements of Section 287.087, Florida Statutes, which are identified in numbers (1) through (6) above.

03-11-2026
Date

Erhick Bodenbender
Signature

that which is normally possessed by a prudent person in the ordinary course of business dealings.

E. The certification in paragraph 1(a) of this provision is a material representation of fact upon which reliance was placed when making award. If it is later determined that the Proposer knowingly rendered an erroneous certification, in addition to other remedies available to the Government, the Contracting Officer may terminate the contract resulting from this solicitation for default.

AS THE PERSON AUTHORIZED TO SIGN THE STATEMENT, I CERTIFY THAT THIS FIRM COMPLIES FULLY WITH THE ABOVE REQUIREMENTS.

Signature Omar Jaimes

Printed Name Omar Jaimes

PROPOSER QUALIFICATIONS

The Proposer, in conjunction with this proposal, must hold a County and/or Municipal Contractor's Occupational License in the area of their fixed business location. The following information must be completed and submitted with the proposal to be considered:

1. Legal Name and Address:

   Name: Thousand and One Painting Corp. DBA Thousand and One Construction .Corp

   Address: 1528 SW 13th Ct

   City, State, Zip: Pompano Beach FL. 33069 Phone/Fax: 954-755-4574 Fax: 954-414-8448

2. Check One: Corporation (X) Partnership ( ) Individual ( )

3. If Corporation, state:
   Date of Incorporation: 02-24-1997 State in which Incorporated: Florida

4. If an out-of-state Corporation, currently authorized to do business in Florida, give date of such authorization: _____

5. Name and Title of Principal Officers Date Elected:

   Omar Jaimes 02-24-1997

   _____ _____

   _____ _____

   _____ _____

6. The length of time in business: 29 years

7. The length of time (continuous) in business as a service organization in Florida:
   29 years

8. A copy of County and/or Municipal Occupational License(s)

Note: *Information requested herein and submitted by the Proposers will be analyzed by the City of Opa-locka and will be a factor considered in awarding any resulting contract. The purpose is to ensure that the Contractors, in the sole opinion of the City of Opa-locka, can sufficiently and efficiently perform all the required services in a timely and satisfactory manner as will be required by the subject contract. If there are any terms and/or conditions that are in conflict, the most stringent requirement shall apply.*

THOUSAND AND ONE CONSTRUCTION
PH: 954.755.4574
FX: 954.414.8448
WWW.1001CONSTRUCTION.COM

RFI #: 01	SUBMITTED TO: Jay Bergel Procurement Officer
DATE: 3-25-2026	
NEEDED BY: 3-27-2026	SUBMITTED BY: Erhick Bodenbender 1001 Construction Corp.
PROJECT: RFP 26-0316200 Pre-qualified Pool of General Contractors for the Owner-Occupied Minor Home Repair Program	
PROJECT #:	

RFI DESCRIPTION

1. **Budget Approach:**
   Since the program provides up to **$10,000 per home** for minor repairs, please ask vendors to briefly describe how they would typically structure or approach repair projects within that budget range.
2. **Recent Municipal Work:**
   Request **before-and-after photos from five (3) of their most recent projects completed for a municipality** or similar public-sector entity.
3. **Project Context (if available):**
   If possible, vendors should include a short description of the type of repair work performed in each project (for example: roofing, plumbing, accessibility modifications, structural repairs, etc.).

ATTACHMENTS:

SUBMITTED BY:

RESPONSE TO RFI

1. Budget Approach: Due to the uncertainty of Americas supply chain with regards to Tariffs, and now a war in the middle east that is driving up gas and oil prices. The tariffs have affected the prices for wood, roofing supplies, electrical wires, aluminum, or copper, and materials like window and doors.
   I mention above because of these factors, 1000 Construction must go to each home with the mind set of repairing the most important Tier One Emergency/Life safety construction deficiencies first.
   These are a few examples of the impact of the Tariffs, with today's Construction material price having increased 28% since 2024.
   Vinyl window Low-E Double pane replacement costs have increased 30% since 2024.
   1001 Construction has devised a comprehensible plane to help save on materials, and labor. See below are four step planes, on how 1001 Construction will be creative on getting the most for the homeowner's budget.

1001 Construction would like to suggest a way to help the budget go a little further, If the City of Opa-Locka will waive the permitting costs, this will save money for the budget. However, still have the city inspectors inspect all work completed.

1: 1001 Construction will evaluate each home and determine what work can be completed within the budget, so the Homeowner gets the most important work completed i.e. Tier One Emergency/Life safety.

2: 1001 Construction will need to bundle all construction related materials to get the best costs available. Let me explain... If we have, let's say five homes that need windows, 1001 can go to a large box warehouse store and get a better price bundling 25 windows, not just 5 windows. This will be applied to for each home that has same issues, bathroom remodel, kitchen remodels, hot water replacements, e.c.t, or if we can get mutable home with the same needs, we can purchase in bulk.

3: To make the 10K budget work for Homeowner 1001 Construction we will need to find the best posable deals, even shopping in the marketplace, if possible, when it comes to finding the building material.

4: Subcontractors that 1001 Construction normally use will need to make 20% profit to do their work, or they won't even answer my calls. So, to get the most out of the $10K budget 1001 Construction will need to do most of the work inhouse, except for the few trades that will require a permit to complete the work i.e. Electrical, or Mechanical. See suggestion above.

RESPONSE BY: NAME: TITLE: COMPANY:	DATE:

REQUEST FOR INFORMATION (RFI)

Ron DeSantis, Governor

Melanie S. Griffin, Secretary

STATE OF FLORIDA
DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION

CONSTRUCTION INDUSTRY LICENSING BOARD

THE GENERAL CONTRACTOR HEREIN IS CERTIFIED UNDER THE
PROVISIONS OF CHAPTER 489, FLORIDA STATUTES

BODENBENDER, ERHICK VON

THOUSAND AND ONE CONSTRUCTION
1528 SW 13TH COURT
POMPANO BEACH FL 33069

LICENSE NUMBER: CGC1509946

EXPIRATION DATE: AUGUST 31, 2026

Always verify licenses online at MyFloridaLicense.com

ISSUED: 07/10/2024

Do not alter this document in any form.

This is your license. It is unlawful for anyone other than the licensee to use this document.

CERTIFICATION REGARDING DEBARMENT, SUSPENSION PROPOSED DEBARMENT AND OTHER MATTERS OF RESPONSIBILITY

1. The Proposer certifies, to the best of its knowledge and belief, that the Proposer and/or any of its Principals:

A. Are not presently debarred, suspended, proposed for debarment, or declared ineligible for the award of contracts by any Federal agency.

B. Have not, within a three-year period preceding this offer, been convicted of or had a civil judgment rendered against them for: commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, state, or local) contract or subcontract; violation of Federal or state antitrust statutes relating to the submission of offers; or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, tax evasion, or receiving stolen property; and

C. Are not presently indicted for, or otherwise criminally or civilly charged by a governmental entity with, commission of any of the offenses enumerated in paragraph 1-B of this provision.

2. The Proposer has not, within a three-year period preceding this offer, had one or more contracts terminated for default by any City, County, State, Federal, or other agency.

A. "Principals," for the purposes of this certification, means officers; directors; owners; partners; and, persons having primary management or supervisory responsibilities within a business entity (e.g., general manager; plant manager; head of a subsidiary, division, or business segment, and similar positions). This Certification Concerns a Matter Within the Jurisdiction of an Agency of the United States and the Making of a False, Fictitious, or Fraudulent Certification May Render the Maker Subject to Prosecution Under Section 1001, Title 18, United States Code.

B. The Proposer shall provide immediate written notice to the Contracting Officer if, at any time prior to contract award, the Proposer learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.

C. A certification that any of the items in paragraph (a) of this provision exists will not necessarily result in withholding of an award under this solicitation. However, the certification will be considered in connection with a determination of the Proposer's responsibility. Failure of the Proposer to furnish a certification or provide such additional information as requested by the Contracting Officer may render the Proposer non-responsive.

D. Nothing contained in the foregoing shall be construed to require the establishment of a system of records in order to render, in good faith, the certification required by paragraph (a) of this provision. The knowledge and information of a Proposer is not required to exceed

Most Recent Projects Completed 2022-2025

1) Project Name: Palm Springs Elementary School
   a. Owner/Entity Name: Lebolo
   b. Project Address: 101 Davis Rd, Lake Worth Beach, FL, 33461
   c. Person of Contact: Boris Carrera
   d. Person of Contact Title: Project Manager
   e. Person of Contact Phone No: 561-472-7644 (bcarrera@lebolo.com)
   f. Project Start Date: 06/2024
   g. Substantial Completion days 30
   h. Project End Date: 07/2024
   i. Change orders $0
   j. Contract Amount: $79,000.00
   k. Summary of Project: We waterproofed all the windows in buildings 1st through 4th.

2) Project Name: Florida Atlantic University
   a. Owner/Entity Name: Florida Atlantic University
   b. Project Address: Various campuses for FAU (Ft. Lauderdale, Boca Raton, Jupiter)
   c. Person of Contact: Paulo Brida
   d. Person of Contact Title: Senior Project Manager
   e. Person of Contact Phone No: 561-239-0030 (PBRIDA@fau.edu)
   f. Project Start Date: 2024
   g. Project End Date: 2025
   h. Contract Amount: Various jobs between $10,000 to $50,000.00
   i. Summary of Project: We renovated bathrooms and painted the interior and exterior of buildings for Florida Atlantic University in various campuses in Ft. Lauderdale, Boca Raton, and Jupiter.

3) Project Name: Broward County Schools
   a. Owner/Entity Name: Broward County School District
   b. Project Address: Various schools in Broward County
   c. Person of Contact: Jean Lozano
   d. Person of Contact Title: Paint Foreman for Broward Schools
   e. Person of Contact Phone No: 954-805-1040 (jean.lozano@browardschools.com)
   f. Project Start Date: 2024
   g. Project End Date: 2025
   h. Contract Amount: Various small jobs under $50,000.00 and large jobs over $100k.
   i. Summary of Project: We painted the interior and exterior of multiple schools in Broward County, including waterproofing, stucco repairs, expansion joint replacements, caulking, and window glazing.

4) Project Name: Broward Convention Center
   a. Owner/Entity Name: Broward Convention Center
   b. Project Address: 1950 Eisenhower Blvd, Fort Lauderdale, FL, 33316
   c. Person of Contact: Richard Fredette
   d. Person of Contact Title: Director of Facilities
   e. Person of Contact Phone No: 954-302-8858 (rfredette@ftlauderdalecc.com)
   f. Project Start Date: 08/2022
   g. Project End Date: 01/2024
   h. Contract Amount: $475,000.00
   i. Summary of Project: We repainted the interior walls, handrails, columns, and parking garage at the Broward Convention Center.

5) Project Name: Broward Sheriff's Office Public Safety Cochran Building
   a. Owner/Entity Name: Sheriff's Office Public Safety
   b. Project Address: 2601 Broward Blvd, Fort Lauderdale, FL, 33311
   c. Person of Contact: Kim Byron
   d. Person of Contact Title: Planning Development Specialist
   e. Person of Contact Phone No: 954-831-8318
   f. Project Start Date: 02/2022
   g. Project End Date: 04/2023
   h. Contract Amount: $375,000.00
   i. Summary of Project: We worked on the exterior painting of barrier walls, the Tech Center, the Logistics building, and Ron Cochran building at the Broward Sheriff's Office.

Cover Page

ProposaL Submission.

RFP No.: 26-0316200

RFP Title: Pre-Qualified Pool of General Contractors for the Owner-Occupied Minor Home Repair Program

Submitted by:

Vittorium Design Corp.

Address:

7900 Nova Drive, Suite 208, Davie FL 33324

Telephone:

954-689-2627 / 954-687-8380

Contact Person:

Jose Santana

Authorized Representative

Date of Submission:

03/16/2026 2:00 PM Eastern

Submitted to:

City of Opa-locka

Office of the City Clerk

Tab 1 - Table of Contents

Cover Page.

I. Tab 2 - Letter of Transmittal.

II. Tab 3 - General Information.

III. Tab 5 - Contractor capacity experience and Qualification.

IV. Tab 8 – References (Client Reference Form).

V. Tab 9 – Attachments.

a. Proposer Qualifications
b. Certification Regarding Debarment
c. Drug Free Workplace
d. Non-Collusion Affidavit
e. Non-Discrimination Affidavit
f. E-Verify Form
g. Anti-Kick Back Affidavit

Tab 2 - Letter of Transmittal.

Date: 03/02/2026

City of Opa-locka
Office of the City Clerk
Opa-locka, Florida

RE: RFP No. 26-0316200 – Pre-Qualified Pool of General Contractors for the Owner-Occupied Minor Home Repair Program

Dear Selection Committee,

Vittorium Design Corp. is pleased to submit this proposal in response to the City of Opa-locka Request for Proposals (RFP No. 26-0316200) for the establishment of a Pre-Qualified Pool of General Contractors to perform services under the Owner-Occupied Minor Home Repair Program.

Our firm understands that the purpose of this program is to assist qualifying homeowners within the City by addressing critical health, safety, and structural repair needs through the implementation of minor residential repair and rehabilitation services. Vittorium Design Corp. fully supports the City's efforts to preserve housing conditions and improve the quality of life for residents through responsible and code-compliant construction practices.

Vittorium Design Corp. possesses the experience, technical knowledge, and operational capacity necessary to perform residential repair and rehabilitation services consistent with the Scope of Services described in the RFP. Our team is capable of performing a range of residential improvement services including roofing repairs, structural repairs, plumbing and electrical repairs, window and door replacement, accessibility improvements, and other minor residential rehabilitation services required to maintain safe and habitable housing conditions.

All work performed by our firm will comply with applicable local, state, and federal regulations, including the Florida Building Code, municipal permitting requirements, and applicable housing program guidelines. Vittorium Design Corp. is committed to working collaboratively with City staff, inspectors, and program administrators to ensure that all repair projects are completed in accordance with approved scopes of work, applicable construction standards, and program requirements.

The following individual is authorized to represent Vittorium Design Corp. in all matters related to this proposal:

Jose Santana 954-687-8380
Authorized Representative
Vittorium Design Corp. / 7900 Nova Drive, Suite 208, Davie FL 33324.

Tab 3 - General Information.

Business Name
Vittorium Design Corp.

Telephone Number / Mailing Address
954-689-2627 / 7900 Nova Drive, Suite 208, Davie FL 33324.

Contact Person
Jose Santana 954-687-8380
Authorized Representative

Normal Business Hours
Monday – Friday
9:00 AM – 5:00 PM

Business Status
Vittorium Design Corp. is a legally established corporation operating in the State of Florida.

Date of Incorporation
08/20/2012.

Location of Office
The company operates from its principal office located at:
7900 Nova Drive, Suite 208, Davie FL 33324.

Professional Staff
Vittorium Design Corp. maintains a team of qualified personnel including project management staff, field supervisors, and skilled construction professionals capable of performing residential repair and rehabilitation services.

Parent Company / Subsidiary Status
Vittorium Design Corp. operates as an independent corporate entity and is not a subsidiary of another organization.

Licensing
Vittorium Design Corp. is properly licensed to conduct business in the State of Florida. Copies of all required licenses are attached to this proposal submission.

Tab 5 - Contractor capacity experience and Qualification.

RFP No. 26-0316200

Pre-Qualified Pool of General Contractors for the Owner-Occupied Minor Home Repair Program

City of Opa-locka, Florida

Submitted by:

Vittorium Design Corp.

Authorized Representative: Jose Santana

5.1 14 Years in Business.

Vittorium Design Corp. is a Florida-based construction and design firm engaged in commercial and residential construction, renovation, and property improvement services. The company has developed experience in providing construction-related services within South Florida, supporting residential property maintenance, repairs, and improvement projects.

Our firm has maintained continuous operations while providing construction and property improvement services for residential and commercial clients. Vittorium Design Corp. maintains the organizational structure and operational capacity required to perform construction projects in accordance with applicable building codes, safety standards, and project specifications.

5.2 Qualifications to Perform the Services.

Vittorium Design Corp. possesses the professional qualifications, construction knowledge, and operational capacity required to perform the services described in Section 2-2 of the Scope of Services for the City of Opa-locka Owner-Occupied Minor Home Repair Program.

Our firm understands that the purpose of this program is to assist qualifying homeowners by addressing critical health, safety, and structural deficiencies within owner-occupied residential properties located within the City of Opa-locka. Vittorium Design Corp. fully supports the City's initiative to preserve and improve the quality of its housing stock through responsible and code-compliant residential repair and rehabilitation services.

The company has experience performing residential repair, renovation, and property improvement services, including but not limited to the following:

- Roofing repair and replacement
- Structural and exterior repairs
- Plumbing system repairs and replacements
- Electrical system repairs and upgrades
- Window and door replacement
- Interior rehabilitation and safety improvements
- Accessibility improvements and general residential repair work

5.3 Contractor Capacity and Operational Capability.

Vittorium Design Corp. maintains the operational capacity required to perform minor residential repair projects efficiently and in accordance with program requirements. The firm utilizes qualified personnel, project coordination procedures, and established subcontractor relationships to ensure that assigned projects are completed in a timely and professional manner.

The company follows established project management procedures designed to ensure that all work is performed in compliance with applicable regulations, including the Florida Building Code and all required municipal permitting and inspection procedures.

Vittorium Design Corp. is fully prepared to coordinate with City representatives, housing program administrators, and inspectors to ensure that all repairs are completed according to approved scopes of work, construction standards, and applicable inspection requirements.

5.4 Compliance with Housing Program Requirements.

Vittorium Design Corp. understands the administrative and regulatory responsibilities associated with publicly funded housing repair and rehabilitation programs. The company is committed to complying with all applicable federal, state, and local requirements associated with housing improvement programs, including those funded through the U.S. Department of Housing and Urban Development (HUD), when applicable.

The firm maintains the appropriate contractor licensing, insurance coverage, and construction management practices required to perform residential repair services safely and responsibly. Vittorium Design Corp. is committed to maintaining high standards of workmanship, regulatory compliance, and professional conduct while performing services for the City of Opa-locka and participating homeowners.

5.5 Commitment to Quality and Program Objectives.

Vittorium Design Corp. recognizes that the homeowners participating in the Owner-Occupied Minor Home Repair Program rely on the City and its contractors to provide reliable, safe, and responsible construction services. Our firm is committed to supporting the goals of the program by delivering quality workmanship, maintaining clear communication with project stakeholders, and ensuring that all work is completed in accordance with approved scopes of work and established construction standards.

Vittorium Design Corp. appreciates the opportunity to be considered for inclusion in the City of Opa-locka's Pre-Qualified Pool of General Contractors and looks forward to contributing to the successful implementation of the City's housing repair initiatives.

Respectfully submitted,

Jose Santana
Authorized Representative
Vittorium Design Corp.



Tab 8 – CLIENT REFERENCE FORM

Provide a minimum of three (3) client references from recent similar transactions.

1) Name of Client Entity: N/A

Address: 16775 NW 12ST

City/State/Zip: Pembroke Pines FL 33028

Contact: Bensita Joseph

Title: Customer

Email Address: shenice32@hotmail.com

Telephone: 786-246-2212

Scope of Work: Kitchen-Bathroom / Remodel.

Description of Services Provided: Kitchen and bathroom remodeling including removal of existing fixtures and finishes, installation of new cabinetry, countertops, Plumbing fixtures, lighting, flooring, and wallfinishes. Work includes minor carpentry, drywall repair, painting, and code compliant plumbing and electrical improvements as required. All

Work performed in accordance with applicable building codes, permits, and residential rehabilitation standards.

2) Name of Client Entity: N/A

Address: 3831 Falcon Rigde Circ

City/State/Zip: Weston FL 33331

Contact: Karen Birke

Title: Customer

Email Address: karenbirke@gmail.com

Telephone: 954-260-9954

Scope of Work: Bathroom Remodel.

Description of Services Provided:

Bathroom remodeling including demolition and removal of Existing fixtures, finishes ,and accessories, followed by Installation of new plumbing fixtures, cabinetry, flooring, wall tile, lighting, and ventilation components. Work includes Necessary carpentry, drywall repair, waterproofing, and painting To restore and improve the space. All improvements are Performed in accordance with applicable building codes, safety standards, and residential rehabilitation best practices.

3) Name of Client Entity: Liozas Property LLC

Address: 2200 NE 173RD ST

City/State/Zip: Miami FL 33160

Contact: Nicolas Berlioz

Title: Owner

Email Address: berlioznicolas5@gmail.com

Telephone: 954-225-2477

Scope of Work: Kitchen-Bathroom - Window Remodel.

Description of Services Provided:

Interior residential renovation including kitchen and bathroom Remodeling and window replacement. Work includes demolition Of existing components and installation of new cabinetry, countertops, plumbing fixtures, tile, flooring, lighting, and energy-efficient windows. Scope also includes necessary carpentry, drywall repair, waterproofing, painting, and related Improvements in compliance with applicable building codes and Residential rehabilitation standards.

Tab 9 – Attachments.

PROPOSER QUALIFICATIONS

The Proposer, in conjunction with this proposal, must hold a County and/or Municipal Contractor's Occupational License in the area of their fixed business location. The following information must be completed and submitted with the proposal to be considered:

1. Legal Name and Address:

   Name: Vittorium Design Corp.

   Address: 7900 Nova Drive, Suite 208,

   City, State, Zip: Davie FL 33324 Phone/Fax: N/A

2. Check One: Corporation (C) Partnership ( ) Individual ( )

3. If Corporation, state:
   Date of Incorporation: 08/20/2012 State in which Incorporated: Florida

4. If an out-of-state Corporation, currently authorized to do business in Florida, give date of such authorization: N/A

5. Name and Title of Principal Officers Date Elected:

   Jose Santana
   Authorized Representative / President 2012

   _____ _____

   _____ _____

6. The length of time in business: 14 years

7. The length of time (continuous) in business as a service organization in Florida:
   14 years

8. A copy of County and/or Municipal Occupational License(s)

Note: *Information requested herein and submitted by the Proposers will be analyzed by the City of Opa-locka and will be a factor considered in awarding any resulting contract. The purpose is to ensure that the Contractors, in the sole opinion of the City of Opa-locka, can sufficiently and efficiently perform all the required services in a timely and satisfactory manner as will be required by the subject contract. If there are any terms and/or conditions that are in conflict, the most stringent requirement shall apply.*

CERTIFICATION REGARDING , SUSPENSION PROPOSED DEBARMENT AND OTHER MATTERS OF RESPONSIBILITY

1. The Proposer certifies, to the best of its knowledge and belief, that the Proposer and/or any of its Principals:

A. Are not presently debarred, suspended, proposed for debarment, or declared ineligible for the award of contracts by any Federal agency.

B. Have not, within a three-year period preceding this offer, been convicted of or had a civil judgment rendered against them for: commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, state, or local) contract or subcontract; violation of Federal or state antitrust statutes relating to the submission of offers; or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, tax evasion, or receiving stolen property; and

C. Are not presently indicted for, or otherwise criminally or civilly charged by a governmental entity with, commission of any of the offenses enumerated in paragraph 1-B of this provision.

2. The Proposer has not, within a three-year period preceding this offer, had one or more contracts terminated for default by any City, County, State, Federal, or other agency.

A. "Principals," for the purposes of this certification, means officers; directors; owners; partners; and, persons having primary management or supervisory responsibilities within a business entity (e.g., general manager; plant manager; head of a subsidiary, division, or business segment, and similar positions). This Certification Concerns a Matter Within the Jurisdiction of an Agency of the United States and the Making of a False, Fictitious, or Fraudulent Certification May Render the Maker Subject to Prosecution Under Section 1001, Title 18, United States Code.

B. The Proposer shall provide immediate written notice to the Contracting Officer if, at any time prior to contract award, the Proposer learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.

C. A certification that any of the items in paragraph (a) of this provision exists will not necessarily result in withholding of an award under this solicitation. However, the certification will be considered in connection with a determination of the Proposer's responsibility. Failure of the Proposer to furnish a certification or provide such additional information as requested by the Contracting Officer may render the Proposer non-responsive.

D. Nothing contained in the foregoing shall be construed to require the establishment of a system of records in order to render, in good faith, the certification required by paragraph (a) of this provision. The knowledge and information of a Proposer is not required to exceed

that which is normally possessed by a prudent person in the ordinary course of business dealings.

E. The certification in paragraph 1(a) of this provision is a material representation of fact upon which reliance was placed when making award. If it is later determined that the Proposer knowingly rendered an erroneous certification, in addition to other remedies available to the Government, the Contracting Officer may terminate the contract resulting from this solicitation for default.

AS THE PERSON AUTHORIZED TO SIGN THE STATEMENT, I CERTIFY THAT THIS FIRM COMPLIES FULLY WITH THE ABOVE REQUIREMENTS.

Signature _____

Printed Name Jose Santana

DRUG-FREE WORKPLACE CERTIFICATIONFORM

Whenever two (2) or more bids/proposals, which are equal with respect to price, quality, and service, are received by the CITY OF OPA-LOCKA for the procurement of commodities or contractual services, a bid/proposal received from a business that certifies that it has implemented a drug-free workplace program shall be given preference in the award process. In order to have a drug-free workplace program, a business shall:

1. Publish a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of controlled substances is prohibited in the workplace and specifying the actions that will be taken against employees for violations of such prohibition.

2. Inform employees about the dangers of drug abuse in the workplace, the business's policy of maintaining a drug-free workplace, any available drug counseling, rehabilitation, and employee assistance programs, and the penalties that may be imposed upon employees for drug abuse violations.

3. Give each employee engaged in providing the commodities or contractual services that are under bid a copy of the statement specified in number (1).

4. In the statement specified in number (1), notify the employees that as a condition for working on the commodities or contractual services that are under bid, the employee will abide by the terms of the statement and will notify the employer of any conviction on or plea of guilty or no contest to any violation of Chapter 893, Florida Statutes or of any controlled substance law of the United States or any singular state, for a violation occurring in the workplace no later than five (5) days after such conviction.

5. Impose a sanction on or require satisfactory participation in a drug abuse assistance or rehabilitation program if such is available in the employee's community by any employee who is so convicted.

6. Make a good faith effort to continue to maintain a drug-free workplace through implementation of Section 287.087, Florida Statutes.

This Certification is submitted by Jose Santana (Name) the Authorized Representative / President (Title/Position) of Vittorium Design Corp. (Company)

who does hereby certify that said Company has implemented a drug-free workplace program, which meets the requirements of Section 287.087, Florida Statutes, which are identified in numbers (1) through (6) above.

03/07/2026
Date

Signature

RFP 26-0316200

NON-COLLUSION AFFIDAVIT

STATE OF FLORIDA - COUNTY OF MIAMI DADE

(1) He/She/They is/are the Jose Santana - Authorized Representative / President (Owner, Partner, Officer, Representative or Agent) of Vittorium Design Corp. the PROPOSER that has submitted the attached Proposal;

(2) He/She/They is/are fully informed respecting the preparation and contents of the attached Proposal and of all pertinent circumstances respecting such Proposal;

(3) Such Proposal is genuine and is not a collusive or sham Proposal;

(4) Neither the said PROPOSER nor any of its officers, partners, owners, agents, representatives, employees or parties in interest, including this affiant, have in any way colluded, conspired, connived or agreed, directly or indirectly, with any other PROPOSER, firm, or person to submit a collusive or sham Proposal in connection with the Work for which the attached Proposal has been submitted; or to refrain from Proposing in connection with such Work; or have in any manner, directly or indirectly, sought by agreement or collusion, or communication, or conference with any PROPOSER, firm, or person to fix any overhead, profit, or cost elements of the Proposal or of any other PROPOSER, or to fix any overhead, profit, or cost elements of the Proposed Price or the Proposed Price of any other PROPOSER, or to secure through any collusion, conspiracy, connivance, or unlawful agreement any advantage against (Recipient), or any person interested in the proposed Work;

(5) The price or prices quoted in the attached Proposal are fair and proper and are not tainted by any collusion, conspiracy, connivance, or unlawful agreement on the part of the PROPOSER or any other of its agents, representatives, owners, employees or parties of interest, including this affiant.

Signed, sealed and delivered in the presence of:

Lino De Jesus
Witness

Eduardo Peña
Witness

By: _____
Signature

Jose Santana - Authorized Representative
Print Name and Title

NON-DISCRIMINATION AFFIDAVIT

I, the undersigned, hereby duly sworn, depose and say that the organization, business or entity represented herein shall not discriminate against any person in its operations, activities or delivery of services under any agreement it enters into with the City of Opa-locka. The same shall affirmatively comply with all applicable provisions of federal, state and local equal employment laws and shall not engage in or commit any discriminatory practice against any person based on race, age, religion, color, gender, sexual orientation, national origin, marital status, physical or mental disability, political affiliation or any other factor which cannot be lawfully used as a basis for service delivery.

By: Jose Santana

Title: Authorized Representative

State of Florida County of Broward
The foregoing instrument was acknowledged before me via **X** physical presence OR ☐ online notarizations this 10 day of March, 2026.

By Jose Santana
Personally known ____ OR produced identification ____X____ Driver License

Givianny Trotta
_____
Notary Public
My Commission Expires 10/20/2026

GIVIANNY TROTTA
MY COMMISSION EXPIRES 10-20-2026
NOTARY PUBLIC
COMM. # HH 324131
STATE OF FLORIDA

E-VERIFY

Effective January 1, 2021, public and private employers, contractors and subcontractors will be required to register with, and use of the E-Verify system in order to verify the work authorization status of all newly hired employees. Vendor/Consultant/Contractor acknowledges and agrees to utilize the U.S. Department of Homeland Security's E-Verify System to verify the employment eligibility of:

a) All persons employed by Vendor/Consultant/Contractor to perform employment duties within Florida during the term of the contract; and

b) All persons (including sub-vendors/sub-contractors) assigned by Vendor /Consultant/ Contractor to perform work pursuant to the contract with the Department. The Vendor /Consultant/ Contractor acknowledges and agrees that use of the U.S. Department of Homeland Security's E-Verify System during the term of the contract is a condition of the contract with the City; and

By entering into a Contract, the Contractor becomes obligated to comply with the provisions of Section 448.095, Fla. Stat., "Employment Eligibility," as amended from time to time. This includes but is not limited to utilization of the E-Verify System to verify the work authorization status of all newly hired employees, and requiring all subcontractors to provide an affidavit attesting that the subcontractor does not employ, contract with, or subcontract with, an unauthorized alien. The contractor shall maintain a copy of such affidavit for the duration of the contract. Failure to comply will lead to termination of this Contract, or if a subcontractor knowingly violates the statute, the subcontract must be terminated immediately. If t contract is terminated for a violation of the statute by the Contractor, the Contractor may not be awarded a public contract for a period of 1 year after the date of termination. The Contractor acknowledges it is liable to the City for any additional costs as a result of termination of the contract due to Contractor's failure to comply with the provisions herein.

E-VERIFY FORM

Definitions:

"Contractor" means a person or entity that has entered or is attempting to enter into a contract with a public employer to provide labor, supplies, or services to such employer in exchange for salary, wages, or other remuneration.

"Subcontractor" means a person or entity that provides labor, supplies, or services to or for a contractor or another subcontractor in exchange for salary, wages, or other remuneration.

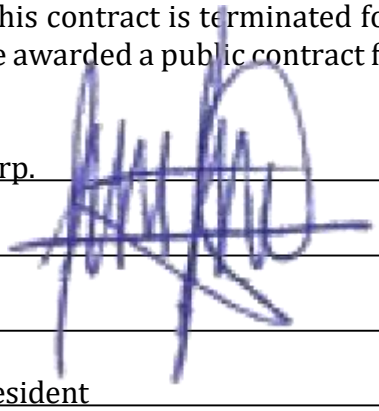
Effective January 1, 2021, public and private employers, contractors and subcontractors will begin required registration with, and use of the E-Verify system in order to verify the work authorization status of all newly hired employees. Vendor/Consultant/Contractor acknowledges and agrees to utilize the U.S. Department of Homeland Security's E-Verify System to verify the employment eligibility of:

a) All persons employed by Vendor/Consultant/Contractor to perform employment duties within Florida during the term of the contract; and

b) All persons (including sub-vendors/subcompanies/subcontractors) assigned by Vendor/Consultant/Contractor to perform work pursuant to the contract with the Department. The Vendor/Consultant/Contractor acknowledges and agrees that use of the U.S. Department of Homeland Security's E-Verify System during the term of the contract is a condition of the contract with the City of Opa-locka; and

Should vendor become successful Contractor awarded for the above-named project, by entering into this Contract, the Contractor becomes obligated to comply with the provisions of Section 448.095, Fla. Stat., "Employment Eligibility," as amended from time to time. This includes but is not limited to utilization of the E-Verify System to verify the work authorization status of all newly hired employees, and requiring all subcontractors to provide an affidavit attesting that the subcontractor does not employ, contract with, or subcontract with, an unauthorized alien. The contractor shall maintain a copy of such affidavit for the duration of the contract. Failure to comply will lead to termination of this Contract, or if a subcontractor knowingly violates the statute, the subcontract must be terminated immediately. If this contract is terminated for a violation of the statute by the Contractor, the Contractor may not be awarded a public contract for a period of 1 year after the date of termination.

Company Name: Vittorium Design Corp.

Authorized Signature: 

Print Name: Jose Santana

Title: Authorized Representative / President

Date: 03/07/2026

ANTI-KICKBACK AFFIDAVIT

STATE OF FLORIDA)
) ss:
COUNTY OF MIAMI-DADE)

I, the undersigned, hereby duly sworn, depose and say that no portion of the sum herein proposed, or compensation that may be received as a result of this Proposal, will be paid to any employee of the City of Opa-Locka or its elected officials, as a commission, kickback, reward, or gift, whether directly or indirectly, by me or any member of my firm, or by any officer of the corporation.

By: Jose Santana

Title: Authorized Representative / President

Sworn to and subscribed before me this

10 day of March , **2026**

Givianny Trotta

Notary Public,
State of Florida at Large
My Commission Expires: 10/20/2026

GIVIANNY TROTTA
MY COMMISSION EXPIRES
10-20-2026
NOTARY
PUBLIC
COMM. # HH 324131
STATE OF FLORIDA

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY) 03/16/202

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER	CONTACT NAME: MAYDEL BENCOMO	
RIVERS INSURANCE AGENCY INC 578 E 4th Ave Hialeah, FL 33010	PHONE (A/C, No, Ext): 305-888-3627	FAX (A/C, No): (844)606-0418
	E-MAIL ADDRESS: Riversinc@Bellsouth.net	
	INSURER(S) AFFORDING COVERAGE	NAIC #
	INSURER A : EVANSTON INSURANCE COMPANY	
INSURED	INSURER B :	
VITTORIUM DESIGN CORP DBA VITTORIUM WINDOWS DOORS & SHUTTERS 1141 SAWGRASS CORPORATE PARKWAY SUNRISE, FL 33323	INSURER C :	
	INSURER D :	
	INSURER E :	
	INSURER F :	

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	X COMMERCIAL GENERAL LIABILITY CLAIMS-MADE / OCCUR X $1,000 DED GEN'L AGGREGATE LIMIT APPLIES PER: POLICY X PRO-JECT LOC OTHER:	Y	Y	3AA943632	10/09/25	10/09/26	EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurrence) MED EXP (Any one person) PERSONAL & ADV INJURY GENERAL AGGREGATE PRODUCTS - COMP/OP AGG	$ 1,000,000 $ 100,000 $ 5,000 $ 1,000,000 $ 2,000,000 $ 2,000,000
	AUTOMOBILE LIABILITY ANY AUTO OWNED AUTOS ONLY / SCHEDULED AUTOS HIRED AUTOS ONLY / NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident)	$ $ $ $
	UMBRELLA LIAB X OCCUR EXCESS LIAB CLAIMS-MADE DED RETENTION $						EACH OCCURRENCE AGGREGATE	$ $
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? Y / N (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	N / A					PER STATUTE / OTH-ER E.L. EACH ACCIDENT E.L. DISEASE - EA EMPLOYEE E.L. DISEASE - POLICY LIMIT	$ $ $

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER IS LISTED AS AN ADDITIONAL INSURED.

CERTIFICATE HOLDER

VITTORIUM DESIGN CORP DBA
VITTORIUM WINDOWS DOORS & SHUTTERS 1141 SAWGRASS CORPORATE PARKWAY
SUNRISE, FL 333231

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 03/16/2026

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Automatic Data Processing Insurance Agency, Inc. 1 Adp Boulevard Roseland NJ 07068	**CONTACT NAME:** Automatic Data Processing Insurance Agency, Inc. **PHONE (A/C, No, Ext):** 1-800-524-7024 **FAX (A/C, No):** **E-MAIL ADDRESS:**
INSURED VITTORIUM DESIGN CORPORATION 7900 Nova Drive, Ste 208 Davie FL 33324	**INSURER(S) AFFORDING COVERAGE** / **NAIC #** **INSURER A :** The Pie Insurance Company 21857 **INSURER B :** **INSURER C :** **INSURER D :** **INSURER E :** **INSURER F :**

COVERAGES **CERTIFICATE NUMBER:** 4694545 **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
	COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☐ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☐ PRO-JECT ☐ LOC ☐ OTHER:						EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurrence) MED EXP (Any one person) PERSONAL & ADV INJURY GENERAL AGGREGATE PRODUCTS - COMP/OP AGG	$ $ $ $ $ $
	AUTOMOBILE LIABILITY ☐ ANY AUTO ☐ OWNED AUTOS ONLY ☐ SCHEDULED AUTOS ☐ HIRED AUTOS ONLY ☐ NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident)	$ $ $ $
	☐ **UMBRELLA LIAB** ☐ OCCUR ☐ **EXCESS LIAB** ☐ CLAIMS-MADE ☐ DED ☐ RETENTION $						EACH OCCURRENCE AGGREGATE	$ $
A	**WORKERS COMPENSATION AND EMPLOYERS' LIABILITY** ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? Y / N: N **(Mandatory in NH)** If yes, describe under DESCRIPTION OF OPERATIONS below	N / A	N	WCPI2102640000	07/11/2025	07/11/2026	☒ PER STATUTE ☐ OTH-ER E.L. EACH ACCIDENT E.L. DISEASE - EA EMPLOYEE E.L. DISEASE - POLICY LIMIT	 $ 1,000,000 $ 1,000,000 $ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER

VITTORIUMDESIGNCORPDBA
7900 Nova Drive, Suite 208,
Davie FL 33324

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

© 1988-2015 ACORD CORPORATION. All rights reserved.

United States Environmental Protection Agency

This is to certify that

Vittorium Design Corp.

has fulfilled the requirements of the Toxic Substances Control Act (TSCA) Section 402, and has received certification to conduct lead-based paint renovation, repair, and painting activities pursuant to 40 CFR Part 745.89

In the Jurisdiction of:

All EPA Administered States, Tribes, and Territories

This certification is valid from the date of issuance and expires August 16, 2029

NAT-F267728-1
Certification #

August 02, 2024
Issued On

Marc Edmonds, Chief
Risk Assessment Management Branch 2.

BROWARD COUNTY LOCAL BUSINESS TAX RECEIPT

115 S. Andrews Ave., Rm. A-100, Ft. Lauderdale, FL 33301-1895 – 954-357-4829

VALID OCTOBER 1, 2025 THROUGH SEPTEMBER 30, 2026

Business Name: VITTORIUM DESIGN CORP

Receipt #: 180-268708
Business Type: GENERAL CONTRACTOR (CLASS C GENERAL BLDR-RESIDENTIAL)

Owner Name: JOSE SANTANA SR
Business Location: 7900 NOVA DR STE 208 DAVIE
Business Phone: 954-689-2627

Business Opened: 04/23/2015
State/County/Cert/Reg: 14-CGC-C-18690-X
Exemption Code:

Rooms	Seats	Employees	Machines	Professionals
		1		

For Vending Business Only

Number of Machines: **Vending Type:**

Tax Amount	Transfer Fee	NSF Fee	Penalty	Prior Years	Collection Cost	Total Paid
27.00	0.00	0.00	0.00	0.00	0.00	27.00

Receipt Fee 27.00
Packing/Processing/Canning Employees 0.00

THIS RECEIPT MUST BE POSTED CONSPICUOUSLY IN YOUR PLACE OF BUSINESS

THIS BECOMES A TAX RECEIPT

WHEN VALIDATED

This tax is levied for the privilege of doing business within Broward County and is non-regulatory in nature. You must meet all County and/or Municipality planning and zoning requirements. This Business Tax Receipt must be transferred when the business is sold, business name has changed or you have moved the business location. This receipt does not indicate that the business is legal or that it is in compliance with State or local laws and regulations.

Mailing Address:

VITTORIUM DESIGN CORP
7900 NOVA DR STE 208
DAVIE, FL 33324-5821

Receipt #WWW-24-00292609
Paid 08/21/2025 27.00

2025 - 2026

BROWARD COUNTY LOCAL BUSINESS TAX RECEIPT

115 S. Andrews Ave., Rm. A-100, Ft. Lauderdale, FL 33301-1895 – 954-357-4829

VALID OCTOBER 1, 2025 THROUGH SEPTEMBER 30, 2026

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Business Opened: 04/23/2015
State/County/Cert/Reg: 14-CGC-C-18690-X
Exemption Code:

Rooms	Seats	Employees	Machines	Professionals
		1		

Signature

For Vending Business Only

Number of Machines: **Vending Type:**

Tax Amount	Transfer Fee	NSF Fee	Penalty	Prior Years	Collection Cost	Total Paid
27.00	0.00	0.00	0.00	0.00	0.00	27.00

Receipt #WWW-24-00292609
Paid 08/21/2025 27.00

Detail by Entity Name

Florida Profit Corporation
VITTORIUM DESIGN CORPORATION

Filing Information

Document Number	P12000071048
FEI/EIN Number	32-0385078
Date Filed	08/17/2012
State	FL
Status	ACTIVE

Principal Address

7900 Nova Drive,
SUITE 208
Davie, FL 33324

Changed: 02/23/2022

Mailing Address

7900 Nova Drive,
SUITE 208
Davie, FL 33324

Changed: 02/23/2022

Registered Agent Name & Address

Santana, Jose
7900 Nova Drive
Suite 208
DAVIE, FL 33324

Name Changed: 04/29/2023

Address Changed: 04/29/2023

Officer/Director Detail

Name & Address

Title CEO

Santana, Jose
7900 NOVA DRIVE
suite 208

DAVIE, FL 33324

Annual Reports

Report Year	Filed Date
2023	04/29/2023
2024	02/08/2024
2025	04/01/2025

Document Images

04/01/2025 -- ANNUAL REPORT	View image in PDF format
02/08/2024 -- ANNUAL REPORT	View image in PDF format
04/29/2023 -- ANNUAL REPORT	View image in PDF format
02/23/2022 -- ANNUAL REPORT	View image in PDF format
04/08/2021 -- ANNUAL REPORT	View image in PDF format
05/18/2020 -- ANNUAL REPORT	View image in PDF format
04/30/2019 -- ANNUAL REPORT	View image in PDF format
06/26/2018 -- ANNUAL REPORT	View image in PDF format
02/10/2017 -- ANNUAL REPORT	View image in PDF format
02/04/2016 -- ANNUAL REPORT	View image in PDF format
04/16/2015 -- ANNUAL REPORT	View image in PDF format
04/16/2014 -- ANNUAL REPORT	View image in PDF format
09/20/2013 -- ANNUAL REPORT	View image in PDF format
08/17/2012 -- Domestic Profit	View image in PDF format

Ron DeSantis, Governor

Melanie S. Griffin, Secretary

STATE OF FLORIDA
DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION

CONSTRUCTION INDUSTRY LICENSING BOARD

THE RESIDENTIAL CONTRACTOR HEREIN IS CERTIFIED UNDER THE
PROVISIONS OF CHAPTER 489, FLORIDA STATUTES

SANTANA, JOSE LUIS

VITTORIUM DESIGN CORPORATION
7900 NOVA DR SUITE 208
DAVIE FL 33324

LICENSE NUMBER: CRC1333199

EXPIRATION DATE: AUGUST 31, 2026

Always verify licenses online at MyFloridaLicense.com

ISSUED: 08/24/2024

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RESIDENTIAL CONTRACTOR

14-CGC-C-18690-X
SANTANA SR., JOSE L. - QUALIFYING
VITTORIUM DESIGN CORPORATION
7900 Nova DR SUITE 208
Davie FL 33324
EXPIRES 08/31/2027

BROWARD COUNTY FLORIDA

CERTIFICATE OF COMPETENCY

Detach and **SIGN** the reverse side of this card **IMMEDIATELY** upon receipt! **You should carry this card with you at all times.**

Contractor must obtain a photo I.D. Certificate of Competency Card every two years.

SANTANA SR., JOSE L.
7900 Nova DR SUITE 208
Davie FL 33324

BROWARD COUNTY, FLORIDA
CERTIFICATE OF COMPETENCY

RESIDENTIAL CONTRACTOR
CC# 14-CGC-C-18690-X
SANTANA SR., JOSE L. - QUALIFYING
VITTORIUM DESIGN CORPORATION
7900 Nova DR SUITE 208
Davie FL 33324
EXPIRES 08/31/2027

503-207 (Rev. 1/12) PC201247908

BID FOR PROPOSAL

Office:
7666 Seabreeze Drive
Lake Worth, FL 33467
Phone #: 954-955-0265

Licensed & Insured
CCC1332628 & CGC1540036

Office Hrs.: 8:00 A.M.- 4:00 P.M.

Toll Free Phone #: 1(888) 332-7776
E-Mail: info@a1proroofing.com
www. A1proroofingllc.com

Commercial & Residential Roofing
Leak Repairs & New Roofs
Free Estimates
100 % Financing Available

Hablamos Español

Date: March 16, 2026

A1 PRO ROOFING, LLC

Contact Name:
Norma A. Rodriguez
Phone number:
Direct 954-901-4122 / Office 954-955-0265

Proposal: RFP: 26-0316200

Request for proposals (RFP)
PRE-QUALIFIED POOL OF GENERAL CONTRACTORS FOR THE OWNER-OCCUPIED MINOR HOME REPAIR PROGRAM

A1 Pro Roofing, LLC.
Windows & Doors

BID FOR PROPOSAL

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II. **Table of contents (Pg. 2)**

III. **Letter of transmittal (Pg. 3-4)**

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V. **Experience and qualifications (Pg.8-9)**

VI. **References (client reference form) (Pg.10)**

VII. **Additional forms (Pg. 11-20)**
a. Proposer qualifications
b. Certification regarding debarment and suspension
c. Drug free workplace certification
d. non-collusion affidavit
e. non-discrimination affidavit
f. E-Verify form
g. Anti-kickback affidavit
h. Client reference form

VIII. **Certification and signature (Pg. 21)**

BID FOR PROPOSAL

A1 Pro Roofing, LLC.
7666 Seabreeze Drive
Lake Worth, FL 33467
Phone: 954-955-0265
Email: info@a1proroofing.com
Date: March 16, 2026

City of Opa-locka
Attn: Procurement / Housing & Community Development Department
780 Fisherman Street
Opa-locka, FL 33054

Subject: Letter of Transmittal – Bid Submission for Residential Repair and Rehabilitation Program

Dear Selection Committee,

A1 Pro Roofing, LLC is pleased to submit our bid package in response to the City of Opa-locka's Residential Repair and Rehabilitation Program. This letter serves as our formal transmittal of the enclosed bid documents and supporting materials for your review and consideration.

A1 Pro Roofing, LLC is a licensed and insured contractor specializing in residential roofing, exterior & interior construction, and general repair services throughout South Florida. Our company is committed to delivering high-quality workmanship, reliable service, and safe construction practices while supporting programs that improve housing conditions for local communities.

We understand that the City of Opa-locka's Repair and Rehabilitation Program is designed to assist income-eligible homeowners by funding small-scale repair and rehabilitation services that improve the overall health, safety, habitability, and energy efficiency of residential properties. The program provides contractors with an allocation of up to **$10,000 per home** to perform approved repairs and improvements.

A1 Pro Roofing, LLC recognizes the importance of this initiative and its role in strengthening neighborhoods by ensuring homes meet safe living standards. Our team is prepared to work collaboratively with the City of Opa-locka and program administrators to perform eligible repair and rehabilitation work in accordance with all program guidelines, municipal requirements, and applicable building codes.

Our understanding of the scope of work includes, but is not limited to:

- Minor roofing repairs or improvements (Safety & Habitability)
- Structural or exterior repairs necessary to maintain safe housing conditions (Code corrections)

A1 Pro Roofing, LLC.
Windows & Doors

BID FOR PROPOSAL

- Weatherproofing and energy-efficiency improvements (Energy Efficient)
- Health and safety corrections within the home (All of the above)
- General rehabilitation services needed to restore habitability (All of the above)

A1 Pro Roofing, LLC has the experience, personnel, and operational capacity to complete these repairs efficiently while maintaining high standards of quality and safety. We are committed to completing each project within the approved scope and budget while ensuring that homeowners receive durable and reliable repairs that enhance the longevity and livability of their homes.

Part of our team can always be contacted for any questions or concerns; these are the names of the people authorized to make representations for the myself;

1. Bryan J. Rodriguez, Sales & Co-Owner
   (786) 270-6652
   7666 Seabreeze Drive Lake Worth, FL 33467

2. Juan P. Rodriguez, Owner
   (954) 347-5922
   7666 Seabreeze Drive Lake Worth, FL 33467

Enclosed in this submission, you will find all required documentation, including company information, licensing, insurance verification, and any additional forms required by the City of Opa-locka as part of the bid package.

We appreciate the opportunity to participate in this program and look forward to the possibility of partnering with the City of Opa-locka to help improve housing conditions for its residents. Should you require any additional information or clarification regarding our submission, please do not hesitate to contact our office.

Thank you for your time and consideration.

Sincerely,

Norma A. Rodriguez
A1 Pro Roofing, LLC
CCC1332628 & CGC1540036
Phone: 954-955-0265
Email: info@a1proroofing.com



BID FOR PROPOSAL

GENERAL COMPANY INFORMATION
City Bid Package Submission

Business Name:
A1 PRO ROOFING, LLC

Business Structure:
Limited Liability Company (LLC)

Business Mailing Address:
7666 Seabreeze Drive
Lake Worth, FL 33467

Business Phone Number:
954-955-0265

Business Hours:
Monday – Friday: 8:00 AM – 4:00 PM
Emergency phone service is available **24 hours a day, 7 days a week**.

Company Overview

A1 PRO ROOFING, LLC is a locally owned and operated Florida company organized as a Limited Liability Company (LLC). The business operates in compliance with the State of Florida and maintains all required licensing, permits, and certifications necessary to legally conduct business within the state.

All company records, including registration and official business information, are maintained with the **Florida Division of Corporations (Sunbiz)**. The company operates as an independent business entity and **is not a branch, print office, or subsidiary of any group of firms or agencies**.

The company's primary office is located at the address listed above. This location serves as the central administrative office where all operational coordination, administrative work, and business activities are conducted.

Office Operations

The office location is staffed with **three employees** who are available during regular business hours to assist with administrative needs, customer inquiries, project coordination, and general support. These employees are available to answer questions, provide information regarding services, and assist with any concerns related to company operations or projects.

In addition to the office staff, the business owners are also actively involved in daily operations and are available to provide assistance, oversight, and support when necessary.

Key Company Contacts

The following individuals may be contacted for information, coordination, or services related to the company:

Juan Rodriguez
Owner
Phone: (954) 347-5922

Bryan Rodriguez
Co-Owner / Sales
Phone: (786) 270-6652

Norma Rodriguez
Office Manager
Phone: (954) 901-4122

Sathya Lopez
Office Assistant
Phone: (954) 955-0265

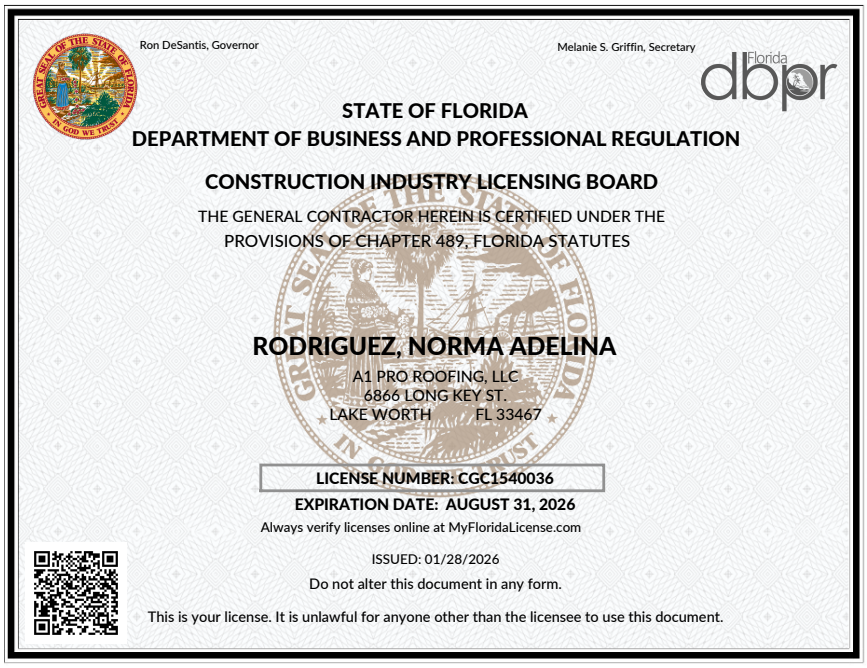
Service Commitment

A1 PRO ROOFING, LLC is committed to maintaining professional service standards and providing responsive communication. During standard business hours, office staff and management are available to respond to inquiries and coordinate services. In the event of urgent or emergency situations, phone services remain available **24 hours per day, seven days per week** to ensure timely assistance.

A1 PRO ROOFING, LLC appreciates the opportunity to provide this information as part of the bid submission package and remains available to provide any additional documentation or clarification if requested.

A1 Pro Roofing, LLC.
Windows & Doors

BID FOR PROPOSAL



Ron DeSantis, Governor

Melanie S. Griffin, Secretary

Florida dbpr

STATE OF FLORIDA
DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION

CONSTRUCTION INDUSTRY LICENSING BOARD

THE GENERAL CONTRACTOR HEREIN IS CERTIFIED UNDER THE
PROVISIONS OF CHAPTER 489, FLORIDA STATUTES

RODRIGUEZ, NORMA ADELINA

A1 PRO ROOFING, LLC
6866 LONG KEY ST.
LAKE WORTH FL 33467

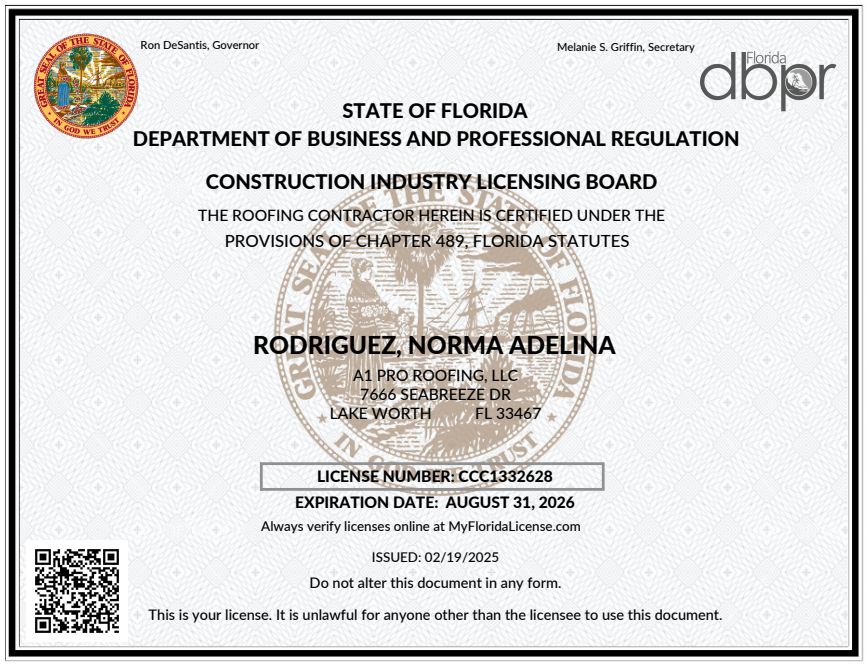
LICENSE NUMBER: CGC1540036
EXPIRATION DATE: AUGUST 31, 2026

Always verify licenses online at MyFloridaLicense.com

ISSUED: 01/28/2026

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Ron DeSantis, Governor

Melanie S. Griffin, Secretary

Florida dbpr

STATE OF FLORIDA
DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION

CONSTRUCTION INDUSTRY LICENSING BOARD

THE ROOFING CONTRACTOR HEREIN IS CERTIFIED UNDER THE
PROVISIONS OF CHAPTER 489, FLORIDA STATUTES

RODRIGUEZ, NORMA ADELINA

A1 PRO ROOFING, LLC
7666 SEABREEZE DR
LAKE WORTH FL 33467

LICENSE NUMBER: CCC1332628
EXPIRATION DATE: AUGUST 31, 2026

Always verify licenses online at MyFloridaLicense.com

ISSUED: 02/19/2025

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BID FOR PROPOSAL

EXPERIENCE AND QUALIFICATIONS
City of Opa-locka – Minor Repair Program
RFP Submission

Company Name: A1 PRO ROOFING, LLC

Years in Business

A1 PRO ROOFING, LLC has been actively operating since **2019**. While the company itself was formally established in 2019, the ownership and management team collectively bring **over 30 years of combined experience** in the construction industry, including **general contracting services, residential rehabilitation, and roofing services**.

This experience includes performing residential repairs, roof installations and repairs, exterior rehabilitation, and general property improvements that align with the scope of work required under municipal housing improvement programs.

Qualifications to Perform Services

A1 PRO ROOFING, LLC possesses the professional experience, operational capacity, and technical knowledge necessary to perform the services identified in **Section 2-2 of the Scope of Services** for the **City of Opa-locka Minor Repair Program**.

The company's experience includes performing **minor residential repair and rehabilitation services** intended to improve the **health, safety, habitability, and energy efficiency of residential properties**, particularly for homeowners requiring assistance with maintenance and structural improvements.

Our qualifications include experience in the following service areas relevant to the program:

IX. Minor roof repairs and roofing system maintenance
X. Structural and interior/exterior repairs to residential homes
XI. Weatherproofing and water intrusion prevention
XII. Replacement or repair of damaged building components
XIII. General residential rehabilitation and maintenance work
XIV. Repairs that improve the safety and habitability of homes
XV. Improvements that enhance energy efficiency and property durability

A1 PRO ROOFING, LLC is experienced in working on residential properties requiring targeted repairs and cost-controlled improvements similar to those funded through municipal housing assistance programs.

Professional Capability

The company maintains the necessary **licenses, permits, and certifications required to conduct construction and roofing work in the State of Florida**. Our team is familiar with applicable **local building codes, safety requirements, and construction standards** required for residential rehabilitation work.

In addition, A1 PRO ROOFING, LLC maintains the administrative capacity necessary to coordinate with municipal programs, homeowners, inspectors, and program administrators to ensure that all work is completed in accordance with program guidelines, approved scopes of work, and applicable regulations.

Our staff and management team are committed to providing **quality workmanship, responsible project management, and timely completion of repairs** while maintaining the highest professional standards.

Commitment to the City of Opa-locka Program

A1 PRO ROOFING, LLC understands that the purpose of the **City of Opa-locka Minor Repair Program** is to assist income-eligible homeowners by providing funding for small-scale repairs and rehabilitation services that address critical housing needs.

Our company is committed to supporting the goals of this program by delivering reliable repair services that help ensure homes are **safe, structurally sound, habitable, and energy efficient** for the residents of the City of Opa-locka.

With our experience in residential repair and construction services, A1 PRO ROOFING, LLC is fully prepared to perform the services required under this program in a professional, efficient, and compliant manner.

A1 Pro Roofing, LLC.
Windows & Doors

BID FOR PROPOSAL

Client Reference Form:

CLIENT REFERENCE FORM

Provide a minimum of three (3) client references from recent similar transactions.

1) Name of Client Entity: Whitehall Condominiums
Address: 1708 Whitehall Drive
City/State/Zip: Davie, FL 33324
Contact: Gianinne Hurtado
Title: Manager
Email Address: manager@whitehall2davie.com
Telephone: 954-472-7455
Scope of Work: Repairs interior / Exterior
Description of Services Provided: Repair with stucco and wall cracks that needed to be filled.

2) Name of Client Entity: Las terrazas C/o Miami Management
Address: 14040 SW 49 ST
City/State/Zip: Miramar, FL 33027
Contact: Kelsey Johnson
Title: Manager
Email Address: KJohnson@miamimanagement.com
Telephone: 954-846-7545 ext. 325
Scope of Work: Repairs interior
Description of Services Provided: Ceiling Repair with Stucco and ouiside repair wall.

3) Name of Client Entity: Amjad Hammad (community Food Stores)
Address: 981 NW 27 Avenue
City/State/Zip: Fort Lauderdale, FL 33311
Contact: Amjad Hammad
Title: Owner
Email Address: ajhammad@gmail.com
Telephone: 954-270-1049
Scope of Work: ROOf Replacement
Description of Services Provided: Full ROOf Replacement commercial JOb Setting, TPO Install.

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A1 Pro Roofing, LLC.
Windows & Doors

BID FOR PROPOSAL

Additional Forms:

PROPOSER QUALIFICATIONS

The Proposer, in conjunction with this proposal, must hold a County and/or Municipal Contractor's Occupational License in the area of their fixed business location. The following information must be completed and submitted with the proposal to be considered:

1. Legal Name and Address:

   Name: A1 Pro Roofing, LLC.

   Address: 7666 Seabreeze Drive

   City, State, Zip: Lake Worth, FL 33467 Phone/Fax: 954-955-0265

2. Check One: Corporation (X) Partnership ( ) Individual ( )

3. If Corporation, state:
   Date of Incorporation: 01/28/2019 State in which Incorporated: Florida

4. If an out-of-state Corporation, currently authorized to do business in Florida, give date of such authorization: N/A

5. Name and Title of Principal Officers — Date Elected:

Juan P. Rodriguez	01/28/2019
Norma A. Rodriguez	01/28/2019
Bryan J. Rodriguez	01/28/2019

6. The length of time in business: 30 years

7. The length of time (continuous) in business as a service organization in Florida: 7 years

8. A copy of County and/or Municipal Occupational License(s)

Note: *Information requested herein and submitted by the Proposers will be analyzed by the City of Opa-locka and will be a factor considered in awarding any resulting contract. The purpose is to ensure that the Contractors, in the sole opinion of the City of Opa-locka, can sufficiently and efficiently perform all the required services in a timely and satisfactory manner as will be required by the subject contract. If there are any terms and/or conditions that are in conflict, the most stringent requirement shall apply.*

A1 Pro Roofing, LLC.
Windows & Doors

BID FOR PROPOSAL

ANNE M. GANNON
CONSTITUTIONAL TAX COLLECTOR
Serving Palm Beach County
Serving *you.*

P.O. Box 3353, West Palm Beach, FL 33402-3353
www.pbctax.gov Tel: (561) 355-2264

LOCATED AT
7666 SEABREEZE DR
LAKE WORTH, FL 33467

TYPE OF BUSINESS	OWNER	CERTIFICATION #	RECEIPT #/DATE PAID	AMT PAID	BILL #
ROOFING CONTRACTOR	RODRIGUEZ NORMA ADELINA	CCC1332628	B25.636198 07/21/2025	$27.50	B40190652

This document is valid only when receipted by the Tax Collector's Office.

A1 PRO ROOFING LLC
A1 PRO ROOFING LLC
7666 SEABREEZE DR
LAKE WORTH FL 33467-6306

5
7 - 2140

STATE OF FLORIDA
PALM BEACH COUNTY
2025 / 2026 LOCAL BUSINESS TAX RECEIPT
LBTR Number: 2025172390
EXPIRES: 09/30/2026

This receipt MUST be conspicuously displayed at the place of business and in such a manner as to be open to the view of the public.



A1 Pro Roofing, LLC.
Windows & Doors

BID FOR PROPOSAL

CERTIFICATION REGARDING DEBARMENT, SUSPENSION PROPOSED DEBARMENT AND OTHER MATTERS OF RESPONSIBILITY

1. The Proposer certifies, to the best of its knowledge and belief, that the Proposer and/or any of its Principals:

A. Are not presently debarred, suspended, proposed for debarment, or declared ineligible for the award of contracts by any Federal agency.

B. Have not, within a three-year period preceding this offer, been convicted of or had a civil judgment rendered against them for: commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, state, or local) contract or subcontract; violation of Federal or state antitrust statutes relating to the submission of offers; or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, tax evasion, or receiving stolen property; and

C. Are not presently indicted for, or otherwise criminally or civilly charged by a governmental entity with, commission of any of the offenses enumerated in paragraph 1-B of this provision.

2. The Proposer has not, within a three-year period preceding this offer, had one or more contracts terminated for default by any City, County, State, Federal, or other agency.

A. "Principals," for the purposes of this certification, means officers; directors; owners; partners; and, persons having primary management or supervisory responsibilities within a business entity (e.g., general manager; plant manager; head of a subsidiary, division, or business segment, and similar positions). This Certification Concerns a Matter Within the Jurisdiction of an Agency of the United States and the Making of a False, Fictitious, or Fraudulent Certification May Render the Maker Subject to Prosecution Under Section 1001, Title 18, United States Code.

B. The Proposer shall provide immediate written notice to the Contracting Officer if, at any time prior to contract award, the Proposer learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.

C. A certification that any of the items in paragraph (a) of this provision exists will not necessarily result in withholding of an award under this solicitation. However, the certification will be considered in connection with a determination of the Proposer's responsibility. Failure of the Proposer to furnish a certification or provide such additional information as requested by the Contracting Officer may render the Proposer non-responsive.

D. Nothing contained in the foregoing shall be construed to require the establishment of a system of records in order to render, in good faith, the certification required by paragraph (a) of this provision. The knowledge and information of a Proposer is not required to exceed

A1 Pro Roofing, LLC.
Windows & Doors

BID FOR PROPOSAL

that which is normally possessed by a prudent person in the ordinary course of business dealings.

E. The certification in paragraph 1(a) of this provision is a material representation of fact upon which reliance was placed when making award. If it is later determined that the Proposer knowingly rendered an erroneous certification, in addition to other remedies available to the Government, the Contracting Officer may terminate the contract resulting from this solicitation for default.

AS THE PERSON AUTHORIZED TO SIGN THE STATEMENT, I CERTIFY THAT THIS FIRM COMPLIES FULLY WITH THE ABOVE REQUIREMENTS.

Signature _____

Printed Name Norma Rodriguez

A1 Pro Roofing, LLC.
Windows & Doors

BID FOR PROPOSAL

DRUG-FREE WORKPLACE CERTIFICATION FORM

Whenever two (2) or more bids/proposals, which are equal with respect to price, quality, and service, are received by the CITY OF OPA-LOCKA for the procurement of commodities or contractual services, a bid/proposal received from a business that certifies that it has implemented a drug-free workplace program shall be given preference in the award process. In order to have a drug-free workplace program, a business shall:

1. Publish a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of controlled substances is prohibited in the workplace and specifying the actions that will be taken against employees for violations of such prohibition.

2. Inform employees about the dangers of drug abuse in the workplace, the business's policy of maintaining a drug-free workplace, any available drug counseling, rehabilitation, and employee assistance programs, and the penalties that may be imposed upon employees for drug abuse violations.

3. Give each employee engaged in providing the commodities or contractual services that are under bid a copy of the statement specified in number (1).

4. In the statement specified in number (1), notify the employees that as a condition for working on the commodities or contractual services that are under bid, the employee will abide by the terms of the statement and will notify the employer of any conviction on or plea of guilty or no contest to any violation of Chapter 893, Florida Statutes or of any controlled substance law of the United States or any singular state, for a violation occurring in the workplace no later than five (5) days after such conviction.

5. Impose a sanction on or require satisfactory participation in a drug abuse assistance or rehabilitation program if such is available in the employee's community by any employee who is so convicted.

6. Make a good faith effort to continue to maintain a drug-free workplace through implementation of Section 287.087, Florida Statutes.

This Certification is submitted by Norma A. Rodriguez the
(Name)
manager of A1 Pro Roofing, LLC.
(Title/Position) (Company)

who does hereby certify that said Company has implemented a drug-free workplace program, which meets the requirements of Section 287.087, Florida Statutes, which are identified in numbers (1) through (6) above.

03/12/2026 _____
Date Signature

A1 Pro Roofing, LLC.
Windows & Doors

BID FOR PROPOSAL

RFP 26-0316200
NON-COLLUSION AFFIDAVIT
STATE OF FLORIDA - COUNTY OF MIAMI DADE

(1) He/She/They is/are the Owner
(Owner, Partner, Officer, Representative or Agent) of
A1 Pro Roofing, LLC. the PROPOSER that has submitted the attached Proposal;

(2) He/She/They is/are fully informed respecting the preparation and contents of the attached Proposal and of all pertinent circumstances respecting such Proposal;

(3) Such Proposal is genuine and is not a collusive or sham Proposal;

(4) Neither the said PROPOSER nor any of its officers, partners, owners, agents, representatives, employees or parties in interest, including this affiant, have in any way colluded, conspired, connived or agreed, directly or indirectly, with any other PROPOSER, firm, or person to submit a collusive or sham Proposal in connection with the Work for which the attached Proposal has been submitted; or to refrain from Proposing in connection with such Work; or have in any manner, directly or indirectly, sought by agreement or collusion, or communication, or conference with any PROPOSER, firm, or person to fix any overhead, profit, or cost elements of the Proposal or of any other PROPOSER, or to fix any overhead, profit, or cost elements of the Proposed Price or the Proposed Price of any other PROPOSER, or to secure through any collusion, conspiracy, connivance, or unlawful agreement any advantage against (Recipient), or any person interested in the proposed Work;

(5) The price or prices quoted in the attached Proposal are fair and proper and are not tainted by any collusion, conspiracy, connivance, or unlawful agreement on the part of the PROPOSER or any other of its agents, representatives, owners, employees or parties of interest, including this affiant.

Signed, sealed and delivered in the presence of:

Witness

Witness

By: _____
Signature

Norma Rodriguez - Manager - Owner
Print Name and Title

A1 Pro Roofing, LLC.
Windows & Doors

BID FOR PROPOSAL

NON-DISCRIMINATION AFFIDAVIT

I, the undersigned, hereby duly sworn, depose and say that the organization, business or entity represented herein shall not discriminate against any person in its operations, activities or delivery of services under any agreement it enters into with the City of Opa-locka. The same shall affirmatively comply with all applicable provisions of federal, state and local equal employment laws and shall not engage in or commit any discriminatory practice against any person based on race, age, religion, color, gender, sexual orientation, national origin, marital status, physical or mental disability, political affiliation or any other factor which cannot be lawfully used as a basis for service delivery.

By: _____

Title: Manager

State of Florida County of Palm Beach
The foregoing instrument was acknowledged before me via ☒ physical presence OR ☐ online notarizations this 12th day of March, 2026.

By Norma Rodriguez
Personally known _____ OR produced identification X

_____
Notary Public
My Commission Expires 02/14/2029.

Notary Public State of Florida
Lenier Artiles
My Commission HH 625181
Expires 2/14/2029

E-VERIFY

Effective January 1, 2021, public and private employers, contractors and subcontractors will be required to register with, and use of the E-Verify system in order to verify the work authorization status of all newly hired employees. Vendor/Consultant/Contractor acknowledges and agrees to utilize the U.S. Department of Homeland Security's E-Verify System to verify the employment eligibility of:

a) All persons employed by Vendor/Consultant/Contractor to perform employment duties within Florida during the term of the contract; and

b) All persons (including sub-vendors/sub-contractors) assigned by Vendor /Consultant/ Contractor to perform work pursuant to the contract with the Department. The Vendor /Consultant/ Contractor acknowledges and agrees that use of the U.S. Department of Homeland Security's E-Verify System during the term of the contract is a condition of the contract with the City; and

By entering into a Contract, the Contractor becomes obligated to comply with the provisions of Section 448.095, Fla. Stat., "Employment Eligibility," as amended from time to time. This includes but is not limited to utilization of the E-Verify System to verify the work authorization status of all newly hired employees, and requiring all subcontractors to provide an affidavit attesting that the subcontractor does not employ, contract with, or subcontract with, an unauthorized alien. The contractor shall maintain a copy of such affidavit for the duration of the contract. Failure to comply will lead to termination of this Contract, or if a subcontractor knowingly violates the statute, the subcontract must be terminated immediately. If t contract is terminated for a violation of the statute by the Contractor, the Contractor may not be awarded a public contract for a period of 1 year after the date of termination. The Contractor acknowledges it is liable to the City for any additional costs as a result of termination of the contract due to Contractor's failure to comply with the provisions herein.

A1 Pro Roofing, LLC.
Windows & Doors

BID FOR PROPOSAL

E-VERIFY FORM

Definitions:

"Contractor" means a person or entity that has entered or is attempting to enter into a contract with a public employer to provide labor, supplies, or services to such employer in exchange for salary, wages, or other remuneration.

"Subcontractor" means a person or entity that provides labor, supplies, or services to or for a contractor or another subcontractor in exchange for salary, wages, or other remuneration.

Effective January 1, 2021, public and private employers, contractors and subcontractors will begin required registration with, and use of the E-Verify system in order to verify the work authorization status of all newly hired employees. Vendor/Consultant/Contractor acknowledges and agrees to utilize the U.S. Department of Homeland Security's E-Verify System to verify the employment eligibility of:

a) All persons employed by Vendor/Consultant/Contractor to perform employment duties within Florida during the term of the contract; and

b) All persons (including sub-vendors/subcompanies/subcontractors) assigned by Vendor/Consultant/Contractor to perform work pursuant to the contract with the Department. The Vendor/Consultant/Contractor acknowledges and agrees that use of the U.S. Department of Homeland Security's E-Verify System during the term of the contract is a condition of the contract with the City of Opa-locka; and

Should vendor become successful Contractor awarded for the above-named project, by entering into this Contract, the Contractor becomes obligated to comply with the provisions of Section 448.095, Fla. Stat., "Employment Eligibility," as amended from time to time. This includes but is not limited to utilization of the E-Verify System to verify the work authorization status of all newly hired employees, and requiring all subcontractors to provide an affidavit attesting that the subcontractor does not employ, contract with, or subcontract with, an unauthorized alien. The contractor shall maintain a copy of such affidavit for the duration of the contract. Failure to comply will lead to termination of this Contract, or if a subcontractor knowingly violates the statute, the subcontract must be terminated immediately. If this contract is terminated for a violation of the statute by the Contractor, the Contractor may not be awarded a public contract for a period of 1 year after the date of termination.

Company Name: A1 pro Roofing ,llc.

Authorized Signature:

Print Name: Norma Rodriguez

Title: Manager

Date: 03/12/2026

A1 Pro Roofing, LLC.
Windows & Doors

BID FOR PROPOSAL

ANTI-KICKBACK AFFIDAVIT

STATE OF FLORIDA)
) ss:
COUNTY OF MIAMI-DADE)

I, the undersigned, hereby duly sworn, depose and say that no portion of the sum herein proposed, or compensation that may be received as a result of this Proposal, will be paid to any employee of the City of Opa-Locka or its elected officials, as a commission, kickback, reward, or gift, whether directly or indirectly, by me or any member of my firm, or by any officer of the corporation.

By: _____

Title: Manager

Sworn to and subscribed before me this

12 day of March 2026

_____
Notary Public,
State of Florida at Large
My Commission Expires: 02/14/2029

Notary Public State of Florida
Lenier Artiles
My Commission HH 625181
Expires 2/14/2029

A1 Pro Roofing, LLC.
Windows & Doors

BID FOR PROPOSAL

CERTIFICATION AND SIGNATURE PAGE
City of Opa-locka – Minor Repair and Rehabilitation Program
Bid Package Submission

Proposer: A1 PRO ROOFING, LLC
Mailing Address: 7666 Seabreeze Drive, Lake Worth, FL 33467
Business Phone: 954-955-0265

Certification

The undersigned hereby certifies that the information contained in this proposal and all accompanying documents submitted to the **City of Opa-locka** are true and correct to the best of their knowledge and belief.

A1 PRO ROOFING, LLC confirms that it is properly registered and authorized to conduct business in the **State of Florida**, and that the company maintains all required licenses, permits, and certifications necessary to perform the services outlined in the **Minor Repair and Rehabilitation Program**.

The proposer further certifies that A1 PRO ROOFING, LLC has the experience, qualifications, personnel, and resources necessary to perform the services described in the Request for Proposals (RFP) and will comply with all applicable local, state, and federal regulations.

The company agrees to perform all services in accordance with the terms, conditions, and requirements established by the **City of Opa-locka** and the program guidelines for the Minor Repair and Rehabilitation Program.

Authorization

By signing below, the authorized representative affirms that they have the authority to submit this proposal on behalf of **A1 PRO ROOFING, LLC** and to legally bind the company to the commitments and representations made within this bid submission.

Authorized Representative:
Norma A. Rodriguez

Title: Manager

Company:
A1 PRO ROOFING, LLC

Signature: _____

Date: March 16, 2026

Form **W-9**
(Rev. March 2024)
Department of the Treasury
Internal Revenue Service

Request for Taxpayer Identification Number and Certification

Go to *www.irs.gov/FormW9* for instructions and the latest information.

Give form to the requester. Do not send to the IRS.

Before you begin. For guidance related to the purpose of Form W-9, see *Purpose of Form*, below.

Print or type. See ***Specific Instructions*** on page 3.

1 Name of entity/individual. An entry is required. (For a sole proprietor or disregarded entity, enter the owner's name on line 1, and enter the business/disregarded entity's name on line 2.)

A1 PRO ROOFING, LLC

2 Business name/disregarded entity name, if different from above.

A1 PRO ROOFING, LLC

3a Check the appropriate box for federal tax classification of the entity/individual whose name is entered on line 1. Check only **one** of the following seven boxes.

☐ Individual/sole proprietor ☐ C corporation ☐ S corporation ☐ Partnership ☐ Trust/estate

☑ LLC. Enter the tax classification (C = C corporation, S = S corporation, P = Partnership) . . . . S

Note: Check the "LLC" box above and, in the entry space, enter the appropriate code (C, S, or P) for the tax classification of the LLC, unless it is a disregarded entity. A disregarded entity should instead check the appropriate box for the tax classification of its owner.

☐ Other (see instructions)

4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):

Exempt payee code (if any)

Exemption from Foreign Account Tax Compliance Act (FATCA) reporting code (if any)

(Applies to accounts maintained outside the United States.)

3b If on line 3a you checked "Partnership" or "Trust/estate," or checked "LLC" and entered "P" as its tax classification, and you are providing this form to a partnership, trust, or estate in which you have an ownership interest, check this box if you have any foreign partners, owners, or beneficiaries. See instructions . . . . . ☐

5 Address (number, street, and apt. or suite no.). See instructions.

7666 SEABREEZE DR

Requester's name and address (optional)

6 City, state, and ZIP code

LAKE WORTH, FL 33467

7 List account number(s) here (optional)

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. See also *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number

			–		–				

or

Employer identification number

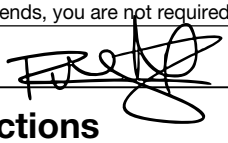
8	3	–	3	3	4	7	3	2	2

Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
2. I am not subject to backup withholding because (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3. I am a U.S. citizen or other U.S. person (defined below); and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and, generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here **Signature of U.S. person**  **Date** 06/09/2025

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to *www.irs.gov/FormW9*.

What's New

Line 3a has been modified to clarify how a disregarded entity completes this line. An LLC that is a disregarded entity should check the appropriate box for the tax classification of its owner. Otherwise, it should check the "LLC" box and enter its appropriate tax classification.

New line 3b has been added to this form. A flow-through entity is required to complete this line to indicate that it has direct or indirect foreign partners, owners, or beneficiaries when it provides the Form W-9 to another flow-through entity in which it has an ownership interest. This change is intended to provide a flow-through entity with information regarding the status of its indirect foreign partners, owners, or beneficiaries, so that it can satisfy any applicable reporting requirements. For example, a partnership that has any indirect foreign partners may be required to complete Schedules K-2 and K-3. See the Partnership Instructions for Schedules K-2 and K-3 (Form 1065).

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS is giving you this form because they

Sponsored By: City Manager

RESOLUTION NO. 26-

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF OPA-LOCKA, FLORIDA, AUTHORIZING THE CITY MANAGER TO ACCEPT THE PROPOSAL OF HYDROCORP, LLC FOR CROSS-CONNECTION CONTROL PROGRAM MANAGEMENT SERVICES PURSUANT TO RFP NO. 26-0312200; AUTHORIZING THE CITY MANAGER TO ENTER INTO AN AGREEMENT WITH HYDROCORP, LLC FOR SAID SERVICES, IN AN AMOUNT NOT TO EXCEED THREE HUNDRED EIGHTY-FIVE THOUSAND, FOUR HUNDRED SIXTY-THREE DOLLARS AND FORTY-SEVEN CENTS (385,463.47); PROVIDING FOR ADOPTION OF REPRESENTATIONS; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, on February 5, 2026, the City of Opa-locka ("City") issued Request for Proposals ("RFP") No. 26-0312200 for Cross-Connection Control Program Management Services; and

WHEREAS, one (1) proposal was received and subsequently certified by the City Clerk on March 12, 2026; and

WHEREAS, a Selection Committee comprised of three (3) City employees was convened to review and evaluate the proposal submitted for the requested services. The proposal was evaluated using a maximum score of 5.0 points per category based on the following criteria: Experience and Qualifications; Technical Approach and Methodology; Software and Data Management Capabilities; and Cost Proposal; and

WHEREAS, following a thorough review and evaluation process, the Selection Committee recommends the award of the contract to HydroCorp, LLC for Cross-Connection Control Program Management Services; and

WHEREAS, HydroCorp, LLC has been in continuous operation for more than forty (40) years and specializes in providing Cross-Connection Control Program Management services to municipalities, water utilities, and private facilities throughout North America; and

WHEREAS, HydroCorp, LLC submitted a proposal for Three Hundred Eighty-Five Thousand, Four Hundred Sixty-Three Dollars and Forty-Seven Cents (385,463.47); and

WHEREAS, in Fiscal Year 2025-2026 Budget, funds have been appropriated in the amount of Ninety-Six Thousand Dollars ($96,000.00) under budget line 64-533340 for this project; and

WHEREAS, the City Manager recommends the City Commission approve the recommendation for HydroCorp, LLC; and

WHEREAS, the City Commission finds that it is in the best interest of the City and its residents to authorize the City Manager to enter into an agreement with said company, in

an amount not to exceed Three Hundred Eighty-Five Thousand, Four Hundred Sixty-Three Dollars and Forty-Seven Cents (385,463.47).

NOW, THEREFORE, BE IT DULY RESOLVED BY THE CITY COMMISSION OF THE CITY OF OPA-LOCKA, FLORIDA:

SECTION 1. The recitals to the preamble herein are incorporated by reference.

SECTION 2. The City Commission of the City of Opa-Locka, Florida hereby accepts the proposal of HydroCorp, LLC relating to Request for Proposals (RFP) No. 26-0312200 for Cross-Connection Control Program Management Services and authorize the City Manager to enter into an agreement with HydroCorp, LLC, in a contract form to be approved by the City Attorney for said services, in an amount not to exceed Three Hundred Eighty-Five Thousand, Four Hundred Sixty-Three Dollars and Forty-Seven Cents (385,463.47).

SECTION 3. Sections of this Resolution may be renumbered or re-lettered and corrections of typographical errors which do not affect the intent may be authorized by the City Manager following review by the City Attorney and without need of public hearing, by filing a corrected copy of same with the City.

SECTION 4. This Resolution shall take effect upon adoption and is subject to the approval of the Governor or Governor's Designee.

PASSED and **ADOPTED** this _____ day of _____, 2026.

_____
John H. Taylor, Jr., Mayor

ATTEST:

_____
Joanna Flores, City Clerk

APPROVED AS TO FORM AND LEGAL SUFFICIENCY:

_____
Burnadette Norris-Weeks
City Attorney

Moved by: _____

Seconded by: _____

VOTE:

Commissioner Bass	_____
Commissioner Ervin	_____
Commissioner Santiago	_____
Vice Mayor Kelley	_____
Mayor Taylor	_____

City of Opa-locka
Agenda Cover Memo

Department Director:	Airia Austin							
City Manager:	Sha'mecca Lawson			**CM Signature:**				
Commission Meeting Date:	05.27.2026		**Item Type:** *(Enter X in box)*	**Resolution**	**Ordinance**		**Other**	
				X				
Fiscal Impact: *(Enter X in box)*	**Yes**	**No**	**Ordinance Reading:** *(Enter X in box)*		**1st Reading**		**2nd Reading**	
	X		**Public Hearing:** *(Enter X in box)*		**Yes**	**No**	**Yes**	**No**
						X		X
Funding Source: *Account#* **:**	*(Enter Fund & Dept)* Ex: See Financial Impact Section		**Advertising Requirement:** *(Enter X in box)*		**Yes**		**No**	
							X	
Contract/P.O. Required: *(Enter X in box)*	**Yes**	**No**	**RFP/RFQ/Bid#:**					
		X						
Strategic Plan Related *(Enter X in box)*	**Yes**	**No**	**Strategic Plan Priority Area:**		**Strategic Plan Obj./Strategy:** *(list the specific objective/strategy this item will address)*			
		X	**Enhance Organizational** ☐ **Bus. & Economic Dev** ☐ **Public Safety** ☐ **Quality of Education** ☐ **Qual. of Life & City Image** ■ **Communication** ☐					
Sponsor Name	City Manager		**Department:**		Public Works			

Short Title:

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF OPA-LOCKA FLORIDA, AUTHORIZING THE CITY MANAGER TO ACCEPT THE PROPOSAL OF HYDROCORP, LLC FOR CROSS-CONNECTION CONTROL PROGRAM MANAGEMENT SERVICES PURSUANT TO RFP NO. 26-0312200; AUTHORIZING THE CITY MANAGER TO ENTER INTO AN AGREEMENT WITH HYDROCORP, LLC FOR SAID SERVICES.

Staff Summary:

Request for Proposals ("RFP") No. 26-0312200 for Cross-Connection Control Program Management Services was issued on February 5, 2026. One (1) proposal was received and subsequently certified by the City Clerk on March 12, 2026.

A Selection Committee comprised of three (3) City employees was convened to review and evaluate the proposal submitted for the requested services. The proposal was evaluated using a maximum score of 5.0 points per category based on the following criteria:

1. Experience and Qualifications
2. Technical Approach and Methodology
3. Software and Data Management Capabilities
4. Cost Proposal

Following a thorough review and evaluation process, the Selection Committee recommends the award of the contract to HydroCorp, LLC for Cross-Connection Control Program Management Services.

HydroCorp, LLC has been in continuous operation for more than forty (40) years and specializes in providing Cross-Connection Control Program Management services to municipalities, water utilities, and private facilities throughout North America. The firm conducts more than 110,000 cross-connection control inspections annually and manages over 180,000 backflow prevention assemblies for municipal clients nationwide.

In addition, HydroCorp, LLC utilizes highly trained field inspectors who adhere to standardized productivity and quality assurance protocols designed to meet and exceed municipal and state regulatory requirements. The firm is also recognized for its strong customer service and professional responsiveness, ensuring positive interactions with residents, businesses, and stakeholders on behalf of the municipalities it serves.

Financial Impact- In the FY 2026 Budget, funds have been appropriated in the amount of $96,000 under the budget line 64-533340 for this project.

Account	Title	Budget	Encumbrances/Expenses	Requested Expenditure	Remaining Balance
64-533340	Other Contracted Services	$222,500	$69,014.25	$96,000.00	$57,485.75

Proposed Action:

Staff recommend the City Commission approve the recommendation for Hydrocorp, LLC and authorize the City Manager to enter into an agreement with said company.

Attachment:

Bid Certification
RFP 26-0312200
Bid Proposal

AGREEMENT FOR CROSS-CONNECTION CONTROL PROGRAM MANAGEMENT SERVICES

THIS IS AN AGREEMENT, dated the_____day of _____, 2026, between:
THE CITY OF OPA-LOCKA, a Florida municipal corporation,
hereinafter "CITY"

and

HydroCorp, LLC
a limited liability company, hereinafter "CONTRACTOR."

WITNESSETH:

In consideration of the mutual terms and conditions, promises, covenants, and payments hereinafter set forth, CITY and CONTRACTOR agree as follows:

ARTICLE 1
PREAMBLE

In order to establish the background, context and form of reference for this Agreement and togenerally express the objectives, and intentions, of the respective parties herein, the following statements, representations and explanations shall be accepted as predicates for the undertakings and commitments included within the provisions which follow and may be relied upon by the parties as essential elements of the mutual considerations upon which this Agreement is based.

1.1 CITY is in need of a CONTRACTOR for Cross-Connection Control Program Management Services, pursuant to RFP No. 26-0312200.

1.2 CITY issued RFP No. 26-0312200 for Cross-Connection Control Program Management Services on February 5, 2026.

1.4 At its meeting of _____, 2026, CITY selected CONTRACTOR to perform services needed that will provide consulting services relating to Request for Proposals (RFP) 26-0312200.

1.3 Contractor's firm will be responsible for providing Cross-Connection Control Program Management Services to ensure compliance with Florida Department of Environmental Protection (FDEP) Regulation 62-555.360.

ARTICLE 2
SCOPE OF WORK

2.1 CONTRACTOR shall furnish all of the materials, tools, supplies, labor, personnel, equipment, and software necessary to perform all of the work described in RFP No. 26-0312200, Cross-Connection Control Program Management Services, which is attached hereto and specifically made a part of this Agreement as Exhibit "A", and the Contractor's Response, attached hereto as Exhibit "B".

2.2 CONTRACTOR shall abide by all specifications outlined in RFP 26-0312200.

2.3 CONTRACTOR shall be responsible for all activities outlined in the Scope of Work, including identifying and documenting cross-connection/backflow hazards, managing backflow test tracking and notifications, establishing a secure database of cross-connection control and backflow prevention records, ensuring GIS compatibility, providing onsite training, and developing and updating a Cross-Connection Control Program Plan and Policy Manual.

2.4 CONTRACTOR hereby represents to CITY, with full knowledge that CITY is relying upon these representations when entering into this Agreement with CONTRACTOR, and that CONTRACTOR has the professional expertise, experience, personnel, and software capabilities to perform the services to be provided by CONTRACTOR as set forth in RFP No. 26-0312200.

2.5 CONTRACTOR assumes professional and technical responsibility for performance of its services to be provided hereunder in accordance with applicable recognized professional standards, relevant Florida Statutes, and RFP No. 26-0312200.

ARTICLE 3
COMMENCEMENT OF SERVICES

3.1 The CONTRACTOR shall commence work as directed by CITY upon the effective date this Agreement is executed by both parties.

ARTICLE 4
CONTRACT SUM

The CITY hereby agrees to pay CONTRACTOR for the faithful performance of this Agreement, for work completed in accordance with this Agreement and RFP No. 26-0312200. The payment for services pursuant to this Agreement shall not exceed Three Hundred Eighty-Five Thousand Four Hundred Sixty-Three Dollars and Forty Cents ($385,463.47).

4.1 CONTRACTOR shall be solely responsible for and shall provide for the payment of workers compensation insurance coverage and premium, and all other insurance pursuant to Article 5 below, withholding taxes, FICA, pension and profit-sharing contributions, retirement contributions, if any, all remunerations; all labor contract compliance, and all other charges, fees, permits and expenses associated with the employment of such personnel provided by CONTRACTOR hereunder. CITY shall bear no responsibility for any such charge, fees, permits or expenses associated with the employment of such personnel by CONTRACTOR.

4.2 Payment to CONTRACTOR for all tasks and charges under this Agreement shall be based on the following conditions:

A. Disbursements. There are no reimbursable expenses associated with this Agreement.

B. Payment Schedule. Invoices received from CONTRACTOR pursuant to this Agreement will be reviewed by the appropriate financial staff. If services have been rendered in conformity with the Agreement, the invoice will be sent to the City of Opa-locka's Finance Department for payment and may need to be subsequently approved by the State of Florida.

C. Availability of Funds. CITY's performance and obligation to pay under this Agreement is contingent upon an annual appropriation from the CITY.

D. Final Invoice. In order for both parties herein to close their books and records, the CONTRACTOR will clearly state "final invoice" on the CONTRACTOR's final bill to the CITY.

4.3 The making and acceptance of the final payment shall constitute a waiver of all claims by the CITY. It shall also constitute a waiver of all claims by the CONTRACTOR, except those previously made and still unsettled.

ARTICLE 5
CONTRACTOR'S LIABILITY INSURANCE

5.1 The CONTRACTOR shall not commence work under this contract until it has obtained all insurance required under this paragraph and such insurance has been approved by the CITY nor shall the CONTRACTOR allow any Subcontractor to commence work on his sub-contract until all similar such insurance required of the subcontractor has been obtained and approved.

5.2 Certificates of insurance, reflecting evidence of the required insurance, shall be filed with the CITY prior to the commencement of the work. These Certificates shall contain a provision that coverage afforded under these policies will not be canceled or modified until at least thirty days (30) prior written notice has been given to the CITY. Policies shall be issued by companies authorized to do business under the laws of the State of Florida.

5.3 Financial Ratings must be no less than "A" in the latest edition of "Bests Key Rating Guide", published by A.M. Best Guide.

5.4 Insurance shall be in force until all work required to be performed under the terms of the Contract is satisfactorily completed as evidenced by the formal acceptance by the CITY.In the event the insurance certificate provided indicates that the insurance shall terminate and lapse during the period of this contract, then in that event, the CONTRACTOR shall furnish, at least thirty days (30) prior to the expiration of the date or modification of such insurance, a renewed certificate of insurance as proof that equal and like coverage for the balance of the period ofthe contract and extension thereunder is in effect. The CONTRACTOR shall not continue to work pursuant to this contract unless all required insurance remains in full force and effect.

5.5 Evidence of General Liability coverage with limits not less than $1,000,000 per Occurrence/$2,000,000 Aggregate (including Policy Number and Policy Period).

5.6 Evidence of Auto Liability coverage with limits not less than $1,000,000 per Occurrence/$1,000,000 Aggregate (including Policy Number and Policy Period).

5.7 Evidence of Workers' Compensation coverage with statutory limits and Employer's Liability coverage with limits not less than $100,000 (including Policy Number and Policy Period).

5.8 The City shall be listed as an additional insured (this may be specifically limited to the specific job(s) the contractor will be performing).

5.9 Minimum thirty (30) day written notice of cancellation is required. Certificate holder should be addressed as follows: City of Opa-locka, 780 Fisherman Street, 4th Floor, Opa-locka, FL 33054.

5.10 The CONTRACTOR shall hold the CITY, the City of Opa-locka, their agents, and employees harmless on account of claims for damages to persons, property or premises arising out of the operations to complete this Agreement and shall name the CITY as an additional insured under its policy.

5.11 The CITY reserves the right to require any other insurance coverage it deems necessary depending upon the exposures.

ARTICLE 6
PROTECTION OF PROPERTY

6.1 At all times during the performance of this Contract, the CONTRACTOR shall protect the CITY's property and properties adjoining the Project site from all damage whatsoever onaccount of the work being carried on pursuant to this Agreement.

ARTICLE 7
CONTRACTOR'S INDEMNIFICATION

7.1 The CONTRACTOR agrees to release the CITY from and against any and all liability and responsibility in connection with the above-mentioned matters. The CONTRACTOR further agrees not to sue or seek any money or damages from CITY in connection with the above-mentioned matters, except in the event that the CITY fails to pay to CONTRACTOR thefees and costs as provided for in Article 4 herein.

7.2 The CONTRACTOR agrees to indemnify and hold harmless the CITY, its trustees, elected and appointed officers, agents, servants and employees, from and against any and allclaims, demands, or causes of action of whatsoever kind or nature, and the resulting losses,costs, expenses, reasonable attorneys' fees, liabilities, damages, orders, judgments, or decrees,sustained by the CITY or any third party arising out of, or by reason of, or resulting from the CONTRACTOR's negligent acts, errors, or omissions.

7.3 If a court of competent jurisdiction holds the CITY liable for certain tortious acts of its agents, officers, or employees, such liability shall be limited to the extent and limit provided in 768.28, Florida Statutes. This provision shall not be construed as a waiver of any right or defense that the CITY may possess. The CITY specifically reserves all rights as against any and all claims that may be brought.

ARTICLE 8
INDEPENDENT CONTRACTOR

8.1 This Agreement does not create an employee/employer relationship between the parties. It is the intent of the parties that the CONTRACTOR is an independent contractor under this Agreement and not the CITY's employee for all purposes, including but not limited to, the application of the Fair Labor Standards Act minimum wage and overtime payments, Federal Insurance Contribution Act, the Social Security Act, the Federal Unemployment Tax Act, the provisions of the Internal

Revenue Code, the State Workers Compensation Act, and the State unemployment insurance law. The CONTRACTOR shall retain sole and absolute discretion in the judgment of the manner and means of carrying outthe CONTRACTOR's activities and responsibilities hereunder provided. This Agreement shall not be construed as creating any joint employment relationship between the CONTRACTOR and the CITY and the CITY will not be liable for any obligation incurred by CONTRACTOR, including but not limited to unpaid minimum wages and/or overtime premiums.

ARTICLE 9
CONTRACT BOND

9.1 The bond requirements for this Agreement shall be as follows: NOT APPLICABLE

ARTICLE 10
CHANGES TO SCOPE OF WORK AND ADDITIONAL WORK

10.1 CITY or CONTRACTOR may request changes that would increase, decrease or otherwise modify the Scope of Services/Basic Services to be provided under this Agreementas described in Article 2 of this Agreement. Such changes or additional services must be in accordance with a written amendment, executed by the parties hereto, with the same formality and with equality and dignity prior to any deviation from the terms of this Agreement, including the initiation of any additional or extra work. Each amendment shall ata minimum include the following information on each project:

PROJECT NAME
PROJECT
DESCRIPTION
ESTIMATED PROJECT COST
ESTIMATED COST FOR ADDITION OR CHANGE TO PROJECT
CONTRACTESTIMATED PROJECT COMPLETION DATE

10.2 In no event will the CONTRACTOR be compensated for any work which has not beendescribed in a separate written agreement executed by the parties hereto.

ARTICLE 11
TERM AND TERMINATION

11.1 The term of this Agreement is _____ and shall commence upon the effective date this Agreement is executed by both parties and shall continue until completion of the services required under RFP No. 26-0312200, unless sooner terminated in accordance with this Agreement.

11.2 This Agreement may be terminated in whole or in part by the City at any time and for any reason in accordance with this clause whenever the City shall determine that such termination is in the best interest of the City. Any such termination shall be affected by the delivery to the contractor at least five (5) working days before the effective date of a Notice of Termination specifying the extent to which performance shall be terminated and the date upon which termination becomes effective. In its sole discretion, the City may allow the Consultant an appropriately short period of time in which to cure a defect in performance or non-performance. In such case, the City's written notice of termination to the Consultant shall state the time period in which cure is permitted and other appropriate conditions, if applicable. An equitable adjustment in the contract price shall be made for the completed service, but no amount shall be allowed for anticipated profit on unperformed services.

ARTICLE 12
CONTRACT DOCUMENTS

12.1 CONTRACTOR and CITY hereby agree that the following specification and contract documents, whether attached hereto or incorporated herein by reference, are fully incorporated herein and made a part of this Agreement, as if written herein word for word: this Agreement: this Agreement; RFP No. 26-0312200, Cross-Connection Control Program Management Services, , Exhibit "A"; and the Contractor's Proposal attached hereto as Exhibit "B".

ARTICLE 13
MISCELLANEOUS

13.1 Legal Representation. It is acknowledged that each party to this Agreement had the opportunity to be represented by counsel in the preparation of this Agreement and, accordingly, the rule that a contract shall be interpreted strictly against the party preparingsame shall not apply due to the joint contribution of both parties.

13.2 Assignments. This Agreement, or any interest herein, shall not be assigned, transferred, or otherwise encumbered, under any circumstances, by CONTRACTOR withoutthe prior written consent of CITY. For purposes of this Agreement, any change of ownershipof CONTRACTOR shall constitute an assignment which requires CITY approval. However, this Agreement shall run to the CITY and its successors and assigns.

13.3 Records. CONTRACTOR shall keep books and records and require any and all subcontractors to keep books and records as may be necessary in order to record complete and correct entries as to personnel hours charged to this engagement, and any expenses for which CONTRACTOR expects to be reimbursed, if applicable. Such books and records shall be available at all reasonable times for examination and audit by CITY and

shall be kept for a period of three (3) years after the completion of all work to be performed pursuant to this Agreement. Incomplete or incorrect entries in such books and records will be grounds for disallowance by CITY of any fees or expenses based upon such entries.

CITY is a public agency subject to Chapter 119, Florida Statutes. To the extent CONTRACTOR is acting on behalf of CITY pursuant to Section 119.0701, Florida Statutes, CONTRACTOR shall:

a. Keep and maintain public records that ordinarily and necessarily would be required to be kept and maintained by CITY were CITY performing the services under this agreement;

b. Provide the public with access to such public records on the same terms and conditions that CITY would provide the records and at a cost that does not exceed that provided in Chapter 119, Florida Statutes, or as otherwise provided by law;

c. Ensure that public records that are exempt or that are confidential and exempt from public record requirements are not disclosed except as authorized by law; and

d. Meet all requirements for retaining public records and transfer to CITY, at no cost, all public records in possession of the CONTRACTOR upon termination of this Agreement and destroy any duplicate public records that are exempt or confidentialand exempt. All records stored electronically must be provided to the CITY.

IF CONTRACTOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO CONTRACTOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS AGREEMENT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT (305) 953-2800, EMAIL: JFLORES@OPALOCKAFL.GOV OR BY MAIL: CITY OF OPA-LOCKA - CITY CLERK'S OFFICE, 780 FISHERMAN STREET, OPA-LOCKA, FL 33054

13.4 Ownership of Documents. Reports, surveys, plans, studies and other data provided inconnection with this Agreement are and shall remain the property of CITY.

13.5 No Contingent Fees. CONTRACTOR warrants that it has not employed or retained any company or person, other than a bona fide employee working solely for the CONTRACTOR, to solicit or secure this Agreement, and that it has not paid or agreed to payany person, company, corporation, individual or firm, other than a bona fide employee working solely for CONTRACTOR, any fee, commission, percentage, gift, or other consideration contingent upon or resulting from the award or making of

this Agreement. Forthe breach or violation of this provision, the CITY shall have the right to terminate the Agreement without liability at its discretion, to deduct from the contract price, or otherwise recover the full amount of such fee, commission, percentage, gift or consideration.

13.6 Notice. Whenever any party desires to give notice unto any other party, it must be given by written notice, sent by registered United States mail or national delivery service withverified confirmation. If by mail, with return receipt requested, addressed to the party for whom it is intended and the remaining party, at the places last specified, and the places for giving of notice shall remain such until they shall have been changed by written notice in compliance with the provisions of this section. For the present, the CONTRACTOR and the CITY designate the following as the respective places for giving of notice:

CITY:	Sha'mecca Lawson, City Manager City of Opa-locka Municipal Complex 780 Fisherman Street, 4TH Floor Opa-locka, FL 33054
Copy To:	Burnadette Norris-Weeks, City Attorney Burnadette Norris-Weeks, P.A. 401 North Avenue of the Arts Fort Lauderdale, Florida 33311
Contractor:	Jenny Johanns, Project Manager HydroCorp, LLC 5700 Crooks Road, Suite 100 Troy, MI 48098
Copy To:	C T Corporation System 1200 South Pine Island Road Plantation, Fl 33324

13.7 Binding Authority. Each person signing this Agreement on behalf of either party individually warrants that he or she has full legal power to execute this Agreement on behalf of the party for whom he or she is signing, and to bind and obligate such party with respect toall provisions contained in this Agreement.

13.8 Exhibits. Each Exhibit referred to in this Agreement forms an essential part of this Agreement. The exhibits if not physically attached should be treated as part of this Agreement and are incorporated herein by reference.

13.9 Headings. Headings herein are for convenience of reference only and shall not

be considered on any interpretation of this Agreement.

13.10 Severability. If any provision of this Agreement or application thereof to any person or situation shall, to any extent, be held invalid or unenforceable, the remainder of this Agreement, and the application of such provisions to persons or situations other than those asto which it shall have been held invalid or unenforceable shall not be affected thereby, and shall continue in full force and effect, and be enforced to the fullest extent permitted by law.

13.11 Governing Law. This Agreement shall be governed by the laws of the State of Floridawith venue lying in Miami-Dade County, Florida.

13.12 Disputes. Any claim, objection, or dispute arising out of the terms of this Agreementshall be litigated in the Eleventh Judicial Circuit Court in and for Miami-Dade County.

13.13 Attorney's Fees. To the extent authorized by law, in the event that either party brings suit for enforcement of this Agreement, the prevailing party shall be entitled to attorney's fees and court costs in addition to any other remedy afforded by law.

13.14 Extent of Agreement. This Agreement together with Contract Documents, attached as an Exhibit hereto, as amended herein above represents the entire and integrated agreement between the CITY and the CONTRACTOR and supersedes all prior negotiations, representations or agreements, either written or oral.

13.15 Waiver. Failure of the CITY to insist upon strict performance of any provision or condition of this Agreement, or to execute any right therein contained, shall not be construedas a waiver or relinquishment for the future of any such provision, condition, or right, but thesame shall remain in full force and effect.

13.16 E-Verify. In accordance with Florida Statutes §448.095, the Contractor, prior to commencement of services or payment by the City, will provide to the City proof of participation/enrollment in the E-Verify system of the Department of Homeland Security. Evidence of participation/enrollment will be a printout of the Company's "Company Profile" page from the E-verify system. Failure to be continually enrolled and participating in the E-Verify program will be a breach of contract which will be grounds for immediate termination of the contract by the City. The Contractor will not hire any employee who has not been vetted through E-Verify. The Contractor may not subcontract any work for the City to any subcontractor that has not provided an affidavit stating that the subcontractor does not employ, contract with or subcontract with an unauthorized alien.

13.17 Scrutinized Companies. Contractor hereby certifies that it: a) has not been placed on the Scrutinized Companies that Boycott Israel List, nor is engaged in a boycott of Israel; b) has not been placed on the Scrutinized Companies with Activities in Sudan List nor the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List; and c) has not been engaged in business operations in Cuba or Syria. If City determined that Contractor has falsely certified facts under this paragraph or if Contractor is found to have been placed on the Scrutinized Companies Lists or is engaged in a boycott of Israel after the execution of this Agreement, City will have all rights and remedies to terminate this Agreement consistent with Section 287.135, Florida Statutes, as amended. The City reserves all rights to waive the certifications required by this paragraph on a case-by-case exception basis pursuant to Section 287.135, Florida Statutes, as amended. City reserves all rights to waive the certifications required by this paragraph on a case-by-case exception basis pursuant to Section 287.135, Florida Statutes, as amended.

Contractor shall not enter into a contract with an entity which would give access to an individual's personal identifying information if: (1) the entity is owned by the government of a foreign country of concern; (2) the government of a foreign country of concern has a controlling interest in the entity; or (3) the entity is organized under the laws or has its principal place of business in a foreign country of concern Section 287.138(2) (a)-(c), Fla. Stat. (2023), under Chapter 2023-33, Laws of Florida.

13.18 Anti-human Trafficking**.** Prior to commencement of services or payment by the City, Contractor shall provide the City with an affidavit signed by an officer or a representative of the Contractor under penalty of perjury attesting that the Contractor does not use coercion for labor or services as defined in section 787.06, F.S.

IN WITNESS OF THE FOREGOING, the parties have set their hands and seals the dayand year first written above.

City of Opa-locka

ATTEST:

BY: _____

_____
Joanna Flores
City Clerk

Sha'mecca Lawson
City Manager

APPROVED AS TO
FORM AND LEGAL
SUFFICIENCY:

_____
Burnadette Norris-Weeks, P.A, City Attorney

CONTRACTOR

WITNESSES:

_____ BY:_____

Name:
_____

Position: _____

_____

ATTEST:

_____
SECRETARY

STATE OF FLORIDA)
) SS:
COUNTY OF MIAMI-DADE)

BEFORE ME, an officer duly authorized by law to administer oaths and take acknowledgments, personally appeared _____ as _____, of a limited liability company, and acknowledged executed the foregoing Agreement as the proper official of , for the use and purposes mentioned in it and that the instrument is the act and deed of that company.

IN WITNESS OF THE FOREGOING, I have set my hand and official seal at _____ in the State and County aforesaid on this ____ day of _____, 2026.

_____
NOTARY PUBLIC

My Commission Expires:

EVALUATION MATRIX

RFP 26-0312200 Cross-Connection Control Program Management Services

---

Firm Name: HydroCorp

Evaluation

Criterion	Weight	Reviewer Name: Airia Austin Rating	Airia Austin Score	Adelina Gross Rating	Adelina Gross Score	Owen Carney Rating	Owen Carney Score		
Experience and Qualifications	30%	5	1.50	5	1.50	4	1.20		
Technical Approach and Methodology	30%	5	1.50	4	1.20	4	1.20		
Software & Data Management Capabilities	20%	4	0.80	4	0.80	3	0.60		
Cost Proposal	20%	5	1.00	5	1.00	3	0.60		
Total	**100%**		**4.80**		**4.50**		**3.60**		

FIRM SELECTED

Reviewer:

	HydroCorp
Airia Austin	4.80
Adelina Gross	4.50
Owen Carney	3.60

AVERAGE RATING **4.30**

CITY OF OPA-LOCKA
CERTIFICATION

REQUEST FOR PROPOSALS
RFP NO. 26-0312200
Cross Connection Control Program Management Services

I, Joanna Flores, City Clerk of the City of Opa-locka, Florida, do hereby certify that proposal(s) were received by 2:00 p.m. on March 12, 2026 and opened at the Opa-locka Municipal Complex, 780 Fisherman Street, 4th Floor, Opa-locka, Florida, at 2:45 p.m. on the 12th day of March 2026.

PROPOSAL(S) RECEIVED

NAME/ADDRESS	Lump Sum Price
1. **HydroCorp, LLC** **5700 Crooks Road, Suite 100** **Troy, MI 48098** **Contact: Jenny Johanns, Project Manager** **Tele: 608.577.7064** **Email: jjohanns@hydrocorpinc.com**	**$385,463.47**

Please note that all proposals were submitted via Demand Star (e-bid) and provided to the City Clerk by the city's Procurement Officer, Junior Bergel on March 12, 2026.

I further certify that proposal(s) were submitted and properly opened in the presence of the following:

Junior Bergel
Purchasing Officer
City of Opa-locka

Joanna Flores, CMC
City Clerk
City of Opa-locka

EVALUATION COMMITTEE MEETING NOTICE
RFP-26-0312200
Cross-Connection Control Program Management Services

Meeting Date: 3/27/2026
Meeting Time: 11:00 AM EST

Meeting Objective:
The City's Evaluation Committee will convene a public meeting to score and evaluate the proposers' interviews and presentations against the evaluation criteria outlined in the RFP. During the meeting, expect questions about the company's past projects, the qualifications of the team members, the specific approach to the project, the proposed schedule, and the proposal cost, if necessary. There are two options to participate in this meeting (Virtual or In-Person).

Meeting Breakdown:

- Welcome/Introductions
- Proposer Presentations (5 minutes)
- Questions and Answers

Presentation Order/Time:

Firms	Time Slot Order
HydroCorp	1

Virtual Meeting Link:
Microsoft Teams meeting
Join: https://teams.microsoft.com/meet/22745627013191?p=iJymyJTXqD2kcilRIi
Meeting ID: 227 456 270 131 91
Passcode: 8w86Cb7d
Need help? | System reference
Dial in by phone
+1 786-598-2011,,647426669# United States, Miami
Find a local number
Phone conference ID: 647 426 669#
For organizers: Meeting options | Reset dial-in PIN

In-Person Meeting Address:
780 Fisherman Street. 4th Floor HR Conference Room
Opa-locka, Florida 33054
Contact Person: Jay Bergel, Procurement Officer
Email: jbergel@opalockafl.gov

CITY OF OPA-LOCKA

March 27, 2026 @ 11:00 A.M.

Cross-Connection Control Program Management Services RFP # 260312200

EVALUATION MEETING, 780 FISHERMAN STREET, 4th floor, OPA-LOCKA, FL 33054

NAME	COMPANY NAME	EMAIL	PHONE #
Adelina Gross	City of Opa-locka	AGross@opalockafl.gov	3059532868
Duran Camm	City of Opa-Locka	dcamm@opalockafl.gov	305 953-2868
AIRIA AUSTIN	CITY OF OPA-LOCKA	AAUSTIN@OPALOCKAFL.GOV	305-321-2595

EVALUATION FORM

RFP 26-0312200 Cross-Connection Control Program Management Services

By signing this form as an Evaluator, I certify that I have no conflict of interest.

Reviewer Name: Owen Carmen **Date:** 3.27.26

Signature: Owen Carmen

Firm Name: HydroCorp

Evaluation

Criterion	Rating
Experience and Qualifications	4
Technical Approach and Methodology	4
Software & Data Management Capabilities	3
Cost Proposal	3

Notes:

40 Years experience

Firm Name:

Evaluation

Criterion	Rating
Experience and Qualifications	
Technical Approach and Methodology	
Software & Data Management Capabilities	
Cost Proposal	

Notes:

Firm Name:

Evaluation

Criterion	Rating
Experience and Qualifications	
Technical Approach and Methodology	
Software & Data Management Capabilities	
Cost Proposal	

Notes:

EVALUATION FORM

RFP 26-0312200 Cross-Connection Control Program Management Services

By signing this form as an Evaluator, I certify that I have no conflict of interest.

Reviewer Name: Adelina Gross **Date:** 03/27/2026

Signature: Adelina Gross

Firm Name: HydroCorp

Evaluation

Criterion	Rating
Experience and Qualifications	3
Technical Approach and Methodology	4
Software & Data Management Capabilities	4
Cost Proposal	5

Notes:

Firm Name:

Evaluation

Criterion	Rating
Experience and Qualifications	
Technical Approach and Methodology	
Software & Data Management Capabilities	
Cost Proposal	

Notes:

Firm Name:

Evaluation

Criterion	Rating
Experience and Qualifications	
Technical Approach and Methodology	
Software & Data Management Capabilities	
Cost Proposal	

Notes:

EVALUATION FORM

RFP 26-0312200 Cross-Connection Control Program Management Services

By signing this form as an Evaluator, I certify that I have no conflict of interest.

Reviewer Name: AIRIA AUSTIN **Date:** 03-27-2026

Signature:

Firm Name: HydroCorp

Evaluation

Criterion	Rating
Experience and Qualifications	5
Technical Approach and Methodology	5
Software & Data Management Capabilities	4
Cost Proposal	5

Notes:

40 YEARS EXP LARGE CLIENT POOL
VERY INDEPTH NOTIFICATION PROVIDED
COMPREHENSIVE REPORTING IS PROVIDED
PROPOSAL FITS OUR PROJECTED BUDGET

Firm Name:

Evaluation

Criterion	Rating
Experience and Qualifications	
Technical Approach and Methodology	
Software & Data Management Capabilities	
Cost Proposal	

Notes:

Firm Name:

Evaluation

Criterion	Rating
Experience and Qualifications	
Technical Approach and Methodology	
Software & Data Management Capabilities	
Cost Proposal	

Notes:

RFP 26-0312200 Cross-Connection Control Program Management Services

Criterion	Weight	
Experience and Qualifications	30%	Evaluates the vendor's demonstrated experience and technical expertise in cross-connection control programs. This includes qualifications, certifications, and prior work performing backflow prevention surveys, inspections, compliance enforcement, and regulatory alignment. Consideration will be given to the firm's track record with municipalities or utilities, staff credentials, and successful delivery of similar projects of comparable size and complexity.
Technical Approach and Methodology	30%	Assesses the vendor's proposed approach to executing cross-connection control services, including field surveys, inspection protocols, tracking systems, and customer notification processes. Emphasis is placed on clarity, efficiency, scalability, and compliance with applicable regulations. The evaluation will consider how well the methodology ensures accurate data collection, timely follow-ups, and proactive communication with customers to maintain program compliance.
Software & Data Management Cap	20%	Evaluates the vendor's technology platform and ability to manage, track, and report cross-connection control data. This includes database functionality, reporting tools, integration capabilities with existing systems, data security, and user accessibility. Preference will be given to solutions that provide real-time tracking, automated notifications, dashboards, and audit-ready reporting to support program oversight and decision-making.
Cost Proposal	20%	Evaluates the overall cost and pricing structure for the proposed services, including clarity, transparency, and reasonableness of rates. Consideration will be given to cost competitiveness, alignment with the scope of work, and overall value to the organization. Proposals will be assessed to ensure pricing is fair, justified, and sustainable relative to the services offered.
Total	**100%**	

Rating Scale	
0	Fails to Fit
1	Poor Fit
2	Fair Fit
3	Good Fit
4	Very Good Fit
5	Excellent Fit

March 12th, 2026

Proposal submission for RFP # 260312200

Cross-Connection Control Program Management Services

City of Opa Locka

780 Fisherman Street, 4th Floor

Opa-Locka, Florida 33054

Proposal Consultant:

Dustin Snead

Direct: 336.269.3765

Email: dsnead@hydrocorpinc.com

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HydroCorp
5700 Crooks Road, Suite 100
Troy, MI 48098
(844) 493-7646
https://hydrocorpinc.com
Tax ID 38-2810008

To Whom It May Concern:

As a current vendor to the City of Opa Locka, HydroCorp® is pleased to submit this proposal in response to RFP No. 26-0312200 for Cross-Connection Control Program Management Services. We understand the City's need to strengthen its Cross-Connection Control Program in accordance with FDEP Rule 62-555.360, including hazard surveys, backflow test tracking and notifications, compliance monitoring, data management, and GIS-ready reporting. Having already provided these services for the City on a smaller scale, our team is familiar with your system, your stakeholders, and your expectations, making HydroCorp® a uniquely well-suited partner for this next phase of program development. We are well-equipped to support these objectives and deliver accurate, efficient, and fully aligned program services.

With more than 40 years of experience serving municipalities and utilities across North America, HydroCorp® specializes exclusively in cross-connection control, backflow prevention, and drinking water protection. As The Safe Water Authority™, we are committed to delivering high-quality services, strong communication, and reliable program administration that reduces risk and safeguards public health. Our comprehensive approach ensures full compliance, improved visibility for water system staff, and long-term program sustainability.

The following individuals are authorized to make representations and commitments on behalf of HydroCorp:
Primary Contact / Project Manager
Name: Jenny Johanns
Title: US Director of Sales
Phone: 608-577-7064
Email: jjohanns@hydrocorpinc.com
Mailing Address: same as above

Corporate Officer / Authorized Signatory
Name: Jim Wagener
Title: Chief Financial Officer
Phone: 248-250-5003
Email: jwagener@hydrocorpinc.com

Certification
I hereby certify, as a corporate officer of HydroCorp®, that the contents of this proposal are true, accurate, complete, and submitted in good faith. This proposal shall remain in a firm offer for the ninety (90) days required under the terms of the RFP.

Sincerely,

DocuSigned by:
Jim Wagener
BCF4E48EB2644DA...

Jim Wagener, CFO
HydroCorp® – The Safe Water Authority™

3.2.4 General Information

HydroCorp™ is a professional service organization specializing exclusively in Cross-Connection Control Program Management and Training. Our core mission is to support water utilities and local communities through cost-effective, professionally managed programs that protect public drinking water supplies.
HydroCorp conducts over 110,000 inspections annually and manages more than 180,000 backflow prevention assemblies for communities across the country. Our highly trained field inspectors follow well-defined procedures to support productivity and quality assurance, while our administrative staff provides knowledgeable, courteous customer support and technical assistance.

Our team members maintain certifications from recognized Cross-Connection Control training organizations, including UF TREEO, UW–Madison, USC Foundation for Cross-Connection Control and Hydraulic Research, ABPA, and ASSE. HydroCorp invests significantly in staff development to ensure technical competency and customer service excellence.

HydroCorp currently supports over 600 communities across multiple states, including Florida, and remains proud to continue serving its first municipal customer. As active members of state and national water industry associations, including the National and State Rural Water Associations and AWWA chapters, we regularly provide training, seminars, and industry support.

HydroCorp is not a plumbing company and does not perform backflow assembly testing, repair, or plumbing services, ensuring complete independence and eliminating any potential conflict of interest.
Our team has contributed to national standards development, including the ASSE 5000 Series and AWWA M-14 Manual, reinforcing our capability to deliver services in full compliance with Florida DEP Rule 62-555.360, which governs cross-connection control for public water systems.

3.2.4.1 – Name of Business

HydroCorp, LLC

3.2.4.2 – Mailing Address and Phone Number

HydroCorp™
5700 Crooks Road, Suite 100
Troy, Michigan 48098
Phone: (844) 493-7646

3.2.4.3 – Contact Information

Primary proposal and contract-related inquiries may be directed to:
Name: Jenny Johanns
Title: US Director of Sales
Phone: 608-577-7064
Email: jjohanns@hydrocorpinc.com
Additional operational or administrative contacts may be provided upon request.

3.2.4.4 – Normal Business Hours

Monday–Friday, 8:00 AM – 5:00 PM (local time)

3.2.4.5 – Business Status

HydroCorp™ is a national professional service organization operating as a Limited Liability Company (LLC) incorporated in the State of Michigan.

3.2.4.6 – Date Business Was Organized / Incorporated

HydroCorp™ was incorporated in 1988 in the State of Michigan.

3.2.4.7 – Office Performing the Work & Staffing

Utilizing Florida based HydroCorp Employees, portions of the work associated with this contract will be performed through HydroCorp's headquarters located at:
5700 Crooks Road, Suite 100, Troy, Michigan 48098.
This office houses a full team of administrative and technical staff, including program managers, certified field inspectors, and administrative support personnel dedicated to municipal Cross-Connection Control Program management.

3.2.4.8 – Parent / Subsidiary Status

HydroCorp™ is an independent business entity and is not a subsidiary of any parent company. HydroCorp has no subsidiary companies.

3.2.4.9 – Florida Licensing Status

HydroCorp™ is authorized to conduct business in the State of Florida. We are attaching the license in the required documentation on DemandStar.

3.2.5 Project Approach

Understanding of Opa-locka's Objectives

The City seeks a turnkey Cross-Connection Control (CCC) Program that (1) proactively identifies hazards through inspections, (2) tracks and enforces backflow testing compliance with timely notifications, (3) maintains a secure, cloud-based database owned by the City, (4) integrates with ESRI for system-wide analysis, (5) provides staff training, and (6) delivers an updated, written CCC Program Plan & Policy Manual—all in alignment with FDEP Rule 62-555.360. HydroCorp's approach directly addresses these goals.

Regulatory Alignment (FDEP 62-555.360)

HydroCorp implements all tasks to meet FDEP Rule 62-555.360 requirements for CCC program administration, documentation, hazard containment, and reporting. Our notices, inspection methods, testing compliance tracking, and program documentation are designed to maintain continuous compliance for the City's public water system.

Program Start-Up & Plan Review

Kickoff & Program Review: Within 7 business days of Notice to Proceed (NTP), we will convene a joint start-up session to confirm scope, data hand-off, forms/notice templates, communication protocols, and a 24-month workplan.

Plan & Ordinance Check: We review the City's current CCC Plan & ordinance; provide recommended updates; incorporate City edits; and submit the final CCC Program Plan & Policy Manual for agency review/confirmation of compliance with FDEP 62-555.360. Templates for customer notices and public awareness materials are finalized at this stage.

Key Start-Up Deliverables:

- Approved notice templates (inspection, compliance, non-compliance/escalation, testing reminders)
- Draft-final CCC Program Plan & Policy Manual for City review and agency submission
- Confirmed inspection/test tracking calendar and communications protocol

Inspection Methodology & Scheduling

- **Prioritization**: We prioritize utility facilities, schools, high-hazard, and complex sites, then the remaining commercial/industrial/institutional and selected residential accounts. Inspection frequency is risk-based per Plan.
- **Field Method:** Inspectors trace from service entry to endpoints, document potential/actual cross-connections, and record existing assemblies (location, size, make/model/serial) where accessible. Findings are logged in the City's program database and summarized for the City after each inspection day.
- **Re-inspections:** Scheduled on risk classification and compliance status. High-hazard or non-compliant sites are escalated per policy and ordinance.

Backflow Assembly Tracking & Compliance Notifications

- **Inventory & Schedules:** We maintain an up-to-date device inventory with testing cycles and due dates.
- **Notifications:** Automated reminders/escalations (1st, 2nd, final) are issued to owners with clear deadlines and consequences consistent with City policy.
- **Tester Coordination:** Only qualified testers (City/State-accepted credentials) may submit results; quality checks flag incomplete entries for correction.
- **Enforcement Support:** Non-compliance escalates to City-directed actions per ordinance and program policy.

Data Management, Ownership & GIS Integration

- **System:** HydroCorp will operate a secure, cloud-based CCC database that the City can view and report from at all times. All program data remains the property of the City, and we will provide exports in mutually agreed electronic formats.
- **ESRI Compatibility:** Location and asset data are formatted for import into ESRI ArcGIS/ArcMap to support mapping, analysis, and annual reporting. Standard dashboards/reports include inspection schedules, device/testing status, overdue items, and annual summaries (including the Annual CCC Report). (Note: Detailed software architecture, security posture, and integration field maps are provided in Appendix C – HydroSoft® Data & Integration Overview.)

Public Awareness & Customer Service

- We furnish City-branded public education materials (brochures, web content) and maintain a responsive helpdesk to handle customer inquiries, improving understanding and compliance. The City provides logo/letterhead files for official mailings. (Sample brochures, video links, and social media snippets appear in Appendix E – Public Awareness Toolkit.)

Staff Training & Program Optimization

- HydroCorp delivers up to 8 hours of on-site training for City staff on CCC fundamentals, hazard identification, assembly types, test report interpretation, and inspection workflows. We also review the City's current procedures and recommend optimizations in notification timeliness, enforcement escalation, and inspection prioritization.

Reporting, Meetings & Quality Control

- Monthly status reports: inspections completed/scheduled, device/testing compliance, outreach, and escalations.
- Quarterly reviews: performance metrics, issues, and agreed adjustments.
- Year-end review: program results, lessons learned, and next-year recommendations; support for the Annual CCC Report.

Deliverables

- Updated CCC Program Plan & Policy Manual and notice templates (final) [Revised Bid Document | PDF]
- Risk-based inspection plan; prioritized schedule; daily/weekly field summaries
- CCC database with City ownership + standard & ad-hoc reports; ESRI-ready exports
- Backflow assembly inventory with testing cycles; automated reminder/escalation notices
- Public education materials (brochure/web copy) and staff training session(s)
- Monthly/quarterly reports and Annual CCC Report support

Roles, Communication & City Inputs

- **HydroCorp:** Project Manager (single point of contact), Field Inspectors, CCC Data Specialist.
- **City:** Assign a Contract Manager; provide account listings (non-residential and known devices), prior test data (Excel), and timely feedback on notices/policy language. (A short list of required fields and the updated cadence can be found in Appendix A – Assumptions & City Data Inputs.)

Risk Management & Contingencies (High-Level)

- Access limitations: Alternate scheduling and escalation per notice policy.
- Data gaps: Backfill via field verification and targeted outreach; routine data hygiene.
- Complex/high-hazard sites: Tailored inspection plans and containment solutions per policy. (Technical definitions and containment criteria are provided in Appendix B – Technical Policies & Definitions.)

Appendix A – Assumptions & City Data Inputs

City Inputs & Data Handoff

- The City will provide the following during project start-up and on an agreed cadence (typically monthly):
  - **Account Listing (Non-Residential Water Customers)**
    - Format: **Excel only**
    - Required Account Fields: Service Name; Service Street Address; Service City; Service State; Service Zip; Mailing Name; Mailing Street Address; Mailing City; Mailing State; Mailing Zip.
    - Scope: Active non-residential water customers **with and without** known backflow prevention assemblies.
  - **Backflow Device Records (if available)**
    - Required Device Fields: **Last Test Date, size, make, model, and serial number**.
    - Prior test data must be provided **in Excel** (paper test forms cannot be accepted for upload).
  - **Program Artifacts** (as available): Current CCC Plan, ordinance, notice templates, prior reports, GIS layers (service connections, meters, devices), and any relevant SOPs.
  - **Branding Assets**: High-resolution City logo/letterhead for official notices (300 dpi, .EPS or other production format).

Update Cadence & Corrections

- **Monthly Account Updates**: City may submit updates **no more than once per month** via the standard template.
- **Address/Data Errors**: Incorrect service or mailing addresses will be returned to City for correction.
- **Database Onboarding**: Any **development work** to enter/normalize facility listings into HydroCorp's database will be billed **at $80.00/hour** (if applicable and approved by the City's Contract Manager).

Scheduling, Access & Field Coordination

- HydroCorp will coordinate inspection schedules and daily routing; inspectors **check in/out** with the City's Contract Manager each day (start of day planned list; end of day completions summary).
- The City will assist with reasonable access coordination for secure or limited access facilities (e.g., schools, utility sites, high hazard/industrial).

Data Ownership & Use

- **All program data remains the property of the City**; HydroCorp will provide exports in mutually agreed formats for City systems/ESRI imports. HydroCorp's software and platform remain proprietary to HydroCorp.

Appendix B Technical Policies & Definitions (containment, isolation, escalation triggers)

Definitions (for Consistent Application)

- Initial Inspection: The first HydroCorp facility inspection to identify hazards and assign/validate a Degree of Hazard, which determines future re-inspection frequency.
- Containment: Installation of a backflow prevention device between the facility and public distribution system at the service connection to prevent water of questionable quality from entering the public system.
- Isolation: Installation of backflow prevention at internal cross-connection points within the facility to protect occupants and internal processes.

Containment Policy (Triggers/Criteria)

A Containment Notice will be issued when one or more of the following conditions exist non-exhaustive):

- Facility is classified as high hazard or presents high backflow probability.
- Refusal to comply with steps for non-compliance or refusal of entry.
- Inability to trace plumbing (concealed/untraceable piping); multiple piping systems; inadequate identification or complex configurations; frequent plumbing changes.
- Secondary/auxiliary water sources present.
- Manufacturing/use of industrial fluids in piping systems.
- No current "as-built" drawings of potable water system.
-

Containment at the service connection does not relieve the facility of responsibility for internal protection via isolation methods, per the CCC Plan and ordinance.

Vacant Facilities

- Establish and apply a documented procedure (at start-up) for vacant/seasonal facilities—e.g., notice timing, status coding, deferral rules, and reactivation inspection requirements.

High Hazard/Complex Facilities

- HydroCorp allocates up to three (3) hours of inspection time per facility within the base scope.
- Complex/high hazard sites (e.g., large industrials) may require an independent cross-connection control survey at the owner's expense; results are submitted to the City to verify compliance.
- Where appropriate, supplemental information/notification requirements may be issued to such facilities to achieve compliance.

Appendix C HydroSoft® Data & Integration Overview (security, exports, field mapping)

Platform, Access & Data Ownership

- HydroSoft® is HydroCorp's secure, cloud based CCC program management system used to manage inspections, notices, device tracking, and reporting.
- The City has **view/report access** at all times; **all program data belongs to the City** and will be provided in machine-readable formats upon request or at agreed intervals.

Security & Infrastructure

- **Hosting**: Microsoft **Azure** cloud infrastructure (SOC Type 2-certified data center).
- **Backups**: Hourly backups via Azure cloud backup service.
- **Scalability**: Vertical/horizontal scaling through Azure automation.
- **Encryption**: Data encrypted **at rest and in transit**.
- **Vulnerability Management**: **Monthly vulnerability scans** performed; routine patching applied.

Standard Reporting & Dashboards

- **Inspections**: Scheduled, completed, overdue, and compliance status.
- **Devices/Testing**: Due/overdue testing cycles, pass/fail status, and escalations.
- **Management & Ad Hoc**: Custom queries, data exports (CSV/Excel), and summary dashboards.
- **Regulatory**: Support for **Florida Annual Cross-Connection Control Report** and related documentation.

Tester Registration & Result Handling

- **Qualified Florida backflow testers** register in the HydroSoft portal; credentials are verified and maintained by HydroCorp.
- **Submission Method**: Test results are **submitted online** via portal; HydroCorp does **not** accept test reports via fax, mail, or email (from testers, water customers, or City).
- **Quality Control**: Incomplete test results are flagged as **failed**; HydroCorp contacts the tester to obtain missing information.
- **Compliance Monitoring**: Automated notice sequences (reminders/escalations) drive timely compliance.

Data Integration with City Systems & ESRI

- **Exports**: Scheduled exports (CSV/Excel) containing inspections, devices, compliance status, service addresses, and customer contact info for City systems.
- **Delivery**: Secure delivery via SFTP, secure email, or upload to a City provided secure location—per City security protocols.
- **Field Mapping**: HydroCorp will map exported fields to the City's import schema and provide **ESRI ready** location data to support ArcGIS/ArcMap analysis.

Appendix D Customer Service Plan (hours, certifications, CRM logging)

Service Channels & Hours

- **Call Center**: **8:00 AM – 8:00 PM, Monday–Friday** (local time).
- **Email & Web**: Support available via dedicated program email and information pages (FAQs, brochures, program guidance).
- **After-Hours**: Overflow/after-hours support via answering service.

Staff Training & Qualifications

- Customer service representatives are trained in CCC program fundamentals; many staff are **ASSE 5000** certified or trained under the guidance of ASSE 5000certified team members, enabling first call resolution of most program questions.

Case Handling & CRM

- All calls and emails are logged into HydroCorp's **CRM**, including date/time, caller, topic, resolution, and follow up.
- **Exports**: Call logs/notes can be exported as needed or on a scheduled basis for City review.
- **Field Coordination**: Field staff carry tablets/smartphones and receive escalated service requests for timely response.

Appendix E Public Awareness Toolkit (brochure copy, sample posts, links)

City Branded Outreach Materials

- **General Awareness Brochure** (digital/print) explaining CCC, backflow risks, device testing, and City compliance expectations.
- **Website Content** to host on the City's site (program overview, FAQs, links to forms/portal).

Education & Engagement

- **Educational Videos** (e.g., commercial overview) for web and social media.
    - Example: Commercial overview video (link supplied by HydroCorp).
- **Social Media Posts** (short, plain language posts to boost awareness near inspection/testing cycles).
- **Community FAQs** covering common questions (why notices, how to comply, selecting qualified testers, deadlines, consequences of non-compliance).

Notice Timelines & Tone

- **Clarity & Timeliness**: Plain language notices with clear due dates and next steps.
- **Escalation**: 1st reminder → 2nd reminder → Final notice with enforcement language aligned to City ordinance and **FDEP 62-555.360** program requirements.

Example Informational Brochure:



Educational Videos:

Commercial - https://vimeo.com/660943592/c67fae33fd

Social Media Posts



3.2.6 Experience & Qualifications

3.2.6.1 – Years in Business

HydroCorp™ has been in continuous operation for over 40 years, providing specialized Cross-Connection Control Program Management services to municipalities, water utilities, and private facilities across North America.
Our core business since inception has been the development, implementation, and administration of comprehensive Cross-Connection Control Programs

HydroCorp, LLC is a privately held professional services organization headquartered at 5700 Crooks Road, Suite 100, Troy, Michigan 48098, with regional operations serving clients across the United States, including Florida. Founded over 40 years ago, HydroCorp specializes exclusively in Cross-Connection Control and Backflow Prevention Program Management, providing inspection, survey, and compliance data management services for more than 600 municipalities and utilities nationwide.

The company maintains a structured organizational model that includes dedicated divisions for Municipal Services, Industrial Services, and Information Technology, supported by certified cross-connection control inspectors, administrative account managers, and project leadership staff.

HydroCorp recently underwent a significant ownership transition when Riverside Partners acquired the company. This strategic investment by a private equity firm marks a new chapter in HydroCorp's growth trajectory. Despite this change in ownership, the core leadership team remains in place, and our commitment to continuity, quality, and client relationships continues unchanged.

3.2.6.2 – Qualifications to Perform the Services

HydroCorp™ is a professional service organization exclusively focused on Cross-Connection Control Program management, inspection, training, and compliance support. As required by the RFP, our firm is fully qualified to perform all tasks outlined in the Scope of Services, including hazard surveys, backflow assembly tracking, compliance notifications, program optimization, and data management compatible with ESRI GIS systems.

Company Overview & Expertise
Headquartered at 5700 Crooks Road, Suite 100, Troy, Michigan, HydroCorp™ operates as a Michigan-incorporated limited liability corporation. The primary purpose of our organization is to provide water utilities and local communities with a cost-effective, professionally managed Cross-Connection Control Program that protects public drinking water.
Program Management Experience

HydroCorp conducts over 110,000 Cross-Connection Control Inspections annually and manages 180,000+ backflow prevention assemblies for municipal clients nationwide.
Our field operations utilize highly trained inspectors who follow standardized productivity and quality assurance protocols designed to exceed municipal and state regulatory expectations.
HydroCorp's team is recognized for its strong customer service skills, ensuring that every interaction reflects positively on the municipalities we represent.

Training & Professional Certifications
HydroCorp prioritizes continuous learning and invests extensively in both internal and external training for all team members. Our inspection and administrative personnel have completed training programs and achieved certifications from nationally recognized Cross-Connection Control organizations, including:

- UF TREEO Center
- University of Wisconsin–Madison
- USC Foundation for Cross-Connection Control and Hydraulic Research
- American Backflow Prevention Association (ABPA)
- American Society of Sanitary Engineering (ASSE)

Administrative Program Support
Our administrative team is trained to respond promptly and professionally to customer inquiries, technical questions, and documentation needs. Administrative staff receive basic cross-connection control education to ensure consistent, knowledgeable communication with water users.

Geographic Reach & Client Base
HydroCorp currently serves over 600 communities across the following states:
Florida, Michigan, Wisconsin, Ohio, Minnesota, Maryland, Delaware, Virginia, California, New Jersey, Utah, and Colorado. We proudly continue to serve our very first municipal customer, demonstrating long-term client satisfaction and retention.

Additionally, numerous Fortune 500 companies rely on HydroCorp for cross-connection surveys, program management, and compliance reporting for both regulatory and internal corporate standards.
Industry Contributions & Reputation
HydroCorp and its staff are active members of leading water industry associations, including:

- National Rural Water Association
- State Rural Water Associations
- American Water Works Association (AWWA – national and state chapters)

HydroCorp regularly contributes training, seminars, and technical guidance to these organizations.
Regulatory Expertise & Standards Development. HydroCorp has contributed expertise to the development and revision of national cross-connection standards, including:

- ASSE 5000 Series
- AWWA M-14 Manual

This background directly supports our capability to implement and maintain programs in full compliance with Florida Department of Environmental Protection (DEP) Rule 62-555.360, governing cross-connection control for public water systems.

Independence & Conflict-Free Operation
HydroCorp is not a plumbing company and does not perform backflow assembly testing, repair, or plumbing services. This ensures absolute neutrality and eliminates any conflict of interest when conducting inspections or issuing corrective action notices.

3.2.6.3 Key Personnel Resumes



Dave Cardinal - Vice President Operations, Municipal Division. Dave has over thirty years' experience as a water professional and has a successful record of accomplishments in the cross-connection control industry. Experienced in program development, project management, developing and conducting employee education and training programs, developing and instructing State certified education and training classes, quality assurance, customer service, and client satisfaction. Dave is responsible for establishing business practices, field operation procedures, and administrative functions related to cross-connection control program management. He has assisted with developing State certified training programs in Michigan and Wisconsin and has trained members of the Michigan Department of Environment Great Lakes and Energy, Michigan Department of Health, Wisconsin Department of Natural Resources, municipal employees, plumbers and miscellaneous contractor employees. He has been a guest speaker at many conferences and training seminars. **Direct line**: 248-250-5009 **| Hours:** Monday-Friday 8am-5pm EST | **Office:** 5700 Crooks Road, Suite 100, Troy, MI



Scott Mitchell, Operations Director, Municipal Division. Scott has over 40 years' experience as a water professional serving municipal systems and the cross-connection control industry. Scott started his employment with HydroCorp in 2012 as Field Inspector and was promoted to Midwest Director of Operations in 2018 and promoted to Municipal Director of Operations in 2024. He is experienced in customer relations, program operations, and cross-connection control field training. Responsibilities include administrative functions related to new and existing contracts, overseeing scheduling, and quality control. Scott's credentials are Grade 1 DNR Certification for Distribution, Groundwater, and VOC removal. ASSE Surveyors course and ASSE 5000 Series certification. **Direct line:** 262-701-9010**| Hours:** Monday-Friday 8am-5pm CST | **Office:** 5700 Crooks Road, Suite 100 Troy, MI



Cody Koehler, Mid-Atlantic Region Director of Operations, Municipal Division. Cody has been a key member of the team for over eight years, bringing a strong operational focus and a results-driven approach to cross-connection control program management. With a background rooted in field operations and program oversight, Cody has developed a reputation for leadership, efficiency, and commitment to service excellence. In his role, Cody is responsible for managing day-to-day field operations, optimizing workflows, implementing standard operating procedures, and ensuring client satisfaction across multiple municipal contracts. He plays a central role in employee training, quality assurance, and process improvement initiatives that support both regulatory compliance and customer service goals. Cody has helped lead efforts in program development and has worked closely with municipalities, contractors, and internal teams to ensure operational alignment and high performance. His contributions have been instrumental in expanding the company's presence in key markets while maintaining the integrity and reliability of cross-connection control services. **Direct Line:** 248-250-5042**|Hours:** Monday–Friday, 8:00 AM–5:00 PM EST **|Office:** 5700 Crooks Road, Suite 100, Troy, MI 48098



Marco Salvino, Florida Operations Manager – Municipal Division. Marco brings nearly a decade of experience in cross-connection control, having entered the field in 2015. Prior to that, he built a strong foundation in the skilled trades industry, beginning his career directly after high school. Marco joined Hydrocorp in 2024 as a seasoned field technician and backflow prevention specialist. Since then, he has transitioned into office and operations management, where he now leads the expansion and oversight of HydroCorp's municipal programs throughout Florida. **Direct Line:** 248-275-9275 **|Hours:** Monday–Friday, 8:00 AM–5:00 PM EST **|Office:** 5700 Crooks Road, Suite 100, Troy, MI 48098



Ryan Hensley, Program Manager, Managed Software – Municipal Division. As a Managed Software Program Manager. Ryan Hensley is responsible for providing administrative support to field surveyors, regional managers and division directors with all components associated with managing a comprehensive cross-connection control program, in addition to providing highest level of customer service to our municipal clients. Ryan has been a member of the HydroCorp team for over 20 years and is an ASSE 5150 certified Backflow Prevention Program Administrator. **Direct line:** 248-250-5026 **| Hours:** Monday-Friday 8am-5pm EST | **Office:** 5700 Crooks Road, Suite 100 Troy, MI

In addition to the project staffing above, HydroCorp has licensed plumbers on staff who are actively involved in program support. In addition, our team includes an S-1 licensed professional, ensuring compliance with state-level supervisory licensing standards for plumbing and backflow prevention work.

Staff Name	Total Years Experience	Title	Number of Years in Role
Nicole Prohaska	4	Program Administrative Manager	4
Tristen Rockafellow	9	Regional Manager	1
Madeline Perez	2	Program Administrative Rep	2
Bill Aittima	15	Master Plumber/SME – Field Inspector	10
Joshua Johnson	15	Licensed Plumber – Field Inspector	1
Jim Simon	18	Licensed Plumber – Field Inspector	1
Mike Pool	2	Field Inspector	2
Josh Carter	2	Field Inspector	2

Certification Listings for HydroCorp Employees

http://asse-plumbing.org/certified.asp

Last Name	First Name	Certification	Certification Type
Adamus	Glenn	18179	5150-BP Administrator
Adamus	Glenn	20618	5110-Tester
Adamus	Glenn	20618	5120-Surveyor
Aittama	Bill	25237	5110-Tester
Aittama	Bill	25237	5120-Surveyor
Aittama	Bill	8113263	Master Plumber License
Aittama	Bill	8005043	Plumbing Contractors License
Auferoth	Edward	18180	5120-Surveyor
Ayers	Jerry	18181	5120-Surveyor
Ayers	Jerry	18181	5150-BP Administrator
Cardinal	Dave	26305	5110-Tester
Cardinal	Dave	26305	5120-Surveyor
Crable	John	25241	5110-Tester
Crable	John	25241	5150-BP Administrator
Duberg	Chris	47770	5120-Surveyor
Hensley	Ryan	18184	5120-Surveyor
Hensley	Ryan	18184	5150-BP Administrator
Hensley	Jodi	42080	5150-BP Administrator
Hoffman	Jerome	34970	5110-Tester
Hoffman	Jerome	34970	5120-Surveyor
John	Moe	34291	5120-Surveyor
Johnson	Joshua	40145	5110-Tester
Johnson	Joshua	8223033	Journey Plumber License
Kim	Pritchard	42082	5150-BP Administrator
Koehler	Cody	47772	5110-Tester
Koehler	Cody	47772	5120-Surveyor
McLaren	Gary	18186	5120-Surveyor
McLaren	Gary	18186	5150-BP Administrator
Nick	Oliver	34292	5120-Surveyor
Nick	Oliver	34292	5110-Tester
Patel	Jigar	20555	5110-Tester
Patel	Jigar	20555	5120-Surveyor
Patel	Jigar	20555	5130-Repairer
Patterson	Anthony	34293	5120-Surveyor
Patterson	Anthony	34293	5110-Tester
Patterson	Paul	9199	5120-Surveyor
Patterson	Paul	9199	5110-Tester
Patterson	Paul	9199	5130-Repairer
Patterson	Paul	9199	5150-BP Administrator
Patterson	Bethany	18187	5150-BP Administrator
Rockafellow	Tristen	47774	5110-Tester
Rockafellow	Tristen	47774	5120-Surveyor
Sandra	Redlin	42084	5150-BP Administrator
Simon	James	53838	5110-Tester
Simon	James	8225761	Journey Plumber License
Stein	Jerold	47775	5120-Surveyor
Stein	Jerold	47775	5110-Tester
Mitchell	Scott	30569	5120-Surveyor
Wade	Kubina	30568	5120-Surveyor
David	Dye	48618	5120-Surveyor
Seth	Derozier	48617	5120-Surveyor
Mark	Van Pelt	48621	5120-Surveyor
Jon	Strehlow	48620	5120-Surveyor
Jon	Strehlow	223848	WI Master Plumber
Jon	Strehlow	223848	WI CCC Tester
Jon	Strehlow	1498-7	WI Plumbing Designer
Jon	Strehlow	4537	WI Pump Installer
Matt	Hetrick	30568	5120-Surveyor

Cross-Connection Control Certifications:

5110 - Backflow Prevention Assembly Tester
5120 - Cross-Connection Control Surveyor
5130 - Backflow Prevention Assembly Repairer
5140 - Fire Sprinkler Cross-Connection Control Tester
5150 - Backflow Prevention Program Administrator

3.2.7 Schedule

Summary

Project will start within a week of executed contract

Year 1 (Foundational Year)
Phase 1 – Startup
Phase 2 – Ordinance/Program Plan Updates
Phase 3 – Inspections High Hazard
Phase 4 – Commercial/Industrial/Residential Sweep
Phase 5 – Tracking & Notices
Phase 6 – Training
Phase 7 – Quarterly Reporting
Phase 8 – Year-End Review

Years 2–5 (Operational Years)
Recurring every year:

- High Hazard Inspections
- Commercial, Industrial, Residential Inspections
- Tracking & Notices (year-round)
- Refresher Training (annual)
- Quarterly Reporting
- Annual Year-End Review (including FDEP annual report)

Detailed Plan

Phase 1 – Start Up

Target: *Weeks 1–2*
Details:

- Notice to Proceed (NTP) issued and project officially initiated.
- Kickoff Meeting with utility personnel Meeting goals:
  - Confirm project objectives, success metrics, reporting cadence.
  - Review existing CCC ordinance, policies, testing procedures, hazard classifications, and enforcement protocols.
  - Review field procedures
  - Review reporting requirements
  - Customer Tool Kit
- Data Handoff:
  - Customer account lists, meter data, historical test results, fire service connections and reclaimed water/dual connections.
- Program Notices Review & Approval:
  - Standardized letters (Inspection notice, non-compliance notices and test due notices)

Phase 2 – Ordinance / Program Plan Updates
Target: *Weeks 2–4*
Details:

- Review current ordinance or policies against FDEP 62-555.360 Cross Connection Control Requirements, AWWA M14, and local guidance.
- Identify gaps, such as:
  - Enforcement authority & penalties
  - Inspection authority
  - Tester registration requirements
  - Customer responsibilities
  - Notification timeframes
- Prepare draft amendments to ordinance or comprehensive CCC Program Plan, including:
  - Program purpose and regulatory basis
  - Roles and responsibilities
  - Hazard evaluation criteria
  - Inspection and testing procedures
  - Notification and enforcement escalation levels
  - Recordkeeping and reporting standards
- City/Utility legal and management review with incorporated edits.

Phase 3 – Inspections Wave 1: High Hazard + City/Utility Facilities
Target: *Months 2–6 (then ongoing annually)*
Scope & Activities:
- Prioritize high hazard premises, e.g.:
  - Hospitals, dialysis centers, labs
  - Chemical plants, industrial processes
  - Reclaimed water dual-service sites
  - Irrigation with chemical injection
  - Cooling towers, pools
- Include City/utility-owned facilities (well sites, treatment plants, lift stations, parks, city buildings).
- Conduct site surveys:
  - Verify existing or required containment assemblies.
  - Document inadequate protection, bypasses, damaged assemblies, or cross-connection risks.
- Generate inspection summary reports and required corrective actions.

Phase 4 – Inspections Wave 2: Remaining Commercial / Industrial / Institutional / Residential
Target: *Months 6–12 (then ongoing annually)*
Scope & Activities:
- Conduct systematic inspections of water customers.
- Hazard classification for each parcel based on:
  - Business type
  - Plumbing configuration
  - On-site processes (boilers, chillers, chemical mixing, irrigation)
  - Fire suppression systems
  - Auxiliary water sources (wells, reclaimed, rainwater, surface water)
- Conduct site surveys:
  - Verify existing or required containment assemblies.
  - Document inadequate protection, bypasses, damaged assemblies, or cross-connection risks.
- Generate inspection summary reports and required corrective actions.

Phase 5 – Tracking & Notices
Target: *Months 2–60*
Details:

- All program data will be collected and maintained in HydroCorp's proprietary software HydroSoft.
- Automated or manual reminder cycles:
  1. **Inspection notice**
  2. **Non-Compliance Notice (if applicable)**
  3. **Non-Compliance Notice 2 (if applicable)**
  4. **Non-Compliance Final Notice (if applicable)**
  5. **Test Notice 1**
  6. **Test Notice 2 (if applicable)**
  7. **Test Notice Final (if applicable)**
- Accept and process test reports via web portal from certified testers; validate for accuracy and completeness.
- Track failed tests and require retest or repair documentation.
- Maintain complete records for FDEP audits.

Phase 6 – Training
Target: *Months 3–6*
Details:

- Customized training for utility employees, covering:
  - Legal and regulatory requirements (FDEP, local ordinance)
  - Hazard classification methodology
  - Proper installation and selection of assemblies
  - Inspection techniques and common field findings
  - Customer communication and documentation procedures
- Hands-on demonstration of backflow assemblies where possible.

Phase 7 – Reporting
Target: *Ongoing*
Details:
Each quarterly report includes:

- Facilities inspected
- Inspection compliance
- Notices sent
- Backflow assemblies tested

Phase 8 – Year-End Review
Target: *Months 12, 24, 36, 48, 60*
Details:

- Comprehensive evaluation of CCC program progress and effectiveness.
- Highlight trends, recurring hazards, systemic issues, enforcement outcomes.
- Prepare or assist with FDEP Annual Cross-Connection Control Report.

3.2.8 Pricing of Services

Project Fees

5 year – Non-Residential

Annual Inspections	Year	*Cost Each Year	Total Cost
553	1	$49,460.32	
553	2	$51,440.06	
553	3	$53,497.22	
553	4	$55,637.33	
553	5	$57,860.39	
			$267,895.32

Project Fees

5 year – Residential

Annual Inspections	Year	*Cost Each Year	Total Cost
384	1	$21,706.27	
384	2	$22,574.52	
384	3	$23,477.50	
384	4	$24,416.60	
384	5	$25,393.26	
			$117,568.15

* See project approach and schedule for additional details
* Will be invoiced annually, with the invoice issued each year on the first month of your service start date

3.2.9 References

City of Mount Dora, FL
Project: Managed Cross-Connection Control program and related activities
Description of Services: Annual management of device testing records, on-site surveys, and certified testing of both fire system and domestic backflow prevention assemblies
Contact: Andrew Marsian | email: marsiana@ci.mount-dora.fl.us | Phone: (352) 735-7100

City of Coconut Creek, FL
Project: Managed Cross-Connection Control program and related activities
Description of Services: Annual management of device testing records, certified testing of backflow prevention assemblies
Contact: Lisa Thompson-Hall | email: lthompsonhall@coconutcreek.net | Phone: 954-956-1449

Sarasota County Utilities District
Project: Managed Cross-Connection Control program and related activities
Description of Services: On-site surveys & in-field data collection and sharing
Contact: David Pousa | email: dpouso@scgov.net | Phone: 941-259-4787

Docusign Envelope ID: D8E10805-D48A-4F70-9FEB-46077CB1A285

ANTI-KICKBACK AFFIDAVIT

STATE OF FLORIDA)

) ss:

COUNTY OF MIAMI-DADE)

I, the undersigned, hereby duly sworn, depose and say that no portion of the sum herein proposed, or compensation that may be received as a result of this Proposal, will be paid to any employees of the City of Opa-Locka, its elected officials, and HydroCorp, LLC or its design consultants, as a commission, kickback, reward or gift, directly or indirectly by me or any member of my firm or by an officer of the corporation.

By: Jim Wagener

Title: Chief Financial Officer

Sworn and subscribed before me this

day of March 4, 2026

Karen L. Hanson

Notary Public
State of Florida at Large

My commission expires: July 11, 2031

KAREN L HANSON
Notary Public, State of Michigan
County of Oakland
My Commission Expires Jul. 11, 2031
Acting in the County of Oakland

FAILURE TO COMPLETE, SIGN AND RETURN THIS FORM MAY DEEM NON-RESPONSIVE

Docusign Envelope ID: AA0B0569-E3F9-4F52-92BA-8F7B6757DDA2

CITY OF OPA-LOCKA
780 Fisherman Street, 4th Floor
Opa-locka, FL 33054

ADDENDUM No. 1

SOLICITATION No.: RFP NO. 26-0312200
SOLICITATION TITLE: Cross-Connection Control Program Management Services
DATE: 2/24/26

This Addendum is being issued to clarify and/or revise the solicitation documents, virtual solicitation conference meeting clarifications, and/or solicitation specifications. This Addendum modifies, supplements, and/or replaces information in the solicitation, and is hereby made part of the original solicitation documents.

Unless specifically modified by this Addendum, the previously issued documents remain unchanged and in the event of a conflict between this Addendum and previously issued documents, this Addendum shall prevail.

REVISIONS TO SOLICITATION

- **Response to Vendors Question**

Question: Can you confirm whether the non-residential location count of 6,500 is accurate?
Response: **Based on the billing information from Miami-Dade County, 6,500 is an accurate number.**

Question: Could you clarify what is meant by "select residential" locations? Are we expected to include those in our quote, and if so, should we provide a cost per survey for those as well?
Response: **Select residential locations would be homes that are utilized as an Assisted Living Facility that can be listed as commercial (currently, we do not have a finite number of these facilities).**

Addenda should be returned with the response. Failure to do so may disqualify your response. Please sign below to verify that you have read and understand this addendum. "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 a bond shall constitute a waiver of proceedings under chapter 120, Florida Statutes."

DocuSigned by: Jim Wagener 80F4E48E32644DA...	Jim Wagener
Signature and Print Name	Title
HydroCorp, LLC	3/9/2026
Company Name	Date

Form **W-9**
(Rev. March 2024)
Department of the Treasury
Internal Revenue Service

Request for Taxpayer Identification Number and Certification

Go to *www.irs.gov/FormW9* for instructions and the latest information.

Give form to the requester. Do not send to the IRS.

Before you begin. For guidance related to the purpose of Form W-9, see *Purpose of Form*, below.

Print or type. See ***Specific Instructions*** on page 3.

1 Name of entity/individual. An entry is required. (For a sole proprietor or disregarded entity, enter the owner's name on line 1, and enter the business/disregarded entity's name on line 2.)

Hydrocorp, LLC

2 Business name/disregarded entity name, if different from above.

3a Check the appropriate box for federal tax classification of the entity/individual whose name is entered on line 1. Check only **one** of the following seven boxes.

☐ Individual/sole proprietor ☐ C corporation ☐ S corporation ☐ Partnership ☐ Trust/estate

☑ LLC. Enter the tax classification (C = C corporation, S = S corporation, P = Partnership) . . . . **P**

Note: Check the "LLC" box above and, in the entry space, enter the appropriate code (C, S, or P) for the tax classification of the LLC, unless it is a disregarded entity. A disregarded entity should instead check the appropriate box for the tax classification of its owner.

☐ Other (see instructions) _____

3b If on line 3a you checked "Partnership" or "Trust/estate," or checked "LLC" and entered "P" as its tax classification, and you are providing this form to a partnership, trust, or estate in which you have an ownership interest, check this box if you have any foreign partners, owners, or beneficiaries. See instructions . . . . . ☐

4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):

Exempt payee code (if any) _____

Exemption from Foreign Account Tax Compliance Act (FATCA) reporting code (if any) _____

(Applies to accounts maintained outside the United States.)

5 Address (number, street, and apt. or suite no.). See instructions.

5700 Crooks Road, Suite 100

6 City, state, and ZIP code

Troy, MI 48098

Requester's name and address (optional)

7 List account number(s) here (optional)

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. See also *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number

			–		–				

or

Employer identification number

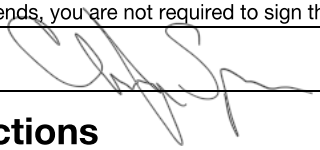
3	8	–	2	8	1	0	0	0	8

Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
2. I am not subject to backup withholding because (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3. I am a U.S. citizen or other U.S. person (defined below); and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and, generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here **Signature of U.S. person**  **Date** 01/15/2026

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to *www.irs.gov/FormW9*.

What's New

Line 3a has been modified to clarify how a disregarded entity completes this line. An LLC that is a disregarded entity should check the appropriate box for the tax classification of its owner. Otherwise, it should check the "LLC" box and enter its appropriate tax classification.

New line 3b has been added to this form. A flow-through entity is required to complete this line to indicate that it has direct or indirect foreign partners, owners, or beneficiaries when it provides the Form W-9 to another flow-through entity in which it has an ownership interest. This change is intended to provide a flow-through entity with information regarding the status of its indirect foreign partners, owners, or beneficiaries, so that it can satisfy any applicable reporting requirements. For example, a partnership that has any indirect foreign partners may be required to complete Schedules K-2 and K-3. See the Partnership Instructions for Schedules K-2 and K-3 (Form 1065).

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS is giving you this form because they

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3.9.2026

HydroCorp LLC
5700 Crooks Rd, Suite 100
Troy, MI 48098

Subject: Sworn Statement Regarding Public Entity Crimes Compliance

To Whom It May Concern,
I, the undersigned, acting as an authorized representative of HydroCorp, hereby state and affirm the following:

In accordance with Section 287.133(2)(a), Florida Statutes, and the requirements contained in the solicitation, HydroCorp certifies that the company, as well as its owners, officers, directors, partners, and affiliates, is not listed on the Florida Department of Management Services' Convicted Vendor List.

HydroCorp further affirms that it has not been placed on the Convicted Vendor List within the past thirty-six (36) months and is not prohibited from participating in public contracting or procurement activities exceeding the Category Two threshold amount defined in Section 287.017, Florida Statutes.

By providing this sworn statement, HydroCorp acknowledges, attests, and agrees to remain in full compliance with all legal requirements pertaining to Public Entity Crimes and affirms that the company is eligible to submit proposals and enter into public contracts within the State of Florida.

I declare under penalty of perjury that the foregoing is true and correct.

Name: Jim Wagener
Title: Chief Financial Officer
HydroCorp
Signature: DocuSigned by: Jim Wagener BCF4E48EB2644DA...
Date: 3/9/2026

Docusign Envelope ID: 37BDE20B-3B77-4302-9F50-B9C5D2C3CE48

CLIENT REFERENCE FORM

Provide a minimum of three (3) client references from recent similar transactions.

1) Name of Client Entity: City of Mount Dora, FL
Address: 900 N. Donnelly St.
City/State/Zip: Mt. Dora, Florida 32757
Contact: Andrew Marsian
Title: Director of Utilities and Plant Operations
Email Address: marsiana@ci.mount-dora.fl.us
Telephone: 352-735-7100
Scope of Work: Managed Cross-Connection Control program and related activities
Description of Services Provided: Annual management of device testing records, onsite surveys and certified testing of both fire system and domestic backflow prevention assemblies

2) Name of Client Entity: City of Coconut Creek, FL
Address: 5295 Johnson Rd.
City/State/Zip: Coconut Creek, Florida 33073
Contact: Lisa Thompson-Hall
Title: Senior Staff Assistant
Email Address: lthompsonhall@coconutcreek.net
Telephone: 954-956-1449
Scope of Work: Managed Cross-Connection Control program and related activities
Description of Services Provided: Annual management of device testing records, certified testing of backflow prevention assemblies

3) Name of Client Entity: Sarasota County Utilities District
Address: 1660 Ringling Blvd.
City/State/Zip: Sarasota, Florida 34240
Contact: David Pousa
Title: Compliance Manager
Email Address: dpouso@scgov.net
Telephone: 941-259-4787
Scope of Work: Managed Cross-Connection Control program and related activities
Description of Services Provided: On-site surveys & in-field data collection and sharing

State of Florida
Department of State

I certify from the records of this office that HYDROCORP OF FLORIDA, LLC is a Michigan limited liability company authorized to transact business in the State of Florida, qualified on November 8, 2022.

The document number of this limited liability company is M22000017013.

I further certify that said limited liability company has paid all fees due this office through December 31, 2026, that its most recent annual report was filed on January 12, 2026, and that its status is active.

I further certify that said limited liability company has not filed a Certificate of Withdrawal.

Given under my hand and the Great Seal of the State of Florida at Tallahassee, the Capital, this the Twelfth day of January, 2026

Secretary of State

Tracking Number: 6443290587CC

To authenticate this certificate,visit the following site,enter this number, and then follow the instructions displayed.

https://services.sunbiz.org/Filings/CertificateOfStatus/CertificateAuthentication

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PROPOSER QUALIFICATIONS

The Proposer, as a result of this proposal, MUST hold a County and/or Municipal Contractor's Occupational License in the area of their fixed business location. The following information MUST be completed and submitted with the proposal to be considered:

1. Legal Name and Address:
   Name: HydroCorp, LLC Address: 5700 Crooks Rd, Suite 100
   City, State, Zip: Troy, MI 48098 Phone/Fax: 248-250-5003

2. Check One: Corporation (X) Partnership ( ) Individual ( )

3. If Corporation, indicate:
   Date of Incorporation: May 24, 1988 State in which Incorporated: Michigan

4. If an out-of-state Corporation, currently authorized to do business in Florida, give date of such authorization: _____

5. Name and Title of Principal Officers	Date Elected:
Christopher Spain	April 22, 2024
Jim Wagener	June 8, 2023
Garrett Monda	November 4, 2022
Daniel Haynes	November 4, 2022

6. The length of time in business: 38 years

7. The length of time (continuous) in business as a service organization in Florida: 38 years

8. Provide a list of at least three commercial or government references that the bidder has supplied services meeting the requirements of the City of Opa-locka RFP during the last twenty- four months.
9. A copy of County and/or Municipal Occupational License(s)

Note: *Information requested herein and submitted by the Proposers will be analyzed by the City of Opa-locka and will be a factor considered in awarding any resulting contract. The purpose is to insure that the Contractors, in the sole opinion of the City of Opa-locka, can sufficiently and efficiently perform all the required services in a timely and satisfactory manner as will be required by the subject contract. If there are any terms and/or conditions that are in conflict, the most stringent requirement shall apply.*

NON-DISCRIMINATION AFFIDAVIT

I, the undersigned, hereby duly sworn, depose and say that the organization, business or entity represented herein shall not discriminate against any person in its operations, activities or delivery of services under any agreement it enters into with the City of Opa-locka. The same shall affirmatively comply with all applicable provisions of federal, state and local equal employment laws and shall not engage in or commit any discriminatory practice against any person based on race, age, religion, color, gender, sexual orientation, national origin, marital status, physical or mental disability, political affiliation or any other factor which cannot be lawfully used as a basis for service delivery.

By: Jim Wagener

Title: Chief Financial Officer

Sworn and subscribed before this

4th day of March, 2026

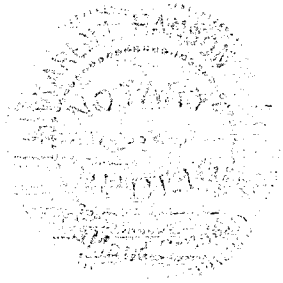
Karen L. Hanson

Notary Public, State of Florida

Karen L. Hanson

(Printed Name)

My commission expires: July 11, 2031



KAREN L HANSON
Notary Public, State of Michigan
County of Oakland
My Commission Expires Jul. 11, 2031
Acting in the County of OAKLAND

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CITY OF OPA-LOCKA NON-COLLUSION AFFIDAVIT
STATE OF FLORIDA - COUNTY OF MIAMI DADE

Jim Wagener
_____ **being first duly sworn, deposes and says that:**

(1) He/She/They is/are the Chief Financial Officer
(Owner, Partner, Officer, Representative or Agent) of
HydroCorp, LLC the PROPOSER that has submitted the attached proposal;

(2) He/She/They is/are fully informed respecting the preparation and contents of the attached Proposal and of all pertinent circumstances respecting such Proposal;

(3) Such Proposal is genuine and is not a collusive or sham Proposal;

(4) Neither the said PROPOSER nor any of its officers, partners, owners, agents, representatives, employees or parties in interest, including this affiant, have in any way colluded, conspired, connived or agreed, directly or indirectly, with any other PROPOSER, firm, or person to submit a collusive or sham Proposal in connection with the Work for which the attached Proposal has been submitted; or to refrain from Proposing in connection with such Work; or have in any manner, directly or indirectly, sought by agreement or collusion, or communication, or conference with any PROPOSER, firm, or person to fix any overhead, profit, or cost elements of the Proposal or of any other PROPOSER, or to fix any overhead, profit, or cost elements of the Proposed Price or the Proposed Price of any other PROPOSER, or to secure through any collusion, conspiracy, connivance, or unlawful agreement any advantage against (Recipient), or any person interested in the proposed Work;

(5) The price or prices quoted in the attached Proposal are fair and proper and are not tainted by any collusion, conspiracy, connivance, or unlawful agreement on the part of the PROPOSER or any other of its agents, representatives, owners, employees or parties of interest, including this affiant.

Signed, sealed and delivered in the presence of:

Karen L Hanson
Witness

_____
Witness

By: Karen L. Hanson
Signature

Karen L. Hanson / Ofc. Mngr.
Print Name and Title

KAREN L HANSON
Notary Public, State of Michigan
County of Oakland
My Commission Expires Jul. 11, 2031
Acting in the County of Oakland

Docusign Envelope ID: D8E10805-D48A-4F70-9FEB-46077CB1A285

DRUG-FREE WORKPLACE CERTIFICATION FORM

Whenever two (2) or more bids/proposals, which are equal with respect to price, quality, and service, are received by the CITY OF OPA-LOCKA for the procurement of commodities or contractual services, a bid/proposal received from a business that certifies that it has implemented a drug-free workplace program shall be given preference in the award process. In order to have a drug-free workplace program, a business shall:

1. Publish a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession or use of controlled substances is prohibited in the workplace and specifying the actions that will be taken against employees for violations of such prohibition.

2. Inform employees about the dangers of drug abuse in the workplace, the business's policy of maintaining a drug-free workplace, any available drug counseling, rehabilitation, and employee assistance programs, and the penalties that may be imposed upon employees for drug abuse violations.

3. Give each employee engaged in providing the commodities or contractual services that are under bid a copy of the statement specified in number (1).

4. In the statement specified in number (1), notify the employees that as a condition for working on the commodities or contractual services that are under bid, the employee will abide by the terms of the statement and will notify the employer of any conviction on or plea of guilty or no contest to any violation of Chapter 893, Florida Statutes or of any controlled substance law of the United States or any singular state, for a violation occurring in the workplace no later than five (5) days after such conviction.

5. Impose a sanction on, or require the satisfactory participation in a drug abuse assistance or rehabilitation program if such is available in the employee's community by any employee who is so convicted.

6. Make a good faith effort to continue to maintain a drug-free workplace through implementation of Section 287.087, Florida Statutes.

This Certification is submitted by Jim Wagener (Name) the Chief Financial Officer (Title/Position) of HydroCorp, LLC (Company)

who does hereby certify that said Company has implemented a drug-free workplace program, which meets the requirements of Section 287.087, Florida Statutes, which are identified in numbers (1) through (6) above.

3/4/2026
Date

DocuSigned by:
Jim Wagener
BCF4E48EB2644DA...
Signature

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 3/9/2026

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER
RBN & Associates, Inc.
303 E Wacker Dr
Suite 650
Chicago IL 60601

CONTACT NAME: Telisa Gibson
PHONE (A/C, No, Ext): 312-856-9400 **FAX (A/C, No):** 312-856-9425
E-MAIL ADDRESS: tgibson@rbninsurance.com

INSURER(S) AFFORDING COVERAGE	NAIC #
INSURER A : The Travelers Indemnity Co.	25658
INSURER B : Travelers Prop Cas Co of Amer	25674
INSURER C : Twin City Fire Insurance Co.	29459
INSURER D : St. Paul Guardian Insurance Company	24775
INSURER E : Arch Specialty Insurance	21199
INSURER F :	

INSURED HYDRDES-01
HydroCorp, LLC
HydroSoft, LLC
Florida HydroCorp, Inc
5700 Crooks Road, Suite 100
Troy MI 48098

COVERAGES **CERTIFICATE NUMBER:** 607796175 **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	X **COMMERCIAL GENERAL LIABILITY** [ ] CLAIMS-MADE [X] OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: [X] POLICY [ ] PRO-JECT [ ] LOC [ ] OTHER:	Y		6602W649777	12/15/2025	12/15/2026	EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurrence) MED EXP (Any one person) PERSONAL & ADV INJURY GENERAL AGGREGATE PRODUCTS - COMP/OP AGG 	$ 1,000,000 $ 300,000 $ 10,000 $ 1,000,000 $ 2,000,000 $ 2,000,000 $
D	**AUTOMOBILE LIABILITY** X ANY AUTO [ ] OWNED AUTOS ONLY [ ] SCHEDULED AUTOS X HIRED AUTOS ONLY [X] NON-OWNED AUTOS ONLY			BA2W651552	12/15/2025	12/15/2026	COMBINED SINGLE LIMIT (Ea accident) BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident) 	$ 1,000,000 $ $ $ $
B	X **UMBRELLA LIAB** [X] OCCUR **EXCESS LIAB** [ ] CLAIMS-MADE DED [X] RETENTION $ 10,000			CUP2W652616	12/15/2025	12/15/2026	EACH OCCURRENCE AGGREGATE 	$ 5,000,000 $ 5,000,000 $
A	**WORKERS COMPENSATION AND EMPLOYERS' LIABILITY** ANYPROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? **(Mandatory in NH)** Y / N [N] If yes, describe under DESCRIPTION OF OPERATIONS below	N / A		UBW651969	12/15/2025	12/15/2026	X PER STATUTE [ ] OTH-ER E.L. EACH ACCIDENT E.L. DISEASE - EA EMPLOYEE E.L. DISEASE - POLICY LIMIT	 $ 1,000,000 $ 1,000,000 $ 1,000,000
C E	Crime Cyber E & O/Pollution Liability			83 KB 0841697-25 C-4LPY-053219-CYBER-2025	12/15/2025 12/15/2025	12/15/2026 12/15/2026	Limit Limit/Aggregate PLEASE SEE BELOW	2,000,000 2,000,000 FOR LIMITS

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
Professional (E & O) & Pollution Liability
Carrier: Underwriters at Lloyds
Effective 12/15/2025 Expiration 12/15/2026
Policy number: ANE1010955.25
Each Limit: 2,000,000
Aggregate Limit: 2,000,000

See Attached...

CERTIFICATE HOLDER

City of Opa Locka
780 Fisherman Street, 4th Floor
Opa-Locka FL 33054

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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AGENCY CUSTOMER ID: HYDRDES-01

LOC #:

ADDITIONAL REMARKS SCHEDULE

AGENCY RBN & Associates, Inc.	NAMED INSURED HydroCorp, LLC HydroSoft, LLC Florida HydroCorp, Inc 5700 Crooks Road, Suite 100 Troy MI 48098
POLICY NUMBER	
CARRIER / NAIC CODE	EFFECTIVE DATE:

ADDITIONAL REMARKS

THIS ADDITIONAL REMARKS FORM IS A SCHEDULE TO ACORD FORM,

FORM NUMBER: 25 **FORM TITLE:** CERTIFICATE OF LIABILITY INSURANCE

City of Opa Locka is listed as additional insured with respect to the General Liability as required by written contract or agreement. 30 Day Notice of Cancellation applies.

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THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

BLANKET ADDITIONAL INSURED
(Includes Products-Completed Operations If Required By Contract)

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

PROVISIONS

The following is added to **SECTION II – WHO IS AN INSURED**:

Any person or organization that you agree in a written contract or agreement to include as an additional insured on this Coverage Part is an insured, but only:

a. With respect to liability for "bodily injury" or "property damage" that occurs, or for "personal injury" caused by an offense that is committed, subsequent to the signing of that contract or agreement and while that part of the contract or agreement is in effect; and

b. If, and only to the extent that, such injury or damage is caused by acts or omissions of you or your subcontractor in the performance of "your work" to which the written contract or agreement applies. Such person or organization does not qualify as an additional insured with respect to the independent acts or omissions of such person or organization.

The insurance provided to such additional insured is subject to the following provisions:

a. If the Limits of Insurance of this Coverage Part shown in the Declarations exceed the minimum limits required by the written contract or agreement, the insurance provided to the additional insured will be limited to such minimum required limits. For the purposes of determining whether this limitation applies, the minimum limits required by the written contract or agreement will be considered to include the minimum limits of any Umbrella or Excess liability coverage required for the additional insured by that written contract or agreement. This provision will not increase the limits of insurance described in Section **III** – Limits Of Insurance.

b. The insurance provided to such additional insured does not apply to:

(1) Any "bodily injury", "property damage" or "personal injury" arising out of the providing, or failure to provide, any professional architectural, engineering or surveying services, including:

(a) The preparing, approving, or failing to prepare or approve, maps, shop drawings, opinions, reports, surveys, field orders or change orders, or the preparing, approving, or failing to prepare or approve, drawings and specifications; and

(b) Supervisory, inspection, architectural or engineering activities.

(2) Any "bodily injury" or "property damage" caused by "your work" and included in the "products-completed operations hazard" unless the written contract or agreement specifically requires you to provide such coverage for that additional insured during the policy period.

c. The additional insured must comply with the following duties:

(1) Give us written notice as soon as practicable of an "occurrence" or an offense which may result in a claim. To the extent possible, such notice should include:

(a) How, when and where the "occurrence" or offense took place;

(b) The names and addresses of any injured persons and witnesses; and

(c) The nature and location of any injury or damage arising out of the "occurrence" or offense.

(2) If a claim is made or "suit" is brought against the additional insured:

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(a) Immediately record the specifics of the claim or "suit" and the date received; and

(b) Notify us as soon as practicable and see to it that we receive written notice of the claim or "suit" as soon as practicable.

(3) Immediately send us copies of all legal papers received in connection with the claim or "suit", cooperate with us in the investigation or settlement of the claim or defense against the "suit", and otherwise comply with all policy conditions.

(4) Tender the defense and indemnity of any claim or "suit" to any provider of other insurance which would cover such additional insured for a loss we cover. However, this condition does not affect whether the insurance provided to such additional insured is primary to other insurance available to such additional insured which covers that person or organization as a named insured as described in Paragraph **4.**, Other Insurance, of Section **IV** – Commercial General Liability Conditions.

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E-VERIFY

Effective January 1, 2021, public and private employers, contractors and subcontractors will be required to register with, and use of the E-Verify system in order to verify the work authorization status of all newly hired employees. Vendor/Consultant/Contractor acknowledges and agrees to utilize the U.S. Department of Homeland Security's E-Verify System to verify the employment eligibility of:

a) All persons employed by Vendor/Consultant/Contractor to perform employment duties within Florida during the term of the contract; and

b) All persons (including sub-vendors/sub-consultants/sub-contractors) assigned by Vendor /Consultant/ Contractor to perform work pursuant to the contract with the Department. The Vendor /Consultant/ Contractor acknowledges and agrees that use of the U.S. Department of Homeland Security's E-Verify System during the term of the contract is a condition of the contract with the City; and

By entering into a Contract, the Contractor becomes obligated to comply with the provisions of Section 448.095, Fla. Stat., "Employment Eligibility," as amended from time to time. This includes but is not limited to utilization of the E-Verify System to verify the work authorization status of all newly hired employees, and requiring all subcontractors to provide an affidavit attesting that the subcontractor does not employ, contract with, or subcontract with, an unauthorized alien. The contractor shall maintain a copy of such affidavit for the duration of the contract. Failure to comply will lead to termination of this Contract, or if a subcontractor knowingly violates the statute, the subcontract must be terminated immediately. If t contract is terminated for a violation of the statute by the Contractor, the Contractor may not be awarded a public contract for a period of 1 year after the date of termination. The Contractor acknowledges it is liable to the City for any additional costs as a result of termination of the contract due to Contractor's failure to comply with the provisions herein.

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E-VERIFY FORM

Definitions:

"Contractor" means a person or entity that has entered or is attempting to enter into a contract with a public employer to provide labor, supplies, or services to such employer in exchange for salary, wages, or other remuneration.

"Subcontractor" means a person or entity that provides labor, supplies, or services to or for a contractor or another subcontractor in exchange for salary, wages, or other remuneration.

Effective January 1, 2021, public and private employers, contractors and subcontractors will begin required registration with, and use of the E-Verify system in order to verify the work authorization status of all newly hired employees. Vendor/Consultant/Contractor acknowledges and agrees to utilize the U.S. Department of Homeland Security's E-Verify System to verify the employment eligibility of:

a) All persons employed by Vendor/Consultant/Contractor to perform employment duties within Florida during the term of the contract; and

b) All persons (including sub-vendors/subconsultants/subcontractors) assigned by Vendor/Consultant/Contractor to perform work pursuant to the contract with the Department. The Vendor/Consultant/Contractor acknowledges and agrees that use of the U.S. Department of Homeland Security's E-Verify System during the term of the contract isa condition of the contract with the City of Opa-locka; and

Should vendor become successful Contractor awarded for the above-named project, by entering into this Contract, the Contractor becomes obligated to comply with the provisions of Section 448.095, Fla. Stat., "Employment Eligibility," as amended from time to time. This includes but is not limited to utilization of the E-Verify System to verify the work authorization status of all newly hired employees, and requiring all subcontractors to provide an affidavit attesting that the subcontractor does not employ, contract with, or subcontract with, an unauthorized alien. The contractor shall maintain a copy of such affidavit for the duration of the contract. Failure to comply will lead to termination of this Contract, or if a subcontractor knowingly violates the statute, the subcontract must be terminated immediately. If this contract is terminated for a violation of the statute by the Contractor, the Contractor may not be awarded a public contract for a period of 1 year after the date of termination.

Company Name: HydroCorp, LLC

Authorized Signature: DocuSigned by: Jim Wagener BCF4E48EB2644DA...

Print Name: Jim Wagener

Title: Chief Financial Officer

Date: 3/4/2026

Docusign Envelope ID: D8E10805-D48A-4F70-9FEB-46077CB1A285

CERTIFICATION REGARDING DEBARMENT, SUSPENSION PROPOSED DEBARMENT AND OTHER MATTERS OF RESPONSIBILITY

1. The Proposer certifies, to the best of its knowledge and belief, that the Proposer and/or any of its Principals:

A. Are not presently debarred, suspended, proposed for debarment, or declared ineligible for the award of contracts by any Federal agency.

B. Have not, within a three-year period preceding this offer, been convicted of or had a civil judgment rendered against them for: commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, state, or local) contract or subcontract; violation of Federal or state antitrust statutes relating to the submission of offers; or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, tax evasion, or receiving stolen property; and

C. Are not presently indicted for, or otherwise criminally or civilly charged by a governmental entity with, commission of any of the offenses enumerated in paragraph 1-B of this provision.

2. The Proposer has not, within a three-year period preceding this offer, had one or more contracts terminated for default by any City, State or Federal agency.

A. "Principals," for the purposes of this certification, means officers; directors; owners; partners; and persons having primary management or supervisory responsibilities within a business entity (e.g., general manager; plant manager; head of a subsidiary, division, or business segment, and similar positions). This Certification Concerns a Matter Within the Jurisdiction of an Agency of the United States and the Making of a False, Fictitious, or Fraudulent Certification May Render the Maker Subject to Prosecution Under Section 1001, Title 18, United States Code.

B. The Proposer shall provide immediate written notice to the Contracting Officer if, at any time prior to contract award, the Proposer learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.

C. A certification that any of the items in paragraph (a) of this provision exists will not necessarily result in withholding of an award under this solicitation. However, the certification will be considered in connection with a determination of the Proposer's responsibility. Failure of the Proposer to furnish a certification or provide such additional information as requested by the Contracting Officer may render the Proposer non-responsive.

D. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render, in good faith, the certification required by paragraph (a) of this provision. The knowledge and information of a Proposer is not required to exceed

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that which is normally possessed by a prudent person in the ordinary course of business dealings.

E. The certification in paragraph (a) of this provision is a material representation of fact upon which reliance was placed when making award. If it is later determined that the Proposer knowingly rendered an erroneous certification, in addition to other remedies available to the Government, the Contracting Officer may terminate the contract resulting from this solicitation for default.

AS THE PERSON AUTHORIZED TO SIGN THE STATEMENT, I CERTIFY THAT THIS FIRM COMPLIES FULLY WITH THE ABOVE REQUIREMENTS.

Signature Jim Wagener
BCF4E48EB2644DA...

Jim Wagener

Printed Name _____

REQUEST FOR PROPOSALS
26-0312200
Cross-Connection Control Program Management Services

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RFP 26-0312200

The sealed proposal for Cross-Connection Control Program Management Services for the City of Opa-locka will be received at the City Clerk's Office on **March 12, 2026, by 2:00 p.m.**

Proposals may be submitted via one of two methods:

1. Electronic Submission via DemandStar: Proposals should be submitted through www.demandstar.com (e-bid) by 2:00 p.m. ET on the designated due date. The City strongly prefers and encourages electronic submissions.

2. Submission via Postal Mail: Sealed proposals may be submitted via mail to the address below by 2:00 p.m. ET on the due date. Any Request for Proposals (RFP) package that arrives after the specified closing time will be returned unopened.

Instructions for Postal Mail Submission:

Please submit one (1) original proposal, six (6) copies, and one copy of the proposal package on a USB flash drive in PDF format. All materials should be enclosed in sealed envelopes or packages. The envelopes or packages must be addressed to the City Clerk's Office, City of Opa-locka, Florida, and marked as follows: RFP 26-0312200 Cross-Connection Control Program Management Services.

Mailing Address:

City of Opa-locka
Office of the City Clerk
780 Fisherman Street, 4th Floor
Opa-locka, Florida 33054

Proposers desiring information for use in preparing proposals may obtain a set of such documents by visiting the City's website at www.opalockafl.gov or www.demandstar.com. The City reserves the right to accept or reject any and all proposals and to waive any technicalities or irregularities therein. The City further reserves the right to award the contract to that proposer(s) whose proposal best complies with the **RFP NO: 26-0312200** requirements**. A Pre-Bid meeting** will be held on Friday, February 13, 2026, at 1:00 PM, both virtually and in person at 780 Fisherman Street, 4th floor, Opa-locka, FL 33054. Join virtually using the Teams link below. For more information, email Jay Bergel at jbergel@opalockafl.gov.

Microsoft Teams meeting

Join: https://teams.microsoft.com/meet/27721100424459?p=unrfcFG1d8nsUJ0LRR
Meeting ID: 277 211 004 244 59
Passcode: mW2Rp3ZF

Joanna Flores
City Clerk

PART I
PROPOSAL GUIDELINES

1-1. Introduction: The City of Opa-locka is requesting proposals from qualified professional consultants to provide Cross-Connection Control Program Management Services.

1-2. Proposal Submission and Withdrawal: The City of Opa-locka will accept proposals by mail; however, it is Proposer's responsibility to submit Proposer's proposal by the due date. In addition, proposals may be submitted via www.demandstar.com (e-bid). The City must receive all proposals by 2:00 p.m. on 3/12/2026. The address to submit sealed proposals is listed below:

CITY OF OPA-LOCKA
Office of the City Clerk
780 Fisherman Street, 4th Floor
Opa-locka, Florida 33054

To facilitate processing, please clearly mark the outside of the proposal package as follows: **RFP NO. 26-0312200 –** Cross-Connection Control Program Management Services.

This package shall also include the Proposer's return address. Proposers may withdraw their proposals by notifying the City in writing at any time prior to the deadline for proposal submittal. After the deadline, the proposal will constitute an irrevocable offer, for a period of 90 days. Once opened, proposals become a record of the City and will not be returned to the Proposer. The City cautions Proposers to assure actual delivery of mailed or hand-delivered proposals directly to the City Clerk's Office at 780 Fisherman Street, 4th Floor, Opa-locka, Florida 33054 prior to the deadline set for receiving proposals. Telephone confirmation of timely receipt of the proposal may be made by calling (305) 688-4611 before proposal closing time. Any proposal received after the established deadline **will not** be considered and will be returned unopened to the Proposer(s).

1-3. Number of Copies: Proposers shall submit an **original and six (6) copies (a total of 7) plus one copy on USB flash drive in PDF format** of the proposal in a sealed, opaque package marked as noted above. The Proposer will be responsible for timely delivery, whether by personal delivery, US Mail or any other delivery medium.

1-4. Development Costs: Neither the City nor its representatives shall be liable for any expenses incurred in connection with preparation of a response to this Request for Proposal. Proposers should prepare their proposals simply and economically, providing a straightforward and concise description of the Proposer's ability to meet the requirements of the RFQ.

1-5. Inquiries: The City Clerk will receive written requests for clarification concerning the meaning or interpretations of the RFQ until eight (8) days prior to the submittal date. City personnel are authorized only to direct the attention of prospective Proposers to various portions of the RFQ so that they may read and interpret such for themselves. No employee other than the City Purchasing Officer is authorized to interpret any portion of this RFP or give information as to the requirements of the RFP in addition to what is contained in the written RFP document.

1-6. Addendum: The City may record its response to inquiries and any supplemental instructions in the form of written addenda posted on the City's website up to five (5) calendar days before the published submission date. Proposers shall contact the City to ascertain whether any addenda have been issued. Failure to do so could result in an unresponsive proposal. Any oral explanation given before the RFP opening will not be binding.

All Proposers are expected to carefully examine the proposal documents. Any ambiguities or inconsistencies should be brought to the attention of the City's Purchasing Officer through written communication prior to the opening of the proposals.

1-7. Contract Awards: The City anticipates entering into an Agreement with the Proposer who submits the proposal judged by the City to be most advantageous. The Proposer understands that this RFQ does not constitute an offer or an Agreement with the Proposer. An offer or Agreement shall not be deemed to exist and is not binding until proposals are reviewed, accepted by appointed staff, the best proposal has been identified, approved by the appropriate level of authority within the City and executed by all parties. The City reserves the right to reject all proposals, to abandon the project and/or to solicit and re- advertise other proposals.

1-8. Contractual Agreement: This RFP and selected proposal shall be included and incorporated in the final award. The order of contractual precedence will be the Agreement document, original Terms and Conditions, and Proposer response. All legal action necessary to enforce the award will be held in Miami-Dade County and the contractual obligations will be interpreted according to the laws of Florida. **Any additional contract or agreement requested for consideration by the Proposer must be attached and enclosed as part of the proposal.**

1-9. Selection Process: The proposals will be evaluated and assigned points. The firm with the highest number of points will be ranked first; however, nothing herein will prevent the City from assigning work to any firm deemed responsive and responsible.

1-10. Public Records: Upon award recommendation or ten (10) days after opening, whichever occurs first, proposals become "public records" and shall be subject to public disclosure consistent with Chapter 119 Florida Statutes. To limit public disclosure, Proposers must invoke the Exemptions to Disclosure provided by law in the response to the bid, must identify the data or other materials to be protected, and must state the reasons why such exclusion from public disclosure is necessary. Document files may be examined during normal working hours.

1-11. News Releases: The Proposer shall obtain the prior approval of the City Manager's Office for all news releases or other publicity pertaining to this solicitation or the service, study or project to which it relates.

1-12. Insurance: The awarded Proposer(s) shall maintain insurance coverage reflecting at least the minimum amounts and conditions specified herein. In the event the Proposer is a governmental entity or a self-insured organization, different insurance requirements may apply. Misrepresentation of any material fact, whether intentional or not, regarding the Proposers'

insurance coverage, policies or capabilities may be grounds for rejection of the proposal and rescission of any ensuing Agreement.

1. Evidence of General Liability coverage with limits not less than $1,000,000 per Occurrence/ $2,000,000 Aggregate (Including Policy Number and Policy Period);

2. Evidence of Auto Liability coverage with limits not less than $1,000,000 per Occurrence/$1,000,000 Aggregate (Including Policy Number and Policy Period);

3. Evidence of Workers' Compensation coverage with statutory limits and Employer's Liability coverage with limits not less than $100,000 (Including Policy Number and Policy Period);

4. The City listed as an additional insured (this may be specifically limited to the specific job(s) the contractor will be performing);

5. Minimum 30-day written notice of cancellation.

1-13. Licenses: Proposers, both corporate and individual, must be fully licensed and certified in the State of Florida at the time of RFQ submittal. The proposal of any Proposer not fully licensed and certified shall be rejected.

1-14. Public Entity Crimes: Award will not be made to any person or affiliate identified on the Department of Management Services' "Convicted Vendor List". This list is defined as consisting of people and affiliates who are disqualified from public contracting and purchasing processes because they have been found guilty of a public entity crime. No public entity shall award any contract to or transact any business more than the threshold amount provided in Section 287.017 Florida Statutes for Category Two (currently $35,000) with any person or affiliated on the "Convicted Vendor List" for a period of thirty-six (36) months from the date that person or affiliate was placed on the "Convicted Vendor List" unless that person or affiliate has been removed from the list. By signing and submitting the RFQ proposal forms, Proposer attests that it has not been placed on the "Convicted Vendor List".

1-15. Code Of Ethics: If any Proposer violates or is a party to a violation of the code of ethics of the City of Opa-locka or the State of Florida with respect to this proposal, such Proposer shall be disqualified from performing the work described in this proposal or from furnishing the goods or services for which the proposal is submitted and shall be further disqualified from submitting any future proposals for work, goods or services for the City of Opa-locka.

1-16. Drug-Free Workplace: Preference shall be given to businesses with Drug-Free Workplace (DFW) programs. Whenever two or more proposals which are equal with respect to price, quality, and service are received, a proposal received from a business that completes the attached DFW form certifying that it is a DFW shall be given preference in the award process.

1-17. Permits and Taxes: The Proposer shall procure all permits, pay all charges, fees, and taxes, and give all notices necessary and incidental to the due and lawful execution of the work.

1-18. Protests: Protests of the plans, specifications, and other requirements of the Request for Proposal must be received in writing by the City Clerk's Office at least ten (10) working days prior to the scheduled bid opening. A detailed explanation of the reason for the protest must be included. Protests of the award or intended award of the contract must be in writing and received in the City Clerk's Office within seven (7) working days of the notice of the award. A detailed explanation of the protest must be included.

1-19. Termination for Convenience: A contract may be terminated in whole or in part by the City at any time and for any reason in accordance with this clause whenever the City shall determine that such termination is in the best interest of the City. Any such termination shall be affected by the delivery to the contractor at least five (5) working days before the effective date of the Notice of Termination specifying the extent to which performance shall be terminated and the date upon which termination becomes effective. An equitable adjustment to the contract price shall be made for the completed service, but no amount shall be allowed for anticipated profit on unperformed services.

1-20. Cone of Silence: This solicitation is subject to a Cone of Silence pursuant to Section 2-320.2 of the City of Opa-locka's Code of Ordinances. A cone of silence shall be applicable to all City Staff, the Mayor and City Commission and its staff, the City Attorney and his/ her staff, the City Clerk and his/ her staff regarding any communication relating to requests for proposal (RFP), requests for qualification (RFQ), invitations to bid (ITB), request for letters of interest (RFLI), or any other advertised solicitations for the provision of goods and services, professional services, and public works or improvements.

CALENDAR EVENTS

EVENT	**DATE/LOCATION**	
Release Date	2/2/26	
Pre-Bid Meeting	2/13/26	
Written Questions Due	2/16/26 @ 5:00pm Email questions to jbergel@opalockafl.gov With Subject line "RFP No: Bid Questions"	
Response to Questions	2/23/26 @ 5:00pm	
Due Date/Bid Opening	3/12/26 @ 2:00 pm	
1st Evaluation Committee Meeting	TBA	
Award Recommendation	TBA	
Commission Approval	TBA	
Post Award	TBA	

PART II
NATURE OF SERVICE

The City is requesting proposals from qualified firms to provide **Cross-Connection Control Program Management Services** to ensure compliance with **Florida Department of Environmental Protection (FDEP) Regulation 62-555.360**. The primary objectives of this program are to:

Total number of water service connections: **6,500**
Total number of currently documented backflow preventer assemblies: unknown at this time

- **Preemptively identify and document cross-connection/backflow hazards** and notify buildingowners of any mandatory corrective action when required and monitor compliance cycle.
- **Manage Backflow Test Tracking/Send Notifications**- Monitor, track periodic test documentation, print and send corrective action notifications related to Backflow Preventer Assemblies connected to the public water system.
- **Establish a cloud based secure database of cross-connection control** and backflow prevention records for each service connection included in the program. All data collected and managed remains the sole property of the public water system,
- **Ensure all program data is compatible for import with ESRI ArcGIS/ArcMap** for enhanced geographic and system-wide analysis.
- **Provide onsite training** for public water system staff on cross-connection and backflow prevention fundamentals.
- **Conduct a comprehensive review and optimization of the public water system's Cross-Connection Control Program.**
- **Develop and update a comprehensive written Cross-Connection Control Program Plan and Policy Manual** that includes all regulatory requirements, customer notification templates, and public awareness materials.

The selected contractor will be responsible for all activities outlined in the **Scope of Work** and must provide all necessary personnel, equipment, and software to effectively administer the program.

Cross-Connection Surveys/Inspections
The selected contractor shall be responsible for **proactively identifying and documenting cross- connection/backflow hazards** throughout the [Public Water System Name] service area. This includes:

- **On-Site Cross-Connection Surveys:** Conduct visual inspections at commercial, industrial, and institutional properties, as well as select residential properties, to identify potential cross-connections.
- **Hazard Documentation:** Maintain accurate records of all surveyed locations, including:
    - Type of facility.
    - Potential cross-connections identified.
    - Risk classification is based on degree of hazard.
    - Recommended corrective actions.

- **Property Owner Notification:** Provide written notifications to building owners detailing any mandatory corrective actions required for compliance.
- **Follow-Up & Compliance Monitoring:** Track compliance cycles and conduct follow-up inspections to verify corrective actions have been completed.
- **Data Management & Reporting:** Maintain a **digital tracking system** accessible to City of Opa-locka Public Water System staff that includes survey records, compliance statuses, and pending corrective actions.

Backflow Test Tracking/Notifications

The selected contractor shall establish a **comprehensive backflow prevention assembly compliance tracking system** to ensure all devices connected to the [Public Water System Name] distribution system are properly tested and maintained. This includes:

- **Backflow Prevention Assembly Inventory** with updated device locations and testing schedules.
- **Monitoring & Compliance Tracking** for test due dates and follow-up on overdue tests.
- **Property Owner Notifications** with reminders, compliance deadlines, and enforcement warnings.
- **Coordination with Certified Backflow Testers** to ensure testing is performed by qualified personnel.
- **Enforcement Follow-Up** with escalations as necessary, including service shutoffs for non-compliance.
- **Secure Data Management** to allow staff access to backflow test records and compliance tracking.

Cross-Connection Control Program Data Accessibility and GIS Integration

1. The contractor must use a cross-connection control software package for program management. The software package must be approved by the City of Opa-locka and able to produce at a minimum the following reports and notices:
    a. Standard notices and reports to include inspection, re-inspection, testing, non-compliance and compliance notices.
    b. Produce management reports for notices, inventory of devices, device tests, inspection schedules, device test schedules, overdue inspections, and device test forms.
    c. Schedule inspection and device testing notices from internal records, standard procedures, and timing as required by FDEP approved, City of Opa-locka CCC Plan.
    d. Track testable and non-testable devices and compliance requirements.
    e. Automatically access all data relevant to a particular facility or period.

f. Generate the Annual Cross Connection Control Report and support documents.

g. The Contractor shall provide the entire database for the cross-connection program from program inception through the end of the calendar year in a mutually agreeable electronic format.

h. The Contractor shall utilize a proprietary or commercially available cross-connection program software package. If proprietary software is utilized, the Contractor shall provide the City with a working copy through the term of the contract and for sufficient period following termination of the contract. The city is authorized to view the database, and to export the database to another
cross-connection program software system within six months of contract termination and receipt of the final database described above.

i. The Contractor shall provide written report on specific events or accounts upon request.

j. The contractor shall ensure that all cross-connection control program data is accessible to designated water system staff and is important for use with ESRI ArcGIS/ArcMap. This includes:

k. Provide location data formatted for easy GIS integration.

Onsite Cross-Connection & Backflow Basics Training for Public Water System Staff

The contractor should provide **up to eight (8) hours of onsite training** for City of Opa-locka Public Water System staff on cross-connection and backflow prevention. Topics must include:

- **Overview of Cross-Connection Control Regulations (FDEP 62-555.360)**
- **Identifying Cross-Connections & Backflow Hazards**
- **Types of Backflow Prevention Assemblies & Their Functions**
- **Surveying & Inspection Procedures**
- **Understanding Backflow Test Reports**

Utility Cross-Connection Control Program Review & Optimization
The contractor shall perform a **comprehensive review of the existing Cross-Connection Control Program** and provide consulting and recommendations for improvements. This includes:

- **Regulatory Review & Ordinance Compliance**
- **Notification Timeliness & Enforcement Procedures**
- **Inspection Prioritization & High-Hazard Containment**
- **Public Awareness & Customer Education Enhancements**
- **Database Management & Business Change Tracking**

- **Facility Inspection Scheduling & Risk Classification**

Cross-Connection Control Program Plan & Policy Manual Update
The contractor shall develop or update a **comprehensive written Cross-Connection Control Program Plan and Policy Manual** for the City. This document must:

- **Incorporate all relevant state and local regulations**, including FDEP 62-555.360 and applicable plumbing codes.
- **Outline enforcement policies and compliance procedures** for managing cross-connections.
- **Include customized templates for customer notifications**, such as:
    - Initial Inspection Notices
    - Compliance Notices
    - Non-Compliance Warnings (1st and 2nd notices)
    - Final Notice/Enforcement Penalty Notices
    - Special Program Notices
- **Develop standardized public awareness materials** to educate the community on cross-connection control program participation and compliance.
- **Ensure program documentation remains up to date** with evolving regulatory requirements.

Proposal Submission Requirements
Interested firms must submit a proposal including:

- **Company Background & Experience** demonstrate expertise in cross-connection control program management.
- **Scope of Work Approach** detailing methodologies for surveys, tracking, training, and compliance.
- **Software & Data Management** capabilities, including GIS integration.
- **References & Case Studies** from other public water systems.
- **Cost Proposal** with an itemized breakdown of fees.

CONTRACT AWARD

Any contract, as a result of this RFP, will be submitted to City Commission for considerations and may be submitted to their approval. The Contract award, if any, shall be made to the proposer whose bid shall be deemed by the City to be in the best interest of the City. The City's decision to make the award and which bid is in the best interest of the City shall be final.

PART III
PROPOSAL REQUIREMENTS

3-1 RULES FOR PROPOSALS

To maintain comparability and enhance the review process, proposals shall be organized in the manner specified below and include all information required herein. The proposal must name all people or entities interested in the proposal as principals. The proposal must declare that it is made without any other person or entity submitting a proposal pursuant to this RFP.

3-2 SUBMISSION OF PROPOSALS

The proposal shall be submitted on 8 ½ "x 11" paper, portrait orientation, with headings and sections numbered appropriately. Ensure that all information is written legibly or typed. The following should be submitted for a proposal for firm to be considered:

3.2.1 Cover Page - Show the name of Proposer's agency/firm, address, telephone number, name of contact person, date, and the proposal number and description.

3.2.2 Tab 1 - Table of Contents
Include a clear identification of the material by section and by page number.

3.2.3 Tab 2 - Letter of Transmittal

3.2.3.1 Limit to one or two pages.
3.2.3.2 Briefly state the Proposer's understanding of the work to be done.
3.2.3.3 Give the names of the people authorized to make representations for the Proposer, their titles, telephone numbers, e-mail addresses and mail address if different from that provided on the Cover page.
3.2.3.4 Corporate Officer signed certification of the Proposal contents.

3.2.4 Tab 3 - General Information

3.2.4.1 Name of Business.
3.2.4.2 Mailing Address and Phone Number.
3.2.4.3 Names and contact information of people to be contacted for information or services if different from the name of person in charge.
3.2.4.4 Normal business hours.
3.2.4.5 State if business is local, national, or international and indicate the business legal status (corporation, partnership, etc.).
3.2.4.6 Give the date business was organized and/or incorporated, and where.
3.2.4.7 Give the location of the office from which the work is to be done and the number of professional staff at that office.
3.2.4.8 Indicate whether the business is a parent or subsidiary in a group of firms/agencies. If it is, please state the name of the parent company.
3.2.4.9 State if the business is licensed, permitted and/or certified to do business in the State of Florida and attach copies of all such licenses issued to the business entity.

3.2.5 Tab 4 – Project Approach

Describe in detail the proposal to fulfill the requirements of the scope of services listed in section 2.2 of this RFP.

3.2.6 Tab 5 – Experience and Qualifications

3.2.6.1 Specify the number of years the Proposer has been in business.

3.2.6.2 Identify the Proposer's qualifications to perform the services identified in this RFP as listed in section of the Nature of Services.

3.2.6.3 Provide resumes, not exceeding one page each, of all key personnel who will be assigned for this project.

3.2.7 Tab 6 – Schedule

3.2.7.1 Include a timetable that identifies the amount of time required to complete each component of the Program, including completion date.

3.2.7.2 Indicate the earliest available start date for Proposer's project team.

3.2.8 Tab 7 – Pricing of Services

3.2.8.1 Identify the structure and amount of compensation

3.2.9 Tab 8 – References

3.2.9.1 List a minimum of three (3) references in Florida for which the Proposer has provided set services outlined in the bid document. Include the name of the organization, brief description of the project, name of contact person telephone number and email address.

3.2.10 Tab 9 – Additional Forms

Proposers must submit with their Proposals the following completed forms

- Proposer Qualifications
- Cost Proposal
- Certification regarding debarment and suspension
- Drug Free workplace certification
- Non-Collusion Affidavit
- Non-Discrimination Affidavit
- E-Verification Form
- Anti-kick Affidavit Form
- Client Reference Form

FAILURE TO SUBMIT ALL OF THE ABOVE REQUIRED DOCUMENTATION MAY DISQUALIFY PROPOSER.

PART IV
EVALUATION OF PROPOSALS

4-1 SELECTION COMMITTEE

A Selection Committee, consisting of City personnel, will convene, review and evaluate all proposals. The Selection Committee will use a point formula during the review process to score proposals and assign points in accordance with the evaluation criteria. The Proposer shall satisfy and explicitly respond to all the requirements of the RFP, including a detailed explanation of how the services shall be performed. Each proposal will be reviewed to determine if the Proposal is responsive to the submission requirements outlined in the Solicitation. A responsive Proposal is one which follows the requirements of this Solicitation which includes all documents correctly formatted, was timely submitted and is appropriately signed as required on each document. Failure to comply with these requirements may result in the Proposal being deemed non-responsive. The Contract will be awarded to the most responsive Proposer whose Proposal best serves the interest of and represents the best value to the City of Opa-locka.

4-2 EVALUATION CRITERIA

The Committee may have any/or all Proposers make presentations and be interviewed by the Committee as part of the evaluation process. The Committee's decision will be communicated to all Proposers. A Proposer's presentation may clarify but may not modify its submitted Proposal. Any discussion between the Proposer and Selection Committee is intended only for providing clarification in response to Committee questions.

Evaluation Criteria	Weight
Experience & Qualifications (Cross-Connection Control Expertise)	30%
Methodology & Approach (Surveys, Tracking, Notifications)	30%
Software & Data Management Capabilities	20%
Cost Proposal	20%
TOTAL	100%

4-3 ORAL PRESENTATIONS

Proposers may be required to make individual presentations to the City Selection Committee in order to clarify their proposals. Only those firms with the highest rated scores in accordance with the stated criteria and their weights will be invited to give oral presentations. However, the City has the right to accept the best proposal as submitted, without discussion or negotiation.

If the City determines that such presentations are needed, a time and place will be scheduled for oral presentations. Each Proposer shall be prepared to discuss and substantiate any of the areas of the proposal submitted, and its qualifications to perform the specified services. During the oral presentations, the Proposers should relate their discussion to the evaluation criteria, which will include (but not be limited to) their approach to the project. The proposed Project Manager must be in attendance.

The Evaluation Criteria may be changed for the oral presentation evaluation phase. References and site visits (if completed) shall be included in the final evaluation criteria, along with other criteria and weights as determined by the Selection Committee. Finalists will be informed as to the revised criteria, if any, prior to their oral presentation.

Additionally, prior to award of an Agreement pursuant to this RFP, the City may require Proposers to submit such additional information bearing upon the Proposer's ability to perform the services in the Agreement as the City deems appropriate.

4-4 FINAL SELECTION

The City will select the firm that meets the best interests of the City. The City shall be the sole judge of its own best interests, the proposals, and the resulting negotiated Agreement. The City's decisions will be final. Following the notification of the selected firm, it is expected that an Agreement will be executed between both parties. City staff will recommend award to the responsible Proposer whose Proposal is determined to provide overall best value to the City, considering the evaluation factors in this RFP.

4-5 AWARD AND CONTRACT EXECUTION

After review by the Selection Committee of the proposals and oral presentations a recommendation will be made to the City Manager for submission to the City Commission for final approval. Upon Commission authorization, contract negotiations will be initiated with the first ranked firm. If those negotiations are unsuccessful, the City will formally terminate negotiations with the first ranked firm and will commence contract negotiations with the next ranked firm, etc. Upon successful contract negotiations with the prevailing firm, the remaining firms will be notified that the process has been completed and that they were not selected.

PROPOSER QUALIFICATIONS

The Proposer, as a result of this proposal, MUST hold a County and/or Municipal Contractor's Occupational License in the area of their fixed business location. The following information MUST be completed and submitted with the proposal to be considered:

1. Legal Name and Address:
   Name:_____ Address: _____

   City, State, Zip:_____Phone/Fax: _____

2. Check One: Corporation ( ) Partnership ( ) Individual ( )

3. If Corporation, indicate:
   Date of Incorporation:_____State in which Incorporated: _____

4. If an out-of-state Corporation, currently authorized to do business in Florida, give date of such authorization:_____

5. Name and Title of Principal Officers Date Elected:

_____ _____

_____ _____

_____ _____

_____ _____

6. The length of time in business:_____years

7. The length of time (continuous) in business as a service organization in Florida:
   _____years

8. Provide a list of at least three commercial or government references that the bidder has supplied services meeting the requirements of the City of Opa-locka RFP during the last twenty- four months.
9. A copy of County and/or Municipal Occupational License(s)

Note: *Information requested herein and submitted by the Proposers will be analyzed by the City of Opa-locka and will be a factor considered in awarding any resulting contract. The purpose is to insure that the Contractors, in the sole opinion of the City of Opa-locka, can sufficiently and efficiently perform all the required services in a timely and satisfactory manner as will be required by the subject contract. If there are any terms and/or conditions that are in conflict, the most stringent requirement shall apply.*

PRICE PROPOSAL FORM

If Proposer fees will be paid by City, Proposer understands and agrees that the Contract Price is the lump sum to furnish and install all the Work complete in place. The proposer's price will not be adjusted unless the City changes the scope of the Project after the Contract Date.

As such, the Vendor shall furnish all labor, materials, equipment, tools, supervision and services necessary to provide a complete, in place Project for the Proposed Price of:

LUMP SUM PRICE: $_____

SUBMITTED
THIS _____ DAY OF _____ 2026.

BID SUBMITTED BY:

_____ _____

Company Telephone Number

_____ _____

Name of Person Authorized to Submit Bid Fax Number

_____

Signature

Email Address

_____

Title

CERTIFICATION REGARDING DEBARMENT, SUSPENSION PROPOSED DEBARMENT AND OTHER MATTERS OF RESPONSIBILITY

1. The Proposer certifies, to the best of its knowledge and belief, that the Proposer and/or any of its Principals:

A. Are not presently debarred, suspended, proposed for debarment, or declared ineligible for the award of contracts by any Federal agency.

B. Have not, within a three-year period preceding this offer, been convicted of or had a civil judgment rendered against them for: commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, state, or local) contract or subcontract; violation of Federal or state antitrust statutes relating to the submission of offers; or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, tax evasion, or receiving stolen property; and

C. Are not presently indicted for, or otherwise criminally or civilly charged by a governmental entity with, commission of any of the offenses enumerated in paragraph 1-B of this provision.

2. The Proposer has not, within a three-year period preceding this offer, had one or more contracts terminated for default by any City, State or Federal agency.

A. "Principals," for the purposes of this certification, means officers; directors; owners; partners; and persons having primary management or supervisory responsibilities within a business entity (e.g., general manager; plant manager; head of a subsidiary, division, or business segment, and similar positions). This Certification Concerns a Matter Within the Jurisdiction of an Agency of the United States and the Making of a False, Fictitious, or Fraudulent Certification May Render the Maker Subject to Prosecution Under Section 1001, Title 18, United States Code.

B. The Proposer shall provide immediate written notice to the Contracting Officer if, at any time prior to contract award, the Proposer learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.

C. A certification that any of the items in paragraph (a) of this provision exists will not necessarily result in withholding of an award under this solicitation. However, the certification will be considered in connection with a determination of the Proposer's responsibility. Failure of the Proposer to furnish a certification or provide such additional information as requested by the Contracting Officer may render the Proposer non-responsive.

D. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render, in good faith, the certification required by paragraph (a) of this provision. The knowledge and information of a Proposer is not required to exceed

that which is normally possessed by a prudent person in the ordinary course of business dealings.

E. The certification in paragraph (a) of this provision is a material representation of fact upon which reliance was placed when making award. If it is later determined that the Proposer knowingly rendered an erroneous certification, in addition to other remedies available to the Government, the Contracting Officer may terminate the contract resulting from this solicitation for default.

AS THE PERSON AUTHORIZED TO SIGN THE STATEMENT, I CERTIFY THAT THIS FIRM COMPLIES FULLY WITH THE ABOVE REQUIREMENTS.

Signature_____

Printed Name _____

DRUG-FREE WORKPLACE CERTIFICATIONFORM

Whenever two (2) or more bids/proposals, which are equal with respect to price, quality, and service, are received by the CITY OF OPA-LOCKA for the procurement of commodities or contractual services, a bid/proposal received from a business that certifies that it has implemented a drug-free workplace program shall be given preference in the award process. In order to have a drug-free workplace program, a business shall:

1. Publish a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession or use of controlled substances is prohibited in the workplace and specifying the actions that will be taken against employees for violations of such prohibition.

2. Inform employees about the dangers of drug abuse in the workplace, the business's policy of maintaining a drug-free workplace, any available drug counseling, rehabilitation, and employee assistance programs, and the penalties that may be imposed upon employees for drug abuse violations.

3. Give each employee engaged in providing the commodities or contractual services that are under bid a copy of the statement specified in number (1).

4. In the statement specified in number (1), notify the employees that as a condition for working on the commodities or contractual services that are under bid, the employee will abide by the terms of the statement and will notify the employer of any conviction on or plea of guilty or no contest to any violation of Chapter 893, Florida Statutes or of any controlled substance law of the United States or any singular state, for a violation occurring in the workplace no later than five (5) days after such conviction.

5. Impose a sanction on, or require the satisfactory participation in a drug abuse assistance or rehabilitation program if such is available in the employee's community by any employee who is so convicted.

6. Make a good faith effort to continue to maintain a drug-free workplace through implementation of Section 287.087, Florida Statutes.

This Certification is submitted by_____the
(Name)
_____of_____
(Title/Position) (Company)

who does hereby certify that said Company has implemented a drug-free workplace program, which meets the requirements of Section 287.087, Florida Statutes, which are identified in numbers (1) through (6) above.

_____ _____
Date Signature

CITY OF OPA-LOCKA NON-COLLUSION AFFIDAVIT
STATE OF FLORIDA - COUNTY OF MIAMI DADE

_____ being first duly sworn, deposes and says that:

(1) He/She/They is/are the _____ (Owner, Partner, Officer, Representative or Agent) of _____ the PROPOSER that has submitted the attached proposal;

(2) He/She/They is/are fully informed respecting the preparation and contents of the attached Proposal and of all pertinent circumstances respecting such Proposal;

(3) Such Proposal is genuine and is not a collusive or sham Proposal;

(4) Neither the said PROPOSER nor any of its officers, partners, owners, agents, representatives, employees or parties in interest, including this affiant, have in any way colluded, conspired, connived or agreed, directly or indirectly, with any other PROPOSER, firm, or person to submit a collusive or sham Proposal in connection with the Work for which the attached Proposal has been submitted; or to refrain from Proposing in connection with such Work; or have in any manner, directly or indirectly, sought by agreement or collusion, or communication, or conference with any PROPOSER, firm, or person to fix any overhead, profit, or cost elements of the Proposal or of any other PROPOSER, or to fix any overhead, profit, or cost elements of the Proposed Price or the Proposed Price of any other PROPOSER, or to secure through any collusion, conspiracy, connivance, or unlawful agreement any advantage against (Recipient), or any person interested in the proposed Work;

(5) The price or prices quoted in the attached Proposal are fair and proper and are not tainted by any collusion, conspiracy, connivance, or unlawful agreement on the part of the PROPOSER or any other of its agents, representatives, owners, employees or parties of interest, including this affiant.

Signed, sealed and delivered in the presence of:

_____ By: _____
Witness Signature

_____ _____
Witness Print Name and Title

NON-DISCRIMINATION AFFIDAVIT

I, the undersigned, hereby duly sworn, depose and say that the organization, business or entity represented herein shall not discriminate against any person in its operations, activities or delivery of services under any agreement it enters into with the City of Opa-locka. The same shall affirmatively comply with all applicable provisions of federal, state and local equal employment laws and shall not engage in or commit any discriminatory practice against any person based on race, age, religion, color, gender, sexual orientation, national origin, marital status, physical or mental disability, political affiliation or any other factor which cannot be lawfully used as a basis for service delivery.

By:_____

Title:_____

Sworn and subscribed before this

_____day of_____, 2026

_____
Notary Public, State of Florida

_____
(Printed Name)

My commission expires:_____

E-VERIFY

Effective January 1, 2021, public and private employers, contractors and subcontractors will be required to register with, and use of the E-Verify system in order to verify the work authorization status of all newly hired employees. Vendor/Consultant/Contractor acknowledges and agrees to utilize the U.S. Department of Homeland Security's E-Verify System to verify the employment eligibility of:

a) All persons employed by Vendor/Consultant/Contractor to perform employment duties within Florida during the term of the contract; and

b) All persons (including sub-vendors/sub-consultants/sub-contractors) assigned by Vendor /Consultant/ Contractor to perform work pursuant to the contract with the Department. The Vendor /Consultant/ Contractor acknowledges and agrees that use of the U.S. Department of Homeland Security's E-Verify System during the term of the contract is a condition of the contract with the City; and

By entering into a Contract, the Contractor becomes obligated to comply with the provisions of Section 448.095, Fla. Stat., "Employment Eligibility," as amended from time to time. This includes but is not limited to utilization of the E-Verify System to verify the work authorization status of all newly hired employees, and requiring all subcontractors to provide an affidavit attesting that the subcontractor does not employ, contract with, or subcontract with, an unauthorized alien. The contractor shall maintain a copy of such affidavit for the duration of the contract. Failure to comply will lead to termination of this Contract, or if a subcontractor knowingly violates the statute, the subcontract must be terminated immediately. If t contract is terminated for a violation of the statute by the Contractor, the Contractor may not be awarded a public contract for a period of 1 year after the date of termination. The Contractor acknowledges it is liable to the City for any additional costs as a result of termination of the contract due to Contractor's failure to comply with the provisions herein.

E-VERIFY FORM

Definitions:

"Contractor" means a person or entity that has entered or is attempting to enter into a contract with a public employer to provide labor, supplies, or services to such employer in exchange for salary, wages, or other remuneration.

"Subcontractor" means a person or entity that provides labor, supplies, or services to or for a contractor or another subcontractor in exchange for salary, wages, or other remuneration.

Effective January 1, 2021, public and private employers, contractors and subcontractors will begin required registration with, and use of the E-Verify system in order to verify the work authorization status of all newly hired employees. Vendor/Consultant/Contractor acknowledges and agrees to utilize the U.S. Department of Homeland Security's E-Verify System to verify the employment eligibility of:

a) All persons employed by Vendor/Consultant/Contractor to perform employment duties within Florida during the term of the contract; and

b) All persons (including sub-vendors/subconsultants/subcontractors) assigned by Vendor/Consultant/Contractor to perform work pursuant to the contract with the Department. The Vendor/Consultant/Contractor acknowledges and agrees that use of the U.S. Department of Homeland Security's E-Verify System during the term of the contract isa condition of the contract with the City of Opa-locka; and

Should vendor become successful Contractor awarded for the above-named project, by entering into this Contract, the Contractor becomes obligated to comply with the provisions of Section 448.095, Fla. Stat., "Employment Eligibility," as amended from time to time. This includes but is not limited to utilization of the E-Verify System to verify the work authorization status of all newly hired employees, and requiring all subcontractors to provide an affidavit attesting that the subcontractor does not employ, contract with, or subcontract with, an unauthorized alien. The contractor shall maintain a copy of such affidavit for the duration of the contract. Failure to comply will lead to termination of this Contract, or if a subcontractor knowingly violates the statute, the subcontract must be terminated immediately. If this contract is terminated for a violation of the statute by the Contractor, the Contractor may not be awarded a public contract for a period of 1 year after the date of termination.

Company Name: _____

Authorized Signature: _____

Print Name: _____

Title: _____

Date: _____

ANTI-KICKBACK AFFIDAVIT

STATE OF FLORIDA)

) ss:

COUNTY OF MIAMI-DADE)

I, the undersigned, hereby duly sworn, depose and say that no portion of the sum herein proposed, or compensation that may be received as a result of this Proposal, will be paid to any employees of the City of Opa-Locka, its elected officials, and

_____ or its design consultants, as a commission, kickback, reward or gift, directly or indirectly by me or any member of my firm or by an officer of the corporation.

By:_____

Title: _____

Sworn and subscribed before me this

day of _____, 2026

_____

Notary Public
State of Florida at Large

My commission expires:

FAILURE TO COMPLETE, SIGN AND RETURN THIS FORM MAY DEEM NON-RESPONSIVE

CLIENT REFERENCE FORM

Provide a minimum of three (3) client references from recent similar transactions.

1) Name of Client Entity:_____

Address: _____

City/State/Zip:_____

Contact:_____

Title:_____

Email Address:_____

Telephone:_____

Scope of Work: _____

Description of Services Provided:_____

_____

2) Name of Client Entity:_____

Address: _____

City/State/Zip:_____

Contact:_____

Title:_____

Email Address:_____

Telephone:_____

Scope of Work: _____

Description of Services Provided:_____

_____

3) Name of Client Entity:_____

Address: _____

City/State/Zip:_____

Contact:_____

Title:_____

Email Address:_____

Telephone:_____

Scope of Work: _____

Description of Services Provided:_____

_____

CITY OF OPA-LOCKA
780 Fisherman Street, 4th Floor
Opa-locka, FL 33054

ADDENDUM No. 1

SOLICITATION No.: RFP NO. 26-0312200
SOLICITATION TITLE: Cross-Connection Control Program Management Services
DATE: 2/24/26

This Addendum is being issued to clarify and/or revise the solicitation documents, virtual solicitation conference meeting clarifications, and/or solicitation specifications. This Addendum modifies, supplements, and/or replaces information in the solicitation, and is hereby made part of the original solicitation documents.

Unless specifically modified by this Addendum, the previously issued documents remain unchanged and in the event of a conflict between this Addendum and previously issued documents, this Addendum shall prevail.

REVISIONS TO SOLICITATION

- **Response to Vendors Question**

Question: Can you confirm whether the non-residential location count of 6,500 is accurate?
Response: **Based on the billing information from Miami-Dade County, 6,500 is an accurate number.**

Question: Could you clarify what is meant by "select residential" locations? Are we expected to include those in our quote, and if so, should we provide a cost per survey for those as well?
Response: **Select residential locations would be homes that are utilized as an Assisted Living Facility that can be listed as commercial (currently, we do not have a finite number of these facilities).**

Addenda should be returned with the response. Failure to do so may disqualify your response. Please sign below to verify that you have read and understand this addendum. "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 a bond shall constitute a waiver of proceedings under chapter 120, Florida Statutes."

Signature and Print Name	Title
Company Name	Date

Sponsored By: City Manager

RESOLUTION NO. 26-

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF OPA-LOCKA, FLORIDA, AUTHORIZING THE CITY MANAGER TO ACCEPT THE PROPOSAL OF DIAMANTI CONSTRUCTION & DEVELOPMENT, INC., FOR URBAN FORESTRY REVITALIZATION INITIATIVE PURSUANT TO RFP NO. 26-0220200 AND FURTHER AUTHORIZE THE CITY MANAGER TO ENTER INTO AN AGREEMENT WITH DIAMANTI CONSTRUCTION & DEVELOPMENT, INC. FOR SAID SERVICES, IN AN AMOUNT NOT TO EXCEED FOUR HUNDRED NINETY-SIX THOUSAND EIGHT HUNDRED FOURTEEN DOLLARS ($496,814.00); PROVIDING FOR ADOPTION OF REPRESENTATIONS; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, on January 13, 2026, the City of Opa-Locka ("City") published Request for Proposals (RFP) No. 26-0220200 for the Urban Forestry Revitalization Initiative; and

WHEREAS, the City has been awarded Five Hundred Thousand Dollars ($500,000.00) in funding from the USDA Forest Service Urban and Community Forestry Program to plant 499 trees and upgrade local irrigation in specific areas; and

WHEREAS, two (2) companies submitted proposal documents, which were certified by the City Clerk on March 6, 2026; and

WHEREAS, a Selection Committee comprised of four City employees was convened to review and evaluate the proposals submitted by the two bidders for the Urban Forestry Revitalization Initiative. The Committee evaluated each firm based on a maximum score of 5.00 points per category using the following criteria: Experience and Qualifications; Technical Approach and Methodology; Cost; Project Timeline; and References and Past Performance; and

WHEREAS, after careful consideration, the committee recommends awarding the contract to Diamanti Construction & Development, Inc. for the Urban Forestry Revitalization Initiative; and

WHEREAS, Diamanti Construction & Development, Inc. is a licensed general contractor specializing in construction and landscaping services for commercial, residential, and municipal which was established in 2016 and is based in Florida; and

WHEREAS, Diamanti Construction & Development, Inc. submitted a proposal for Four Hundred Ninety-Six Thousand, Eight Hundred Fourteen Dollars ($496,814.00); and

WHEREAS, the City Manager recommends the City Commission approve the recommendation for Diamanti Construction & Development, Inc; and

WHEREAS, the City Commission finds that it is in the best interest of the City and its residents to authorize the City Manager to enter into an agreement, attached hereto

as Exhibit "A", with said company, in an amount not to exceed Four Hundred Ninety-Six Thousand, Eight Hundred Fourteen Dollars ($496,814.00).

NOW, THEREFORE, BE IT DULY RESOLVED BY THE CITY COMMISSION OF THE CITY OF OPA-LOCKA, FLORIDA:

SECTION 1. The recitals to the preamble herein are incorporated by reference.

SECTION 2. The City Commission of the City of Opa-Locka, Florida hereby accepts the proposal from Diamanti Construction & Development, Inc. relating to Request for Proposals (RFP) No. 26-0220200 for the Urban Forestry Revitalization Initiative and authorizes the City Manager to enter into an agreement with Diamanti Construction & Development, Inc., attached hereto as Exhibit "A", for said services, in an amount not to exceed Four Hundred Ninety-Six Thousand, Eight Hundred Fourteen Dollars ($496,814.00).

SECTION 3. Sections of this Resolution may be renumbered or re-lettered and corrections of typographical errors which do not affect the intent may be authorized by the City Manager following review by the City Attorney and without need of public hearing, by filing a corrected copy of same with the City.

SECTION 4. This Resolution shall take effect upon adoption and is subject to the approval of the Governor or Governor's Designee.

PASSED and **ADOPTED** this _____ day of _____, 2026.

_____
John H. Taylor, Jr., Mayor

ATTEST:

_____
Joanna Flores, City Clerk

APPROVED AS TO FORM AND LEGAL SUFFICIENCY:

_____
Burnadette Norris-Weeks, PA
City Attorney

Moved by: _____

Seconded by: _____

VOTE:

Commissioner Bass	_____
Commissioner Ervin	_____
Commissioner Santiago	_____
Vice Mayor Kelley	_____
Mayor Taylor	_____

City of Opa-locka
Agenda Cover Memo

Department Manager:	Owen Carney			**Department Manager's Signature:**			
City Manager:	Sha'mecca Lawson			**City Manager's Signature:**			
Commission Meeting Date:	05.27.2026		**Item Type:** *(Enter X in box)*	**Resolution**	**Ordinance**		**Other**
				X			
Fiscal Impact: *(Enter X in box)*	**Yes**	**No**	**Ordinance Reading:** *(Enter X in box)*		**1st Reading**		**2nd Reading**
	X		**Public Hearing:** *(Enter X in box)*		**Yes** / **No**		**Yes** / **No**
						X		**X**
Funding Source: *Account#:*	*(Enter Fund & Dept)* Ex: See Financial Impact Section		**Advertising Requirement:** *(Enter X in box)*		**Yes**		**No**
							X
Contract/P.O. Required: *(Enter X in box)*	**Yes**	**No**	**RFP/RFQ/Bid#:**				
		X					
Strategic Plan Related *(Enter X in box)*	**Yes**	**No**	**Strategic Plan Priority Area:** **Enhance Organizational** ☐ **Bus. & Economic Dev** ☐ **Public Safety** ☐ **Quality of Education** ☐ **Qual. of Life & City Image** ■ **Communication** ☐		**Strategic Plan Obj./Strategy:** *(list the specific objective/strategy this item will address)*		
		X					
Sponsor Name	City Manager		**Department:**		Beautification		

Short Title:

A RESOLUTION AUTHORIZING THE CITY MANAGER TO ACCEPT THE PROPOSAL OF DIAMANTI CONSTRUCTION & DEVELOPMENT, INC., FOR URBAN FORESTRY REVITALIZATION INITIATIVE PURSUANT TO RFP NO. 26-0220200 AND FURTHER AUTHORIZING THE CITY MANAGER TO ENTER INTO AN AGREEMENT WITH DIAMANTI CONSTRUCTION & DEVELOPMENT, INC. FOR SAID SERVICES.

Staff Summary:

The City was awarded $500,000 in funding from the USDA Forest Service Urban and Community Forestry Program to plant 499 trees and upgrade local irrigation in specific areas.

A Request for Proposals (RFP) No. 26-0220200 for the Urban Forestry Revitalization Initiative was published on January 13, 2026. Two (2) companies submitted proposal documents, which were certified by the City Clerk on March 6, 2026.

A Selection Committee comprised of four City employees was convened to review and evaluate the proposals submitted by the two bidders for the Urban Forestry Revitalization Initiative. The Committee evaluated each firm based on a maximum score of 5.00 points per category using the following criteria:

- Experience and Qualifications

- Technical Approach and Methodology
- Cost
- Project Timeline
- References and Past Performance

After careful consideration, the committee recommends awarding the contract to Diamanti Construction & Development, Inc. for the Urban Forestry Revitalization Initiative.

Established in 2016 and based in Florida, Diamanti Construction & Development, Inc. is a licensed general contractor specializing in construction and landscaping services for commercial, residential, and municipal projects.

The company utilizes a collaborative project delivery model, partnering with experienced subcontractors to ensure quality workmanship and compliance throughout each phase of the project. Having successfully completed numerous projects for the City of Opa-locka and other municipalities, Diamanti possesses extensive knowledge of local requirements related to landscaping, irrigation, and tree-planting initiatives.

Their combined expertise enhances the firm's capabilities in urban forestry, site planning, and large-scale landscape projects, positioning them to deliver successful outcomes for the City.

Proposed Action:

Staff recommends the City Commission approve the recommendation for Diamanti Construction & Development, Inc. and authorize the City Manager to enter into an agreement with said company.

Attachment:

Bid Certification
RFP 26-0220200
Bid Proposal

AGREEMENT FOR URBAN FORESTRY REVITALIZATION INITIATIVE SERVICES

THIS IS AN AGREEMENT, dated the_____day of _____, 2026, between:
THE CITY OF OPA-LOCKA, a Florida municipal corporation,
hereinafter "CITY"

and

Diamanti Construction & Development, Inc.
a corporation, hereinafter "CONTRACTOR."

WITNESSETH:

In consideration of the mutual terms and conditions, promises, covenants, and payments hereinafter set forth, CITY and CONTRACTOR agree as follows:

ARTICLE 1
PREAMBLE

In order to establish the background, context and form of reference for this Agreement and togenerally express the objectives, and intentions, of the respective parties herein, the following statements, representations and explanations shall be accepted as predicates for the undertakings and commitments included within the provisions which follow and may be relied upon by the parties as essential elements of the mutual considerations upon which this Agreement is based.

1.1 CITY is in need of a CONTRACTOR for Urban Forestry Revitalization Initiative services, pursuant to RFP No. 26-0220200.

1.2 CITY issued RFP No. 26-0220200 for the Urban Forestry Revitalization Initiative on January 13, 2026, seeking a professional company with the knowledge and ability to perform the services sought.

1.3 At its meeting of _____, 2026, CITY selected CONTRACTOR to perform services needed that will provide consulting services relating to Request for Proposals (RFP) 26-0220200.

1.4 Contractor's firm will be responsible for providing Urban Forestry Revitalization Initiative services, including tree planting, irrigation equipment installation, and maintenance services.

ARTICLE 2
SCOPE OF WORK

2.1 CONTRACTOR shall furnish all of the materials, tools, supplies, and labor necessary to perform all of the work described in RFP No. 26-0220200, Urban Forestry Revitalization Initiative, , which is attached hereto and specifically made a part of this Agreement as Exhibit "A", and the Contractor's Response, attached hereto as Exhibit "B".

2.2 CONTRACTOR shall abide by all specifications outlined in RFP 26-0220200.

2.3 CONTRACTOR shall perform comprehensive urban forestry services, including tree planting, irrigation equipment installation, and long-term maintenance, including planting of 498 trees at designated locations, irrigation installation at six locations, and maintenance services as set forth in RFP No. 26-0220200.

2.4 CONTRACTOR hereby represents to CITY, with full knowledge that CITY is relying upon these representations when entering into this Agreement with CONTRACTOR, and that CONTRACTOR has the professional expertise, experience and manpower to perform the services to be provided by CONTRACTOR as set forth in RFP No. 26-0220200.

2.5 CONTRACTOR assumes professional and technical responsibility for performance of its services to be provided hereunder in accordance with applicable recognized professional standards, relevant Florida Statutes, and RFP No. 26-0220200.

ARTICLE 3
COMMENCEMENT OF SERVICES

3.1 The CONTRACTOR shall commence work as directed by CITY upon the effective date this Agreement is executed by both parties.

ARTICLE 4
CONTRACT SUM

The CITY hereby agrees to pay CONTRACTOR for the faithful performance of this Agreement, for work completed in accordance with this Agreement and RFP No. 26-0220200. The payment for services pursuant to this Agreement shall not exceed Four Hundred Ninety-Six Thousand, Eight Hundred Fourteen Dollars ($496,814.00).

4.1 CONTRACTOR shall be solely responsible for and shall provide for the payment of workers compensation insurance coverage and premium, and all other insurance pursuant to Article 5 below, withholding taxes, FICA, pension and profit-sharing contributions, retirement contributions, if any, all remunerations; all labor

contract compliance, and all other charges, fees, permits and expenses associated with the employment of such personnel provided by CONTRACTOR hereunder. CITY shall bear no responsibility for any such charge, fees, permits or expenses associated with the employment of such personnel by CONTRACTOR.

4.2 Payment to CONTRACTOR for all tasks and charges under this Agreement shall be based on the following conditions:

A. Disbursements. There are no reimbursable expenses associated with this Agreement.

B. Payment Schedule. Invoices received from CONTRACTOR pursuant to this Agreement will be reviewed by the appropriate financial staff. If services have been rendered in conformity with the Agreement, the invoice will be sent to the City of Opa-locka's Finance Department for payment.

C. Availability of Funds. CITY's performance and obligation to pay under this Agreement is contingent upon an annual appropriation from the CITY.

D. Final Invoice. In order for both parties herein to close their books and records, the CONTRACTOR will clearly state "final invoice" on the CONTRACTOR's final bill to the CITY.

4.3 The making and acceptance of the final payment shall constitute a waiver of all claims by the CITY. It shall also constitute a waiver of all claims by the CONTRACTOR, except those previously made and still unsettled.

ARTICLE 5
CONTRACTOR'S LIABILITY INSURANCE

5.1 The CONTRACTOR shall not commence work under this contract until it has obtained all insurance required under this paragraph and such insurance has been approved by the CITY nor shall the CONTRACTOR allow any Subcontractor to commence work on his sub-contract until all similar such insurance required of the subcontractor has been obtained and approved.

5.2 Certificates of insurance, reflecting evidence of the required insurance, shall be filed with the CITY prior to the commencement of the work. These Certificates shall contain a provision that coverage afforded under these policies will not be canceled or modified until at least thirty days (30) prior written notice has been given to the CITY. Policies shall be issued by companies authorized to do business under the laws of the State of Florida.

5.3 Financial Ratings must be no less than "A" in the latest edition of "Bests Key Rating Guide", published by A.M. Best Guide.

5.4 Insurance shall be in force until all work required to be performed under the terms of the Contract is satisfactorily completed as evidenced by the formal acceptance by the CITY.In the event the insurance certificate provided indicates that the insurance shall terminate and lapse during the period of this contract, then in that event, the CONTRACTOR shall furnish, at least thirty days (30) prior to the expiration of the date or modification of such insurance, a renewed certificate of insurance as proof that equal and like coverage for the balance of the period ofthe contract and extension thereunder is in effect. The CONTRACTOR shall not continue to work pursuant to this contract unless all required insurance remains in full force and effect.

5.5 Commercial General Liability Insurance: Minimum coverage of $1,000,000 per occurrence and $2,000,000 aggregate for bodily injury, personal injury, and property damage.

5.6 Workers' Compensation Insurance: Coverage compliant with state law for all employees of the proposer. Employers' Liability coverage of at least $500,000 per incident.

5.7 Automobile Liability Insurance (if applicable): Minimum coverage of $1,000,000 per occurrence for any vehicles used in the operation of the project.

5.8 Umbrella/Excess Liability Coverage: Minimum of $2,000,000 in additional coverage beyond general liability limits.

5.9 Professional Liability Insurance (if applicable): If CONTRACTOR provides specialized professional services, CONTRACTOR shall carry $1,000,000 in professional liability insurance.

5.10 The City must be named as an Additional Insured. CONTRACTOR agrees to indemnify, defend, and hold harmless the City, its officers, employees, and agents from any claims, liabilities, damages, or expenses arising from CONTRACTOR's operations or negligence.

5.11 All insurance policies must remain in force for the duration of the agreement. Proof of insurance coverage must be submitted to the City before contract execution and must be updated annually.

ARTICLE 6
PROTECTION OF PROPERTY

6.1 At all times during the performance of this Contract, the CONTRACTOR shall protect the CITY's property and properties adjoining the Project site from all damage whatsoever onaccount of the work being carried on pursuant to this Agreement.

ARTICLE 7
CONTRACTOR'S INDEMNIFICATION

7.1 The CONTRACTOR agrees to release the CITY from and against any and all liability and responsibility in connection with the above-mentioned matters. The CONTRACTOR further agrees not to sue or seek any money or damages from CITY in connection with the above-mentioned matters, except in the event that the CITY fails to pay to CONTRACTOR thefees and costs as provided for in Article 4 herein.

7.2 The CONTRACTOR agrees to indemnify and hold harmless the CITY, its trustees, elected and appointed officers, agents, servants and employees, from and against any and allclaims, demands, or causes of action of whatsoever kind or nature, and the resulting losses,costs, expenses, reasonable attorneys' fees, liabilities, damages, orders, judgments, or decrees,sustained by the CITY or any third party arising out of, or by reason of, or resulting from the CONTRACTOR's negligent acts, errors, or omissions.

7.3 If a court of competent jurisdiction holds the CITY liable for certain tortious acts of its agents, officers, or employees, such liability shall be limited to the extent and limit provided in 768.28, Florida Statutes. This provision shall not be construed as a waiver of any right or defense that the CITY may possess. The CITY specifically reserves all rights as against any and all claims that may be brought.

ARTICLE 8
INDEPENDENT CONTRACTOR

8.1 This Agreement does not create an employee/employer relationship between the parties. It is the intent of the parties that the CONTRACTOR is an independent contractor under this Agreement and not the CITY's employee for all purposes, including but not limited to, the application of the Fair Labor Standards Act minimum wage and overtime payments, Federal Insurance Contribution Act, the Social Security Act, the Federal Unemployment Tax Act, the provisions of the Internal Revenue Code, the State Workers Compensation Act, and the State unemployment insurance law. The CONTRACTOR shall retain sole and absolute discretion in the judgment of the manner and means of carrying outthe CONTRACTOR's activities and responsibilities hereunder provided. This Agreement shall not be construed as

creating any joint employment relationship between the CONTRACTOR and the CITY and the CITY will not be liable for any obligation incurred by CONTRACTOR, including but not limited to unpaid minimum wages and/or overtime premiums.

ARTICLE 9
CONTRACT BOND

9.1 The bond requirements for this Agreement shall be as follows: NOT APPLICABLE

ARTICLE 10
CHANGES TO SCOPE OF WORK AND ADDITIONAL WORK

10.1 CITY or CONTRACTOR may request changes that would increase, decrease or otherwise modify the Scope of Services/Basic Services to be provided under this Agreementas described in Article 2 of this Agreement. Such changes or additional services must be in accordance with a written amendment, executed by the parties hereto, with the same formality and with equality and dignity prior to any deviation from the terms of this Agreement, including the initiation of any additional or extra work. Each amendment shall ata minimum include the following information on each project:

PROJECT NAME
PROJECT
DESCRIPTION
ESTIMATED PROJECT COST
ESTIMATED COST FOR ADDITION OR CHANGE TO PROJECT
CONTRACTESTIMATED PROJECT COMPLETION DATE

10.2 In no event will the CONTRACTOR be compensated for any work which has not beendescribed in a separate written agreement executed by the parties hereto.

ARTICLE 11
TERM AND TERMINATION

11.1 The term of this Agreement shall commence upon the City's final execution. The initial term will be one (1) year, with a two (2) year renewal option based on performance and subject to negotiation of terms with the contractor and the concurrence of the City of Opa-locka City Commission and availability of annual appropriation and the concurrence of the City of Opa-locka City Commission and availability of annual appropriation years.

11.2 This Agreement may be terminated in whole or in part by the City at any time and for any reason in accordance with this clause whenever the City shall determine that such termination is in the best interest of the City. Any such termination shall be

affected by the delivery to the contractor at least five (5) working days before the effective date of a Notice of Termination specifying the extent to which performance shall be terminated and the date upon which termination becomes effective. In its sole discretion, the City may allow the Consultant an appropriately short period of time in which to cure a defect in performance or non-performance. In such case, the City's written notice of termination to the Consultant shall state the time period in which cure is permitted and other appropriate conditions, if applicable. An equitable adjustment in the contract price shall be made for the completed service, but no amount shall be allowed for anticipated profit on unperformed services.

ARTICLE 12
CONTRACT DOCUMENTS

12.1 CONTRACTOR and CITY hereby agree that the following specification and contract documents, whether attached hereto or incorporated herein by reference, are fully incorporated herein and made a part of this Agreement, as if written herein word for word: this Agreement; RFP No. 26-0220200, Urban Forestry Revitalization Initiative; the City Clerk certification for RFP No. 26-0220200, Exhibit "A"; and the Contractor's Proposal attached hereto as Exhibit "B".

ARTICLE 13
MISCELLANEOUS

13.1 Legal Representation. It is acknowledged that each party to this Agreement had the opportunity to be represented by counsel in the preparation of this Agreement and, accordingly, the rule that a contract shall be interpreted strictly against the party preparingsame shall not apply due to the joint contribution of both parties.

13.2 Assignments. This Agreement, or any interest herein, shall not be assigned, transferred, or otherwise encumbered, under any circumstances, by CONTRACTOR withoutthe prior written consent of CITY. For purposes of this Agreement, any change of ownershipof CONTRACTOR shall constitute an assignment which requires CITY approval. However, this Agreement shall run to the CITY and its successors and assigns.

13.3 Records. CONTRACTOR shall keep books and records and require any and all subcontractors to keep books and records as may be necessary in order to record complete and correct entries as to personnel hours charged to this engagement, and any expenses for which CONTRACTOR expects to be reimbursed, if applicable. Such books and records shall be available at all reasonable times for examination and audit by CITY and shall be kept for a period of three (3) years after the completion of all work to be performed pursuant to this Agreement. Incomplete or incorrect entries in such books and records will be grounds for disallowance by CITY of any fees or expenses based

upon such entries.

CITY is a public agency subject to Chapter 119, Florida Statutes. To the extent CONTRACTOR is acting on behalf of CITY pursuant to Section 119.0701, Florida Statutes, CONTRACTOR shall:

a. Keep and maintain public records that ordinarily and necessarily would be required to be kept and maintained by CITY were CITY performing the services under this agreement;

b. Provide the public with access to such public records on the same terms and conditions that CITY would provide the records and at a cost that does not exceed that provided in Chapter 119, Florida Statutes, or as otherwise provided by law;

c. Ensure that public records that are exempt or that are confidential and exempt from public record requirements are not disclosed except as authorized by law; and

d. Meet all requirements for retaining public records and transfer to CITY, at no cost, all public records in possession of the CONTRACTOR upon termination of this Agreement and destroy any duplicate public records that are exempt or confidentialand exempt. All records stored electronically must be provided to the CITY.

IF CONTRACTOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO CONTRACTOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS AGREEMENT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT (305) 953-2800, EMAIL: JFLORES@OPALOCKAFL.GOV OR BY MAIL: CITY OF OPA-LOCKA - CITY CLERK'S OFFICE, 780 FISHERMAN STREET, OPA-LOCKA, FL 33054

13.4 Ownership of Documents. Reports, surveys, plans, studies and other data provided inconnection with this Agreement are and shall remain the property of CITY.

13.5 No Contingent Fees. CONTRACTOR warrants that it has not employed or retained any company or person, other than a bona fide employee working solely for the CONTRACTOR, to solicit or secure this Agreement, and that it has not paid or agreed to payany person, company, corporation, individual or firm, other than a bona fide employee working solely for CONTRACTOR, any fee, commission, percentage, gift, or other consideration contingent upon or resulting from the award or making of this Agreement. Forthe breach or violation of this provision, the CITY shall have the right to terminate the Agreement without liability at its discretion, to deduct from the contract price, or otherwise recover the full amount of such fee, commission,

percentage, gift or consideration.

13.6 Notice. Whenever any party desires to give notice unto any other party, it must be given by written notice, sent by registered United States mail or national delivery service withverified confirmation. If by mail, with return receipt requested, addressed to the party for whom it is intended and the remaining party, at the places last specified, and the places for giving of notice shall remain such until they shall have been changed by written notice in compliance with the provisions of this section. For the present, the CONTRACTOR and the CITY designate the following as the respective places for giving of notice:

CITY:	Sha'mecca Lawson, City Manager City of Opa-locka Municipal Complex 780 Fisherman Street, 4TH Floor Opa-locka, FL 33054
Copy To:	Burnadette Norris-Weeks, City Attorney Burnadette Norris-Weeks, P.A. 401 North Avenue of the Arts Fort Lauderdale, Florida 33311
Contractor:	Mohammed Islam, President Diamanti Construction & Development, Inc. 524 N H St Lake Worth Beach, FL 44460
Copy To:	Mohammed Islam, Registered Agent Diamanti Construction & Development, Inc. 524 NH St Lake Worth Beach, FL 44460 Tazmin Islam Diamanti Construction & Development, Inc. 524 NH St Lake Worth Beach, FL 44460

13.7 Binding Authority. Each person signing this Agreement on behalf of either party individually warrants that he or she has full legal power to execute this Agreement on behalf of the party for whom he or she is signing, and to bind and obligate such party with respect toall provisions contained in this Agreement.

13.8 Exhibits. Each Exhibit referred to in this Agreement forms an essential part of this Agreement. The exhibits if not physically attached should be treated as part of this Agreement and are incorporated herein by reference.

13.9 Headings. Headings herein are for convenience of reference only and shall not be considered on any interpretation of this Agreement.

13.10 Severability. If any provision of this Agreement or application thereof to any person or situation shall, to any extent, be held invalid or unenforceable, the remainder of this Agreement, and the application of such provisions to persons or situations other than those asto which it shall have been held invalid or unenforceable shall not be affected thereby, and shall continue in full force and effect, and be enforced to the fullest extent permitted by law.

13.11 Governing Law. This Agreement shall be governed by the laws of the State of Floridawith venue lying in Miami-Dade County, Florida.

13.12 Disputes. Any claim, objection, or dispute arising out of the terms of this Agreementshall be litigated in the Eleventh Judicial Circuit Court in and for Miami-Dade County.

13.13 Attorney's Fees. To the extent authorized by law, in the event that either party brings suit for enforcement of this Agreement, the prevailing party shall be entitled to attorney's fees and court costs in addition to any other remedy afforded by law.

13.14 Extent of Agreement. This Agreement together with Contract Documents, attached as an Exhibit hereto, as amended herein above represents the entire and integrated agreement between the CITY and the CONTRACTOR and supersedes all prior negotiations, representations or agreements, either written or oral.

13.15 Waiver. Failure of the CITY to insist upon strict performance of any provision or condition of this Agreement, or to execute any right therein contained, shall not be construedas a waiver or relinquishment for the future of any such provision, condition, or right, but thesame shall remain in full force and effect.

13.16 E-Verify. In accordance with Florida Statutes §448.095, the Contractor, prior to commencement of services or payment by the City, will provide to the City proof of participation/enrollment in the E-Verify system of the Department of Homeland Security. Evidence of participation/enrollment will be a printout of the Company's "Company Profile" page from the E-verify system. Failure to be continually enrolled and participating in the E-Verify program will be a breach of contract which will be grounds for immediate termination of the contract by the City. The Contractor will not hire any employee who has not been vetted through E-Verify. The Contractor may not subcontract any work for the City to any subcontractor that has not provided an affidavit stating that the subcontractor does not employ, contract with or subcontract with an unauthorized alien.

13.17 Scrutinized Companies. Contractor hereby certifies that it: a) has not been placed on the Scrutinized Companies that Boycott Israel List, nor is engaged in a boycott of Israel; b) has not been placed on the Scrutinized Companies with Activities in Sudan List nor the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List; and c) has not been engaged in business operations in Cuba or Syria. If City determined that Contractor has falsely certified facts under this paragraph or if Contractor is found to have been placed on the Scrutinized Companies Lists or is engaged in a boycott of Israel after the execution of this Agreement, City will have all rights and remedies to terminate this Agreement consistent with Section 287.135, Florida Statutes, as amended. The City reserves all rights to waive the certifications required by this paragraph on a case-by-case exception basis pursuant to Section 287.135, Florida Statutes, as amended. City reserves all rights to waive the certifications required by this paragraph on a case-by-case exception basis pursuant to Section 287.135, Florida Statutes, as amended.

Contractor shall not enter into a contract with an entity which would give access to an individual's personal identifying information if: (1) the entity is owned by the government of a foreign country of concern; (2) the government of a foreign country of concern has a controlling interest in the entity; or (3) the entity is organized under the laws or has its principal place of business in a foreign country of concern Section 287.138(2) (a)-(c), Fla. Stat. (2023), under Chapter 2023-33, Laws of Florida.

13.18 Anti-human Trafficking**.** Prior to commencement of services or payment by the City, Contractor shall provide the City with an affidavit signed by an officer or a representative of the Contractor under penalty of perjury attesting that the Contractor does not use coercion for labor or services as defined in section 787.06, F.S.

IN WITNESS OF THE FOREGOING, the parties have set their hands and seals the dayand year first written above.

City of Opa-Locka

ATTEST:

_____ BY: _____

Joanna Flores
City Clerk

Sha'mecca Lawson
City Manager

APPROVED AS TO
FORM AND LEGAL
SUFFICIENCY:

_____

Burnadette Norris-Weeks, P.A., City Attorney

CONTRACTOR

WITNESSES:

_____ BY:_____

Name:
_____

Position: _____

_____

ATTEST:

_____
SECRETARY

STATE OF FLORIDA)
) SS:
COUNTY OF MIAMI-DADE)

BEFORE ME, an officer duly authorized by law to administer oaths and take acknowledgments, personally appeared _____ as _____, of a corporation, and acknowledged executed the foregoing Agreement as the proper official of , for the use and purposes mentioned in it and affixed the official seal of the corporation, and that the instrument is the act and deed of that corporation.

IN WITNESS OF THE FOREGOING, I have set my hand and official seal at _____ in the State and County aforesaid on this ____ day of _____, 2026.

_____
NOTARY PUBLIC

My Commission Expires:

CITY OF OPA-LOCKA

RFP: 26-0220200
Request for Proposals (RFP)
Urban Forestry Revitalization Initiative

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ADVERTISEMENT

RFP 26-0220200

The sealed proposal for Urban Forestry Revitalization Initiative for the City of Opa-locka must be received at the City Clerk's Office on Friday, February 20, 2026.

Proposals may be submitted via one of two methods:

1. Electronic Submission via DemandStar: Proposals may be submitted through www.demandstar.com (e-bid) by 2:00 p.m. ET on the designated due date. The City strongly prefers and encourages electronic submissions.

2. Submission via Postal Mail: Sealed proposals may be submitted via mail to the address below by 2:00 p.m. ET on the due date. Any Request for Qualifications (RFP) package that arrives after the specified closing time will be returned unopened.

Instructions for Postal Mail Submission:

Please submit one (1) original proposal, six (6) copies, and one copy of the proposal package on a USB flash drive in PDF format. All materials should be enclosed in sealed envelopes or packages. The envelopes or packages must be addressed to the City Clerk's Office, City of Opa-locka, Florida, and marked as follows: RFP 26-0220200 Urban Forestry Revitalization Initiative.

Mailing Address:
City of Opa-locka
Office of the City Clerk
780 Fisherman Street, 4th Floor
Opa-locka, Florida 33054

Proposers desiring information for use in preparing proposals may obtain a set of such documents by visiting the City's website at www.opalockafl.gov or www.demandstar.com. The City reserves the right to accept or reject any and all proposals and to waive any technicalities or irregularities therein. The City reserves the right to award the contract to that Proposer(s) whose proposal best complies with the **RFP NO: 26-0220200** requirements. A mandatory site visit will take place on **Wednesday, January 28, 2026, at 12:00 PM (noon)** at 780 Fisherman Street, 4th floor, Opa-locka, FL 33054. For more information, please email Jay Bergel at jbergel@opalockafl.gov.

Joanna Flores
City Clerk

PART I
PROPOSAL GUIDELINES

1-1. Introduction: The City of Opa-locka is seeking proposals from experienced and qualified firms or individuals for professional Urban Forestry Revitalization Initiative.

1-2. Proposal Submission and Withdrawal: The City of Opa-locka will be accepting proposals by mail; however, it is your responsibility to submit your proposal by the due date. In addition, proposals may be submitted via www.demandstar.com (e-bid). The City must receive all the proposals by 2:00 pm (ET) on 02/20/26. The address to submit sealed proposals is listed below:

CITY OF OPA-LOCKA
Office of the City Clerk
780 Fisherman Street, 4th Floor
Opa-locka, Florida 33054

To facilitate processing, please clearly mark the outside of the proposal package as follows: RFP NO. 26-0220200–**Urban Forestry Revitalization Initiative.** This package shall also include the Proposer's return address.

Proposers may withdraw their proposals by notifying the City in writing at any time prior to the deadline for proposal submittal. After the deadline, the proposal will constitute an irrevocable offer, for a period of 30 days. Once opened, proposals become a record of the City and will not be returned to the Proposer.

The City cautions Proposers to ensure actual delivery of mailed or hand-delivered proposals directly to the City Clerk's Office at 780 Fisherman Street, 4th Floor, Opa-locka, Florida 33054 prior to the deadline set for receiving proposals. Telephone confirmation of timely receipt of the proposal may be made by calling (305) 688-4611, Option 1, before the proposal closing time. Any proposal received after the established deadline will not be considered and will be returned unopened to the Proposer(s).

1-3. Number of Copies: Proposers shall submit an original and six (6) copies (a total of 7) plus one copy on USB Flash Drive in PDF format of the proposal in a sealed, opaque package marked as noted above. The Proposer will be responsible for timely delivery, whether by personal delivery, US Mail, or any other mode of delivery.

1-4. Development Costs: Neither the City nor its representatives shall be liable for any expenses incurred in connection with the preparation of a response to this Request for Qualifications. Proposers should prepare their proposals simply and economically, providing a straightforward and concise description of the Proposer's ability to meet the requirements of the RFP.

1-5. Inquiries: The City Clerk and or the Procurement Officer will receive written requests for clarification concerning the meaning or interpretations of the RFP. City personnel are authorized only to direct the attention of prospective Proposers to various portions of the RFP so that they may read and interpret such for themselves. No employee other than the City's Purchasing Officer is

authorized to interpret any portion of this RFP or give information as to the requirements of the RFP in addition to what is contained in the written RFP document.

1-6. Addenda: The City may record its response to inquiries and any supplemental instructions in the form of a written addenda. The City may post addenda on the City's website up to five (5) calendar days before the date fixed for receiving the proposals. Proposers shall contact the City to ascertain whether any addenda have been issued. Failure to do so could result in an unresponsive proposal. Any oral explanation given before the RFP opening will not be binding.

All Proposers are expected to carefully examine the proposal documents. Any ambiguities or inconsistencies should be brought to the attention of the City's Purchasing Officer through written communication prior to the opening of the proposals.

1-7. Contract Awards: The City anticipates entering into an Agreement with the Proposer who submits the proposal judged by the City to be most advantageous.

The Proposer understands that this RFP does not constitute an offer or an Agreement with the Proposer. An offer or Agreement shall not be deemed to exist and is not binding until proposals are reviewed and evaluated by appointed staff, the best proposal has been identified, approved by the appropriate level of authority within the City and executed by all parties. The City reserves the right to reject all proposals, to abandon the project and/or to solicit and re-advertise for other proposals.

1-8. Contractual Agreement: This RFP and Proposer proposal shall be included and incorporated in the final award. The order of contractual precedence will be the Contract or Agreement document, original Terms and Conditions, and Proposer response. All legal action necessary to enforce the award will be held in Miami-Dade County and the contractual obligations will be interpreted according to the laws of Florida. Any additional contract or agreement requested for consideration by the Proposer must be attached and enclosed as part of the proposal.

1-9. Selection Process: The proposals will be evaluated and assigned points. The Proposer with the highest number of points will be ranked first; however, nothing herein will prevent the City from assigning work to any firm deemed responsive and responsible**.**

1-10. Public Records: Upon award recommendation or ten (10) days after opening, whichever occurs first, proposals become "public records" and shall be subject to public disclosure consistent with Chapter 119 Florida Statutes. Proposers must invoke the exemptions to disclosure provided by law in response to the RFP and must identify the data or other materials to be protected and must state the reasons why such exclusion from public disclosure is necessary. Document files may be examined during normal working hours.

1-11. News Releases: The Proposer shall obtain the prior approval of the City Manager's Office for all news releases or other publicity pertaining to this RFP or the service, study, or project to which it relates.

1-12. Insurance: The awarded Proposer(s) shall maintain insurance coverage. In the event the Proposer is a governmental entity or self-insured organization, different insurance requirements may apply. Misrepresentation of any material fact, whether intentional or not, regarding the Proposer's insurance coverage, policies or capabilities may be grounds for rejection of the proposal and rescission of any ensuing Agreement.

1-13. Licenses: Proposers, both corporate and individual, must be fully licensed and certified to operate as a lobbying firm in the State of Florida at the time of RFP submittal. The proposal of any Proposer which does not meet these criteria shall be rejected.

1-14. Public Entity Crimes: Award will not be made to any person or affiliate identified on the Department of Management Services' "Convicted Vendor List". This list is defined as consisting of people and affiliates who are disqualified from public contracting and purchasing process because they have been found guilty of a public entity crime. No public entity shall award any contract to or transact any business in excess of the threshold amount provided in Section 287.017 Florida Statutes for Category Two (currently $35,000) with any person or affiliated on the "Convicted Vendor List" for a period of thirty-six (36) months from the date that person or affiliate was placed on the "Convicted Vendor List" unless that person or affiliate has been removed from the list. By signing and submitting the RFP proposal forms, Proposer attests that they have not been placed on the "Convicted Vendor List".

1-15. Code Of Ethics: If any Proposer violates or is a party to a violation of the code of ethics of the City of Opa-locka, Miami-Dade County or the State of Florida with respect to this proposal, such Proposer may be disqualified from performing the work described in this proposal or from furnishing the goods or services for which the proposal is submitted and may be further disqualified from submitting any future proposals for work, goods, or services for the City of Opa-locka.

1-16. Drug-Free Workplace: Preference shall be given to Proposers with Drug-Free Workplace (DFW) programs. Whenever two or more proposals which are equal with respect to price, quality, and service are received by the City for the procurement of commodities or contractual services, a proposal received from a Proposer that completes the attached DFW form certifying that it is a DFW shall be given preference in the award process.

1-17. Permits and Taxes: The Proposer shall procure all permits, pay all charges, fees, and taxes, and give all notices necessary and incidental to the due and lawful prosecution of the work.

1-18. Protests: Protests of the plans, specifications, and other requirements of the Request for Proposal and bids must be received in writing by the City Clerk's Office at least ten (10) working days after the scheduled bid opening. A detailed explanation of the reason for the protest must be included. Protests of the award or intended award of the bid or contract must be in writing and received in the City Clerk's Office within seven (7) working days of the notice of award. A detailed explanation of the protest must be included.

1-19. Termination for Convenience: A contract may be terminated in whole or in part by the City at any time and for any reason in accordance with this clause whenever the City shall determine that such termination is in the best interest of the City. Any such termination shall be initiated by the delivery to the contractor at least five (5) working days before the effective date of the Notice of Termination specifying the extent to which performance shall be terminated and the date upon which termination becomes effective. An equitable adjustment to the contract price shall be made for the completed service, but no amount shall be allowed for anticipated profit on unperformed services.

1-20. Cone of Silence: This solicitation is subject to a Cone of Silence pursuant to Section 2-320.2 of the City of Opa-locka's Code of Ordinances. A cone of silence shall be applicable to all City staff, the Mayor and City Commission and its staff, the City Attorney and his/ her staff, the City Clerk and his/ her staff regarding any communication relating to requests for proposal (RFP), requests for qualification (RFP), invitations to bid (ITB), request for letters of interest (RFLI), or any other advertised solicitations for the provision of goods and services, professional services, and public works or improvements.

Insurance Requirements

The selected proposer must maintain comprehensive insurance coverage throughout the term of the agreement, including but not limited to:

- **Commercial General Liability Insurance**:
  Minimum coverage of **$1,000,000 per occurrence** and **$2,000,000 aggregate** for bodily injury, personal injury, and property damage.
  The City must be named as an **Additional Insured**.
- **Workers' Compensation Insurance**:
  Coverage compliant with state law for all employees of the proposer.
  Employers' Liability coverage of at least **$500,000 per incident**.
- **Automobile Liability Insurance (if applicable)**:
  Minimum coverage of **$1,000,000 per occurrence** for any vehicles used in the operation of the facility.
- **Umbrella/Excess Liability Coverage**:
  Minimum of **$2,000,000** in additional coverage beyond general liability limits.
- **Professional Liability Insurance (if applicable)**:
  If the proposer provides specialized professional services, such as consulting or educational programming, they must carry **$1,000,000 in professional liability insurance**.
- **Indemnification Clause**:
  The proposer agrees to indemnify, defend, and hold harmless the City, its officers, employees, and agents from any claims, liabilities, damages, or expenses arising from the proposer's operations or negligence.

All insurance policies must be provided by insurers licensed to operate in the state and must remain in force for the duration of the agreement. Proof of insurance coverage must be submitted to the City before contract execution and must be updated annually.

CALENDAR EVENTS

EVENT	DATE/LOCATION
Release Date	01/13/26
Pre-Bid (walkthrough)	01/28/26
Written Questions Due	02/04/26 @ 5:00pm Email questions to jbergel@opalockafl.gov With Subject line "RFP No: Bid Questions"
Response to Questions	02/11/26 @ 5:00pm (ET)
Due Date/Bid Opening	02/20/26@ 2:00 pm (ET)
Evaluation Committee Meeting	TBA
Award Recommendation	TBA
Commission Approval	TBA
Post Award	TBA

PART II
NATURE OF SERVICES REQUIRED

2-1 PURPOSE FOR SERVICES

The City of Opa-locka is seeking proposals from qualified contractors to provide comprehensive urban forestry services, including tree planting, irrigation equipment installation, and long-term maintenance. This project is part of the City's Urban Forestry Revitalization initiative, which aims to improve tree canopy coverage, upgrade local irrigation infrastructure, and ensure the sustained health of newly planted trees.

2.2 SCOPE OF SERVICES

The selected contractor will be responsible for the following tasks:

A. Tree Planting
- Planting of 498 trees at designated locations.
- Selection and procurement of non-invasive, climate-appropriate tree species.
- Site preparation, planting, and initial stabilization of trees.

B. Irrigation Equipment Installation
- Design, procurement, and installation of irrigation systems at all six locations.
- Equipment installation to include pipes, pumps, controllers, and sprinklers/drip irrigation systems as required.
- Integration of irrigation systems with existing stormwater management plans.
- Ensuring all installed irrigation equipment adheres to project budget and cost guidelines.
-

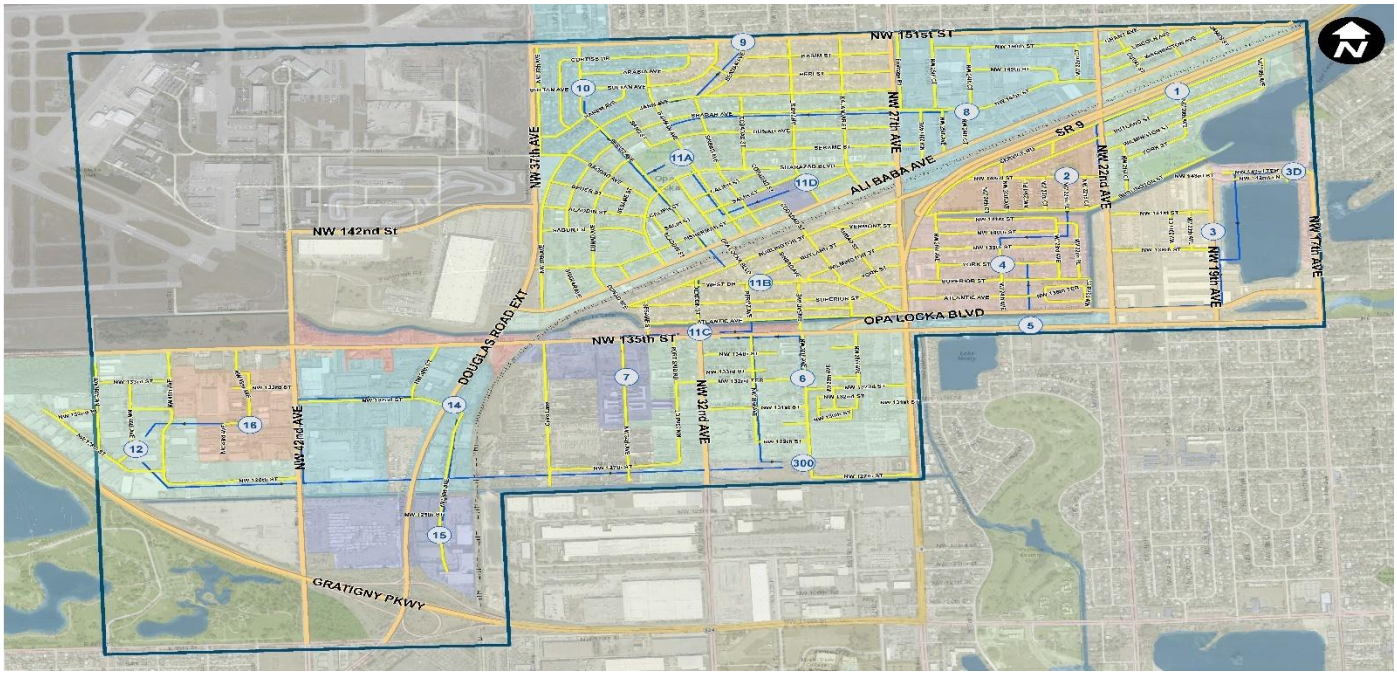
C. Maintenance Services

- Two-month intensive maintenance for newly planted trees, including watering, fertilization, and pruning.
- Ongoing irrigation system checks and adjustments for efficient water usage.
- Five-year extended maintenance services, as per budget allocation, include seasonal inspections and adjustments.
- Detailed monitoring and reporting on tree health, irrigation efficiency, and necessary corrective measures.

PROJECT LOCATIONS

The services will be performed at the following locations, with corresponding tree planting and irrigation equipment installation:

Location	Number of Trees	Irrigation Installation
Douglas Road	158 Trees	Yes
Ingram Elementary School	30 Trees	Yes
State Road 9	150 Trees	Yes
Sinbad Mini Park	10 Trees	Yes
NW 37th Avenue	50 Trees	Yes
NW 139th Street – NW 141st Street	100 Trees	Yes



BUDGET ALLOCATION

The project budget is not to exceed $500,000 including but not limited to the following line items:

- Irrigation installation at six locations (planning, design, labor, and supplies)
- Tree planting (498 trees)
- Maintenance services (five-year period)
- Hiring a professional arborist for project oversight
- Miscellaneous and any other line item not included in the general scope of this Request for Proposals

2.3 TERMS AND PERFORMANCE REVIEWS

The agreement shall commence upon the City's final execution. The initial term will be one (1) year, with a two (2) year renewal option based on performance.

PART III
PROPOSAL REQUIREMENTS

3-1 RULES FOR PROPOSALS

The purpose of this response is to showcase the qualifications, competence, and capacity of the firm seeking to provide the services outlined in this RFP. Therefore, the qualifications will be prioritized over the presentation style. The technical response should demonstrate the qualifications of the individual or firm and the staff assigned to this project. Please include as much information as possible regarding qualifications and experience.

MINIMUM REQUIREMENTS

Interested proposers must submit a detailed proposal including:

- Company profile detailing experience in urban forestry, irrigation installation, and maintenance services.
- Technical approach outlines tree selection, planting methods, and irrigation system specifications.
- Detailed cost breakdown, ensuring all individual equipment and labor costs align with the project budget.
- Project timeline, including milestones for tree planting, irrigation installation, and maintenance phases.
- Certifications, licenses, and insurance coverage.
- Key personnel and subcontractors, if applicable.

The proposal shall be submitted on 8 ½ “x 11” paper, portrait orientation, with headings and sections numbered appropriately. Ensure that all information is written legibly or typed. The following should be submitted for a proposal for firm to be considered:

3.2.1 Cover Page - Show the name of Proposer’s agency/firm, address, telephone number, name of contact person, date, and the proposal number and description.

3.2.2 Tab 1 - Table of Contents

Include a clear identification of the material by section and by page number.

3.2.3 Tab 2 - Letter of Transmittal

3.2.3.1 Limit to no more than two pages.

3.2.3.2 Briefly state the Proposers understanding of the work to be done

3.2.3.3 Give the names of the people authorized to make representations for the Proposer, their titles, addresses and telephone numbers.

3.2.3.4 Provide an official signature from a Corporate Officer certifying the contents of the Proposer's responses to the City's Request for Proposal.

3.2.4 Tab 3 - General Information

3.2.4.1 Name of Business.

3.2.4.2 Mailing Address and Phone Number.

3.2.4.3 Names and contact information of people to be contacted for information or services if different from name of the person in charge.

3.2.4.4 Normal business hours.

3.2.4.5 State if business is local, national, or international and indicate the business legal status (corporation, partnership, etc.).

3.2.4.6 Give the date business was organized and/or incorporated

3.2.4.7 Give the location of the office from which the work is to be done and the number of professional staff employees at that office.

3.2.4.8 Indicate whether the business is a parent or subsidiary in a group of firms/agencies. If it is, please state the name of the parent company.

3.2.4.9 State if the business is licensed, permitted and/or certified to do business in the State of Florida and attach copies of all such licenses issued to the business entity.

3.2.5 Tab 5 – Experience and Qualifications

3.2.5.1 Specify the number of years the Proposer has been in business.

3.2.5.2 Identify the Proposer's qualifications to perform the services identified in this RFP as listed in section 2-2 of the Scope of Services.

3.2.6 Tab 8 – References (Client Reference Form)

Minimum of at least three organizations, preferably governmental agencies, for which Urban Forestry Revitalization Initiative has been provided in the past five years. Include the name of the organization, a description of the services, the length of the engagement, and name of contact person, including telephone number and email address.

3.2.7 Tab 9 – Additional Forms

Proposers must compete and submit as part of its Proposal all the following forms and/or documents:

- Proposer Qualifications
- Certification Regarding Debarment and Suspension
- Drug Free Workplace Certification
- Non-Collusion Affidavit
- Non-Discrimination Affidavit
- E-Verify Form
- Anti-Kickback Affidavit
- Client Reference Form

FAILURE TO SUBMIT ALL OF THE ABOVE REQUIRED DOCUMENTATION MAY

DISQUALIFY THE PROPOSER.

PART IV
EVALUATION OF PROPOSALS

4-1 SELECTION COMMITTEE

A Selection Committee will convene, review, and ultimately rank all proposals submitted. The Selection Committee will use a point formula during the review process to score proposals and assign points in the evaluation process in accordance with the evaluation criteria. The Proposer shall satisfy and explicitly respond to all the requirements of the RFP including a detailed explanation of how the services shall be performed.

4-2 EVALUATION CRITERIA

Proposals will be evaluated based on the cost and the structure that best meets the financing requirements of the City, as determined by the City in its sole discretion. Further, the City requests proposals that provide for the ability to prepay the Debt in whole or in part at any time without penalty.

Evaluation Criteria	Weight (%)	Description
Experience and Qualifications	20%	Demonstrated experience in managing, maintaining, and operating historic or culturally significant facilities. Includes qualifications of key personnel, organizational capacity, and relevant project history.
Technical Approach and Methodology	30%	The clarity, feasibility, and innovation of the proposed approach to deliver all services outlined in the scope of work. Includes understanding of City objectives, operational plans, preservation compliance, and proposed programming.
Cost	25%	The overall value and cost-effectiveness of the proposal. Considers total cost, allocation of resources, budget justification, and potential for revenue generation to offset expenses.
Project Timeline	15%	Realism and detail of the proposed implementation schedule. Includes mobilization period, milestones for operational readiness, and responsiveness to City block-out dates and special conditions.
References and Past Performance	10%	Quality and relevance of past performance with similar projects, as verified by references. Includes record of meeting project deadlines, maintaining facility standards, and stakeholder satisfaction.
TOTAL	**100%**	

4-3 ORAL PRESENTATIONS

Proposers are required to make individual presentations to the City Selection Committee to clarify their proposals. However, the City has the right to accept the best proposal as submitted, without discussion or negotiation.

Each Proposer shall be prepared to discuss and substantiate any of the areas of the proposal submitted, and its qualifications to perform the specified services. During the oral presentations, the Proposers should relate their discussion to the evaluation criteria, which will include (but not be limited to) their approach to the project. The proposed Relationship Manager must be in attendance.

References and site visits (if needed) shall be included in the final evaluation criteria, along with other criteria and weights as determined by the Selection Committee. Finalists will be informed as to the revised criteria, if any, prior to their oral presentation.

Additionally, prior to award of an Agreement pursuant to this RFP, the City may require Proposers to submit such additional information bearing upon the Proposer's ability to perform the services in the Agreement as the City deems appropriate.

4-4 FINAL SELECTION

The City of Opa-locka will select a firm or multiple firms that meet the City's best interests. The City shall solely judge its best interests, the proposals, and the resulting negotiated agreement. The City's decisions will be final. Following the notification of the selected firm, an agreement is expected to be reached between both parties. The City staff will recommend the proposer with the most responsive and responsible bid, whose proposal is deemed to offer the best overall value for the City, based on the evaluation factors in this RFP.

4-5 AWARD AND CONTRACT EXECUTION

After the selection committee reviews the proposals and oral presentations, the City Manager will receive a recommendation for submission to the City Commission for final approval. Upon Commission authorization, contract negotiations will be initiated with the first ranked firm. If those negotiations are unsuccessful, the City will formally terminate negotiations with the first ranked firm and will commence contract negotiations with the next ranked firm, etc. Upon successful contract negotiations with the prevailing firm, the remaining firms will be notified that the process has been completed and that they were not selected.

PROPOSER QUALIFICATIONS

The Proposer, in conjunction with this proposal, must hold a County and/or Municipal Contractor's Occupational License in the area of their fixed business location. The following information must be completed and submitted with the proposal to be considered:

1. Legal Name and Address:

   Name: _____

   Address: _____

   City, State, Zip:_____Phone/Fax: _____

2. Check One: Corporation ( ) Partnership ( ) Individual ( )

3. If Corporation, state:
   Date of Incorporation: _____ State in which Incorporated: _____

4. If an out-of-state Corporation, currently authorized to do business in Florida, give date of such authorization:_____

5. Name and Title of Principal Officers Date Elected:

   _____ _____

   _____ _____

   _____ _____

   _____ _____

6. The length of time in business:_____years

7. The length of time (continuous) in business as a service organization in Florida: _____years

8. A copy of County and/or Municipal Occupational License(s)

Note: *Information requested herein and submitted by the Proposers will be analyzed by the City of Opa-locka and will be a factor considered in awarding any resulting contract. The purpose is to ensure that the Contractors, in the sole opinion of the City of Opa-locka, can sufficiently and efficiently perform all the required services in a timely and satisfactory manner as will be required by the subject contract. If there are any terms and/or conditions that are in conflict, the most stringent requirement shall apply.*

COST PROPOSAL FORM

Bidders must provide detailed pricing for each category below. All costs should be inclusive of labor, materials, equipment, supplies, insurance, and applicable overhead.

Location	Number of Trees	Irrigation Installation	Cost (USD)
Douglas Road	158 Trees	Yes	$_____
Ingram Elementary School	30 Trees	Yes	$_____
State Road 9	150 Trees	Yes	$_____
Sinbad Mini Park	10 Trees	Yes	$_____
NW 37th Avenue	50 Trees	Yes	$_____
NW 139th Street – NW 141st Street	100 Trees	Yes	$_____
Total Cost	**498 Trees**	**6 Irrigation Installation**	**Total Cost $_____**

By signing below, the undersigned certifies that the pricing provided herein is accurate and that all services will be performed in compliance with the RFP requirements.

Authorized Signature: _____
Name & Title: _____
Date: _____

CERTIFICATION REGARDING DEBARMENT, SUSPENSION
PROPOSED DEBARMENT AND OTHER MATTERS OF
RESPONSIBILITY

1. The Proposer certifies, to the best of its knowledge and belief, that the Proposer and/or any of its Principals:

A. Are not presently debarred, suspended, proposed for debarment, or declared ineligible for the award of contracts by any Federal agency.

B. Have not, within a three-year period preceding this offer, been convicted of or had a civil judgment rendered against them for: commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, state, or local) contract or subcontract; violation of Federal or state antitrust statutes relating to the submission of offers; or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, tax evasion, or receiving stolen property; and

C. Are not presently indicted for, or otherwise criminally or civilly charged by a governmental entity with, commission of any of the offenses enumerated in paragraph 1-B of this provision.

2. The Proposer has not, within a three-year period preceding this offer, had one or more contracts terminated for default by any City, County, State, Federal, or other agency.

A. "Principals," for the purposes of this certification, means officers; directors; owners; partners; and, persons having primary management or supervisory responsibilities within a business entity (e.g., general manager; plant manager; head of a subsidiary, division, or business segment, and similar positions). This Certification Concerns a Matter Within the Jurisdiction of an Agency of the United States and the Making of a False, Fictitious, or Fraudulent Certification May Render the Maker Subject to Prosecution Under Section 1001, Title 18, United States Code.

B. The Proposer shall provide immediate written notice to the Contracting Officer if, at any time prior to contract award, the Proposer learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.

C. A certification that any of the items in paragraph (a) of this provision exists will not necessarily result in withholding of an award under this solicitation. However, the certification will be considered in connection with a determination of the Proposer's responsibility. Failure of the Proposer to furnish a certification or provide such additional information as requested by the Contracting Officer may render the Proposer non-responsive.

D. Nothing contained in the foregoing shall be construed to require the establishment of a system of records in order to render, in good faith, the certification required by paragraph (a) of this provision. The knowledge and information of a Proposer is not required to exceed

that which is normally possessed by a prudent person in the ordinary course of business dealings.

E. The certification in paragraph 1(a) of this provision is a material representation of fact upon which reliance was placed when making award. If it is later determined that the Proposer knowingly rendered an erroneous certification, in addition to other remedies available to the Government, the Contracting Officer may terminate the contract resulting from this solicitation for default.

AS THE PERSON AUTHORIZED TO SIGN THE STATEMENT, I CERTIFY THAT THIS FIRM COMPLIES FULLY WITH THE ABOVE REQUIREMENTS.

Signature _____

Printed Name _____

Whenever two (2) or more bids/proposals, which are equal with respect to price, quality, and service, are received by the CITY OF OPA-LOCKA for the procurement of commodities or contractual services, a bid/proposal received from a business that certifies that it has implemented a drug-free workplace program shall be given preference in the award process. In order to have a drug-free workplace program, a business shall:

1. Publish a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of controlled substances is prohibited in the workplace and specifying the actions that will be taken against employees for violations of such prohibition.

2. Inform employees about the dangers of drug abuse in the workplace, the business's policy of maintaining a drug-free workplace, any available drug counseling, rehabilitation, and employee assistance programs, and the penalties that may be imposed upon employees for drug abuse violations.

3. Give each employee engaged in providing the commodities or contractual services that are under bid a copy of the statement specified in number (1).

4. In the statement specified in number (1), notify the employees that as a condition for working on the commodities or contractual services that are under bid, the employee will abide by the terms of the statement and will notify the employer of any conviction on or plea of guilty or no contest to any violation of Chapter 893, Florida Statutes or of any controlled substance law of the United States or any singular state, for a violation occurring in the workplace no later than five (5) days after such conviction.

5. Impose a sanction on or require satisfactory participation in a drug abuse assistance or rehabilitation program if such is available in the employee's community by any employee who is so convicted.

6. Make a good faith effort to continue to maintain a drug-free workplace through implementation of Section 287.087, Florida Statutes.

This Certification is submitted by_____the
(Name)
_____ of _____
(Title/Position) (Company)

who does hereby certify that said Company has implemented a drug-free workplace program, which meets the requirements of Section 287.087, Florida Statutes, which are identified in numbers (1) through (6) above.

_____ _____
Date Signature

NON-COLLUSION AFFIDAVIT
STATE OF FLORIDA - COUNTY OF MIAMI DADE

(1) He/She/They is/are the _____
(Owner, Partner, Officer, Representative or Agent) of
_____ the PROPOSER that has submitted the attached Proposal;

(2) He/She/They is/are fully informed respecting the preparation and contents of the attached Proposal and of all pertinent circumstances respecting such Proposal;

(3) Such Proposal is genuine and is not a collusive or sham Proposal;

(4) Neither the said PROPOSER nor any of its officers, partners, owners, agents, representatives, employees or parties in interest, including this affiant, have in any way colluded, conspired, connived or agreed, directly or indirectly, with any other PROPOSER, firm, or person to submit a collusive or sham Proposal in connection with the Work for which the attached Proposal has been submitted; or to refrain from Proposing in connection with such Work; or have in any manner, directly or indirectly, sought by agreement or collusion, or communication, or conference with any PROPOSER, firm, or person to fix any overhead, profit, or cost elements of the Proposal or of any other PROPOSER, or to fix any overhead, profit, or cost elements of the Proposed Price or the Proposed Price of any other PROPOSER, or to secure through any collusion, conspiracy, connivance, or unlawful agreement any advantage against (Recipient), or any person interested in the proposed Work;

(5) The price or prices quoted in the attached Proposal are fair and proper and are not tainted by any collusion, conspiracy, connivance, or unlawful agreement on the part of the PROPOSER or any other of its agents, representatives, owners, employees or parties of interest, including this affiant.

Signed, sealed and delivered in the presence of:

_____ By: _____
Witness Signature

_____ _____
Witness Print Name and Title

NON-DISCRIMINATION AFFIDAVIT

I, the undersigned, hereby duly sworn, depose and say that the organization, business or entity represented herein shall not discriminate against any person in its operations, activities or delivery of services under any agreement it enters into with the City of Opa-locka. The same shall affirmatively comply with all applicable provisions of federal, state and local equal employment laws and shall not engage in or commit any discriminatory practice against any person based on race, age, religion, color, gender, sexual orientation, national origin, marital status, physical or mental disability, political affiliation or any other factor which cannot be lawfully used as a basis for service delivery.

By:_____

Title:_____

State of Florida County of _____
The foregoing instrument was acknowledged before me via ☐ physical presence OR ☐ online notarizations this_____day of_____, 2026.

By _____

Personally known_____OR produced identification _____

_____
Notary Public
My Commission Expires _____

E-VERIFY

Effective January 1, 2021, public and private employers, contractors and subcontractors will be required to register with, and use of the E-Verify system in order to verify the work authorization status of all newly hired employees. Vendor/Consultant/Contractor acknowledges and agrees to utilize the U.S. Department of Homeland Security's E-Verify System to verify the employment eligibility of:

a) All persons employed by Vendor/Consultant/Contractor to perform employment duties within Florida during the term of the contract; and

b) All persons (including sub-vendors/sub-contractors) assigned by Vendor /Consultant/ Contractor to perform work pursuant to the contract with the Department. The Vendor /Consultant/ Contractor acknowledges and agrees that use of the U.S. Department of Homeland Security's E-Verify System during the term of the contract is a condition of the contract with the City; and

By entering into a Contract, the Contractor becomes obligated to comply with the provisions of Section 448.095, Fla. Stat., "Employment Eligibility," as amended from time to time. This includes but is not limited to utilization of the E-Verify System to verify the work authorization status of all newly hired employees, and requiring all subcontractors to provide an affidavit attesting that the subcontractor does not employ, contract with, or subcontract with, an unauthorized alien. The contractor shall maintain a copy of such affidavit for the duration of the contract. Failure to comply will lead to termination of this Contract, or if a subcontractor knowingly violates the statute, the subcontract must be terminated immediately. If t contract is terminated for a violation of the statute by the Contractor, the Contractor may not be awarded a public contract for a period of 1 year after the date of termination. The Contractor acknowledges it is liable to the City for any additional costs as a result of termination of the contract due to Contractor's failure to comply with the provisions herein.

E-VERIFY FORM

Definitions:

"Contractor" means a person or entity that has entered or is attempting to enter into a contract with a public employer to provide labor, supplies, or services to such employer in exchange for salary, wages, or other remuneration.

"Subcontractor" means a person or entity that provides labor, supplies, or services to or for a contractor or another subcontractor in exchange for salary, wages, or other remuneration.

Effective January 1, 2021, public and private employers, contractors and subcontractors will begin required registration with, and use of the E-Verify system in order to verify the work authorization status of all newly hired employees. Vendor/Consultant/Contractor acknowledges and agrees to utilize the U.S. Department of Homeland Security's E-Verify System to verify the employment eligibility of:

a) All persons employed by Vendor/Consultant/Contractor to perform employment duties within Florida during the term of the contract; and

b) All persons (including sub-vendors/subcompanies/subcontractors) assigned by Vendor/Consultant/Contractor to perform work pursuant to the contract with the Department. The Vendor/Consultant/Contractor acknowledges and agrees that use of the U.S. Department of Homeland Security's E-Verify System during the term of the contract is a condition of the contract with the City of Opa-locka; and

Should vendor become successful Contractor awarded for the above-named project, by entering into this Contract, the Contractor becomes obligated to comply with the provisions of Section 448.095, Fla. Stat., "Employment Eligibility," as amended from time to time. This includes but is not limited to utilization of the E-Verify System to verify the work authorization status of all newly hired employees, and requiring all subcontractors to provide an affidavit attesting that the subcontractor does not employ, contract with, or subcontract with, an unauthorized alien. The contractor shall maintain a copy of such affidavit for the duration of the contract. Failure to comply will lead to termination of this Contract, or if a subcontractor knowingly violates the statute, the subcontract must be terminated immediately. If this contract is terminated for a violation of the statute by the Contractor, the Contractor may not be awarded a public contract for a period of 1 year after the date of termination.

Company Name: _____

Authorized Signature: _____

Print Name: _____

Title: _____

Date: _____

ANTI-KICKBACK AFFIDAVIT

STATE OF FLORIDA)
) ss:
COUNTY OF MIAMI-DADE)

I, the undersigned, hereby duly sworn, depose and say that no portion of the sum herein proposed, or compensation that may be received as a result of this Proposal, will be paid to any employee of the City of Opa-Locka or its elected officials, as a commission, kickback, reward, or gift, whether directly or indirectly, by me or any member of my firm, or by any officer of the corporation.

By: _____

Title: _____

Sworn to and subscribed before me this

____ day of _____**, 2026**

_____
Notary Public,
State of Florida at Large
My Commission Expires: _____

CLIENT REFERENCE FORM

Provide a minimum of three (3) client references from recent similar transactions.

1) Name of Client Entity:_____

Address: _____

City/State/Zip:_____

Contact:_____

Title:_____

Email Address:_____

Telephone:_____

Scope of Work: _____

Description of Services Provided:_____

_____

2) Name of Client Entity:_____

Address: _____

City/State/Zip:_____

Contact:_____

Title:_____

Email Address:_____

Telephone:_____

Scope of Work: _____

Description of Services Provided:_____

_____

3) Name of Client Entity:_____

Address: _____

City/State/Zip:_____

Contact:_____

Title:_____

Email Address:_____

Telephone:_____

Scope of Work: _____

Description of Services Provided:_____

_____

CITY OF OPA-LOCKA
780 Fisherman Street, 4th Floor
Opa-locka, FL 33054

ADDENDUM No. 1

SOLICITATION No.: RFP NO. 26-0220200
SOLICITATION TITLE: Urban Forestry Revitalization Initiative
DATE: 2/17/26

This Addendum is being issued to clarify and/or revise the solicitation documents, virtual solicitation conference meeting clarifications, and/or solicitation specifications. This Addendum modifies, supplements, and/or replaces information in the solicitation, and is hereby made part of the original solicitation documents.

Unless specifically modified by this Addendum, the previously issued documents remain unchanged and in the event of a conflict between this Addendum and previously issued documents, this Addendum shall prevail.

REVISIONS TO SOLICITATION

- **Change to Vendors Question Response Date**
- **Change of the Submission/Due Date**

The City is pleased to announce important updates regarding the timeline for **RFP No. 26-0220200 for Urban Forestry Revitalization Initiative**. The deadline to respond to vendor questions has been revised to 5:00 PM on **February 19, 2026**. Additionally, the submission deadline for proposals has been changed to **March 6, 2026**, at **2:00 PM**. We encourage all vendors to note these updated dates and ensure their submissions are aligned accordingly.

Addenda should be returned with the response. Failure to do so may disqualify your response. Please sign below to verify that you have read and understand this addendum. "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 a bond shall constitute a waiver of proceedings under chapter 120, Florida Statutes."

Signature and Print Name	Title
Company Name	Date

CITY OF OPA-LOCKA
780 Fisherman Street, 4th Floor
Opa-locka, FL 33054

ADDENDUM No. 2

SOLICITATION No.: RFP NO. 26-0220200
SOLICITATION TITLE: Urban Forestry Revitalization Initiative
DATE: 2/23/26

This Addendum is being issued to clarify and/or revise the solicitation documents, virtual solicitation conference meeting clarifications, and/or solicitation specifications. This Addendum modifies, supplements, and/or replaces information in the solicitation, and is hereby made part of the original solicitation documents.

Unless specifically modified by this Addendum, the previously issued documents remain unchanged and in the event of a conflict between this Addendum and previously issued documents, this Addendum shall prevail.

REVISIONS TO SOLICITATION

- **Response to Vendors Question**

This Addendum is issued to formally respond to vendor questions received prior to the bid deadline. All responses are hereby incorporated into the Solicitation Documents and shall be considered binding. All other terms and conditions of the solicitation remain unchanged.

Question 1
The document received at the pre-bid meeting with the tentative tree locations marked appears to have a large quantity of recently planted trees in the same area. Does the document from the pre-bid meeting reflect the correct areas for installation?

Response:
The exhibit provided at the pre-bid meeting reflects preliminary and conceptual planting locations intended for reference only. Final installation areas will be verified in the field prior to planting to avoid conflicts with existing trees, utilities, sight distance requirements, and recently planted material. The successful vendor shall coordinate with the City for final field confirmation before installation.

- Existing trees and root zones (per ANSI A300 Part 5 – Tree Risk Assessment and Part 6 – Planting & Transplanting)
- Underground and overhead utilities (Chapter 556, Florida Statutes – Underground Facility Damage Prevention and Safety Act)
- FDOT clear zone and sight distance requirements (FDOT Design Manual, current edition)

- Miami-Dade County sight triangle and roadway safety standards
- ADA accessibility requirements per the 2010 ADA Standards for Accessible Design

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Question 2
What are the size specifications for the trees set to be installed for the project?
Response:
All trees shall be Florida Grade No. 1 or better, as defined by the most current edition of *Grades and Standards for Nursery Plants* published by the Florida Department of Agriculture and Consumer Services (FDACS).
All trees shall meet or exceed the following standards:

- Florida Grade No. 1 or better per FDACS "Grades and Standards for Nursery Plants" (current edition)
- Minimum 3-inch caliper measured 6 inches above grade (ANSI Z60.1 – American Standard for Nursery Stock)
- Minimum 10–12 feet overall height
- Minimum 25-gallon container equivalent
- Structurally sound central leader (unless species-specific multi-trunk form is approved)
- Free from girdling roots, structural defects, pests, and disease
  All planting shall comply with ANSI A300 (Part 6 – Planting & Transplanting) and ISA Best Management Practices for Tree Planting (current edition).
  Substitutions must be approved in writing by the City prior to installation.

Question 3
Will there be irrigation plans provided for the project? If not, please advise where the power and water connections will be accessible at each of the project locations.
Response:
The City will not be providing detailed irrigation design plans. The awarded vendor shall be responsible for preparing irrigation layout plans as necessary to ensure plant survivability.
Existing water and power availability varies by location. The contractor shall verify utility availability in the field and coordinate connection points with the City prior to installation.
All irrigation systems shall comply with:

- Florida Building Code (Plumbing & Building, current edition)
- Miami-Dade County Water & Sewer Department Standards
- South Florida Water Management District (SFWMD) water conservation requirements
- Florida-Friendly Landscaping™ principles (Section 373.185, Florida Statutes)
  The contractor is responsible for verifying existing water and electrical service availability and coordinating connection points with the City prior to installation.

Question 4
If no irrigation plans are provided for the project, please advise if there will be any specifications or requirements for the irrigation installation?
Response:
Yes. Irrigation systems shall meet the following minimum requirements:

- Designed for tree establishment and long-term survivability
- Water-efficient design (drip or bubbler systems preferred)
- Automatic controller with programmable scheduling (where permanent water source exists)
- Backflow prevention in compliance with Florida Building Code and Miami-Dade County regulations
- Designed to prevent overspray onto sidewalks or roadways (FDOT drainage and pedestrian safety considerations)
- Installation consistent with ISA Best Management Practices for Irrigation of Woody Plants
  All irrigation systems are subject to City review and approval prior to installation.

Question 5
Please clarify the maintenance scope for the 5-year period.
Response:
The five (5) year maintenance period shall include, at a minimum:

- Watering in accordance with ISA BMPs for Establishment
- Structural pruning per ANSI A300 (Part 1 – Pruning)
- Tree risk inspections consistent with ANSI A300 (Part 9 – Tree Risk Assessment)
- Fertilization as appropriate per soil testing and ISA guidelines
- Integrated pest and disease management consistently with Florida Department of Agriculture regulations
- Weed control and maintenance of mulch rings (2–3 inch depth, no mulch volcanizing)
- Stake adjustment and removal per ANSI A300 standards
- Replacement, at contractor's expense, of any tree that dies, declines, or fails to meet structural integrity standards during the maintenance period
- All replacement trees shall meet original installation specifications and reset the warranty period for that tree.

Question 6
How many plants are currently installed at NW 37th Ave/Douglas Rd?
Response:

Based on current City records and preliminary field observations, approximately fifty (50) trees/plants are currently installed at NW 37th Ave/Douglas Rd. Bidders are responsible for conducting an independent site visit to verify existing conditions prior to submission. If field conditions limit planting at this location, the City reserves the right to designate alternative planting areas within the project limits to achieve the total scope of work without adjustment to the contract price.

Question 7
Does the City have plans to install curbs on the street-side locations?
Response:

At this time, the City has no approved capital project for curb installation at the referenced locations. All planting layouts shall:

- Comply with FDOT Design Manual lateral offset requirements
- Maintain required clear zones
- Meet Miami-Dade County visibility and safety standards
- Avoid interference with stormwater drainage systems

Question 8
Who will establish the water source for the irrigation system?
Response:

The awarded contractor shall be responsible for establishing the water source, including permitting, tapping, metering (if required), and coordination with Miami-Dade Water & Sewer Department or other applicable utility providers.
All work shall comply with Florida Building Code and applicable local utility regulations.

Question 9
Can an alternative method be used for irrigation if no water supply is available?
Response:

Yes. Alternative irrigation methods may be proposed/provided if they:

- Meet ANSI and ISA establishment standards
- Comply with Florida-Friendly Landscaping™ water conservation requirements
- Demonstrate adequate survivability for a minimum five-year period
- Receive prior written approval from the City
  All work performed under this solicitation shall comply with applicable federal, state, and local laws, codes, and standards including, but not limited to, ANSI A300, ANSI Z60.1, ISA Best Management Practices, FDOT Design Manual, Miami-Dade County Code, Florida Building Code, and relevant Florida Statutes. Where conflicts arise, the most stringent standard shall apply as determined by the City.

Addenda should be returned with the response. Failure to do so may disqualify your response. Please sign below to verify that you have read and understand this addendum. “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 a bond shall constitute a waiver of proceedings under chapter 120, Florida Statutes.”

Signature and Print Name	Title
Company Name	Date

EVALUATION MATRIX

RFP No. 26-0220200
Urban Forestry Revitalization Initiative

Firm Name: Napoles Irrigation Corp

Evaluation

Criterion	Weight	Reviewer Name: Gregory Gay		Adelina Gross		Owen Carney		Carlos Gonzalez	
		Rating	Score	Rating	Score	Rating	Score	Rating	Score
Experience and Qualification	20%	4	0.80	4	0.80	3	0.60	5	1.00
Technical Approach and Methodology	30%	3	0.90	4	1.20	4	1.20	4	1.20
Cost	25%	3	0.75	3	0.75	1	0.25	4	1.00
Project Timeline	15%	2	0.30	5	0.75	3	0.45	3	0.45
References	10%	3	0.30	4	0.40	0	0.00	4	0.40
Total	**100%**		**3.05**		**3.90**		**2.50**		**4.05**

Firm Name: Diamanti Construction & Development, Inc

Evaluation

Criterion	Weight	Reviewer Name: Gregory Gay		Adelina Gross		Owen Carney		Carlos Gonzalez	
		Rating	Score	Rating	Score	Rating	Score	Rating	Score
Experience and Qualification	20%	4	0.80	4	0.80	2	0.40	5	1.00
Technical Approach and Methodology	30%	4	1.20	4	1.20	3	0.90	5	1.50
Cost	25%	4	1.00	4	1.00	4	1.00	4	1.00
Project Timeline	15%	4	0.60	5	0.75	2	0.30	5	0.75
References	10%	3	0.30	5	0.50	0	0.00	5	0.50
Total	**100%**		**3.90**		**4.25**		**2.60**		**4.75**

EVALUATION MATRIX

RFP No. 26-0220200
Urban Forestry Revitalization Initiative

FIRM SELECTED

Reviewer:

	Napoles Irrigation Corp	Diamanti Construction & Development, Inc		
Gregory Gay	3.05	3.90		
Adelina Gross	3.90	4.25		
Owen Carney	2.50	2.60		
Carlos Gonzalez	4.05	4.75		
AVERAGE RATING	**3.38**	**3.88**		

RFP 26-0220200 Urban Forestry Revitalization

Sign In Sheet

NAME	COMPANY NAME	EMAIL	PHONE #
Adelina Gross	City of Opalocka	agross@opalockafl.gov	3059532868
Owen Carney	City of Opalocka	ocarney@opalockafl.gov	305-953-2820
CARLOS GONZALEZ	4	cgonzalez@opalockafl.gov	305.953.2868
GREGORY GRAY	CITY OF OPALOCKA	GGRAY@OPALOCKA	305 953 2868

EVALUATION FORM

RFP No. 26-0220200
Urban Forestry Revitalization Initiative

By signing this form as an Evaluator, I certify that I have no conflict of interest.

Reviewer Name: CARLOS GONZALEZ **Date:** 3.20.26

Signature: CG

Firm Name: ~~Napoles Irrigation Corp~~ CG.

Evaluation

Criterion	Rating
Experience and Qualifications	5
Technical Approach and Methodology	5 CG
Cost	~~4~~
Project Timeline	5
References and Past Performance	5

Notes:
- Experienced Staff. CG
- Good Project Approach. CG
-

Firm Name: Diamanti Construction & Development, Inc

Evaluation

Criterion	Rating
Experience and Qualifications	5
Technical Approach and Methodology	5
Cost	4
Project Timeline	5
References and Past Performance	5

Notes:
- Experienced Staff.
- Has worked for the City in many projects.
- Good Project Approach.
- Good quote.

Firm Name: Napolas Irrigation Corp.

Evaluation

Criterion	Rating
Experience and Qualifications	5
~~References~~ Tech. Approach	4 CG
~~Resources and Approach~~ Ref.	4 CG
Price Proposal	3
Project Timeline	4 CG

Notes:
- Experienced Staff.
- High Quote

EVALUATION FORM

RFP No. 26-0220200
Urban Forestry Revitalization Initiative

By signing this form as an Evaluator, I certify that I have no conflict of interest.

Reviewer Name: Adelina Gross **Date:** 03/20/2026

Signature: Adelina Gross

Firm Name: Napoles Irrigation Corp

Evaluation

Criterion	Rating
Experience and Qualifications	4
Technical Approach and Methodology	4
Cost	3
Project Timeline	5
References and Past Performance	4

Notes:

Has worked as a subcontractor with Meho Express ~~as~~ Prime contractor on water retrofit program Miami Dade (two-three months)

Firm Name: Diamanti Construction & Development, Inc

Evaluation

Criterion	Rating
Experience and Qualifications	4
Technical Approach and Methodology	4
Cost	4
Project Timeline	5
References and Past Performance	5

Notes:

7-8 years in experience with irrigation Projects and landscaping. Design of irrigation plan and trees layout will be provided as part of the Proyect. The Contractor includes an Architectural landscaper as part of its proposal submitted

Firm Name:

Evaluation

Criterion	Rating
Experience and Qualifications	
References	
Resources and Approach	
Price Proposal	

Notes:

EVALUATION FORM

RFP No. 26-0220200
Urban Forestry Revitalization Initiative

By signing this form as an Evaluator, I certify that I have no conflict of interest.

Reviewer Name: Owen Carna **Date:** 3.20.26

Signature:

Firm Name: Napoles Irrigation Corp

Evaluation

Criterion	Rating
Experience and Qualifications	3
Technical Approach and Methodology	4
Cost	1
Project Timeline	3
References and Past Performance	

Notes:

OC
P-$15 year

Firm Name: Diamanti Construction & Development, Inc

Evaluation

Criterion	Rating
Experience and Qualifications	2
Technical Approach and Methodology	3
Cost	4
Project Timeline	2
References and Past Performance	

Notes:

7-8 years

Firm Name:

Evaluation

Criterion	Rating
Experience and Qualifications	
References	
Resources and Approach	
Price Proposal	

Notes:

EVALUATION FORM

RFP No. 26-0220200
Urban Forestry Revitalization Initiative

By signing this form as an Evaluator, I certify that I have no conflict of interest.

Reviewer Name: GREGORY GAY **Date:** 3/20/2026

Signature:

Firm Name: Napoles Irrigation Corp

Evaluation

Criterion	Rating
Experience and Qualifications	4
Technical Approach and Methodology	3
Cost	3
Project Timeline	2
References and Past Performance	3
	15

Notes:

INVOLVE THE PROJECTS IN OTHER CITIES MEDLEY, MIAMI BEACH, OPA LOCKA

2-3 MONTHS

Firm Name: Diamanti Construction & Development, Inc

Evaluation

Criterion	Rating
Experience and Qualifications	4
Technical Approach and Methodology	4
Cost	4
Project Timeline	4
References and Past Performance	3
	19

Notes:

NO GRANT APPLICATION WORK PUBLIC & PRIVATE WORK ONLY

3-4 MONTHS

Firm Name:

Evaluation

Criterion	Rating
Experience and Qualifications	
References	
Resources and Approach	
Price Proposal	

Notes:

CITY OF OPA-LOCKA

RFP: 26-0220200
Request for Proposals (RFP)
Urban Forestry Revitalization Initiative

CITY OF OPA-LOCKA
780 Fisherman Street, 4th Floor
Opa-locka, FL 33054

ADDENDUM No. 1

SOLICITATION No.: RFP NO. 26-0220200
SOLICITATION TITLE: Urban Forestry Revitalization Initiative
DATE: 2/17/26

This Addendum is being issued to clarify and/or revise the solicitation documents, virtual solicitation conference meeting clarifications, and/or solicitation specifications. This Addendum modifies, supplements, and/or replaces information in the solicitation, and is hereby made part of the original solicitation documents.

Unless specifically modified by this Addendum, the previously issued documents remain unchanged and in the event of a conflict between this Addendum and previously issued documents, this Addendum shall prevail.

REVISIONS TO SOLICITATION

- **Change to Vendors Question Response Date**
- **Change of the Submission/Due Date**

The City is pleased to announce important updates regarding the timeline for **RFP No. 26-0220200 for Urban Forestry Revitalization Initiative**. The deadline to respond to vendor questions has been revised to 5:00 PM on **February 19, 2026**. Additionally, the submission deadline for proposals has been changed to **March 6, 2026**, at **2:00 PM**. We encourage all vendors to note these updated dates and ensure their submissions are aligned accordingly.

Addenda should be returned with the response. Failure to do so may disqualify your response. Please sign below to verify that you have read and understand this addendum. "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 a bond shall constitute a waiver of proceedings under chapter 120, Florida Statutes."

Signature and Print Name: Jorge Napoles — Title: Vice President

Company Name: Napoles Irrigation — Date: 03/04/2026

PROPOSER QUALIFICATIONS

The Proposer, in conjunction with this proposal, must hold a County and/or Municipal Contractor's Occupational License in the area of their fixed business location. The following information must be completed and submitted with the proposal to be considered:

1. Legal Name and Address:

   Name: Napoles Irrigation Corporation

   Address: 10944 SW 119 St

   City, State, Zip: Miami, FL 33176 Phone/Fax: 305-796-3058

2. Check One: Corporation (X) Partnership ( ) Individual ( )

3. If Corporation, state:
   Date of Incorporation: July 2011 State in which Incorporated: Florida

4. If an out-of-state Corporation, currently authorized to do business in Florida, give date of such authorization: N/A

5. Name and Title of Principal Officers — Date Elected:

Alina Napoles, President	2011
Jorge Napoles, Vice President	2011

6. The length of time in business: 15 years

7. The length of time (continuous) in business as a service organization in Florida:
   15 years

8. A copy of County and/or Municipal Occupational License(s)

Note: *Information requested herein and submitted by the Proposers will be analyzed by the City of Opa-locka and will be a factor considered in awarding any resulting contract. The purpose is to ensure that the Contractors, in the sole opinion of the City of Opa-locka, can sufficiently and efficiently perform all the required services in a timely and satisfactory manner as will be required by the subject contract. If there are any terms and/or conditions that are in conflict, the most stringent requirement shall apply.*

COST PROPOSAL FORM

Bidders must provide detailed pricing for each category below. All costs should be inclusive of labor, materials, equipment, supplies, insurance, and applicable overhead.

Location	Number of Trees	Irrigation Installation	Cost (USD)
Douglas Road	158 Trees	Yes	$ 293,410
Ingram Elementary School	30 Trees	Yes	$ 55,920
State Road 9	150 Trees	Yes	$ 278,550
Sinbad Mini Park	10 Trees	Yes	$ 18,570
NW 37th Avenue	50 Trees	Yes	$ 92,850
NW 139th Street – NW 141st Street	100 Trees	Yes	$ 185,700
Total Cost	**498 Trees**	**6 Irrigation Installation**	**Total Cost $ 925,000**

By signing below, the undersigned certifies that the pricing provided herein is accurate and that all services will be performed in compliance with the RFP requirements.

Authorized Signature: _____
Name & Title: Jorge Daporks
Date: 3/6/2026

CERTIFICATION REGARDING DEBARMENT, SUSPENSION PROPOSED DEBARMENT AND OTHER MATTERS OF RESPONSIBILITY

1. The Proposer certifies, to the best of its knowledge and belief, that the Proposer and/or any of its Principals:

A. Are not presently debarred, suspended, proposed for debarment, or declared ineligible for the award of contracts by any Federal agency.

B. Have not, within a three-year period preceding this offer, been convicted of or had a civil judgment rendered against them for: commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, state, or local) contract or subcontract; violation of Federal or state antitrust statutes relating to the submission of offers; or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, tax evasion, or receiving stolen property; and

C. Are not presently indicted for, or otherwise criminally or civilly charged by a governmental entity with, commission of any of the offenses enumerated in paragraph 1-B of this provision.

2. The Proposer has not, within a three-year period preceding this offer, had one or more contracts terminated for default by any City, County, State, Federal, or other agency.

A. "Principals," for the purposes of this certification, means officers; directors; owners; partners; and, persons having primary management or supervisory responsibilities within a business entity (e.g., general manager; plant manager; head of a subsidiary, division, or business segment, and similar positions). This Certification Concerns a Matter Within the Jurisdiction of an Agency of the United States and the Making of a False, Fictitious, or Fraudulent Certification May Render the Maker Subject to Prosecution Under Section 1001, Title 18, United States Code.

B. The Proposer shall provide immediate written notice to the Contracting Officer if, at any time prior to contract award, the Proposer learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.

C. A certification that any of the items in paragraph (a) of this provision exists will not necessarily result in withholding of an award under this solicitation. However, the certification will be considered in connection with a determination of the Proposer's responsibility. Failure of the Proposer to furnish a certification or provide such additional information as requested by the Contracting Officer may render the Proposer non-responsive.

D. Nothing contained in the foregoing shall be construed to require the establishment of a system of records in order to render, in good faith, the certification required by paragraph (a) of this provision. The knowledge and information of a Proposer is not required to exceed

that which is normally possessed by a prudent person in the ordinary course of business dealings.

E. The certification in paragraph 1(a) of this provision is a material representation of fact upon which reliance was placed when making award. If it is later determined that the Proposer knowingly rendered an erroneous certification, in addition to other remedies available to the Government, the Contracting Officer may terminate the contract resulting from this solicitation for default.

AS THE PERSON AUTHORIZED TO SIGN THE STATEMENT, I CERTIFY THAT THIS FIRM COMPLIES FULLY WITH THE ABOVE REQUIREMENTS.

Signature _____

Printed Name Jorge Napoles

DRUG-FREE WORKPLACE CERTIFICATION FORM

Whenever two (2) or more bids/proposals, which are equal with respect to price, quality, and service, are received by the CITY OF OPA-LOCKA for the procurement of commodities or contractual services, a bid/proposal received from a business that certifies that it has implemented a drug-free workplace program shall be given preference in the award process. In order to have a drug-free workplace program, a business shall:

1. Publish a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of controlled substances is prohibited in the workplace and specifying the actions that will be taken against employees for violations of such prohibition.

2. Inform employees about the dangers of drug abuse in the workplace, the business's policy of maintaining a drug-free workplace, any available drug counseling, rehabilitation, and employee assistance programs, and the penalties that may be imposed upon employees for drug abuse violations.

3. Give each employee engaged in providing the commodities or contractual services that are under bid a copy of the statement specified in number (1).

4. In the statement specified in number (1), notify the employees that as a condition for working on the commodities or contractual services that are under bid, the employee will abide by the terms of the statement and will notify the employer of any conviction on or plea of guilty or no contest to any violation of Chapter 893, Florida Statutes or of any controlled substance law of the United States or any singular state, for a violation occurring in the workplace no later than five (5) days after such conviction.

5. Impose a sanction on or require satisfactory participation in a drug abuse assistance or rehabilitation program if such is available in the employee's community by any employee who is so convicted.

6. Make a good faith effort to continue to maintain a drug-free workplace through implementation of Section 287.087, Florida Statutes.

This Certification is submitted by Jorge Napoles (Name) the Vice President (Title/Position) of Napoles Irrigation Corp. (Company)

who does hereby certify that said Company has implemented a drug-free workplace program, which meets the requirements of Section 287.087, Florida Statutes, which are identified in numbers (1) through (6) above.

3/6/2026
Date

Signature

NON-COLLUSION AFFIDAVIT
STATE OF FLORIDA - COUNTY OF MIAMI DADE

(1) He/She/They is/are the Jorge Napoles (Owner, Partner, Officer, Representative or Agent) of Napoles Irrigation Corp the PROPOSER that has submitted the attached Proposal;

(2) He/She/They is/are fully informed respecting the preparation and contents of the attached Proposal and of all pertinent circumstances respecting such Proposal;

(3) Such Proposal is genuine and is not a collusive or sham Proposal;

(4) Neither the said PROPOSER nor any of its officers, partners, owners, agents, representatives, employees or parties in interest, including this affiant, have in any way colluded, conspired, connived or agreed, directly or indirectly, with any other PROPOSER, firm, or person to submit a collusive or sham Proposal in connection with the Work for which the attached Proposal has been submitted; or to refrain from Proposing in connection with such Work; or have in any manner, directly or indirectly, sought by agreement or collusion, or communication, or conference with any PROPOSER, firm, or person to fix any overhead, profit, or cost elements of the Proposal or of any other PROPOSER, or to fix any overhead, profit, or cost elements of the Proposed Price or the Proposed Price of any other PROPOSER, or to secure through any collusion, conspiracy, connivance, or unlawful agreement any advantage against (Recipient), or any person interested in the proposed Work;

(5) The price or prices quoted in the attached Proposal are fair and proper and are not tainted by any collusion, conspiracy, connivance, or unlawful agreement on the part of the PROPOSER or any other of its agents, representatives, owners, employees or parties of interest, including this affiant.

Signed, sealed and delivered in the presence of:

Witness Alida Napoles

Witness Jackie Martinez

By: _____
Signature

Jorge Napoles, Vice President
Print Name and Title

NON-DISCRIMINATION AFFIDAVIT

I, the undersigned, hereby duly sworn, depose and say that the organization, business or entity represented herein shall not discriminate against any person in its operations, activities or delivery of services under any agreement it enters into with the City of Opa-locka. The same shall affirmatively comply with all applicable provisions of federal, state and local equal employment laws and shall not engage in or commit any discriminatory practice against any person based on race, age, religion, color, gender, sexual orientation, national origin, marital status, physical or mental disability, political affiliation or any other factor which cannot be lawfully used as a basis for service delivery.

By: _____

Title: Vice President

State of Florida County of Miami Dade

The foregoing instrument was acknowledged before me via ☑ physical presence OR ☐ online notarizations this 6 day of March, 2026.

By Jorge Napoles

Personally known ✓ OR produced identification _____

_____

Notary Public

My Commission Expires 08/31/2027

ANA ISABEL BENCOMO
Notary Public - State of Florida
Commission # HH 406256
My Comm. Expires Aug 31, 2027
Bonded through National Notary Assn.

E-VERIFY

Effective January 1, 2021, public and private employers, contractors and subcontractors will be required to register with, and use of the E-Verify system in order to verify the work authorization status of all newly hired employees. Vendor/Consultant/Contractor acknowledges and agrees to utilize the U.S. Department of Homeland Security's E-Verify System to verify the employment eligibility of:

a) All persons employed by Vendor/Consultant/Contractor to perform employment duties within Florida during the term of the contract; and

b) All persons (including sub-vendors/sub-contractors) assigned by Vendor /Consultant/ Contractor to perform work pursuant to the contract with the Department. The Vendor /Consultant/ Contractor acknowledges and agrees that use of the U.S. Department of Homeland Security's E-Verify System during the term of the contract is a condition of the contract with the City; and

By entering into a Contract, the Contractor becomes obligated to comply with the provisions of Section 448.095, Fla. Stat., "Employment Eligibility," as amended from time to time. This includes but is not limited to utilization of the E-Verify System to verify the work authorization status of all newly hired employees, and requiring all subcontractors to provide an affidavit attesting that the subcontractor does not employ, contract with, or subcontract with, an unauthorized alien. The contractor shall maintain a copy of such affidavit for the duration of the contract. Failure to comply will lead to termination of this Contract, or if a subcontractor knowingly violates the statute, the subcontract must be terminated immediately. If t contract is terminated for a violation of the statute by the Contractor, the Contractor may not be awarded a public contract for a period of 1 year after the date of termination. The Contractor acknowledges it is liable to the City for any additional costs as a result of termination of the contract due to Contractor's failure to comply with the provisions herein.

E-VERIFY FORM

Definitions:

"Contractor" means a person or entity that has entered or is attempting to enter into a contract with a public employer to provide labor, supplies, or services to such employer in exchange for salary, wages, or other remuneration.

"Subcontractor" means a person or entity that provides labor, supplies, or services to or for a contractor or another subcontractor in exchange for salary, wages, or other remuneration.

Effective January 1, 2021, public and private employers, contractors and subcontractors will begin required registration with, and use of the E-Verify system in order to verify the work authorization status of all newly hired employees. Vendor/Consultant/Contractor acknowledges and agrees to utilize the U.S. Department of Homeland Security's E-Verify System to verify the employment eligibility of:

a) All persons employed by Vendor/Consultant/Contractor to perform employment duties within Florida during the term of the contract; and

b) All persons (including sub-vendors/subcompanies/subcontractors) assigned by Vendor/Consultant/Contractor to perform work pursuant to the contract with the Department. The Vendor/Consultant/Contractor acknowledges and agrees that use of the U.S. Department of Homeland Security's E-Verify System during the term of the contract is a condition of the contract with the City of Opa-locka; and

Should vendor become successful Contractor awarded for the above-named project, by entering into this Contract, the Contractor becomes obligated to comply with the provisions of Section 448.095, Fla. Stat., "Employment Eligibility," as amended from time to time. This includes but is not limited to utilization of the E-Verify System to verify the work authorization status of all newly hired employees, and requiring all subcontractors to provide an affidavit attesting that the subcontractor does not employ, contract with, or subcontract with, an unauthorized alien. The contractor shall maintain a copy of such affidavit for the duration of the contract. Failure to comply will lead to termination of this Contract, or if a subcontractor knowingly violates the statute, the subcontract must be terminated immediately. If this contract is terminated for a violation of the statute by the Contractor, the Contractor may not be awarded a public contract for a period of 1 year after the date of termination.

Company Name: Napoles Irrigation Corp

Authorized Signature: [signature]

Print Name: Jorge Napoles

Title: Vice President

Date: 03/04/2026

ANTI-KICKBACK AFFIDAVIT

STATE OF FLORIDA)
) ss:
COUNTY OF MIAMI-DADE)

I, the undersigned, hereby duly sworn, depose and say that no portion of the sum herein proposed, or compensation that may be received as a result of this Proposal, will be paid to any employee of the City of Opa-Locka or its elected officials, as a commission, kickback, reward, or gift, whether directly or indirectly, by me or any member of my firm, or by any officer of the corporation.

By: Jorge Napoles

Title: Vice President

Sworn to and subscribed before me this

12 day of March, 2026

Notary Public,
State of Florida at Large
My Commission Expires: 08/31/2027

ANA ISABEL BENCOMO
Notary Public - State of Florida
Commission # HH 406256
My Comm. Expires Aug 31, 2027
Bonded through National Notary Assn.

CLIENT REFERENCE FORM

Provide a minimum of three (3) client references from recent similar transactions.

1) Name of Client Entity: Metro Express
Address: 9390 NW 109 St
City/State/Zip: Medley, FL 33178
Contact: Tito Feliciano
Title: Project Manager
Email Address: efj600@yahoo.com
Telephone: 7863837674
Scope of Work: Trees, Irrigation
Description of Services Provided: Repair, new install and relocation

2) Name of Client Entity: Yagar Construction Inc.
Address: 2150 NW 9 St
City/State/Zip: Miami FL 33125
Contact: Carlos Garcia
Title: Owner
Email Address: carlos@yagarconstruction.com
Telephone: 786-409-3551
Scope of Work: Irrigation
Description of Services Provided: Repair, new install and relocate

3) Name of Client Entity: Blue Native of the Florida Keys
Address: 1010 Kennedy Drive #305
City/State/Zip: Key West FL 33040
Contact: Louis Perez Jr.
Title: Owner
Email Address: louis@bluenativekeys.com
Telephone: 305-345-5305
Scope of Work: Irrigation
Description of Services Provided: repair and new install

Form **W-9**
(Rev. March 2024)
Department of the Treasury
Internal Revenue Service

Request for Taxpayer Identification Number and Certification

Go to *www.irs.gov/FormW9* for instructions and the latest information.

Give form to the requester. Do not send to the IRS.

Before you begin. For guidance related to the purpose of Form W-9, see *Purpose of Form*, below.

Print or type. See *Specific Instructions* on page 3.

1 Name of entity/individual. An entry is required. (For a sole proprietor or disregarded entity, enter the owner's name on line 1, and enter the business/disregarded entity's name on line 2.)

NAPOLES IRRIGATION CORPORATION

2 Business name/disregarded entity name, if different from above.

3a Check the appropriate box for federal tax classification of the entity/individual whose name is entered on line 1. Check only **one** of the following seven boxes.

☐ Individual/sole proprietor ☐ C corporation ☑ S corporation ☐ Partnership ☐ Trust/estate

☐ LLC. Enter the tax classification (C = C corporation, S = S corporation, P = Partnership) . . . .

Note: Check the "LLC" box above and, in the entry space, enter the appropriate code (C, S, or P) for the tax classification of the LLC, unless it is a disregarded entity. A disregarded entity should instead check the appropriate box for the tax classification of its owner.

☐ Other (see instructions)

4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):

Exempt payee code (if any)

Exemption from Foreign Account Tax Compliance Act (FATCA) reporting code (if any)

(Applies to accounts maintained outside the United States.)

3b If on line 3a you checked "Partnership" or "Trust/estate," or checked "LLC" and entered "P" as its tax classification, and you are providing this form to a partnership, trust, or estate in which you have an ownership interest, check this box if you have any foreign partners, owners, or beneficiaries. See instructions . . . . . ☐

5 Address (number, street, and apt. or suite no.). See instructions.

10944 SW 119 ST

6 City, state, and ZIP code

MIAMI, FL 33176

Requester's name and address (optional)

7 List account number(s) here (optional)

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. See also *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number

			–			–				

or

Employer identification number

4	5	–	2	7	7	5	3	2	8

Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
2. I am not subject to backup withholding because (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3. I am a U.S. citizen or other U.S. person (defined below); and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and, generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here | **Signature of U.S. person** Alma Napoles | **Date** 1-2-2026

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to *www.irs.gov/FormW9*.

What's New

Line 3a has been modified to clarify how a disregarded entity completes this line. An LLC that is a disregarded entity should check the appropriate box for the tax classification of its owner. Otherwise, it should check the "LLC" box and enter its appropriate tax classification.

New line 3b has been added to this form. A flow-through entity is required to complete this line to indicate that it has direct or indirect foreign partners, owners, or beneficiaries when it provides the Form W-9 to another flow-through entity in which it has an ownership interest. This change is intended to provide a flow-through entity with information regarding the status of its indirect foreign partners, owners, or beneficiaries, so that it can satisfy any applicable reporting requirements. For example, a partnership that has any indirect foreign partners may be required to complete Schedules K-2 and K-3. See the Partnership Instructions for Schedules K-2 and K-3 (Form 1065).

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS is giving you this form because they

CERTIFICATION REGARDING DEBARMENT, SUSPENSION PROPOSED DEBARMENT AND OTHER MATTERS OF RESPONSIBILITY

1. The Proposer certifies, to the best of its knowledge and belief, that the Proposer and/or any of its Principals:

A. Are not presently debarred, suspended, proposed for debarment, or declared ineligible for the award of contracts by any Federal agency.

B. Have not, within a three-year period preceding this offer, been convicted of or had a civil judgment rendered against them for: commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, state, or local) contract or subcontract; violation of Federal or state antitrust statutes relating to the submission of offers; or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, tax evasion, or receiving stolen property; and

C. Are not presently indicted for, or otherwise criminally or civilly charged by a governmental entity with, commission of any of the offenses enumerated in paragraph 1-B of this provision.

2. The Proposer has not, within a three-year period preceding this offer, had one or more contracts terminated for default by any City, County, State, Federal, or other agency.

A. "Principals," for the purposes of this certification, means officers; directors; owners; partners; and, persons having primary management or supervisory responsibilities within a business entity (e.g., general manager; plant manager; head of a subsidiary, division, or business segment, and similar positions). This Certification Concerns a Matter Within the Jurisdiction of an Agency of the United States and the Making of a False, Fictitious, or Fraudulent Certification May Render the Maker Subject to Prosecution Under Section 1001, Title 18, United States Code.

B. The Proposer shall provide immediate written notice to the Contracting Officer if, at any time prior to contract award, the Proposer learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.

C. A certification that any of the items in paragraph (a) of this provision exists will not necessarily result in withholding of an award under this solicitation. However, the certification will be considered in connection with a determination of the Proposer's responsibility. Failure of the Proposer to furnish a certification or provide such additional information as requested by the Contracting Officer may render the Proposer non-responsive.

D. Nothing contained in the foregoing shall be construed to require the establishment of a system of records in order to render, in good faith, the certification required by paragraph (a) of this provision. The knowledge and information of a Proposer is not required to exceed

that which is normally possessed by a prudent person in the ordinary course of business dealings.

E. The certification in paragraph 1(a) of this provision is a material representation of fact upon which reliance was placed when making award. If it is later determined that the Proposer knowingly rendered an erroneous certification, in addition to other remedies available to the Government, the Contracting Officer may terminate the contract resulting from this solicitation for default.

AS THE PERSON AUTHORIZED TO SIGN THE STATEMENT, I CERTIFY THAT THIS FIRM COMPLIES FULLY WITH THE ABOVE REQUIREMENTS.

Signature _____

Printed Name Jorge Napoles

NON-COLLUSION AFFIDAVIT
STATE OF FLORIDA - COUNTY OF MIAMI DADE

(1) He/She/They is/are the Jorge Napoles (Owner, Partner, Officer, Representative or Agent) of Napoles Irrigation Corp the PROPOSER that has submitted the attached Proposal;

(2) He/She/They is/are fully informed respecting the preparation and contents of the attached Proposal and of all pertinent circumstances respecting such Proposal;

(3) Such Proposal is genuine and is not a collusive or sham Proposal;

(4) Neither the said PROPOSER nor any of its officers, partners, owners, agents, representatives, employees or parties in interest, including this affiant, have in any way colluded, conspired, connived or agreed, directly or indirectly, with any other PROPOSER, firm, or person to submit a collusive or sham Proposal in connection with the Work for which the attached Proposal has been submitted; or to refrain from Proposing in connection with such Work; or have in any manner, directly or indirectly, sought by agreement or collusion, or communication, or conference with any PROPOSER, firm, or person to fix any overhead, profit, or cost elements of the Proposal or of any other PROPOSER, or to fix any overhead, profit, or cost elements of the Proposed Price or the Proposed Price of any other PROPOSER, or to secure through any collusion, conspiracy, connivance, or unlawful agreement any advantage against (Recipient), or any person interested in the proposed Work;

(5) The price or prices quoted in the attached Proposal are fair and proper and are not tainted by any collusion, conspiracy, connivance, or unlawful agreement on the part of the PROPOSER or any other of its agents, representatives, owners, employees or parties of interest, including this affiant.

Signed, sealed and delivered in the presence of:

Witness Alida Napoles

Witness Jackie Martinez

By: _____
Signature

Jorge Napoles, Vice President
Print Name and Title

001008

Local Business Tax Receipt

Miami–Dade County, State of Florida

–THIS IS NOT A BILL – DO NOT PAY

DARIEL FERNANDEZ MIAMI-DADE COUNTY IN GOD WE TRUST TAX COLLECTOR

7169484

BUSINESS NAME/LOCATION
NAPOLES IRRIGATION CORP
10944 SW 119TH ST
MIAMI FL 33176–3950

RECEIPT NO.
RENEWAL
7448207

EXPIRES
SEPTEMBER 30, 2026
Must be displayed at place of business
Pursuant to County Code
Chapter 8A – Art. 9 & 10

OWNER
NAPOLES IRRIGATION CORP

SEC. TYPE OF BUSINESS
196 SPECIALTY PLUMBING CONTRACTOR
SCC131152055

PAYMENT RECEIVED BY TAX COLLECTOR
$75.00 07/27/2025
PTBTC–25–132523

Worker(s) 1

LBT

This Local Business Tax Receipt only confirms payment of the Local BusineTax. The Receipt is not a license, permit, or a certification of the holder's qualifications, to do business. Holder must comply with any governmental or nongovernmental regulatory laws and requirements which apply to the business.

The RECEIPT NO. above must be displayed on all commercial vehicles – Miami–Dade Code Sec 8e–276.

For more information, visit mdctaxcollector.gov

DRUG-FREE WORKPLACE CERTIFICATION FORM

Whenever two (2) or more bids/proposals, which are equal with respect to price, quality, and service, are received by the CITY OF OPA-LOCKA for the procurement of commodities or contractual services, a bid/proposal received from a business that certifies that it has implemented a drug-free workplace program shall be given preference in the award process. In order to have a drug-free workplace program, a business shall:

1. Publish a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of controlled substances is prohibited in the workplace and specifying the actions that will be taken against employees for violations of such prohibition.

2. Inform employees about the dangers of drug abuse in the workplace, the business's policy of maintaining a drug-free workplace, any available drug counseling, rehabilitation, and employee assistance programs, and the penalties that may be imposed upon employees for drug abuse violations.

3. Give each employee engaged in providing the commodities or contractual services that are under bid a copy of the statement specified in number (1).

4. In the statement specified in number (1), notify the employees that as a condition for working on the commodities or contractual services that are under bid, the employee will abide by the terms of the statement and will notify the employer of any conviction on or plea of guilty or no contest to any violation of Chapter 893, Florida Statutes or of any controlled substance law of the United States or any singular state, for a violation occurring in the workplace no later than five (5) days after such conviction.

5. Impose a sanction on or require satisfactory participation in a drug abuse assistance or rehabilitation program if such is available in the employee's community by any employee who is so convicted.

6. Make a good faith effort to continue to maintain a drug-free workplace through implementation of Section 287.087, Florida Statutes.

This Certification is submitted by Jorge Napoles (Name) the Vice President (Title/Position) of Napoles Irrigation Corp (Company)

who does hereby certify that said Company has implemented a drug-free workplace program, which meets the requirements of Section 287.087, Florida Statutes, which are identified in numbers (1) through (6) above.

3/6/2026
Date

Signature

Ron DeSantis, Governor

Melanie S. Griffin, Secretary

STATE OF FLORIDA
DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION
CONSTRUCTION INDUSTRY LICENSING BOARD

LICENSE NUMBER: SCC131152055 **EXPIRATION DATE: AUGUST 31, 2026**

THE IRRIGATION SPECIALTY CONTRACTOR HEREIN IS CERTIFIED UNDER THE PROVISIONS OF CHAPTER 489, FLORIDA STATUTES

NAPOLES, ALINA
NAPOLES IRRIGATION, CORP.
11300 SW 46 ST
MIAMI FL 33165

ISSUED: 06/05/2024

Always verify licenses online at MyFloridaLicense.com
Do not alter this document in any form.
This is your license. It is unlawful for anyone other than the licensee to use this document.

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 02/04/2026

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER	CONTACT NAME: Sandra Perez	
JVS Insurance Agency 9600 SW 8th ST Suite 27 Miami FL 33174	PHONE (A/C, No, Ext): (305) 552-5250	FAX (A/C, No): (305) 552-5292
	E-MAIL ADDRESS: Sandra@jvsins.com	
	INSURER(S) AFFORDING COVERAGE	NAIC #
	INSURER A : Gotham Insurance Company	25569
INSURED Napoles Irrigation Corp 11300 SW 46th Street Miami FL 33165	INSURER B : Kemper Insurance	
	INSURER C :	
	INSURER D :	
	INSURER E :	
	INSURER F :	

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	[X] COMMERCIAL GENERAL LIABILITY [ ] CLAIMS-MADE [X] OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: [ ] POLICY [ ] PRO-JECT [ ] LOC [ ] OTHER:			GL202500034074	06/29/2025	06/29/2026	EACH OCCURRENCE	$ 1,000,000.00
							DAMAGE TO RENTED PREMISES (Ea occurrence)	$ 300,000.00
							MED EXP (Any one person)	$ 5,000.00
							PERSONAL & ADV INJURY	$ 1,000,000.00
							GENERAL AGGREGATE	$ 2,000,000.00
							PRODUCTS - COMP/OP AGG	$ 2,000,000.00
								$
B	AUTOMOBILE LIABILITY [ ] ANY AUTO [ ] OWNED AUTOS ONLY [X] SCHEDULED AUTOS [ ] HIRED AUTOS ONLY [ ] NON-OWNED AUTOS ONLY			50024957701	06/27/2025	06/27/2026	COMBINED SINGLE LIMIT (Ea accident)	$ 1,000,000.00
							BODILY INJURY (Per person)	$
							BODILY INJURY (Per accident)	$
							PROPERTY DAMAGE (Per accident)	$
							PIP	$ 10,000.00
	[ ] UMBRELLA LIAB [ ] OCCUR [ ] EXCESS LIAB [ ] CLAIMS-MADE [ ] DED [ ] RETENTION $						EACH OCCURRENCE	$
							AGGREGATE	$
								$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? Y / N [ ] (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	N / A						[ ] PER STATUTE [ ] OTH-ER	
							E.L. EACH ACCIDENT	$
							E.L. DISEASE - EA EMPLOYEE	$
							E.L. DISEASE - POLICY LIMIT	$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Irrigation (Sprinkler installation and repair)
License SCC131152055

CERTIFICATE HOLDER

City of Opa Locka
780 Fisherman Street,4th Floor
Opa Locka, FL 33054

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE



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ACORD®

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
03/05/2026

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

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PRODUCER
Acentria Insurance - Serrod Miami
3750 NW 87th Ave Ste 700
STE 402
Doral FL 33178-2421

License#: L100460
NAPOIRR-01

CONTACT NAME: Melissa V Cruz
PHONE (A/C, No, Ext): 305-445-6441 **FAX (A/C, No):** 305-445-6469
E-MAIL ADDRESS: melissa.cruz@acentria.com

INSURER(S) AFFORDING COVERAGE	NAIC #
INSURER A : Technology Insurance Company, Inc.	42376
INSURER B :	
INSURER C :	
INSURER D :	
INSURER E :	
INSURER F :	

INSURED
Napoles Irrigation, Corp.
11300 SW 46 St.
Miami FL 33165

COVERAGES **CERTIFICATE NUMBER:** 1616405868 **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
	COMMERCIAL GENERAL LIABILITY						EACH OCCURRENCE	$
	☐ CLAIMS-MADE ☐ OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence)	$
							MED EXP (Any one person)	$
							PERSONAL & ADV INJURY	$
	GEN'L AGGREGATE LIMIT APPLIES PER:						GENERAL AGGREGATE	$
	☐ POLICY ☐ PRO-JECT ☐ LOC						PRODUCTS - COMP/OP AGG	$
	OTHER:							$
	AUTOMOBILE LIABILITY						COMBINED SINGLE LIMIT (Ea accident)	$
	☐ ANY AUTO						BODILY INJURY (Per person)	$
	☐ OWNED AUTOS ONLY ☐ SCHEDULED AUTOS						BODILY INJURY (Per accident)	$
	☐ HIRED AUTOS ONLY ☐ NON-OWNED AUTOS ONLY						PROPERTY DAMAGE (Per accident)	$
								$
	☐ UMBRELLA LIAB ☐ OCCUR						EACH OCCURRENCE	$
	☐ EXCESS LIAB ☐ CLAIMS-MADE						AGGREGATE	$
	☐ DED ☐ RETENTION $							$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY Y / N	N / A	Y	TWC4588402	4/10/2025	4/10/2026	X PER STATUTE ☐ OTH-ER	
	ANYPROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? ☐ (Mandatory in NH)						E.L. EACH ACCIDENT	$ 100,000
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE	$ 100,000
							E.L. DISEASE - POLICY LIMIT	$ 500,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
Irrigation (Sprinkler installation and repair)

License SCC131152055

CERTIFICATE HOLDER

City of Opa Locka
780 Fisherman Street, 4th Floor
Opa Locka, FL 33054

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE
Charles H. Rydell

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DIAMANTI CONSTRUCTION & DEVELOPMENT. INC

CITY OF OPA-LOCKA

Urban Forestry Revitalization Initiative

RFP NO: 26-0220200

PRESENTED BY

DIAMANTI CONSTRUCTION & DEVELOPMENT, INC

524 N H ST

LAKE WORTH BEACH, FL 33460

PH: 561-301-7191

EMAIL: diamanticonstructionfl@gmail.com

CONTACT PERSON: MOHAMMED S ISLAM

TABLE OF CONTENTS

Section(s):

1. Letter of Transmittal

2. General Information

3. Project Approach

4. Experience and Qualifications

5. Schedule

6. Exhibit(s)

Section 1: Letter of Transmittal

In Diamanti Construction & Development, Inc, our subcontractors, and professional associates understand the scope of the work outlined in the bid document. We are committed to comply with all the Federal, State, County and City regulations from beginning to completion of the project.

We recognize the environment and will comply with cleanliness and professionalism in and around the City.
Diamanti Construction and its subcontractor will maintain direct communication with project managers for on time completion of the project.

Proposer and its subcontractors will follow the safety regulations in accordance with OSHA, State, County, and City.

Diamanti Construction & Development, Inc designate Mr. Mohammed S Islam (Qualifier) as the authorized person to represent the proposer.

Mohammed S Islam is the Cer□+ed General Contractor and Qualifier for the Diamanti Construction & Development, Inc.

Main office is located at 524 N H ST, Lake Worth Beach, FL 33460 and Direct Contact # 561-301-7191

Section 2: General Information

- Diamanti Construction & Development, Inc
- 524 N H ST, Lake Worth Beach, FL 33460
- Ph#561-301-7191
- Business Hours: 8am-5pm
- Licensed Florida Corporation
- Incorporated in Pam Beach County on 04/14/2016
- Administrative work will conduct out of the 524 N H St; proposer will also appoint project supervisor for quality and safety assurance.
- Diamanti Construction & Development, Inc is the parent company
- This Company licensed, and certified to do business in the State of Florida
- State License and State Registrati□on attached in Exhibit

Section 3: Project Approach

1. Diamanti Construction & Development, Inc will engage professionally and efficiently during site preparation and work acti□vity.
2. Our team will respect adjacent properties during site preparation and planting process, by removing debris with minimum interference.
3. The proposer will take necessary steps with the owner’s permission to keep the area secure and clean.
4. Our company will take necessary steps to protect adjacent areas.
5. Diamanti and subcontractors will protect any existing trees, irrigation system, utilities during the duration of the work.
6. Proposer will obtain permits necessary for the scope of work.

Section 4: Experience and Qualifications

Experience:

Diamanti Construction & Development, Inc is a leader in maintaining the highest level of professionalism, integrity, honesty, and fairness in our relationships with clients, subcontractors, suppliers, and professional associates.

Our team of subcontractors and associates have decades of combined experience in landscape design and planting involving commercial, residential, and local government projects. We pride ourselves on delivering high-quality results tailored to each client's unique needs. Our expertise ensures that every project is managed efficiently, from initial planning to final installation, creating beautiful and sustainable outdoor environments.

Our pledge is to establish lasting relationships with our customers by exceeding their expectations and gaining their trust through exceptional performance by every member of the construction team.

Qualifications:

1. **Diamanti Construction & Development, Inc CGC1524241**
2. **Leo F. Urban, Florida Landscape Architect License No. LA0001482**
3. **John A. Harris, MS, MBA, BS, AAS, Project Management**



Leo F. Urban
Registered Landscape Architect
LEED®-AP BD+C, ASLA Fellows

LICENSURE

Florida Landscape Architect License No. LA0001482,
FL Corp. License No. LC0000268

USGBC, LEED®-AP BD+C
FDEP Stormwater Management Inspector No. 23940
New Hampshire Landscape Architect License No 138

EDUCATION

Harvard Graduate School of Design
Masters Degree in Landscape Architecture, 1971
Iowa State University
Bachelor of Science Degree in Landscape Architecture, 1969
State Agricultural and Technical College, Farmingdale, NY
Associates Degree in Ornamental Horticulture, 1967

EXPERIENCE

- Mr. Urban has over 50 years of experience in Landscape Architecture, Site Planning, and Site Plan Approvals in South Florida, New Hampshire, and New England. He is nationally recognized and the recipient of numerous design awards. His work has been published in Builder, Better Homes and Gardens, and American Builder Quarterly Magazines. He is responsible for the redevelopment design of downtown Keene, NH, which the American Planning Association selected as one of the top 10 public spaces in America.

- From 1979 to 1996, Mr. Urban founded and managed an eighteen-person Landscape Architecture firm in Bedford, New Hampshire. In 1994, the Delray/Boynton Beach Florida office was opened and in 2018 our Bedford New Hampshire office was reopened.

- Before starting Urban Associates, Inc. in 1971, he worked as the Director/Project Manager of the Landscape Architectural Department at Dufresne-Henry Engineering until 1978 (A 150-person engineering firm) in Springfield, Vermont. In this capacity, he was directly in charge of all site planning and landscape design for all municipal and private development projects.

- He traveled to Italy, Spain, and the Hawaiian Islands to study Architecture, Gardens, and Parks

ORGANIZATIONS AND AFFILIATIONS

- American Society of Landscape Architects, Florida Chapter of the ASLA
- U.S. Green Building Council (LEED®-AP BD+C)
- Served on the City of Boynton Beach "Green Community Alliance" and wrote an outline for adapted green site development & Florida Friendly code revisions
- Represented the FLASLA on the Florida Stormwater Task Force
- Currently Serving on the FLASLA State Government Affairs Committee
- Green Roofs for Healthy Cities
- American Rainwater Catchment System Association (ARCSA)
- Served on The PBC Land Development Regulation Advisory Board, Landscape Sub-Committee
- Served as the village of Wellington, FL Landscape Architectural Advisory Consultant & Previously Landscape Architectural/ Engineering Advisory Consultant to the Town of Bedford, NH and in that capacity wrote the first Flexible Zoning Ordinance in the Country

EXPERTISE

- Project Management, LEED Project Facilitator, Sustainable Site Design, Client Contact, Marketing, Site Design, Construction Cost Estimates, Planting Design, Efficient Water Use Irrigation Design, Rainwater Harvesting Design, Plan Approvals, Site Lighting Photometrics & Certification, Stormwater Management Design, Paving and Drainage Plans, Low Impact Development (LID) Design, ERP Permits, Construction Observation Services, AutoCAD operation, 3D Models & Graphic Presentations, Green Roof & Green Wall Design, Eco Artist, Public Artist and Educator.

Pre-qualified

- Qualified Public Artist, Arts Commission, Boynton Beach, FL
- FDEP Certified Stormwater Erosion & Sedimentation Control Inspector
- Educator - FLASLA & AIA Approved Course Curriculum in Stormwater Management Design & ERP Approval Process & Approved Course on Green Roof and Living Architecture Design

Services

Urban Associates

Our Clients include: Municipalities, Residential Developers, Commercial Developers, Custom Home Builders, Schools, Colleges, Park Departments, Resort Developers, Religious Institutions, Golf Course Developers, Homeowner Associations, and Downtown Redevelopment Authorities

We offer our clients comprehensive planning and permit approval skills, public participation experience, and project management experience. We can serve as a team leader or project co-manager. We also offer our specialized training and skills to Architects, Planners, Engineers, Educators, Artists, Arborists, Attorneys, and LEED teams.

Standard Services

Project Management & Co-Management, Master Planning, Site Planning, Design Concepts, Construction Documents, Cost Estimating, Construction Administration, Plan Approvals & Permits

Specialized Skills & Services

- Natural Systems Analysis Planning Tree Survey, Tree & Wetland Mitigation and Removal Permits
- Planned Residential & Subdivision Development Design
- Park, Recreation, Athletic Field & Playground Design
- Low maintenance design solutions
- College Campus and School Design
- Downtown Redevelopment & Streetscape Design
- Hospital, Intermediate, and Independent Living Care Design
- Golf Course, Driving Range & Clubhouse Design
- Commercial & Industrial Design
- Custom Home Design
- Community Entrance Design
- Fountain and Swimming Pool Design
- Tennis Center Design
- Marina Design
- Planting Plans
- Sign Design
- 3D Modeling and Color Graphic Presentations
- Japanese Garden Design
- Equestrian Center Design
- Bike, Equestrian and Pedestrian Trail Design
- Placemaking and Biophilic Design
- Custom Hardscape and Landscape Structure Design
- LEED AP BD+C site design solutions
- FDEP Certified Stormwater Erosion & Sedimentation Control Inspector (SWPPP Plans & Certification)
- Low Water Use Irrigation System Design
- Low Impact Development Stormwater Management Design (Permeable Paving, Bioswales & Rain Gardens)
- Rainwater Harvesting, Cistern Design, and Water Budget Calculations
- Site Lighting Location Plans & Photometric Plans and Light Distribution Certification
- Paving, Grading, and Drainage Design
- ADA Site Accessibility Design
- Green Roof and Green Wall Design
- Public Art Design

February 10, 2026

City of Opa-Locka
Office of the City Clerk
780 Fisherman Street, 4th Floor
Opa-Locka, Florida 33054

Care of: City Clerk's Office
City of Opa-locka, Florida
RFP 26-0220200 Urban Forestry Revitalization Initiative

My company has successfully worked with Leo Urban, a Florida-licensed landscape architect and founder of Urban Associates, Inc., of Delray Beach, Florida, for over 10 years. Our company has teamed up with Mr. Urban on the following municipal project and many Commercial Development projects over the years.

We are currently working together on Martin Luther King Gateway Entrance Park, located in Delray Beach, Florida

I highly recommend Leo Urban and his company to serve on a team for the Urban Forestry Revitalization project in your city.

Sincerely,

James R. Williams, AIA
Principal
AW Architects

February 11th, 2026

City of Opa-Locka
Office of the City Clerk
780 Fisherman Street, 4th Floor
Opa-Locka, Florida 33054

Care of: City Clerk's Office
City of Opa-locka, Florida
RFP 26-0220200 Urban Forestry Revitalization Initiative

West Architecture + Design, LLC has successfully worked with Leo Urban, a Florida-licensed landscape architect and founder of Urban Associates, Inc., of Delray Beach, Florida, since January 2024. Our company has successfully teamed up with Mr. Urban on private projects in addition to the following municipal projects.

City of Boynton Beach, Florida

1. Little League Park, Park reconstruction that includes the addition of three new ballfields, a new fieldhouse, and parking.

2. Pence Park, Park renovation adding a multipurpose field, pickleball courts, a new fieldhouse, and parking.

3. Oyer Park, Fire Department Marine Response Unit, and associated site improvements.

I look forward to continuing to work with Mr. Urban in the future as he advances innovative, Florida-friendly, water-conserving site designs through the field of landscape architecture for both our public and private projects.

I highly recommend Leo Urban and his company to serve on a team for the Urban Forestry Revitalization project in your city.

Sincerely,

Peter Ganci, Associate, AIA, LEED AP BD+C
Principal

JOHN A. HARRIS, MS, MBA, BS, AAS
5861 SW 13 Street, Plantation, FL 33317
PHONE 954 986 9405 FAX 954 986 9406

CURRICULUM VITAE

11/24/25

John Harris has over 47 years of professional work experience in Landscape Maintenance, Landscaping, Landscape Design, Arboriculture, Urban Forestry, Forestry, Nursery Plant Production, and/or Horticulture.

He is the Principal of LANDSCAPE ECONOMICS, LLC; a firm providing Expert services for insurance claims, legal cases, and other types of projects needing industry experts. Assignment types include: Tree and landscape damage assessments and claim valuations, economic analyses, contractor negligence and/or duty of care audits and analyses, investigations and opinions for personal injury and wrongful death cases involving trees and/or landscaping and/or Industry Standards, and Expert Witness services for legal cases.

He is the President of EARTH ADVISORS, INC.; a firm providing consulting, work audits, permitting, training, and project management for Arboriculture, Urban Forestry, Landscape, and Environmental projects.

AREAS OF EXPERTISE

- Tree Appraisal, Palm Appraisal, Landscape Appraisal, and/or Plant Appraisal
- Plant Nursery Appraisal- Container Nursery, Field Nursery, and/or Tree Farm Stock
- Tree, Landscape, Forest, and/or Natural Area Damage Assessments, Restoration Plans, Valuations
- Insurance Claim Expert for Property Damage Claims for: Trees, palms, landscapes, forests, natural areas, golf courses, resort features, parks, drainage, irrigation
- Personal Injury or Wrongful Death cases involving tree, palm, or landscape issues and/or causes
- Contractor Duty of Care and/or Negligence cases involving tree, palm, or landscape issues and/or causes
- Vegetation Management Industry Standards and Standard Practices, including Utility Tree Trimming, Utility Line Clearance, Utility Arborist, Utility Forester
- Industry Standards and Standard Practices for Arboriculture (Tree Care), Urban Forestry, Municipal Arboriculture, Urban Forestry, Grounds Maintenance, Landscape Maintenance, and Landscape Installation
- BMPs (Best Management Practices) for Green Industry, Landscaping, Arboriculture, Urban Forestry
- Landscape Conditions, Landscape Damages, and Landscape Inspections
- Tree Risk Assessment, Tree Damages, Tree Conditions
- Mangrove and Coastal Plant Communities- Maintenance, Monitoring, Permits
- Municipal Tree Inventories and Urban Forest Management Plans
- Contracts, Plans, and Specifications for Landscape, Arboriculture, Urban Forestry, and/or Environmental Projects- Design, Construction, Warranties, Monitoring, Maintenance
- Codes, Ordinances, Statutes, and/or Regulations for Landscape Standards, Tree Protection and/or Preservation and/or Removal, Environmental Preservation, Wetlands- Review, Updating, Writing

EDUCATION

1990 Master of Science in Forest Economics,
College of Environmental Science and Forestry (CESF), Syracuse, NY
1990 Master of Business Administration in Organizational Management, Syracuse University, Syracuse, NY
1988 Bachelor of Science in Resources Management,
College of Environmental Science and Forestry (CESF), Syracuse, NY
1986 Associate of Applied Science in Natural Resources Conservation,
Morrisville Agricultural and Technical College, Morrisville, NY

Academic honors: Outstanding Young Men of America, Who's Who of College Students, Graduate Student Government President, Graduate Research Assistantship, Graduate Teaching Assistantship.

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JOHN A. HARRIS, MS, MBA, BS, AAS
5861 SW 13 Street, Plantation, FL 33317
PHONE 954 986 9405 FAX 954 986 9406

POSITIONS AND EXPERIENCE

Present - 2005 Principal, Landscape Economics, LLC, Plantation, FL
Present - 1995 President, Earth Advisors, Inc., Plantation, FL
2020 - 2001 Instructor and Technical Services Provider, John Scott Dailey Institute of Government at Florida Atlantic University, Boca Raton, FL
2017 - 2005 Instructor and Technical Services Provider, John Scott Dailey Institute of Government at University of Central Florida, Orlando, FL
2005 - 2003 Instructor, Institute of Government at University of South Florida, Tampa, FL
2003 - 2002 Associate Professor, Seminole Community College, Sanford, FL
1996 - 1995 Vocational Instructor, Dade County School Board, Miami, FL
1995 - 1993 Associate Professor, Miami-Dade Community College, Miami, FL
1995 - 1992 Consulting Forester and Director, Tree Advisors, Hollywood, FL
2000 - 1991 Instructor, Fairchild Tropical Garden, Miami, FL
1992 - 1991 Manager, Sunbelt Landscape Management, Miami, FL
1991 - 1990 Corporate Staff Forester, ECI and Florida Power & Light Company, Miami, FL
1990 Consulting Forester, ECI and TransAlta Utilities, Alberta, Canada
1990 - 1989 Graduate Teaching Assistant, College of Environmental Science and Forestry, Syracuse, NY
1990 - 1989 Research Assistant, College of Environmental Science and Forestry, Syracuse, NY
1990 - 1988 Assistant Director, Leadership Lab, Syracuse University, Syracuse, NY
1990 - 1978 Owner/Operator, JAH Grounds Maintenance Service, Alplaus, NY

CERTIFICATIONS AND QUALIFICATIONS

Present - 2019 Tree and Plant Appraisal Qualification, American Society of Consulting Arborists
Present - 2015 Tree Risk Assessment Qualification, International Society of Arboriculture
Present - 2008 Registered Consulting Arborist, American Society of Consulting Arborists
Present - 2000 Certified Arborist, International Society of Arboriculture
Present - 1997 Elected Member of Lambda Alpha International Land Economics Society
Present - 1996 Certified Forester, Society of American Foresters
Present - 1992 Certified Landscape Inspector, Landscape Inspectors Association of Florida
2005 Certified in Green Industries of Florida Best Management Practices; Presenter
2000 Registered Nursery Tree Grader, FL Dept of Agriculture and Community Services & ISA-FL
1997 Certified Xeriscape Advisor, Florida Atlantic University and South FL Water Mngt. District
2003 - 1997 Cooperative Consulting Forester, New York State Department of Env. Conservation
1994 Tree and Landscape Appraiser, Council of Tree & Landscape Appraisers, including CTLA Registered Tree & Landscape Appraiser 1998 – 1994

CIVIC AND PROFESSIONAL LEADERSHIP

Present - 2024 Representative for American Society of Consulting Arborists to the Council of Tree and Landscape Appraisers Content Review Committee
Present - 2023 Subject Matter Expert (SME) for Certified Urban and Community Forester Program, Society of American Foresters
Present - 2023 Subject Matter Expert for Certified Forester Program, Society of American Foresters
Present - 2022 Subject Matter Expert for Tree and Plant Appraisal Qualification Program, American Society of Consulting Arborists
Present - 2020 Member of Economics, Policy, and Law Working Group, Society of American Foresters
Present - 2015 Executive Committee Member of Florida Urban Forestry Council
Present - 2016 Board Member of Florida Nursery, Growers, and Landscapers Association- Broward Chapter
Present - 2016 Representative of Florida Nursery, Growers, and Landscapers Association to the Florida Urban Forestry Council

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Present - 2015 Member of Urban Forestry Working Group, Society of American Foresters
Present - 2007 Elected Member of Society of Industry Leaders with Standard and Poor's Vista Research
2024 - 2021 Editorial Board Member for *The Forestry Source* magazine, Society of American Foresters
2024 - 2012 Member of Plant Appraisal and Valuation Committee, International Society of Arboriculture
2024 - 2022 Chair of Editorial Committee, American Society of Consulting Arborists
2024 - 2019 Sustainable Urban Forests Coalition- Representative for American Scty. of Consulting Arborists
2020 - 2019 President of Florida Nursery, Growers, and Landscapers Association Broward Chapter
2019 - 2018 President of Florida Urban Forestry Council (2 years)
2016 Agricultural and Environmental Expert Witness of the Year, Corporate America Magazine
2015 - 2013 Technical Reviewer for *Arborist News* magazine, International Society of Arboriculture
2014 Listed in Worldwide Who's Who
2012 - 1998 Board Member of Friends of the Deerfield Beach Arboretum
2011 - 2005 Board Member of Hands on Miami
2008 Elected Member of Biltmore Who's Who Among Executives and Professionals
2006 Elected Member of America's Registry of Outstanding Professionals
2004 Judge's Captain of State Science and Engineering Fair of Florida
2004 - 1991 Board Member of City of Miami Committee on Beautification and the Environment
2003, 2002 Judge of State Science and Engineering Fair of Florida
2000 - 1999 President of Society of American Foresters, Subtropical Chapter
1998 - 1996 Chairperson of Broward Sierra Club, Local Carrying Capacity Committee
1997 - 1995 President of Florida Arborists Association Broward Chapter
1996 - 1994 Executive Committee Member of Florida Urban Forestry Council
1994 - 1993 President of Florida Arborists Association Southern Chapter
1994 - 1992 President of Trees for Dade

SEMINARS, WORKSHOPS, AND CONFERENCES

2025 - 2012 Urban Forestry Institute, Florida Urban Forestry Council (almost every year);
Presenter 2025, 2024, 2023, 2022, 2021, 2020, 2019, 2018, 2017, 2016, 2015, 2013
2025 - 2000 Trees Florida Conference, ISA Florida Chapter (almost every year)
2025 - 1998 Landscape Inspectors Association of Florida Annual Seminar (almost every year)
2025, 2005, 2004 Great Southern Tree Conference, University of Florida and FNGLA
2025 Trees & the Law Webinars- Trees in Cities & Towns; Florida Urban Forestry Council
2025 Advanced Biomechanics of Trees- 3D Scanning, Photogrammetry, and AI; FUFUC
2025 Tree Inventory Software Webinar; UF- IFAS
2025 Herbicide Injury in Trees; Georgia Arborist Association Webinar
2025 Trees and Stormwater Management; Georgia Arborist Association Webinar
2025 Homeowners Insurance and Tree Care; Georgia Arborist Association Webinar
2025 Urban Forestry Today Webinar; UMass Extension
2025 South Florida Arboriculture and Landscape Series; UF- IFAS Palm Beach County
2025 Florida Friendly Landscaping Series Webinars- UF and SoilKit.com; UF- IFAS
2024 Tree and Plant Appraisal Practices for Professionals, GAA Webinar, Co- Presenter
2024 The High Voltage Safety Act- NESC 218 And GA, Georgia Arborist Association Webinar
2024 Trees & Georgia Law 1.0, Georgia Arborist Association Webinar
2024 ID and Management of Grassy Weeds in Florida Turfgrasses- UF-IFAS
2023 How Do Advanced Decay- Detecting Devices Affect Likelihood of Failure Ratings for Trunks with Decay, Tree Fund Webinar; Alabama A&M
2023 Trees & Law; Georgia Arborist Association Webinar
2023 Who Owns Boundary Trees Webinar; American Society of Consulting Arborists
2023 Insurance- For the Consulting Arborist- Insurance and Safety Practices Webinar; GAA

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2023 Treatment for Lightning Damaged Trees Webinar; GAA
2022 Safety Update on Safe Work Practices for Arboriculture & Urban Forestry Professionals; UMass Urban Forestry Today Webinar
2022 Utility Line Clearance Webinar; University of Tennessee
2022, 2021, 2020 Society of American Foresters National Convention (some years virtual, not in person)
2022 Utility Arboriculture Explained Webinar; GAA
2021, 2020, 2013, 2009, 2007, 2005 ISA International Conference, Presenter 2013
2021, 2020, 2019, 2017, 2013, 2011 - 2007 American Society of Consulting Arborists Conference (national) Presenter 2023, 2022, 2021, 2020, 2019
2021 Navigating the New Florida Tree Law (FS163.045) Seminar, ISA Florida Chapter
2021 What gets measured, gets managed, HUGSI Webinar, Husqvarna & Plan-It Geo
2021 Tree Biomechanics Webinar by Univ. Massachusetts & ISA
2021 Enhancing Precision with Small Area Estimation Techniques Webinar, SAF
2020, 2017, 2015, 2012, 2008, 2003, 2001 Florida Tree Climbing Championship- ISA Florida Chapter; Masters Challenge Judge, Event Head Judge, and/or Event Judge each year
2020 Measuring Multi Stem Trees Webinar, Tree Fund
2020 Florida Statute 163.045 (tree removal)- A Survey of Community Response, UF IFAS
2020 Sidewalks, Urban Plazas and Tree Roots, Tree Fund Webinar, Tree Fund & Southern Chptr ISA
2020 Electrical Hazard Awareness Training Seminar, ISA Florida Chapter
2020 Saving Your Trees During an Economic Crisis Webinar, PlanIt Geo
2019 Tree and Plant Appraisal Qualification Course, ASCA
2019 Documenting Evidence Workshop, ISA Florida Chapter, Kissimmee, FL
2018, 2014, 2013 Florida Association of Code Enforcement State Conference; Presenter
2016, 2014, 2013, 2012, 2011, 2010, 2009, 2008 Wildland Fire Litigation Conference; Presenter
2016, 2013 Mississippi Urban Forestry Council State Conference; Presenter
2021, 2015 Tree Risk Assessment Qualification Course, International Society of Arboriculture
2015 Tree Appraisal Seminar, Morris Arboretum, Philadelphia, PA
2014 Trees, People, and the Built Environment II Conference, Institute of Chartered Foresters, University of Birmingham, Birmingham, UK; Research Poster Presenter
2014 Twin States Chapter (AL/MS) American Scty. of Landscape Architects Conference; Speaker
2010 Contemporary Tree Appraisal Seminar, Morris Arboretum, Philadelphia, PA
2010 - 1998 Broward County Tree Care Seminar; Presenter (not every year)
2009 3rd Annual Utility Vegetation Management Conference, Brazil; Presenter
2007 Consulting Academy, American Society of Consulting Arborists, Graduate
2006, 2005 Green Industries Best Management Practices Workshop, University of Florida
2004 International Society of Arboriculture Tree Appraisal Seminar
2004, 2003 National Public Land Acquisition and Management Conference
2003, 1999, 1997 South Florida Water Management District (SFWMD)-Appraisal Seminar
2003 Environmental Permitting Conference, Florida Chamber of Commerce
2003 - 2001 Bonnet House and Gardens-Coffee and Conversation; Guest Speaker
2002 - 1996 FRPA/STMA - Turf Rodeo; Instructor
2002 Savannah Georgia Municipal Planning Commission Xeriscape Conference; Keynote Speaker

PROFESSIONAL MEMBERSHIPS

Lambda Alpha International Honorary Land Economics Society, Elected Honorary Member
American Society of Consulting Arborists
Society of American Foresters
International Society of Arboriculture
Landscape Inspectors Association of Florida

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RFP NO: 26-0220200

JOHN A. HARRIS, MS, MBA, BS, AAS
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Florida Urban Forestry Council
Florida Nursery, Growers, and Landscape Association
Round Table Group, Inc.
Guidepoint Advisors
Forensis Group
ALM Experts
Expert Connect
Expert Institute & Expert IQ
SEAK Expert Witness Directory

ARTICLES, PUBLICATIONS, TEACHING, AND MEDIA APPEARANCES:

Author or co-author for articles in trade journals, regional newspapers, and other publications including: Journal of Forestry, Arboricultural Consultant, Arborist News, Miami Herald, Sun-Sentinel, The Landscape and Nursery Digest, Dade County News Leader, The Courier of Pinecrest. John is also a regular source for newspaper, magazine, internet publication, and trade journal writers across the United States.

Some publication examples include:

"The Value of This Tree", Arborist News, International Society of Arboriculture; 4 article series running in 2012 publication year.

Sustainable and Resilient Communities Manual, Steve Coyle, 2011; Contributing Author for the Sustainable Landscapes Chapter.

"Should They Stay or Should They Go Now," Arboricultural Consultant, Issue 1 2009.

"Why Hire a Landscape Consultant?" CondoManagement May/June 2000.

"Preparing Your Trees and Plants for Winter" CondoManagement, January 2000.

"Tips on the proper feeding of your trees and palms," The Courier, April 10, 1998.

"Preparing Your Landscape for Storms and Hurricanes," City of Miami Beach, 1998.

"What we Learn about Trees and Landscapes after Storms," Landscape & Nursery Digest, May 1995.

"Re-greening, After Andrew", The Dade-Monroe Grower, May 1994.

"Landscapes after Andrew: An opportunity to do things right", Dade County Grower, August 1993.

Educator and Instructor: John has developed, published, and taught over 290 different technical training and/or public education programs throughout his career. These range from lectures to seminars to multi-media presentations to multi-day hands-on field practices training programs. He continues to develop new courses and lectures for his businesses, client education projects, and for professional organizations every year.

Media Source: John is an Expert for Urban Forestry, Arboriculture, Landscape, and Green Industry information. His media appearances include: Channel 7 News in Miami Florida, Channel 7 News "Help Me Howard" segments, Channel 4 News in Miami Florida, Schenectady New York's "2000 Revitalization" TV Series, Broward County Florida's "Environmental Issues" TV Series, Florida Division of Forestry "How to Choose an Arborist" video, national children's video for professional jobs called "Duncan the Magic Dragon".

NOTABLE CLIENTS

Chartis, Inc.; Cummins Inc.; Trump Organization; Aon Risk Services; Aon Horizon; First Service Residential; Roy Jorgensen Associates; Madsen, Kneppers & Associates; Burger King Corporation; Florida Power & Light; Lennar Homes; Turner Construction; Flagler Development Group; Continental Group Property Management; Waterton Property Management; Florida Department of Agriculture and Consumer Services; Florida Attorney General's Office; Florida District Attorneys Office; Florida Department of Transportation; South Florida Water Management District; City of Schenectady New York; Broward County Florida; City of Miami Beach Florida; City of Tampa Florida; City of Miami Florida; Forest Ridge Master Association, Davie, FL; Moors Master Owners Association, Miami Lakes, FL; Valencia Reserve, Boynton Beach, FL; Friends of Hildene Estate in

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Manchester Vermont; State Farm Insurance; Liberty Mutual Insurance; Mutual of Omaha Insurance; Nationwide Insurance; York Claims Service; Crawford and Company Claims Adjusters; Rosen & Eichner PA; Yoss PA; ; Kane Law Firm; Parr Brown Gee & Loveless Law Firm; Herman Gerel Law Firm.

NOTABLE PROJECTS

Eminent Domain Cases for tree and landscape valuation, and/or nursery stock valuation, in FL.
Personal Injury or Wrongful Death Cases involving Arboriculture and Landscape standards and practices for public trees in Chicago, IL.
Personal Injury or Wrongful Death or property damages cases involving trees or vegetation and electric utility lines or equipment, Utility Vegetation Management and Line Clearance Industry Standards, and contractor work deficiencies in FL, GA, NC, PA, CA, TX, UT, WA, OR, CO, MO, DE.
Personal Injury or Wrongful Death Cases involving trees or vegetation causing trip/slip and fall hazards.
Personal Injury or Wrongful Death Cases involving trees or vegetation and contractor(s) duty of care, work deficiencies, property maintenance standards, Green Industry standards.
Personal Injury or Wrongful Death Cases involving Right-of-Way landscape maintenance, landscape obscuring or screening vehicle views of traffic, and contractor work deficiencies in FL, GA.
Wildfire Damage Cases involving utilities for landscape, land improvements, and environmental damages of residential, agricultural, commercial, and open space properties in CA, OR, WA, NV, TX.
Fire Damage Cases for timberlands, forests, and/or residential properties in FL, GA, AL, PA, SC.
Sod farm valuation, GIS mapping and aerial image measurements for fields for civil case in MO.
Freeze Damages Cases for Damages Assessments and Valuations for Citrus Groves and Tree Farms in FL.
Environmental Damages and Negligence Case involving excavation, pond construction, wetlands protection, and environmental permitting in Ocala, FL.
Flood Damage Assessments and Valuations for Landscapes and Land Improvements for Cummins Inc. properties in Columbus, IN.
Orchard and Forest Damages Verifications for Subrogation Case in AL.
Christmas Tree Farm Herbicide Damages Assessment and Valuation in WA.
Storm Damage Assessments and Claims for golf courses and resorts in TX, MS, LA, CO, AL, FL, Bahamas.
Hurricane Damage Appraisals for Landscapes and Land Improvements of residential and business properties in Florida Keys.
Tornado Damage Appraisal for City of Miramar Parks Department, Miramar, FL.
Grand Trees Inventory with GIS Mapping and volunteer training for City of Tampa, Tampa, FL.
Tree Inventories with GIS mapping for Miami Beach, Miami, Fort Lauderdale, Sanford, Hollywood, FL.
Tree Inventory for City of Schenectady, Schenectady, NY.
Environmental Assessments and Parks Designs for Town of Southwest Ranches, Southwest Ranches, FL.
Mangrove Alteration and Class 1 Permit production and negotiation for properties in Florida.
Arboricultural Maintenance Plans and Management for HOA, COA, and commercial properties in Florida.
Landscape Maintenance Plans and Management for HOA, COA, and commercial properties in Florida.
Nursery and Landscape Value Appraisals for Land Purchases for South Florida Water Management District and Florida District Attorney's Office, West Palm Beach, FL.
Landscape Installation Audits and Landscape Appraisals for Florida DOT and FL Attorney General's Ofc.
Hurricane Damage Appraisal with Restoration Plan and Project Management, Burger King Corporation World Headquarters, Coral Gables, FL.
Hurricane Damage Appraisal and Restoration Management for Trump International Golf Club, WPB, FL.
Economic Expert in Citrus Canker Damage Cases for FL Dept. of Agriculture and Consumer Services.

References available upon request.

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Section 5: Schedule

Estimated project completion time: Approx 90-120 days from start.

Any delay in equipment receiving unseen circumstances OR permitting should not be included in the above approx. completion time.

PROPOSER QUALIFICATIONS

The Proposer, in conjunction with this proposal, must hold a County and/or Municipal Contractor's Occupational License in the area of their fixed business location. The following information must be completed and submitted with the proposal to be considered:

1. Legal Name and Address:

   Name: Diamanti Construction & Development, Inc

   Address: 524 N H ST

   City, State, Zip: Lake Worth Beach, FL 33460 Phone/Fax: 561-301-7191

2. Check One: Corporation (✓) Partnership ( ) Individual ( )

3. If Corporation, state:
   Date of Incorporation: 04/14/2016 State in which Incorporated: Florida

4. If an out-of-state Corporation, currently authorized to do business in Florida, give date of such authorization: N/A

5. Name and Title of Principal Officers Date Elected:

Mohammed S Islam	04/14/2016
Tazmin Islam	02/09/2022

6. The length of time in business: 9 years

7. The length of time (continuous) in business as a service organization in Florida: 9 years

8. A copy of County and/or Municipal Occupational License(s)

Note: *Information requested herein and submitted by the Proposers will be analyzed by the City of Opa-locka and will be a factor considered in awarding any resulting contract. The purpose is to ensure that the Contractors, in the sole opinion of the City of Opa-locka, can sufficiently and efficiently perform all the required services in a timely and satisfactory manner as will be required by the subject contract. If there are any terms and/or conditions that are in conflict, the most stringent requirement shall apply.*

COST PROPOSAL FORM

Bidders must provide detailed pricing for each category below. All costs should be inclusive of labor, materials, equipment, supplies, insurance, and applicable overhead.

Location	Number of Trees	Irrigation Installation	Cost (USD)
Douglas Road	158 Trees	Yes	$157,684
Ingram Elementary School	30 Trees	Yes	$ 29,940
State Road 9	150 Trees	Yes	$ 149,790
Sinbad Mini Park	10 Trees	Yes	$ 10,000
NW 37th Avenue	50 Trees	Yes	$ 49,900
NW 139th Street – NW 141st Street	100 Trees	Yes	$ 99,500
Total Cost	**498 Trees**	**6 Irrigation Installation**	**Total Cost $** 496,814

By signing below, the undersigned certifies that the pricing provided herein is accurate and that all services will be performed in compliance with the RFP requirements.

Authorized Signature: M Saif Islam Verified by pdfFiller 03/05/2026
Name & Title: Mohammed S Islam, President
Date: 03/05/2026

CERTIFICATION REGARDING DEBARMENT, SUSPENSION
PROPOSED DEBARMENT AND OTHER MATTERS OF
RESPONSIBILITY

1. The Proposer certifies, to the best of its knowledge and belief, that the Proposer and/or any of its Principals:

A. Are not presently debarred, suspended, proposed for debarment, or declared ineligible for the award of contracts by any Federal agency.

B. Have not, within a three-year period preceding this offer, been convicted of or had a civil judgment rendered against them for: commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, state, or local) contract or subcontract; violation of Federal or state antitrust statutes relating to the submission of offers; or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, tax evasion, or receiving stolen property; and

C. Are not presently indicted for, or otherwise criminally or civilly charged by a governmental entity with, commission of any of the offenses enumerated in paragraph 1-B of this provision.

2. The Proposer has not, within a three-year period preceding this offer, had one or more contracts terminated for default by any City, County, State, Federal, or other agency.

A. "Principals," for the purposes of this certification, means officers; directors; owners; partners; and, persons having primary management or supervisory responsibilities within a business entity (e.g., general manager; plant manager; head of a subsidiary, division, or business segment, and similar positions). This Certification Concerns a Matter Within the Jurisdiction of an Agency of the United States and the Making of a False, Fictitious, or Fraudulent Certification May Render the Maker Subject to Prosecution Under Section 1001, Title 18, United States Code.

B. The Proposer shall provide immediate written notice to the Contracting Officer if, at any time prior to contract award, the Proposer learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.

C. A certification that any of the items in paragraph (a) of this provision exists will not necessarily result in withholding of an award under this solicitation. However, the certification will be considered in connection with a determination of the Proposer's responsibility. Failure of the Proposer to furnish a certification or provide such additional information as requested by the Contracting Officer may render the Proposer non-responsive.

D. Nothing contained in the foregoing shall be construed to require the establishment of a system of records in order to render, in good faith, the certification required by paragraph (a) of this provision. The knowledge and information of a Proposer is not required to exceed

that which is normally possessed by a prudent person in the ordinary course of business dealings.

E. The certification in paragraph 1(a) of this provision is a material representation of fact upon which reliance was placed when making award. If it is later determined that the Proposer knowingly rendered an erroneous certification, in addition to other remedies available to the Government, the Contracting Officer may terminate the contract resulting from this solicitation for default.

AS THE PERSON AUTHORIZED TO SIGN THE STATEMENT, I CERTIFY THAT THIS FIRM COMPLIES FULLY WITH THE ABOVE REQUIREMENTS.

Signature M Saif Islam Verified by pdfFiller 03/05/2026

Printed Name Mohammed S Islam

DRUG-FREE WORKPLACE CERTIFICATION FORM

Whenever two (2) or more bids/proposals, which are equal with respect to price, quality, and service, are received by the CITY OF OPA-LOCKA for the procurement of commodities or contractual services, a bid/proposal received from a business that certifies that it has implemented a drug-free workplace program shall be given preference in the award process. In order to have a drug-free workplace program, a business shall:

1. Publish a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of controlled substances is prohibited in the workplace and specifying the actions that will be taken against employees for violations of such prohibition.

2. Inform employees about the dangers of drug abuse in the workplace, the business's policy of maintaining a drug-free workplace, any available drug counseling, rehabilitation, and employee assistance programs, and the penalties that may be imposed upon employees for drug abuse violations.

3. Give each employee engaged in providing the commodities or contractual services that are under bid a copy of the statement specified in number (1).

4. In the statement specified in number (1), notify the employees that as a condition for working on the commodities or contractual services that are under bid, the employee will abide by the terms of the statement and will notify the employer of any conviction on or plea of guilty or no contest to any violation of Chapter 893, Florida Statutes or of any controlled substance law of the United States or any singular state, for a violation occurring in the workplace no later than five (5) days after such conviction.

5. Impose a sanction on or require satisfactory participation in a drug abuse assistance or rehabilitation program if such is available in the employee's community by any employee who is so convicted.

6. Make a good faith effort to continue to maintain a drug-free workplace through implementation of Section 287.087, Florida Statutes.

This Certification is submitted by Mohammed S Islam (Name) the President (Title/Position) of Diamanti Construction & Development, Inc (Company)

who does hereby certify that said Company has implemented a drug-free workplace program, which meets the requirements of Section 287.087, Florida Statutes, which are identified in numbers (1) through (6) above.

03/05/2026
Date

M Saif Islam
Signature

Verified by pdfFiller 03/05/2026

NON-COLLUSION AFFIDAVIT
STATE OF FLORIDA - COUNTY OF MIAMI DADE

(1) He/She/They is/are the Mohammed S Islam (Owner, Partner, Officer, Representative or Agent) of Diamanti Construction & Development, Inc the PROPOSER that has submitted the attached Proposal;

(2) He/She/They is/are fully informed respecting the preparation and contents of the attached Proposal and of all pertinent circumstances respecting such Proposal;

(3) Such Proposal is genuine and is not a collusive or sham Proposal;

(4) Neither the said PROPOSER nor any of its officers, partners, owners, agents, representatives, employees or parties in interest, including this affiant, have in any way colluded, conspired, connived or agreed, directly or indirectly, with any other PROPOSER, firm, or person to submit a collusive or sham Proposal in connection with the Work for which the attached Proposal has been submitted; or to refrain from Proposing in connection with such Work; or have in any manner, directly or indirectly, sought by agreement or collusion, or communication, or conference with any PROPOSER, firm, or person to fix any overhead, profit, or cost elements of the Proposal or of any other PROPOSER, or to fix any overhead, profit, or cost elements of the Proposed Price or the Proposed Price of any other PROPOSER, or to secure through any collusion, conspiracy, connivance, or unlawful agreement any advantage against (Recipient), or any person interested in the proposed Work;

(5) The price or prices quoted in the attached Proposal are fair and proper and are not tainted by any collusion, conspiracy, connivance, or unlawful agreement on the part of the PROPOSER or any other of its agents, representatives, owners, employees or parties of interest, including this affiant.

Signed, sealed and delivered in the presence of:

Witness

Witness

By: _____
Signature

Mohammed S Islam, President
Print Name and Title

NON-DISCRIMINATION AFFIDAVIT

I, the undersigned, hereby duly sworn, depose and say that the organization, business or entity represented herein shall not discriminate against any person in its operations, activities or delivery of services under any agreement it enters into with the City of Opa-locka. The same shall affirmatively comply with all applicable provisions of federal, state and local equal employment laws and shall not engage in or commit any discriminatory practice against any person based on race, age, religion, color, gender, sexual orientation, national origin, marital status, physical or mental disability, political affiliation or any other factor which cannot be lawfully used as a basis for service delivery.

By: _____ Mohammed Islam

Title: President

State of Florida County of Palm Beach

The foregoing instrument was acknowledged before me via ☑ physical presence OR ☐ online notarizations this 6TH day of MARCH, 2026.

By MOHAMMED ISLAM

Personally known _____ OR produced identification FL DL

_____

Notary Public

My Commission Expires DEC 13TH, 2028

DANIEL SINGH
Notary Public - State of Florida
Commission # HH 610767
My Comm. Expires Dec 13, 2028

E-VERIFY

Effective January 1, 2021, public and private employers, contractors and subcontractors will be required to register with, and use of the E-Verify system in order to verify the work authorization status of all newly hired employees. Vendor/Consultant/Contractor acknowledges and agrees to utilize the U.S. Department of Homeland Security's E-Verify System to verify the employment eligibility of:

a) All persons employed by Vendor/Consultant/Contractor to perform employment duties within Florida during the term of the contract; and

b) All persons (including sub-vendors/sub-contractors) assigned by Vendor /Consultant/ Contractor to perform work pursuant to the contract with the Department. The Vendor /Consultant/ Contractor acknowledges and agrees that use of the U.S. Department of Homeland Security's E-Verify System during the term of the contract is a condition of the contract with the City; and

By entering into a Contract, the Contractor becomes obligated to comply with the provisions of Section 448.095, Fla. Stat., "Employment Eligibility," as amended from time to time. This includes but is not limited to utilization of the E-Verify System to verify the work authorization status of all newly hired employees, and requiring all subcontractors to provide an affidavit attesting that the subcontractor does not employ, contract with, or subcontract with, an unauthorized alien. The contractor shall maintain a copy of such affidavit for the duration of the contract. Failure to comply will lead to termination of this Contract, or if a subcontractor knowingly violates the statute, the subcontract must be terminated immediately. If t contract is terminated for a violation of the statute by the Contractor, the Contractor may not be awarded a public contract for a period of 1 year after the date of termination. The Contractor acknowledges it is liable to the City for any additional costs as a result of termination of the contract due to Contractor's failure to comply with the provisions herein.

E-VERIFY FORM

Definitions:

"Contractor" means a person or entity that has entered or is attempting to enter into a contract with a public employer to provide labor, supplies, or services to such employer in exchange for salary, wages, or other remuneration.

"Subcontractor" means a person or entity that provides labor, supplies, or services to or for a contractor or another subcontractor in exchange for salary, wages, or other remuneration.

Effective January 1, 2021, public and private employers, contractors and subcontractors will begin required registration with, and use of the E-Verify system in order to verify the work authorization status of all newly hired employees. Vendor/Consultant/Contractor acknowledges and agrees to utilize the U.S. Department of Homeland Security's E-Verify System to verify the employment eligibility of:

a) All persons employed by Vendor/Consultant/Contractor to perform employment duties within Florida during the term of the contract; and

b) All persons (including sub-vendors/subcompanies/subcontractors) assigned by Vendor/Consultant/Contractor to perform work pursuant to the contract with the Department. The Vendor/Consultant/Contractor acknowledges and agrees that use of the U.S. Department of Homeland Security's E-Verify System during the term of the contract is a condition of the contract with the City of Opa-locka; and

Should vendor become successful Contractor awarded for the above-named project, by entering into this Contract, the Contractor becomes obligated to comply with the provisions of Section 448.095, Fla. Stat., "Employment Eligibility," as amended from time to time. This includes but is not limited to utilization of the E-Verify System to verify the work authorization status of all newly hired employees, and requiring all subcontractors to provide an affidavit attesting that the subcontractor does not employ, contract with, or subcontract with, an unauthorized alien. The contractor shall maintain a copy of such affidavit for the duration of the contract. Failure to comply will lead to termination of this Contract, or if a subcontractor knowingly violates the statute, the subcontract must be terminated immediately. If this contract is terminated for a violation of the statute by the Contractor, the Contractor may not be awarded a public contract for a period of 1 year after the date of termination.

Company Name: Diamanti Construction & Development, Inc

Authorized Signature: M Saif Islam Verified by pdfFiller 03/05/2026

Print Name: Mohammed S Islam

Title: President

Date: 03/05/2026

ANTI-KICKBACK AFFIDAVIT

STATE OF FLORIDA)
) ss:
COUNTY OF Palm Beach)

I, the undersigned, hereby duly sworn, depose and say that no portion of the sum herein proposed, or compensation that may be received as a result of this Proposal, will be paid to any employee of the City of Opa-Locka or its elected officials, as a commission, kickback, reward, or gift, whether directly or indirectly, by me or any member of my firm, or by any officer of the corporation.

By: _____
Mohammed S Islam
Title: President

Sworn to and subscribed before me this
6TH day of March, 2026

Notary Public,
State of Florida at Large, COUNTY OF PALM BEACH
My Commission Expires: DEC 13TH, 2028

DANIEL SINGH
Notary Public - State of Florida
Commission # HH 610767
My Comm. Expires Dec 13, 2028

CLIENT REFERENCE FORM

Provide a minimum of three (3) client references from recent similar transactions.

1) Name of Client Entity: City of Opa-Locka

Address: 777 Sharazad Blvd

City/State/Zip: Opa-Locka, FL 33054

Contact: Adelina Gross

Title: CIP Manager

Email Address: agross@opalockafl.gov

Telephone: 305-953-2868 Ext 3001

Scope of Work: Historic City Hall Landscape and Planting

Description of Services Provided: 1. Install New Irrigation system
2. Removed trees and Install new Plants as per proposed landscape design

2) Name of Client Entity: Sunoco Gas Station

Address: 11318 Okeechobee Blvd.

City/State/Zip: Royal Palm Beach, FL 33411

Contact: Nuruddin Sheikh

Title: President

Email Address: allstationsfl@gmail.com

Telephone: 561-512-7528

Scope of Work: Installed Trees and Irrigation system as per the city requirement per approved plan

Description of Services Provided: Installed Mature Live Oaks, Queen Palm, Sabal Pam, Green Buttonwood, Silver Buttonwood, Installed new Irrigation system and repaired existing

3) Name of Client Entity: Woolbright Petroleum dba JSG 3000 Copans LLC

Address: 4901 Broadway

City/State/Zip: West Palm Beach, FL 33401

Contact: Jack Gien

Title: President

Email Address: jsgpetroleum@gmail.com

Telephone: 561-212-9520

Scope of Work: Complete renovation of a service station built in 1954. Installed new Irrigation and Trees

Description of Services Provided: Installed Mature Sabal Palms, new landscapes, and new irrigation system

CITY OF OPA-LOCKA
780 Fisherman Street, 4th Floor
Opa-locka, FL 33054

ADDENDUM No. 1

SOLICITATION No.: RFP NO. 26-0220200
SOLICITATION TITLE: Urban Forestry Revitalization Initiative
DATE: 2/17/26

This Addendum is being issued to clarify and/or revise the solicitation documents, virtual solicitation conference meeting clarifications, and/or solicitation specifications. This Addendum modifies, supplements, and/or replaces information in the solicitation, and is hereby made part of the original solicitation documents.

Unless specifically modified by this Addendum, the previously issued documents remain unchanged and in the event of a conflict between this Addendum and previously issued documents, this Addendum shall prevail.

REVISIONS TO SOLICITATION

- **Change to Vendors Question Response Date**
- **Change of the Submission/Due Date**

The City is pleased to announce important updates regarding the timeline for **RFP No. 26-0220200 for Urban Forestry Revitalization Initiative**. The deadline to respond to vendor questions has been revised to 5:00 PM on **February 19, 2026**. Additionally, the submission deadline for proposals has been changed to **March 6, 2026**, at **2:00 PM**. We encourage all vendors to note these updated dates and ensure their submissions are aligned accordingly.

Addenda should be returned with the response. Failure to do so may disqualify your response. Please sign below to verify that you have read and understand this addendum. "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 a bond shall constitute a waiver of proceedings under chapter 120, Florida Statutes."

M Saif Islam Verified by pdfFiller 03/05/2026 Mohammed S Islam	President
Signature and Print Name	Title
Diamanti Construction & Development, Inc	03/05/2026
Company Name	Date

CITY OF OPA-LOCKA
780 Fisherman Street, 4th Floor
Opa-locka, FL 33054

ADDENDUM No. 2

SOLICITATION No.: RFP NO. 26-0220200
SOLICITATION TITLE: Urban Forestry Revitalization Initiative
DATE: 2/23/26

This Addendum is being issued to clarify and/or revise the solicitation documents, virtual solicitation conference meeting clarifications, and/or solicitation specifications. This Addendum modifies, supplements, and/or replaces information in the solicitation, and is hereby made part of the original solicitation documents.

Unless specifically modified by this Addendum, the previously issued documents remain unchanged and in the event of a conflict between this Addendum and previously issued documents, this Addendum shall prevail.

REVISIONS TO SOLICITATION

- **Response to Vendors Question**

This Addendum is issued to formally respond to vendor questions received prior to the bid deadline. All responses are hereby incorporated into the Solicitation Documents and shall be considered binding. All other terms and conditions of the solicitation remain unchanged.

Question 1
The document received at the pre-bid meeting with the tentative tree locations marked appears to have a large quantity of recently planted trees in the same area. Does the document from the pre-bid meeting reflect the correct areas for installation?

Response:
The exhibit provided at the pre-bid meeting reflects preliminary and conceptual planting locations intended for reference only. Final installation areas will be verified in the field prior to planting to avoid conflicts with existing trees, utilities, sight distance requirements, and recently planted material. The successful vendor shall coordinate with the City for final field confirmation before installation.

- Existing trees and root zones (per ANSI A300 Part 5 – Tree Risk Assessment and Part 6 – Planting & Transplanting)
- Underground and overhead utilities (Chapter 556, Florida Statutes – Underground Facility Damage Prevention and Safety Act)
- FDOT clear zone and sight distance requirements (FDOT Design Manual, current edition)

- Miami-Dade County sight triangle and roadway safety standards
- ADA accessibility requirements per the 2010 ADA Standards for Accessible Design

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Question 2
What are the size specifications for the trees set to be installed for the project?
Response:
All trees shall be Florida Grade No. 1 or better, as defined by the most current edition of *Grades and Standards for Nursery Plants* published by the Florida Department of Agriculture and Consumer Services (FDACS).
All trees shall meet or exceed the following standards:

- Florida Grade No. 1 or better per FDACS "Grades and Standards for Nursery Plants" (current edition)
- Minimum 3-inch caliper measured 6 inches above grade (ANSI Z60.1 – American Standard for Nursery Stock)
- Minimum 10–12 feet overall height
- Minimum 25-gallon container equivalent
- Structurally sound central leader (unless species-specific multi-trunk form is approved)
- Free from girdling roots, structural defects, pests, and disease
  All planting shall comply with ANSI A300 (Part 6 – Planting & Transplanting) and ISA Best Management Practices for Tree Planting (current edition).
  Substitutions must be approved in writing by the City prior to installation.

Question 3
Will there be irrigation plans provided for the project? If not, please advise where the power and water connections will be accessible at each of the project locations.
Response:
The City will not be providing detailed irrigation design plans. The awarded vendor shall be responsible for preparing irrigation layout plans as necessary to ensure plant survivability.
Existing water and power availability varies by location. The contractor shall verify utility availability in the field and coordinate connection points with the City prior to installation.
All irrigation systems shall comply with:

- Florida Building Code (Plumbing & Building, current edition)
- Miami-Dade County Water & Sewer Department Standards
- South Florida Water Management District (SFWMD) water conservation requirements
- Florida-Friendly Landscaping™ principles (Section 373.185, Florida Statutes)
  The contractor is responsible for verifying existing water and electrical service availability and coordinating connection points with the City prior to installation.

Question 4
If no irrigation plans are provided for the project, please advise if there will be any specifications or requirements for the irrigation installation?
Response:
Yes. Irrigation systems shall meet the following minimum requirements:

- Designed for tree establishment and long-term survivability
- Water-efficient design (drip or bubbler systems preferred)
- Automatic controller with programmable scheduling (where permanent water source exists)
- Backflow prevention in compliance with Florida Building Code and Miami-Dade County regulations
- Designed to prevent overspray onto sidewalks or roadways (FDOT drainage and pedestrian safety considerations)
- Installation consistent with ISA Best Management Practices for Irrigation of Woody Plants
  All irrigation systems are subject to City review and approval prior to installation.

Question 5
Please clarify the maintenance scope for the 5-year period.
Response:
The five (5) year maintenance period shall include, at a minimum:

- Watering in accordance with ISA BMPs for Establishment
- Structural pruning per ANSI A300 (Part 1 – Pruning)
- Tree risk inspections consistent with ANSI A300 (Part 9 – Tree Risk Assessment)
- Fertilization as appropriate per soil testing and ISA guidelines
- Integrated pest and disease management consistently with Florida Department of Agriculture regulations
- Weed control and maintenance of mulch rings (2–3 inch depth, no mulch volcanizing)
- Stake adjustment and removal per ANSI A300 standards
- Replacement, at contractor's expense, of any tree that dies, declines, or fails to meet structural integrity standards during the maintenance period
- All replacement trees shall meet original installation specifications and reset the warranty period for that tree.

Question 6
How many plants are currently installed at NW 37th Ave/Douglas Rd?
Response:

Based on current City records and preliminary field observations, approximately fifty (50) trees/plants are currently installed at NW 37th Ave/Douglas Rd. Bidders are responsible for conducting an independent site visit to verify existing conditions prior to submission. If field conditions limit planting at this location, the City reserves the right to designate alternative planting areas within the project limits to achieve the total scope of work without adjustment to the contract price.

Question 7
Does the City have plans to install curbs on the street-side locations?
Response:

At this time, the City has no approved capital project for curb installation at the referenced locations. All planting layouts shall:

- Comply with FDOT Design Manual lateral offset requirements
- Maintain required clear zones
- Meet Miami-Dade County visibility and safety standards
- Avoid interference with stormwater drainage systems

Question 8
Who will establish the water source for the irrigation system?
Response:

The awarded contractor shall be responsible for establishing the water source, including permitting, tapping, metering (if required), and coordination with Miami-Dade Water & Sewer Department or other applicable utility providers.
All work shall comply with Florida Building Code and applicable local utility regulations.

Question 9
Can an alternative method be used for irrigation if no water supply is available?
Response:

Yes. Alternative irrigation methods may be proposed/provided if they:

- Meet ANSI and ISA establishment standards
- Comply with Florida-Friendly Landscaping™ water conservation requirements
- Demonstrate adequate survivability for a minimum five-year period
- Receive prior written approval from the City
  All work performed under this solicitation shall comply with applicable federal, state, and local laws, codes, and standards including, but not limited to, ANSI A300, ANSI Z60.1, ISA Best Management Practices, FDOT Design Manual, Miami-Dade County Code, Florida Building Code, and relevant Florida Statutes. Where conflicts arise, the most stringent standard shall apply as determined by the City.

Addenda should be returned with the response. Failure to do so may disqualify your response. Please sign below to verify that you have read and understand this addendum. “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 a bond shall constitute a waiver of proceedings under chapter 120, Florida Statutes.”

M Saif Islam Verified by pdfFiller 03/05/2026 Mohammed S Islam
Signature and Print Name

President
Title

Diamanti Construction & Development, Inc
Company Name

03/05/2026
Date

Exhibit(s)

1. State of Florida-Occupational License
2. Florida DBPR Registration
3. Certificate of Liability Insurance
4. Completed Project(s)

Ron DeSantis, Governor

Melanie S. Griffin, Secretary

STATE OF FLORIDA
DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION

CONSTRUCTION INDUSTRY LICENSING BOARD

THE GENERAL CONTRACTOR HEREIN IS CERTIFIED UNDER THE
PROVISIONS OF CHAPTER 489, FLORIDA STATUTES

ISLAM, MOHAMMED SAIFUL

DIAMANTI CONSTRUCTION & DEVELOPMENT, INC.
524 N H ST
LAKE WORTH FL 33460

LICENSE NUMBER: CGC1524241

EXPIRATION DATE: AUGUST 31, 2026

Always verify licenses online at MyFloridaLicense.com

ISSUED: 07/19/2024

Do not alter this document in any form.

This is your license. It is unlawful for anyone other than the licensee to use this document.

State of Florida
Department of State

I certify from the records of this office that DIAMANTI CONSTRUCTION & DEVELOPMENT, INC. is a corporation organized under the laws of the State of Florida, filed on April 14, 2016.

The document number of this corporation is P16000033980.

I further certify that said corporation has paid all fees due this office through December 31, 2025, that its most recent annual report/uniform business report was filed on April 1, 2025, and that its status is active.

I further certify that said corporation has not filed Articles of Dissolution.

Given under my hand and the Great Seal of the State of Florida at Tallahassee, the Capital, this the First day of April, 2025

GREAT SEAL OF THE STATE OF FLORIDA
IN GOD WE TRUST

Secretary of State

Tracking Number: 8340428918CC

To authenticate this certificate,visit the following site,enter this number, and then follow the instructions displayed.

https://services.sunbiz.org/Filings/CertificateOfStatus/CertificateAuthentication

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 03/05/2026

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Surety One, Inc 2174 Jog Rd Greenacres FL 33415	**CONTACT NAME:** Iftikhar Ahmed **PHONE (A/C, No, Ext):** 561-577-9573 **FAX (A/C, No):** 561-300-2338 **E-MAIL ADDRESS:** suretyoneins@gmail.com
INSURED DIAMANTI CONSTRUCTION & DEVELOPMENT, INC 3832 PARKSIDE CIRCLE Palm Springs FL 33461	**INSURER(S) AFFORDING COVERAGE** / **NAIC #** **INSURER A :** Essex **INSURER B :** **INSURER C :** **INSURER D :** **INSURER E :** **INSURER F :**

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	✖ **COMMERCIAL GENERAL LIABILITY** ☐ CLAIMS-MADE ✖ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ✖ POLICY ☐ PRO-JECT ☐ LOC ☐ OTHER:			3AA899967	05/20/2025	05/20/2026	EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurrence) MED EXP (Any one person) PERSONAL & ADV INJURY GENERAL AGGREGATE PRODUCTS - COMP/OP AGG	$ 1,000,000.00 $ 100,000 $ 5,000 $ 1,000,000.00 $ 2,000,000.00 $ 1,000,000.00
	AUTOMOBILE LIABILITY ☐ ANY AUTO ☐ ALL OWNED AUTOS ☐ SCHEDULED AUTOS ☐ HIRED AUTOS ☐ NON-OWNED AUTOS			N/A			COMBINED SINGLE LIMIT (Ea accident) BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident)	$ $ $ $
	☐ **UMBRELLA LIAB** ☐ OCCUR ☐ **EXCESS LIAB** ☐ CLAIMS-MADE ☐ DED ☐ RETENTION $			N/A			EACH OCCURRENCE AGGREGATE	$ $
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY Y / N ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? ☐ **(Mandatory in NH)** If yes, describe under DESCRIPTION OF OPERATIONS below	N / A		N/A			☐ PER STATUTE ☐ OTH-ER E.L. EACH ACCIDENT E.L. DISEASE - EA EMPLOYEE E.L. DISEASE - POLICY LIMIT	 $ $ $
				N/A				
				N/A				

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

General Contractor.

CERTIFICATE HOLDER

City of Opa-locka
780 Fishermen Street, 4th Floor
Opa-locka, FL 33054

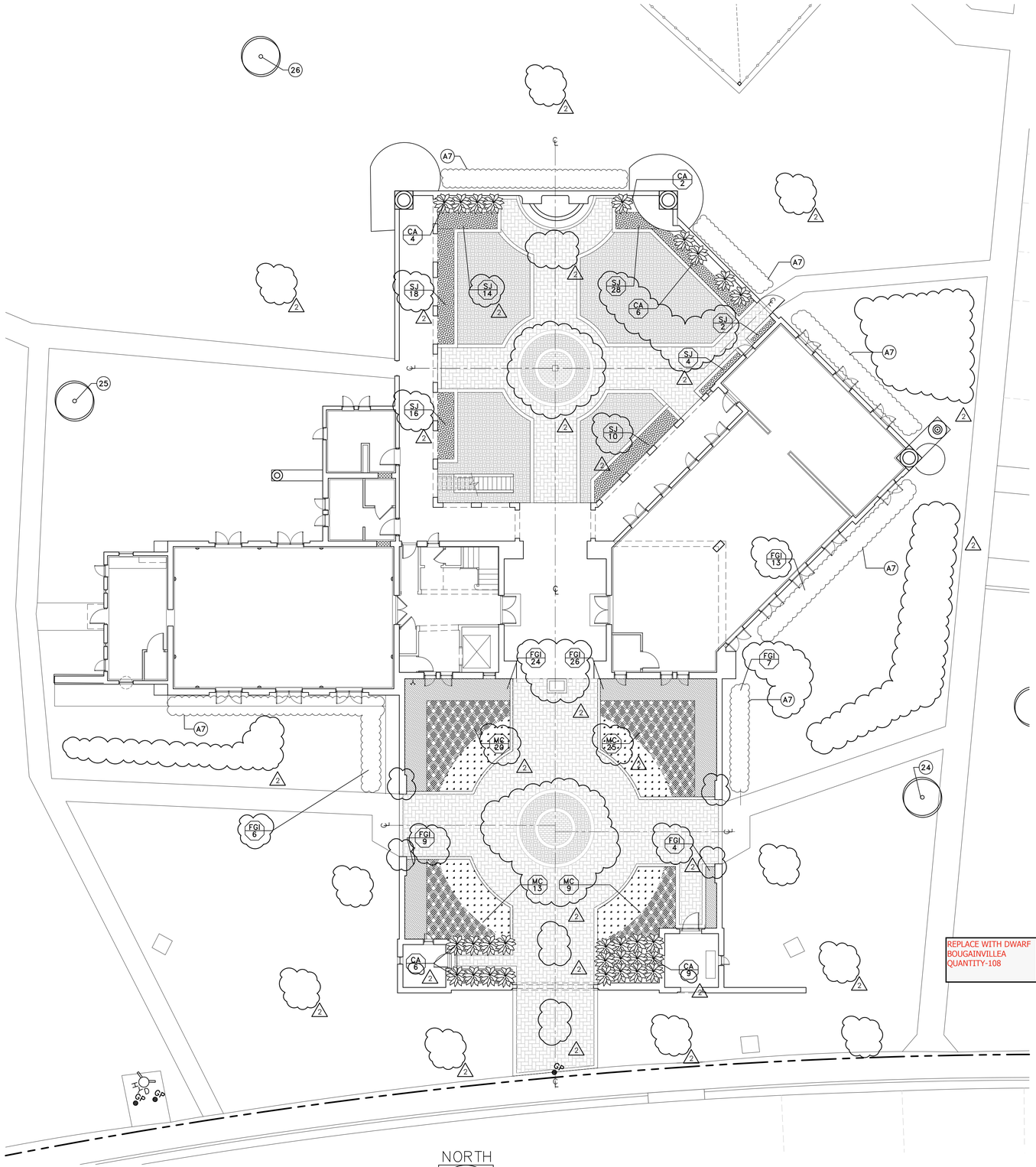
CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Surety One, Inc.

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1 **PLANTING AND MITIGATION PLAN**
SCALE: 1"=10'-0"

NORTH

ABBREVIATIONS

KEY	DESCRIPTION	KEY	DESCRIPTION
AC	ACRE	LF	LINEAR FOOT
AH	AVERAGE HEIGHT	LS	LUMP SUM
AS	AVERAGE SPREAD	M	METER
BB	BALLED & BURLAPPED	MT	METRIC TON
BBW	BALLED & BURLAPPED & WIRED	MTCH	MATCHED
BP	BALLED & POTTED	NA	NOT APPLICABLE
BR	BARE ROOT	NCD	NOMINAL CONTAINER DIAMETER
CF	CUBIC FOOT	OC	ON CENTER
CLPR	CALIPER	OH	OVERALL HEIGHT
CN	CANE	PPC	PLANTS PER CONTAINER
CPC	CULMS PER CONTAINER	QTY	QUANTITY
CSD	CROWN SPREAD DIAMETER	RC	ROOTED CUTTING
CT	CLEAR TRUNK	RN	RUNNER
CV	CULTIVAR	SF	SQUARE FOOT
CW	CLEAR WOOD	SHRD	SHEARED
CY	CUBIC YARD	SP	SPECIES
D	DIAMETER	SPCM	SPECIMEN
DBH	DIAMETER AT BREAST HEIGHT	ST	STEM
ESPL	ESPALIER	STND	STANDARD
GA	GALLON	SY	SQUARE YARD
GRFT	GRAFTED	T	TON
HT	HEIGHT	TB	TUBER
KG	KILOGRAM	TH	TREE HEIGHT
L	LITER	TK	TRUNK
LB	POUND	TPRY	TOPIARY

LEGEND

SYMBOL	DESCRIPTION
AB 1	NURSERY STOCK KEY / QUANTITY
	PROTECTED LIVE OAK TREE (BASE BID): CONTRACTOR SHALL PROVIDE PROTECTIVE BARRIERS AS MAY BE REQUIRED FOR ALL TREES TO REMAIN WITHIN STAGING AREAS AND ACCESS PATHS. REFER TO DETAIL SHEET L3.0.
	~~PROPOSED PALM (BASE BID)~~
	PROPOSED TREE (BASE BID)
	~~PROPOSED PALM (BASE BID)~~

SITE STOCK SCHEDULE

KEY	DESCRIPTION	DISPOSITION	NATIVE	WATER
21	IXORA	PROTECT AND REFURBISH – SEE NOTE 5	NO	LOW
24	LIVE OAK	PROTECT AT EXISTING LOCATION	YES	LOW
25	LIVE OAK	PROTECT AT EXISTING LOCATION	YES	LOW
26	LIVE OAK	PROTECT AT EXISTING LOCATION	YES	LOW

SITE STOCK SCHEDULE (ALTERNATE)

KEY	DESCRIPTION	DISPOSITION	NATIVE	WATER
~~A7~~	~~MIXED SHRUBS~~	~~PROTECT AND REFURBISH – SEE NOTE 6~~	~~NO~~	~~LOW~~

NURSERY STOCK SCHEDULE

KEY	DESCRIPTION	NATIVE	MATURE SIZE	WATER	QUANTITY
CA	CRINUM AUGUSTUM QUEEN EMMA CRINUM LILY 36"AH 36"AS 10"NCD 36"OC	NO	SHRUB	LOW	21 MATCH
FGI	FICUS CV GREEN ISLAND DWARF FIG 18"AH 18"AS FULL 10"NCD 24"OC	NO	SHRUB	LOW	82
MC	MUHLENBERGIA CAPILLARIS MUHLY GRASS 12"AH 12"AS 10"NCD 24"OC	NO	GROUNDCOVER	LOW	71
~~PS~~	~~PHOENIX ROEBELENII~~ ~~PIGMY DATE PALM~~ ~~36–42"H 36"OC~~	~~YES~~	~~MEDIUM TREE~~	~~LOW~~	~~2 MATCH~~
~~QP~~	~~ARECASTRUM ROMANZOFFIANUM~~ ~~QUEEN PALM~~ ~~108"–144"H 60"OC~~	~~YES~~	~~MEDIUM TREE~~	~~LOW~~	~~6 MATCH~~
SJ	STACHYTARPHETA JAMAICENSIS NATIVE DWARF BLUE PORTERWEED 12"AH 18"AS 10"NCD 18"OC	YES	GROUNDCOVER	LOW	108
AG	STENOTAPHRUM SECUNDATUM ST. AUGUSTINE GRASS	YES	GROUNDCOVER	LOW	112

LANDSCAPE NOTES

1. THE CONTRACTOR SHALL BE DEEMED TO HAVE VISITED THE SITE PRIOR TO BIDDING AND SHALL VERIFY ALL EXISTING CONDITIONS IN THE FIELD. DISCREPANCIES FOUND WHICH MAY ALTER THE WORK SHALL BE BROUGHT TO THE ATTENTION OF THE ARCHITECT IN WRITING FOR APPROVAL OR MODIFICATION. ALL EXISTING CONDITIONS INCLUDING BUT NOT LIMITED TO SUBSURFACE CONDITIONS, EXTENT OF TRASH, DEBRIS, AND CONTAMINATION, LOCATION OF UNDERGROUND AND ABOVEGROUND UTILITIES, VEGETATION, PAVEMENTS, AND DIMENSIONS SHOWN ON THE DRAWINGS MUST BE FIELD VERIFIED BY THE CONTRACTOR BEFORE SUBMITTAL OF BID.
2. BASE BID LANDSCAPE WORK SHALL INCLUDE ALL WORK INDICATED WITHIN COURTYARD WALLS AND ALONG BUILDING FRONTAGE OF SHARAZAD BOULEVARD; AND ALL REQUIRED TREE PROTECTION WORK WITHIN CONTRACTOR STAGING AREAS AND ACCESS PATHS.
3. ALTERNATE BID LANDSCAPE WORK SHALL INCLUDE WORK INDICATED OUTSIDE OF COURTYARD WALLS (EXCLUDING BUILDING FRONTAGE ALONG SHARAZAD BOULEVARD) AS SHOWN ON ALTERNATE BID SCHEDULE.
4. CONTRACTOR SHALL REPLACE/MATCH ALL EXISTING SOD DAMAGED DURING PROGRESS OF WORK.
5. AS PART OF BASE BID, CONTRACTOR SHALL VERIFY CONDITION OF EXISTING IXORA HEDGE AT SOUTH ENTRY OF COURTYARD ALONG SHARAZAD BOULEVARD AND PROVIDE ANY NEW SHRUBS (TO MATCH EXISTING) AS MAY BE REQUIRED TO PROVIDE A CONTINUOUS HEDGE ROW AS SHOWN ON PLAN (KEY 21).
6. AS PART OF ALTERNATE BID, CONTRACTOR SHALL REFURBISH EXISTING HEDGE ROWS INDICATED OUTSIDE OF COURTYARD WALLS. CONTRACTOR SHALL MATCH EXISTING HEDGE SPECIES TO PROVIDE CONTINUOUS HEDGE ROWS AS SHOWN ON PLAN (KEY A7).
7. AS PART OF BASE BID, THE CONTRACTOR SHALL MODIFY THE EXISTING IRRIGATION SYSTEM AS MAY BE REQUIRED TO PROVIDE 100% COVERAGE FOR ALL NEWLY PLANTED VEGETATION WITHIN THE COURTYARDS.
8. EXTENT OF NEW PAVED AREAS WITHIN THE COURTYARDS SHALL BE COORDINATED WITH ARCHITECTURAL AND CIVIL WORK AS MAY BE REQUIRED. PAVER PATTERNS SHOWN ON PLAN ARE FOR REFERENCE ONLY AND SHALL BE COORDINATED WITH OWNER/ARCHITECT. REFER TO ARCHITECTURAL SHEETS FOR PAVING DETAILS.

MDC LANDSCAPE ORDINANCE REQUIREMENTS

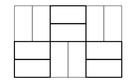
	REQUIRED	PROVIDED
SITE DATA		
Zoning District : GP Net Lot Area: 0.67 acres or 29,261 sf		
OPEN SPACE		
A. Square feet of open space required by Chapter 33, as indicated on site plan:		
Net lot area = NA sf x NA % = NA sf	NA	NA
B. Square feet of parking lot space required by Chapter 18A, as indicated on site plan:		
Number parking spaces = NA x NA sf per parking space = NA spaces	NA	NA
C. Square feet of landscaped open space required by Chapter 33:		
A + B = NA sf	NA	NA
LAWN AREA CALCULATION		
A. Total square feet of landscaped open space required by Chapter 33.	NA	NA
B. Maximum lawn area (sod) permitted = 60 % x 29,261 sf = 8,778 sf	8,778 SF	14,500 SF
TREES		
A. Number trees required per net lot acre	28	
Less existing number of trees meeting minimum requirements		3
= 28 trees x 0.67 acres = 27 trees – 3 exist. trees = 24 trees	24	24
B. Percentage palms allowed: NA trees provided x 30%	NA	NA
Percentage palms permitted to count as street trees on 1 : 1 basis x 30%	NA	NA
C. Percentage natives required: 24 trees provided x 30%	7	12
D. Street trees (maximum average spacing of 35' oc): 124 linear feet along street / 35 =	4	4
E. Street trees located directly beneath power lines (maximum average spacing of 25' oc):		
0 linear feet along street / 25 =	NA	NA
SHRUBS		
A. 24 trees required x 10 = Number of shrubs required	240	407
B. 407 shrubs allowed x 30% = Number of native shrubs required	122	188
IRRIGATION PLAN		
If required by Chapter 33 (Hosebibs every 75 feet)	YES	YES

NURSERY STOCK SCHEDULE (ALTERNATE)

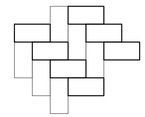
KEY	DESCRIPTION	NATIVE	MATURE SIZE	WATER	QUANTITY
CO	CHRYSOPHYLLUM OLIVIFORME SATIN LEAF 12"TH 5"CSD 4'CT 2"CLPR STND 21"NCD	YES	MEDIUM TREE	LOW	12 MATCH
~~PS~~	~~DELONIX REGIA~~ ROYAL POINCIANA 16'TH 8'CSD 4"CLPR STND 50GA	~~NO~~	~~LARGE TREE~~	~~LOW~~	~~5 MATCH~~

CONCRETE PAVER DETAILS

PATTERN BASKET WEAVE
REFER TO SHEET A9.01– PAVER FINISH LEGEND



PATTERN HERRINGBONE 90 DEGREE
REFER TO SHEET A9.01– PAVER FINISH LEGEND



811 KNOW WHAT'S BELOW ALWAYS CALL 811 BEFORE YOU DIG
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www.callsunshine.com

DRAWN BY:	CP
CHECKED BY:	LS
APPROVED BY:	LS
ISSUE DATE:	08/29/2014

REVISIONS

NO.	DATE	DESCRIPTION
2	04/22/24	PLAN UPDATE

MCHARRYASSOCIATES
ARCHITECTURE / ENGINEERING / INTERIORS
AA0000986 EB0003663
2780 SW DOUGLAS ROAD, SUITE 302
MIAMI, FLORIDA 33133 (305)445-0761
WWW. MCHARRY.COM

100 % CONSTRUCTION DOCUMENTS

PROJECT TITLE: Opa-locka Historic City Hall
777 Sharazad Boulevard, Opa-locka, FL 33015

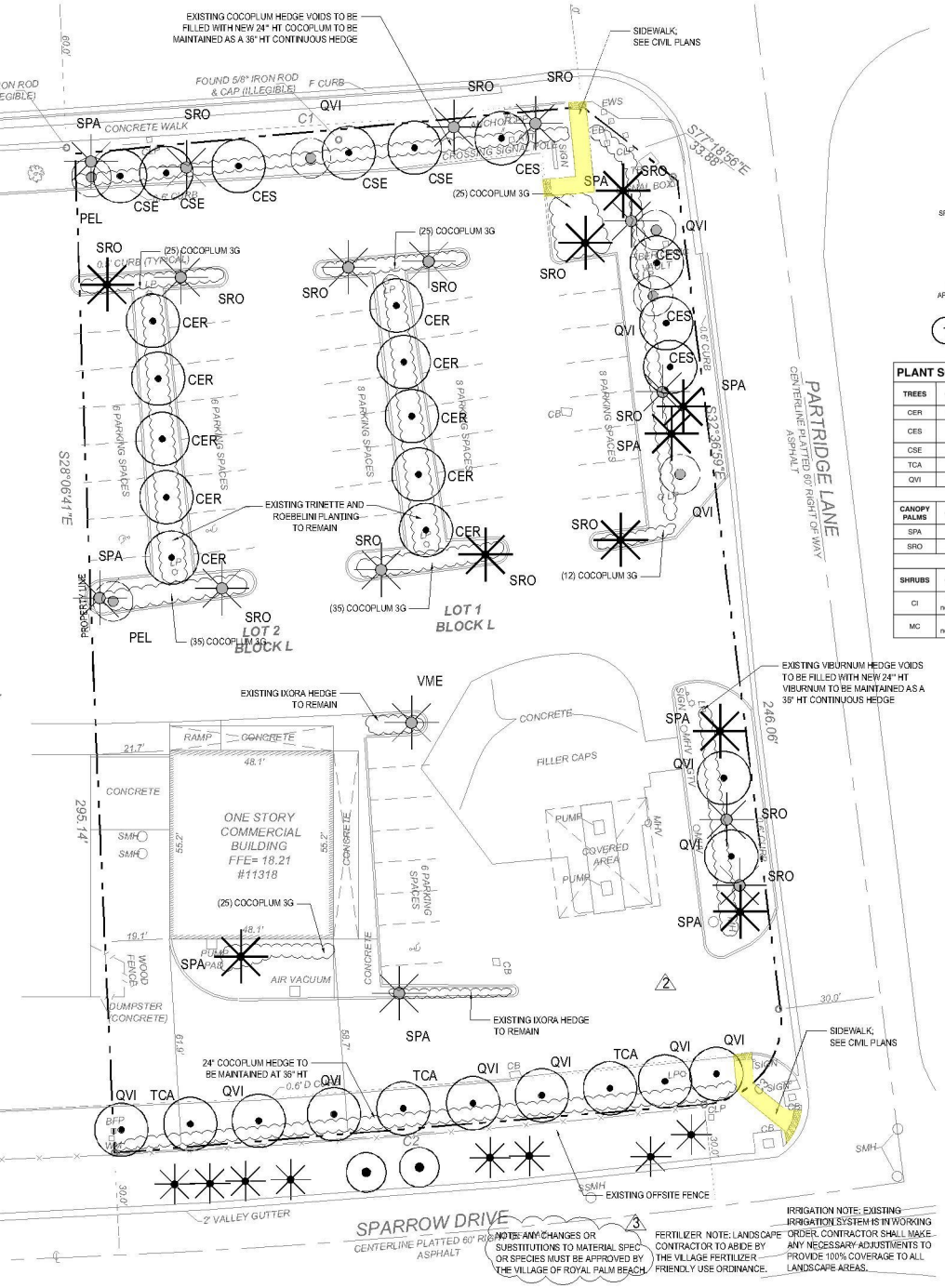
OWNER: City of Opa-locka

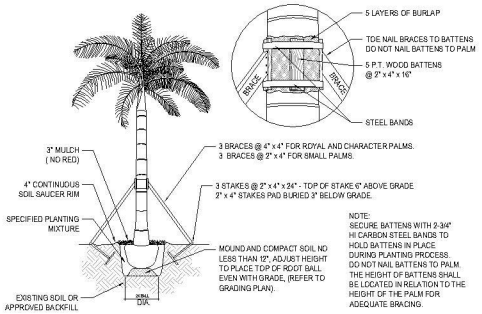
DRAWING TITLE: PLANTING AND MITIGATION PLAN

SCALE: AS SHOWN

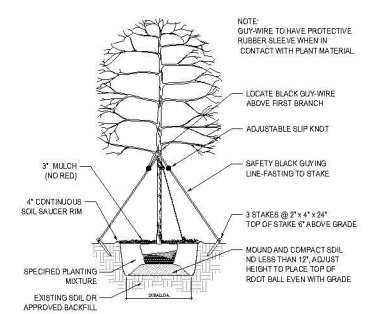
NOTE: CONTRACTOR SHALL VERIFY ALL DIMENSIONS AT SITE BEFORE PROCEEDING WITH ANY WORK.

SHEET No. L2.0





1 PALM PLANTING AND STAKING DETAIL
SCALE: N/A



2 UNDERSTORY TREE PLANTING AND STAKING DETAIL
SCALE: N/A

PLANT SCHEDULE

TREES	QTY	Scientific Name	Common Name	Specs	Native	Drought Tolerant	Notes
CER	10	Conocarpus erectus	Green Buttonwood	14' HT, 2.5" DBH	√	√	Standard
CES	5	Conocarpus erectus 'Sericeus'	Silver Buttonwood	12' HT, 2" DBH	√	√	Standard
CSE	4	Cordia sebestena	Orange Geiger Tree	12' HT, 2" DBH	√	√	Standard
TCA	3	Tabebuia caraiba	Yellow Trumpet Tree	12' HT, 2" DBH			Standard
QVI	9	Quercus virginiana	Live Oak	12' HT, 2" DBH	√	√	Standard
CANOPY PALMS	**QTY**	**Scientific Name**	**Common Name**	**Specs**	**Native**	**Drought Tolerant**	**Notes**
SPA	6	Sabal palmetto	Sabal Palm	15' HT, 8" DBH	√	√	Single
SRO	4	Syagrus romanzoffiana	Queen Palm	15' HT, 8" DBH		√	Single
SHRUBS	**QTY**	**Scientific Name**	**Common Name**	**Specs**	**Native**	**Drought Tolerant**	**Notes**
CI	as needed	Chrysobalanus icaco	Cocopum	3 Gallon, Full, 24" HT	√	√	24" O.C., To Match Existing
MC	as needed	Viburnum suspensum	Sandankwa Viburnum	3 Gallon, Full, 24" HT		√	24" O.C., To Match Existing

SITE DATA

Zoning District	CG Commercial General
Type of Development	Gas Station
Gross Site Area	54,532 SF
Landscape Open Space	12,487 SF
Pervious Area (Green Space)	12,487 SF
Impervious Area	42,045 SF
VUA	36,681 SF

LANDSCAPE REQUIREMENTS

PERIMETER BUFFER PLANTING	Required	Provided
North Property Line (1Tree / 20 LF) 167 LF	9	9
East Property Line (1Tree / 20 LF) 215 LF	11	11
South Property Line (1Tree / 20 LF) 196 LF	10	10
36" HT Continuous Hedge at PL	Yes	Yes
VUA	**Required**	**Provided**
Terminal Island Trees (1 Tree / Island)	Yes	Yes
Terminal Island Shrubs (1 Shrub / 2 LF)	Yes	Yes
Terminal Island Groundcover (1 / 2 LF)	Yes	Yes
Perpendicular Divider Strip Trees (1 Tree / 15 LF)	Yes	Yes
Perpendicular Divider Strip Shrubs (1 / 2 LF)	Yes	Yes
Perpendicular Divider Strip Groundcover (1 / 2 LF)	Yes	Yes
NET LOT ARE TREES & SHRUBS REQUIREMENTS	**Required**	**Provided (Ext. + Proposed)**
Trees (1 / 1,500 SF of Open Space) Commercial	9	9+
Shrubs (10 / 1,500 SF of Open Space) Commercial	90	375+
TOTAL TREES	**Required**	**Provided**
Buffers	33	33
VUA	22	22
Net Lot Area	9	9+
NATIVE PLANTING	**Required**	**Provided**
Percent of Native or Drought Tolerant Trees (Excludes existing trees)	50%	90%
Percent of Native or Drought Tolerant Shrubs (Excludes existing shrubs)	50%	100%

GENERAL LANDSCAPE NOTES AND SPECIFICATIONS

1. LANDSCAPE CONTRACTOR SHALL BECOME FAMILIAR WITH THE SCOPE OF WORK AS WELL AS THE SITE, DIGGING CONDITIONS, AND ANY OBSTACLES PRIOR TO SUBMITTING A BID.
2. LANDSCAPE CONTRACTOR SHOULD VERIFY ALL ESTIMATED QUANTITIES OF MATERIAL SHOWN ON THE LANDSCAPE ARCHITECT'S DRAWINGS PRIOR TO SUBMITTING A BID.
3. PLANTING PLAN SHALL TAKE PRECEDENCE OVER PLANT LIST IN CASE OF DISCREPANCIES.
4. ALL PLANT MATERIAL SYMBOLS SHOWN ON LANDSCAPE PLANS SHALL BE CONSIDERED DIAGRAMMATIC AND SHOULD BE ADJUSTED IN THE FIELD BY LANDSCAPE CONTRACTOR TO AVOID ALL UTILITIES AND ALL OTHER OBSTRUCTIONS.
5. ALL SIZES SPECIFIED FOR PLANT MATERIAL ON THE PLAN AND PLANT LIST SHALL BE CONSIDERED MINIMUM.
6. ALL PLANT MATERIAL MUST MEET OR EXCEED THE SPECIFIED MINIMUM REQUIREMENTS FOR BOTH HEIGHT AND SPREAD.
7. ALL MATERIAL SHALL BE SUBJECT TO AVAILABILITY AT TIME OF INSTALLATION. .
8. ALL TREES, PALMS, SHRUBS AND GROUND COVERS SHALL BE GUARANTEED FOR A PERIOD OF 6 MONTHS FROM DATE OF FINAL ACCEPTANCE.
9. LANDSCAPE CONTRACTOR SHALL LOCATE AND VERIFY ALL UNDERGROUND UTILITIES OR STRUCTURES PRIOR TO DIGGING.
10. LANDSCAPE CONTRACTOR SHALL COORDINATE WITH THE GENERAL CONTRACTOR, THE REMOVAL OF ALL BUILDING CONSTRUCTION DEBRIS AND FOREIGN MATERIAL PRIOR TO INSTALLATION OF ANY PLANT MATERIAL.
11. SITE PREPARATION SHOULD INCLUDE THE ERADICATION AND REMOVAL OF ANY WEEDS OR GRASS, REMOVAL AND CLEAN UP OF ANY DEAD MATERIAL AND ROUGH AND FINISH GRADING PER SPECS AND OR LANDSCAPE PLANS.
12. FOR PLANT MATERIAL DESIGNATED TO BE REMOVED, THE ENTIRE ROOT SYSTEM SHALL BE DUG AND REMOVED FROM THE SITE.
13. ALL PLANTING AREAS SHOULD RECEIVE AN 80/20 MIX FILL SOIL. SAND USED IN PLANTING SOIL MIX SHALL BE SILICA SAND.
14. ALL PLANT MATERIAL SHALL BE FLORIDA NO. 1 OR BETTER AS SET FORTH IN THE FLORIDA DEPARTMENT OF AGRICULTURE 'GRADES AND STANDARDS FOR NURSERY PLANTS' SECOND EDITION FEB. 1998 INCLUDING REVISIONS AND WHICH MEET OR EXCEED THE SIZES INDICATED IN THE PLANTING SCHEDULE AND DETAILS.
15. ALL TREES SHALL BE STAKED IN A GOOD WORKMANLIKE MANNER. NO NAIL STAKING PERMITTED. (REFER TO BRACING NOTES AND PLANTING DETAILS).
16. AFTER REMOVAL OR RELOCATION OF EXISTING TREES AND PALMS, ALL REMAINING HOLES SHALL BE BACK FILLED AROUND AND UNDER ROOT BALL.
17. ALL EXISTING PLANT MATERIAL TO REMAIN, SHALL BE PROTECTED DURING ALL CONSTRUCTION PHASES. ANY PLANT MATERIAL SCARRED OR DESTROYED DESIGNATED TO REMAIN MUST BE REPLACED AT THE CONTRACTOR'S EXPENSE WITH SIMILAR SPECIES SIZE AND QUALITY.
18. ALL TREES AND ALL PLANTING BEDS TO BE TOPPED WITH 3" MIN. "GRADE A" ORGANIC MULCH (MELALEUCA IS PREFERRED), UNLESS OTHERWISE NOTED. (CYPRESS MULCH AND RED MULCH SHALL NOT BE USED).
19. ALL TREES SHALL HAVE 2" CALIPER AT D.B.H. MINIMUM FOR A 12' HEIGHT TREE, UNLESS NOTED OTHERWISE.
20. ALL 1 GALLON MATERIAL SHALL HAVE 12" SPREAD MINIMUM, ALL 3 GALLON MATERIAL TO HAVE 18-24" SPREAD MINIMUM.
21. ALL PLANTING AREAS WITHIN THE LIMITS OF WORK SHALL RECEIVE 100% COVERAGE BY AUTOMATIC IRRIGATION SYSTEM (DRIP PREFERRED) UNLESS OTHERWISE DIRECTED BY OWNER. SEE IRRIGATION PLANS FOR ADDITIONAL SPECIFICATIONS.
22. LANDSCAPE CONTRACTOR TO COORDINATE INSTALLATION OF IRRIGATION SYSTEM WITH IRRIGATION CONTRACTOR. IRRIGATION TIME CLOCK TO BE HARD WIRED ON COMPLETION - RESPONSIBILITY OF IRRIGATION CONTRACTOR. LANDSCAPE CONTRACTOR SHALL HAND WATER OR ARRANGE FOR WATERING DURING PLANTING UNTIL IRRIGATION SYSTEM IS 100% OPERABLE. THIS IS THE RESPONSIBILITY OF THE LANDSCAPE CONTRACTOR.
23. LANDSCAPE CONTRACTOR SHALL COORDINATE HIS WORK WITH ALL OTHER APPROPRIATE CONTRACTORS.
24. THE LANDSCAPE CONTRACTOR SHALL AT ALL TIMES KEEP THE JOB SITE CLEAN AND FREE FROM ACCUMULATION OF WASTE MATERIAL, DEBRIS, AND RUBBISH.
25. LANDSCAPE PLAN SHALL BE INSTALLED IN COMPLIANCE WITH ALL LOCAL CODES.
26. THESE DRAWINGS, DOCUMENTS, AND ALL CONTENTS ARE THE PROPERTY OF CHRIS CABEZAS LANDSCAPE ARCHITECTURE, INC. ALL RIGHTS ARE RESERVED. UNAUTHORIZED USE OR PRODUCTION, IN PART OR WHOLE, FOR ANY PURPOSE IS UNLAWFUL AND PROHIBITED EXCEPT BY EXPRESS WRITTEN CONSENT.
27. THE CONTRACTOR IS RESPONSIBLE FOR OBTAINING ANY PERMITS OR APPROVALS FROM THE FEDERAL, STATE OR LOCAL GOVERNMENT REQUIRED FOR THE WORK INCLUDED IN THIS CONTRACT AND ON THESE DRAWINGS.
28. NOTIFY THE OWNER AND LANDSCAPE ARCHITECT OF ANY UNFORESEEN CONDITIONS, I.E., COMPACTED SOIL / SUBGRADE, POOR DRAINAGE, UNCONSOLIDATED SOIL, EROSION, UTILITY CONFLICTS, EXCESSIVE SUN OR SHADE, ETC., PRIOR TO PROCEEDING WITH LANDSCAPE INSTALLATION.

LEGEND

EXISTING: TREES PALMS
EXISTING TO REMAIN
OFF-SITE
SHRUBS

PROPOSED: TREES PALMS XXX XXX

CHRIS CABEZAS
LANDSCAPE ARCHITECTURE, INC.
80 NE 5TH AVENUE
DELRAY BEACH, FL 33483
561.566.6721 | chriscabezas@gmail.com
www.chriscabezaslandscape.com

PROJECT:
11318 OKEECHOBEE BLVD ROYAL PALM BEACH, FL 33411
LANDSCAPE PERMIT DRAWINGS
CLIENT:
NIL PETROLEUM

REVISIONS:

No.	Date	Description
1	09/30/21	VILLAGE COMMENTS
2	12/23/21	SITE PLAN UPDATES
3	01/27/22	VILLAGE COMMENTS

SEAL:
LANDSCAPE ARCHITECT: Christopher Cabezas

Christopher R Cabezas
Digitally signed by Christopher R Cabezas
Date: 2022.04.04 14:14:10 -04'00'
REGISTRATION NO. FLA 6667347

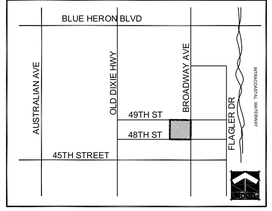
SHEET TITLE:
LANDSCAPE PLAN

Scale: 1/16" = 1'- 0"
Drawn By: CC
Checked By: CC
Date: 03/24/2021

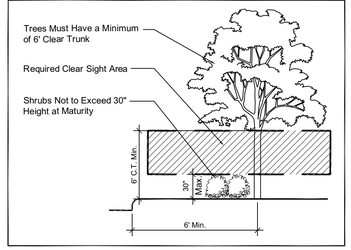
SHEET NUMBER:
LP-002

PLANNING APPROVED 21-42 04/05/22

LOCATION MAP



SAFE SIGHT DETAIL



PLANT LIST

TREES	CODE	QTY	BOTANICAL / COMMON NAME	CALIPER	HEIGHT	SPREAD	CLEAR TRUNK	WATER USAGE	STATUS
	CL	3	Clusia rosea / Autograph Tree Standard Form, Matched	2.5" Cal.	12`	6`	5` Min.	Low	Native
	CS	3	Conocarpus erectus sericeus / Silver Button Wood Single Straight Trunk	2.5" Cal.	12`	6`	5` Min.	Low	Native
	SP	7	Sabal palmetto / Sabal Palm Slick Trunks, Hurricane Cut, Stagger Heights 4` in Groups	N/A	12`-20` CT	N/A	12`-20` CT	Low	Native

SHRUBS	CODE	QTY	BOTANICAL / COMMON NAME	HEIGHT	SPREAD	SPACING	WATER USAGE	STATUS
	CHI	136	Chrysobalanus icaco / Coco Plum Full To Base	24"	24"	24" O.C.	Low	Native
	CL3	12	Clusia guttifera / Small-Leaf Clusia Full to Base	36"	24"	48" O.C.	Low	Native

GROUND COVERS	CODE	QTY	BOTANICAL / COMMON NAME	HEIGHT	SPREAD	SPACING	WATER USAGE	STATUS
	HPC	102	Hamelia patens `Compacta` / Dwarf Fire Bush Full	14"	14"	18" O.C.	Low	Non-Native
	IVS	40	Ilex vomitoria `Schillings` / Schillings Holly Full To Base	12"	12"	18" O.C.	Low	Native
	JBP	37	Juniperus conferta `Blue Pacific` / Blue Pacific Juniper Full	10"	10"	18" O.C.	Low	Non-Native
	JBR	377	Juniperus horizontalis `Blue Rug` / Blue Rug Juniper Full	6"	12"	18" O.C.	Low	Non-Native

XERISCAPE CALCULATIONS

Design Options:		Points	Proposed Plan
(1)	Utilization of moisture sensing controller other than rainswitch, alternate source of water such as a cistern, or highly efficient system that promotes water conservation	10	
(2)	Plan submitted with low, moderate, and high water use/age zones indicated.	5	
(3)	Groundcover or Grass:		
	(a) 25-50% of the groundcover or grass areas are made up of natural drought tolerant species from the list*.	5	
	(b) 51% or more of the groundcover or grass area are made up of natural drought tolerant species from the list*.	10	
	(c) 25-50% of the groundcover or grass areas are made up of Florida native plants.	10	
	(d) 51% or more of the groundcover or grass areas are made up of Florida native plants.	15	10
(4)	Shrubs:		
	(a) 25-50% of the required shrubs are made up of natural drought tolerant species from the list*.	5	
	(b) 51% or more of the required shrubs are made up of natural drought tolerant species from the list*.	10	
	(c) 25-50% of the required shrubs are made up of Florida native plants.	10	
	(d) 51% or more of the required shrubs are made up of Florida native plants.	15	15
(5)	Trees:		
	(a) 25-50% of the required trees are made up of natural drought tolerant species from the list*.	5	
	(b) 51% or more of the required trees are made up of natural drought tolerant species from the list*.	10	
	(c) 25-50% of the required trees are made up of Florida native plants.	10	
	(d) 51% or more of the required trees are made up of Florida native plants.	15	15
(6)	Extra Shade Trees in Vehicular Use Areas:		
	(a) 25% more than the required shade trees planted in the vehicular use areas.	5	
	(b) 50% more than the required shade trees planted in the vehicular use areas.	10	
(7)	Natural sod area less than 50 percent of provided landscape area.	10	10
(8)	Utilization of compacted mulched planting beds at least three inches in depth in all planted areas except ground covers.	5	5
	TOTAL POINTS		55

LANDSCAPE NOTES

1. Easements shall not encroach landscape buffers more than 5 feet.
2. Landscaping in right-of-way buffers shall be installed on the exterior side of walls or fences.
3. FDOT Type D or F curb shall be provided along the perimeter of all landscape, open space, drainage and grassed areas adjacent to paved vehicular use areas, except where wheel stops are provided.
4. Safe sight triangles shall be maintained clear of vegetation to provide unobstructed visibility between 30" and 8' above crown of road.
5. Light poles, fire hydrants, electrical/mechanical equipment, signs, drainage structures, etc. shall not interfere with landscaping in terminal islands, parking islands, medians, buffers or other landscaped areas.
6. All plant material is to be installed a the height, spread and DBH/Caliper shown in the Plant List, container sizes are given as a suggestion only.
7. No muck-grown sod shall be utilized in detention areas.
8. All landscape areas (including sod) shall be irrigated with an underground automatic sprinkler system providing min. 150% coverage.
9. Trees shown on this plan are for graphic representation only. Tree spacing is based on design requirements and the trees shown on these plans attempt to accomplish that spacing while maintaining the required setbacks from utilities. Trees may be field adjusted to avoid conflicts with driveways and underground utilities. In any case the trees shall be located in the field in accordance with the planting details shown hereon.
10. Trees are to be installed with a ten foot (10') separation from any water or sewer main and/ or service, hydrants, and lift stations. If a ten foot (10') separation cannot be achieved, the tree can be installed with a root barrier system. Refer to the "Root Barrier" detail for installation requirements. However, in no case shall a tree encroach into a PBCUE without prior PBCWUD approval and only sod can be installed within 7.5' of a fire hydrant unless otherwise approved by the Fire Marshal.
11. All planters shall be excavated to a minimum depth of the native soil on site and back-filled with a suitable soil consisting of fifty percent (50%) composted organic matter, well-mixed with native soil. Backfill material shall be free from rock, construction debris, or other extraneous material.
12. All substitutions or modifications from the approved Landscape Plan must be submitted and approved by the Landscape Architect in writing.
13. All ground-mounted equipment shall be screened from view.
14. Prior to C.O., the site must have 100% sod coverage, including greenspace in the directly adjacent ROW. All disturbed areas must be sodded including all areas used for staging and maneuvering that may not be indicated on the Landscape Plan.

OVERALL LANDSCAPE REQ.

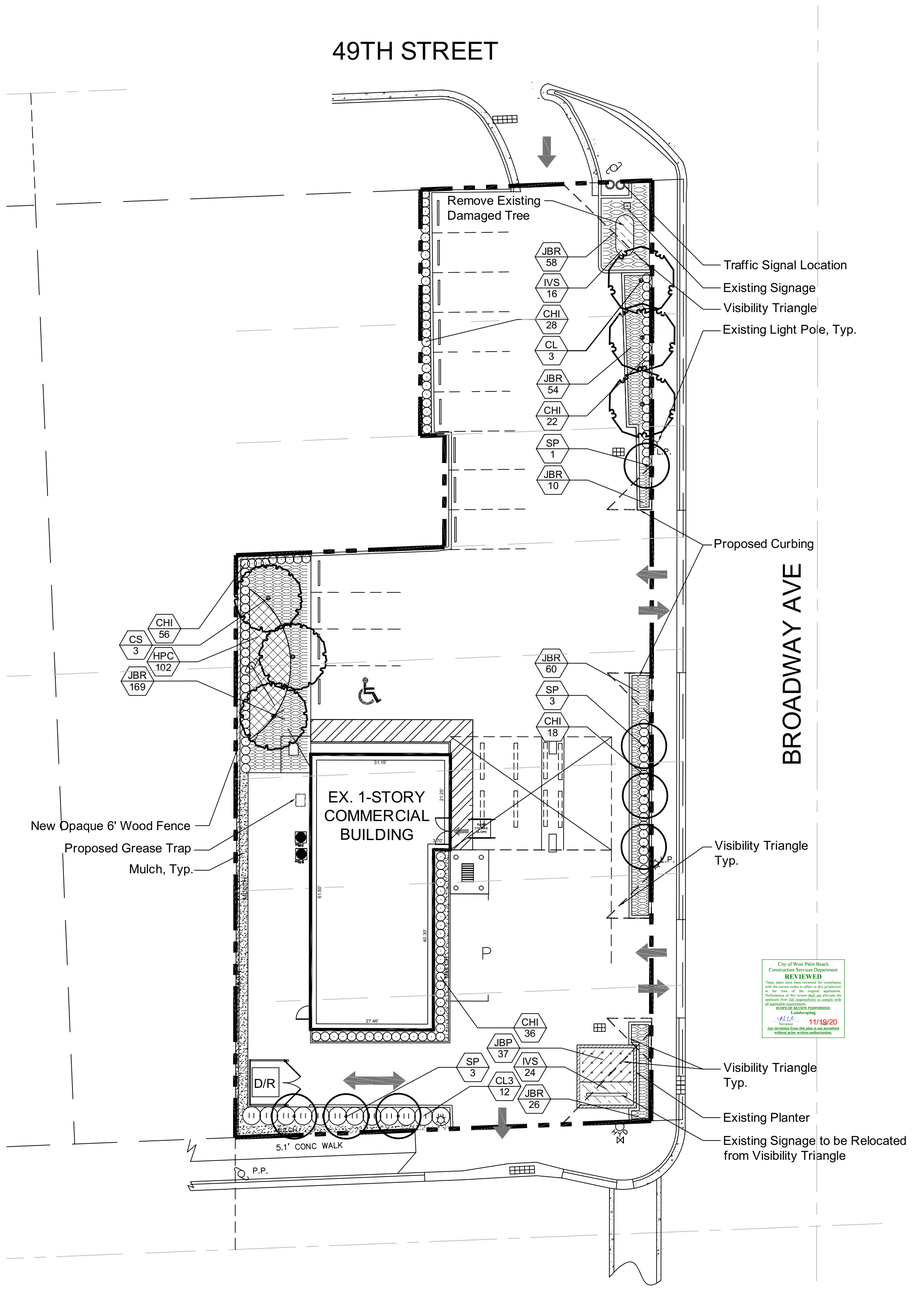
Category		Requirement	No. Required	No. Provided
Native/Drought Tolerant Plants	695	60%	417	717

Know what's **below.** **Call** before you dig.

0 8' 16' 24' 32'

Scale 1"= 16'-0"

North



City of West Palm Beach Construction Services Department
REVIEWED
These plans have been reviewed for compliance with applicable codes and ordinances as of the date of the original application. Approval of these plans does not relieve the applicant from full responsibility to comply with all applicable codes and ordinances.
MAKE OR MODIFY NO PERMISSION
Landscaping
11/19/20
Any revisions from this date to be reviewed without prior written authorization.

CITY OF WEST PALM BEACH
DEVELOPMENT SERVICES DEPARTMENT
20050261
11/20/20
OFFICIAL PERMIT RECORD

SCHMIDT NICHOLS
LANDSCAPE ARCHITECTURE AND URBAN PLANNING
1551 N. Flagler Dr, Ste 102
West Palm Beach, FL 33401
Phone: 561.684.6141
Email: info@snlandplan.com
Website: www.snlandplan.com
License No: LC26000232

4901 Broadway

The City of West Palm Beach, Florida

Date:	06.13.19
Scale:	1" = 16'-0"
Design By:	MLD
Drawn By:	MLD
Checked By:	JES
File No.	944.01
Job No.	19-28

REVISIONS / SUBMISSIONS
07.31.19 Base Revisions
07.23.20 Staff Comments

NOT VALID WITHOUT THE SIGNATURE AND ORIGINAL RAISED SEAL OF A FLORIDA LICENSED LANDSCAPE ARCHITECT.

Jon E. Schmidt
2020.07.23 09:23:34 -04'00'

The Seal Appearing On This Document Was Authorized By Jon Eric Schmidt On The Date Noted In The Electronic Seal.

Printed name
LA 6667416
FLORIDA REGISTRATION NO. LA 0001638

Landscape Plan

LP-1 of 2

Form **W-9**
(Rev. October 2018)
Department of the Treasury
Internal Revenue Service

Request for Taxpayer Identification Number and Certification

▶ **Go to *www.irs.gov/FormW9* for instructions and the latest information.**

Give Form to the requester. Do not send to the IRS.

Print or type. See Specific Instructions on page 3.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.
Diamanti Construction & Development, Inc

2 Business name/disregarded entity name, if different from above

3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only **one** of the following seven boxes.

☐ Individual/sole proprietor or single-member LLC ☐ C Corporation ☑ S Corporation ☐ Partnership ☐ Trust/estate

☐ Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ▶ _____

Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is **not** disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.

☐ Other (see instructions) ▶

4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):

Exempt payee code (if any) _____

Exemption from FATCA reporting code (if any) _____

(Applies to accounts maintained outside the U.S.)

5 Address (number, street, and apt. or suite no.) See instructions.
524 N H ST

6 City, state, and ZIP code
LAKE WORTH, FL 33460

Requester's name and address (optional)
Palm Beach Mechanical Inc
4054 Artesa Drive
Boynton Beach, FL 33436

7 List account number(s) here (optional)

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number
			-			-				

or

Employer identification number
8	1	-	2	2	8	4	6	6	2

Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3. I am a U.S. citizen or other U.S. person (defined below); and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here | **Signature of U.S. person ▶** [signature] **Date ▶** 9/10/2020

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to *www.irs.gov/FormW9.*

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)
- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, *later.*

Sponsored by: Vice Mayor Kelley

RESOLUTION NO. 26-XXXX

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF OPA-LOCKA, FLORIDA, DIRECTING THE CITY MANAGER TO EXPLORE THE IMPLEMENTATION OF ACCESSORY DWELLING UNITS WITHIN RESIDENTIAL ZONING AREAS OF THE CITY; PROVIDING FOR INCORPORATION OF RECITALS; PROVIDING FOR SCRIVENER'S ERRORS; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, Miami-Dade County is experiencing a housing crisis where affordable housing is difficult to obtain; and

WHEREAS, pursuant to Section 163.3202, Florida Statutes, an Accessory Dwelling Unit (ADU) is defined as "an ancillary or secondary living unit, that has a separate kitchen, bathroom, and sleeping area, existing either within the same structure, or on the same lot, as the primary dwelling unit"; and

WHEREAS, the City Manager is hereby requested to explore the potential implementation of Accessory Dwelling Units (ADUs) in residential zoning areas within the City of Opa-Locka ("City"); and

WHEREAS, the exploration of this issue by the City Manager should include, but not be limited to: a recommendation of how many ADU's should be allowed per property; numeric size limit for site; occupancy limits; parking regulations; minimum rental term; whether there should be a short-term rental prohibition; specifying certificate-of use requirements; determining renewal/inspection rules; specifying separate-address/utility requirements; specifications for rear-or-side placement for detached units; height standards tied to the principal structure; and

WHEREAS, any findings and recommendations by the City Manager shall be presented to the City Commission prior to legislation preparation; and

WHEREAS, the City Commission of the City of Opa-Locka finds that it is in the best interest of the City and its residents to direct the City Manager to explore the implementation of Accessory Dwelling Units within residential zoning areas of the City.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF OPA LOCKA, FLORIDA:

SECTION 1. RECITALS ADOPTED.

The recitals to the preamble herein are incorporated by reference.

SECTION 2. AUTHORIZATION

The City Commission of the City of Opa-Locka hereby directs the City Manager to explore the implementation of Accessory Dwelling Units (ADUs) within residential zoning areas of the City.

SECTION 3. SCRIVENER'S ERRORS

Sections of this Resolution may be renumbered or re-lettered and corrections of typographical errors which do not affect the intent may be authorized by the City Manager following review by the City Attorney and without need of public hearing, by filing a corrected copy of same with the City.

SECTION 4. EFFECTIVE DATE

This Resolution shall take effect upon the adoption and is subject to the approval of the Governor or Governor's Designee.

PASSED and **ADOPTED** this _____ day of _____, 2026.

_____
John H. Taylor, Jr., Mayor

ATTEST:

_____
Joanna Flores, City Clerk

APPROVED AS TO FORM
AND LEGAL SUFFICIENCY:

_____
Burnadette Norris-Weeks, PA
City Attorney

Moved by: _____

Seconded by: _____

VOTE:

Commissioner Bass	_____
Commissioner Ervin	_____
Commissioner Santiago	_____
Vice Mayor Kelley	_____
Mayor Taylor	_____

City of Opa-locka
Agenda Cover Memo

City Manager:	Sha'mecca Lawson			**CM Signature**				
Commission Meeting Date:	5.27.2026		**Item Type:** *(Enter X in box)*	**Resolution**	**Ordinance**		**Other**	
					X			
Fiscal Impact: *(Enter X in box)*	**Yes**	**No**	**Resolution Reading:** *(Enter X in box)*		**1st Reading**		**2nd Reading**	
	X		**Public Hearing:** *(Enter X in box)*		**Yes**	**No**	**Yes**	**No**
					X		X	
Funding Source: *Account#:*	*(Enter Fund & Dept)* Ex: N/A See Financial Impact section below		**Advertising Requirement:** *(Enter X in box)*		**Yes**		**No**	
					X			
ILA Required: *(Enter X in box)*	**Yes**	**No**	**RFP/RFQ/Bid#:**					
	X							
Strategic Plan Related *(Enter X in box)*	**Yes**	**No**	**Strategic Plan Priority Area:** **Enhance Organizational** ☐ **Bus. & Economic Dev** ■ **Public Safety** ☐ **Quality of Education** ☐ **Qual. of Life & City Image** ☐ **Communication** ☐		**Strategic Plan Obj./Strategy:** *(list the specific objective/strategy this item will address)*			
	X							
Sponsor Name	Vice Mayor Kelley		**Department:**		City Commission			

Short Title:

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF OPA-LOCKA DIRECTING THE CITY MANAGER TO EXPLORE AND CREATE A PROGRAM TO PERMIT ACCESSORY DWELLING UNITS (ADUs) IN RESIDENTIAL ZONING AREAS.

Staff Summary:

Miami Dade County has experienced an increase during the ongoing local housing crisis. As a result, housing availability and affordability has been difficult to obtain for residents. An Accessory Dwelling Unit (ADU) is an attached or detached accessory building, or portion thereof, that is used as an ancillary residential unit and is located on the same lot as the principal single-family dwelling. It has a separate kitchen, bathroom, and sleeping area, and it is intended for use by a separate family of occupants. Amending the city's code to permit Accessory Dwelling Units (ADUs) will create additional housing options that address affordability, generational living, and urban sprawl in single-family zoned neighborhoods while maintaining the character and architectural features of single-family communities. City Administration shall explore and create a program to permit Accessory Dwelling Units (ADUs) in residential zoning areas and include the follow information in the recommendation;

- How many ADU's should be allowed per property

- Numeric size limit for site
- Occupancy limits
- parking regulations
- Minimum rental term; whether there should be a short-term rental prohibition
- Specifying certificate-of use requirements; determining renewal/inspection rules
- Specifying separate-address/utility requirements
- Specifications for rear-or-side placement for detached units
- Height standards tied to the principal structure.

The program must be presented to the City Commission for approval prior to enactment.

Financial Impact – With the addition of another structure to a property, the fiscal impact would be increased permit fees and increased property tax revenue.

Proposed Action:

Staff will adhere to the direction of the City Commission.

Attachment:

Sponsored By: City Manager

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF OPA-LOCKA, FLORIDA, AMENDING CHAPTER 22, OF THE LAND DEVELOPMENT REGULATIONS, ARTICLE XII, DIVISION 5 ENTITLED "WATER AND SEWER IMPACT FEES", SPECIFICALLY AMENDING SECTION 22-379(F) ENTITLED "LEGISLATIVE FINDINGS" TO CHANGE THE NAME OF THE UPDATED RATE STUDY CONSULTANT TO STANTEC CONSULTING SERVICES INC; AMENDING SECTION 22-385 ENTITLED "COMPUTATION OF THE AMOUNT OF WATER AND SEWER IMPACT FEE" TO UPDATE WATER AND SEWER AND RELATED FACILITIES FEES; AMENDING SECTION 22-386 ENTITLED "PAYMENT OF FEE" TO UPDATE IMPACT FEE PAYMENT TERMS; PROVIDING FOR ADOPTION OF REPRESENTATIONS; PROVIDING FOR CONFLICT AND REPEALER; PROVIDING FOR SEVERABILITY; PROVIDING FOR INCLUSION IN CODE; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City of Opa-Locka ("City") pursuant to Resolution Number 23-139, the City of Opa-Locka retained Stantec Consulting Services Inc. (Stantec) to conduct a comprehensive impact fee study related to new land development for water and sewer and related facilities; and

WHEREAS, based upon data collected, infrastructure needs and growth projections, Stantec updated water study and recommended modifications to the City's water and sewer impact fees; and

WHEREAS, the Impact Fee Study was presented to the City Commission on December 10, 2025; and

WHEREAS, the recommended amendments to water and sewer and related facilities impact fees are necessary to ensure that adequate levels of service are provided and maintained for growth in residential, commercial and industrial areas.

WHEREAS, the City desires to amend Chapter 22, Article XII, of the City of Opa-Locka's Land Development Regulations entitled "Impact Fees", specifically Section 22-379(f) entitled "Legislative Findings" to replace the name of the Study Consultant to reflect Stantec Consulting Services Inc; and

WHEREAS, the City further desires to amend Section 22-385 to update the water and sewer and related facilities impact fees to be consistent with the Impact Fee Study conducted by Stantec Consulting Services Inc; and

WHEREAS, the City Commission has determined that it would be in the best interests of the City to amend the Land Development Regulations as set forth herein.

NOW THEREFORE, BE IT ORDAINED BY THE CITY COMMISSION OF THE CITY OF OPA-LOCKA, FLORIDA, AS FOLLOWS:

SECTION 1. Adoption of Representations. The foregoing "Whereas" clauses are hereby ratified and confirmed as being true and the same are hereby made a specific part of this Ordinance.

Section 2. Amending Chapter 22, Article XII, Section 22-379(f) of the City of Opa-Locka's Land Development Regulations entitled "Impact Fees", specifically Section 22-379(f) entitled "Legislative Findings" as follows:

Sec. 22-379. Legislative findings.

The city commission finds, determines, and declares:

A. *The city must expand its water and sewer system in order to maintain current standards if new development is to be accommodated without decreasing current levels of service. This must be done in order to promote and protect the public health, safety and welfare.*

B. *The state legislature through the enactment of F.S. § 3202(3) has sought to encourage the city to enact impact fees.*

C. *The imposition of impact fees is one of the preferred methods of ensuring that development bears a proportionate share of the cost of capital facilities necessary to accommodate such development. This must be done in order to promote and protect the public health, safety and welfare;*

D. *Each of the types of land development described in section 22-385, will create demand for the expansion of road drainage capacity and the construction of road drainage improvements.*

E. *The impact fees established by section 22-385 are derived from, are based upon, and do not exceed the costs of providing additional water and sewer capacity and improvements necessitated by the new land developments for which the impact fees are levied.*

F. *The city retained Stantec Consulting Services Inc. ~~Burton and Associates~~ to conduct a study on the need for water and sewer impact fees and the methods for calculating such fees, and that study, which was presented to the city commission on December 10, 2025, is hereby incorporated reference in its entirety.*

Section 3. Amending Chapter 22, "Land Development Regulations,"Article XII, Division 5 entitled "Water and Sewer Impact Fees" of the City of Opa-Locka's Land Development Regulations entitled "Impact Fees", specifically Section 22-385 entitled "Computation of the Amount of Water and Sewer Impact Fee" as follows:

Sec. 22-385. Computation of the amount of water and sewer impact fee.

The total combined water and sewer impact fees are ~~$2,715.00~~ $3,009.00. A table presenting the calculated impact fee assuming one hundred (100) percent cost recovery from this study is presented below:

Effective Date	Water
Oct. 1, 2026	$1,570
Oct. 1, 2027	$1,701
Oct. 1, 2028	$1,701
Oct. 1, 2029	$1,701

~~Calculated Water & Sewer Impact Fees per ERU~~		
~~Water~~	~~Sewer~~	~~Combined~~
~~$1,439.00~~	~~$1,276.00~~	~~$2,715.00~~

Water meter size is used to determine ERUs for water and sewer customers. Single-family homes represent one ERU as they typically have a three-quarter (¾) inch by five-eighths (⅝) inch water meter. For larger meter sizes, the following table shows the ERUs for each meter size and the resulting water and sewer impact fees by meter size. The ERUs for each meter size are determined by the AWWA maximum flow criteria for each meter size. (See the table below and the attached impact fee study).

Water Meter Size	ERU Equivalency	10/1/26 Water & Sewer Impact Fee	10/1/27 Water & Sewer Impact Fee	10/1/28 Water & Sewer Impact Fee	10/1/29 Water & Sewer Impact Fee
5/8 inch	1	$3,009	$3,300	$3,460	$3,620
1 inch	2.5	$7,523	$8,250	$8,650	$9,050
1 1/2 inch	5	$15,045	$16,500	$17,300	$18,100
2 inch	8	$24,072	$26,400	$27,680	$28,960
3 inch	21.8	$65,596	$71,940	$75,428	$78,916
4 inch	37.5	$112,838	$123,750	$129,750	$135,750
6 inch	80	$240,720	$264,000	$276,800	$289,600
8 inch	140	$421,260	$462,000	$484,400	$506,800

~~Water Meter Size~~	~~ERUs~~	~~Water Impact Fee~~	~~Sewer Impact Fee~~	~~Combined: Water and Sewer Impact Fee~~
~~¾ inch~~	~~1~~	~~1,439~~	~~1,276~~	~~2,715~~
~~1 inch~~	~~2.5~~	~~3,598~~	~~3,190~~	~~6,788~~
~~1 ½ inch~~	~~5~~	~~7,195~~	~~6,380~~	~~13,575~~
~~2 inch~~	~~8~~	~~11,512~~	~~10,208~~	~~21,720~~
~~3 inch~~	~~16~~	~~23,024~~	~~20,416~~	~~43,440~~
~~4 inch~~	~~25~~	~~35,975~~	~~31,900~~	~~67,875~~
~~6 inch~~	~~50~~	~~71,950~~	~~63,800~~	~~135,750~~
~~8 inch~~	~~80~~	~~115,120~~	~~102,080~~	~~217,200~~

SECTION 4. Amending Chapter 22, "Land Development Regulations,"Article XII, Division 5 entitled "Water and Sewer Impact Fees" of the City of Opa-Locka's Land Development Regulations entitled "Impact Fees", specifically Section 22-386 entitled "Payment of fee" as follows:

Sec. 22-386. - Payment of fee.

A. The feepayer shall pay the water and sewer impact fee prior to the issuance of a permit.

B. The water and sewer impact fee required by this ordinance to the administrative official or his/her designee, prior to the issuance of a temporary certificate of occupancy, certificate of occupancy, or other final approval.

C. All applicable impact fees imposed by this Article shall be paid in full prior to the issuance of any building permit for the subject development.
D. No building permit, development permit, or other authorization for construction shall be issued until all required impact fees have been paid.
E. Failure to pay impact fees when due shall result in:

(a) Withholding of permits or certificates of occupancy;

(b) Stop-work orders;

(c) Imposition of liens as authorized by law.

~~C~~F. All funds collected shall be promptly transferred for deposit in the water and sewer impact fee trust fund account as determined in section 22-388 and used solely for the purposes specified in this division.

SECTION 5. Authorization of City Commission. The City Commission of the City of Opa-Locka, Florida hereby authorizes the update of the amendments as set forth herein.

SECTION 6. Severability. The provisions of this Ordinance are severable, and it is the legislative intention to confer upon the whole or any part of the Ordinance the powers herein provided. If any provision of this Ordinance shall be held unconstitutional by any court of competent jurisdiction, the decision of such court shall not affect or impair any remaining provisions of the Ordinance. It is hereby declared to be the legislative intent that this Ordinance would have been adopted had such unconstitutional provision not been included herein.

SECTION 7. Conflict and Repealer. All ordinances and parts of ordinances in conflict with this ordinance are hereby repealed.

SECTION 8. Inclusion In Code. It is the intention of the City Commission of the City of Opa-locka that the provisions of this Ordinance shall, at some time in the future, become and be made a part of the General Code of Ordinances of the City of Opa-Locka and that the sections of this Ordinance may be renumbered or re-lettered and the word "Ordinance" may be changed to "Chapter," "Section," "Article" or such other appropriate word or phrase, the use of which shall accomplish the intentions herein expressed.

SECTION 9. Scrivener's Errors. Sections of this Ordinance may be renumbered or re-lettered and corrections of typographical errors which do not affect the intent as may be authorized by the City Manager without need of public hearing following review by the City Attorney, by filing a corrected or re-codified copy of same with the City Clerk.

SECTION 10. Effective Date. This Ordinance shall, upon adoption, become effective as specified by the City of Opa-Locka Code of Ordinances and the City of Opa-Locka Charter.

PASSED FIRST READING this __ day of _____ 2026.

PASSED SECOND READING this __ day of _____ 2026.

_____
John Taylor, Mayor

ATTEST:

_____
Joanna Flores, City Clerk

APPROVED AS TO FORM AND LEGAL SUFFICIENCY:

_____
Burnadette Norris-Weeks, P.A.
City Attorney

Moved by: _____

Seconded by: _____

VOTE:

Commissioner Bass	_____
Commissioner Santiago	_____
Commissioner Ervin	_____
Vice Mayor Kelley	_____
Mayor Taylor	_____

City of Opa-locka
Agenda Cover Memo

Department Director:	Gregory D. Gay			**Department Director Signature:**			
City Manager:	Sha'mecca Lawson			**CM Signature**			
Commission Meeting Date:	3.11.2026		**Item Type:** *(Enter X in box)*	**Resolution**	**Ordinance**		**Other**
					X		
Fiscal Impact: *(Enter X in box)*	**Yes**	**No**	**Ordinance Reading:** *(Enter X in box)*		**1st Reading**		**2nd Reading**
					X		
	X		**Public Hearing:** *(Enter X in box)*		**Yes**	**No**	**Yes**	**No**
					X		X	
Funding Source: *Account# :*	*(Enter Fund & Dept)* Ex: N/A See Financial Impact section below		**Advertising Requirement:** *(Enter X in box)*		**Yes**		**No**	
					X			
ILA Required: *(Enter X in box)*	**Yes**	**No**	**RFP/RFQ/Bid#:**					
		X						
Strategic Plan Related *(Enter X in box)*	**Yes**	**No**	**Strategic Plan Priority Area:**		**Strategic Plan Obj./Strategy:** *(list the specific objective/strategy this item will address)*			
	X		**Enhance Organizational** ☐ **Bus. & Economic Dev** ■ **Public Safety** ■ **Quality of Education** ☐ **Qual. of Life & City Image** ■ **Communication** ☐		**Business & Economic Development**			
Sponsor Name	City Manager		**Department:**		Planning & Community Development			

Short Title:

AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF OPA-LOCKA AMENDING ORDINANCE 15-24 RELATING TO THE REGULATION OF THE USE AND DEVELOPMENT OF LAND IN THE INCORPORATED AREAS OF THE CITY OF OPA LOCKA, FLORIDA; IMPOSING AN IMPACT FEE ON LAND DEVELOPMENT IN THE CITY OF OPA LOCKA FOR PROVIDING FOR NEW WATER AND SEWER AND RELATED FACILITIES NECESSITATED BY SUCH NEW DEVELOPMENT; STATING THE AUTHORITY FOR ADOPTION OF THE ORDINANCE; PROVIDING DEFINITIONS; PROVIDING FINDINGS AND DECLARATIONS OF THE CITY COMMISSION; PROVIDING FOR THE PAYMENT AND TIME OF PAYMENT OF A WATER AND SEWER IMPACT FEE; PROVIDING FOR REVIEW OF WATER AND SEWER IMPACT FEES AND THE FEE SCHEDULES; PROVIDING FOR THE ESTABLISHMENT OF A WATER AND SEWER IMPACT FEE DISTRICT; PROVIDING FOR THE PLACEMENT OF REVENUE COLLECTED FROM WATER AND SEWER IMPACT FEES INTO THE WATER AND SEWER IMPACT FEE TRUST FUND ESTABLISHED FOR THAT PURPOSE; PROVIDING FOR EXEMPTIONS AND CREDITS; PROVIDING FOR REFUND OF UNEXPENDED FUNDS; PROVIDING FOR USE OF FUNDS DERIVED FROM WATER AND SEWER IMPACT FEES; PROVIDING THAT WATER AND SEWER IMPACT FEES MAY BE PLEDGED TOWARD PAYMENT OF BOND ISSUES AND SIMILAR DEBT

INSTRUMENTS; PROVIDING FOR PENALTIES FOR VIOLATION OF THIS ORDINANCE; CONTAINING A REPEALER PROVISION FOR SEVERABILITY CLAUSE, AND PROVIDING FOR AN EFFECTIVE DATE

Staff Summary:

Water and sewer services are essential to maintain an elevated quality of life. Impact fees should be reviewed and updated every five years to ensure they remain sufficient to meet current and projected demands, however the City's fees have been in effect for nearly a decade.

The City Commission previously adopted Ordinance No. 15-24 which imposed impact fees on new land development for water and sewer related facilities.

Pursuant to Resolution No. 23-139, the City retained Stantec Consulting Services to conduct a comprehensive impact fee study. Based on current data, infrastructure needs, and growth projections, Stantec recommended modifications to the City's water and sewer impact fees. The Impact Fee Study was presented to the City Commission on December 10, 2025, and is incorporated herein by reference.

The recommended amendments to the water and sewer and related facilities impact fees are necessary to ensure that adequate levels of service are provided and maintained for new growth in residential, commercial, and industrial areas. The existing impact fees—$1,439 per Equivalent Residential Unit (ERU) for water and $1,276 per ERU for sewer—are insufficient to meet the City's current and future infrastructure needs.

Accordingly, Stantec recommended a four-year phased-in increase to the water and sewer impact fees, as outlined below:

Phase In Year	Date Range	Water Impact Fee	Sewer Impact Fee	Total Impact Fee
Year 1	July 1, 2026-June 30, 2027	$1,570	$1,439	$3,009
Year 2	July 1, 2027-June 30, 2028	$1,701	$1,599	$3,300
Year 3	July 1, 2028-June 30, 2029	$1,701	$1,759	$3,460
Year 4	July 1,2029-June 30, 2030	$1,701	$1,919	$3,620

Financial Impact- With a Water Impact fee increase of $131.00 or 9% and the Sewer Impact fee of $160.00 or 13%. Cumulatively this equates to $291.00 or 11% increase. Future Impact Fee revenues could increase at the same rate or more depending on new development in the City.

Proposed Action:

Planning and Community Development staff recommend the approval of this legislation.

Attachment:

Draft Ordinance
Stantec Impact Fee Study and Recommendations
Ordinance 04-09
Ordinance 15-24



Stantec

Opa-Locka, FL

Impact Fee Study

Background

- City of Opa-Locka impact fees unchanged since 2015 Study performed by Stantec
  - Parks
  - Police
  - Stormwater
  - Water
  - Sewer

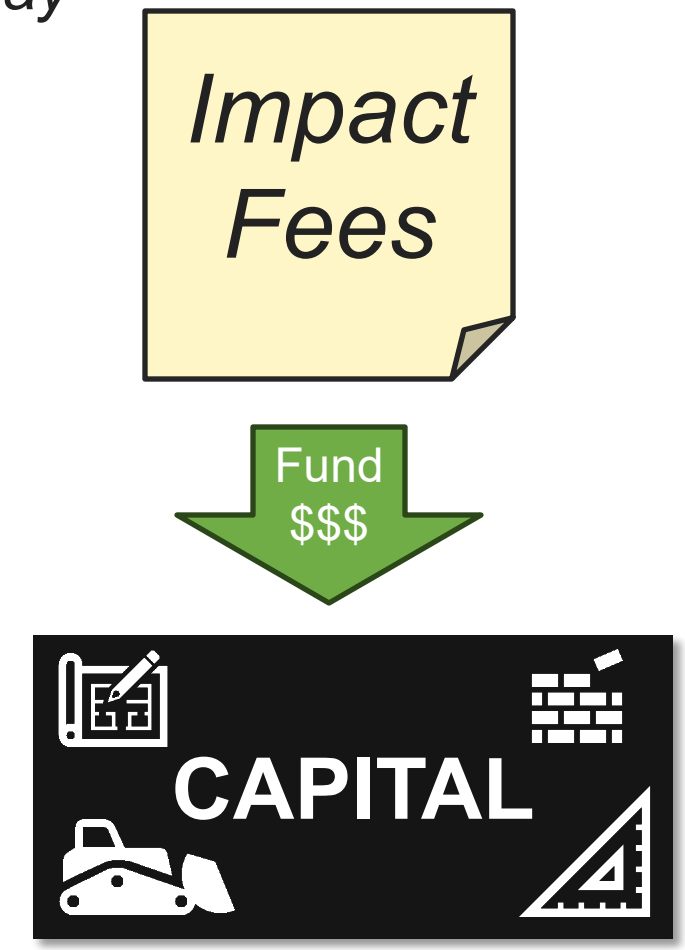


Scope of Study: Re-calculate all existing impact fees

Background

- Impact fees allow new development to *"pay its own way"*
  - Funds expansion related capital costs
  - Not for operations, maintenance, or replacement

- Without impact fees:
  1) Facilities may not be constructed
  2) Facilities may be funded by existing taxpayers



Background

Current Fee schedule (adopted in 2015)







	Parks	Public Safety	Stormwater	Water	Sewer
Charge	$0.998	$0.17	$829	$1,439	$1,279
Unit	SQFT	SQFT	ERU	ERU	ERU

Calculation

US CPI Growth since ‘15 = 32%

	Cost Basis	Capacity	Single Family Impact Fee	Existing (2015)	%
Parks	$12.6 M	Existing Residential Served	**$1.31**	$0.998	31%
Public Safety	$3.8 M	Existing Served	**$0.20**	$0.17	18%
Stormwater	$15.1 M	Existing Impervious ERUs + 15yr Growth	**$835**	$829	1%
Water	$26.3 M	Equivalent Residential Connections	**$1,701**	$1,439	18%
Sewer	$30.3 M	Equivalent Residential Connections	**$2,405**	$1,279	88%

Totals – Single Family

	Existing Fee (2015)	Proposed Impact Fee	Change $	Change %
Parks*	$1,497	**$1,965**	+$468	31%
Public Safety*	$255	**$300**	+$45	18%
Stormwater **	$829	**$829**	$0	0%
Water	$1,439	**$1,701**	+$262	18%
Sewer ***	$1,279	**$1,919**	+$640	50%
Total	$5,299	**$7,315**	+$1,415	38%

* Single Family average of 1,500 SF

** Recommend no change

*** Capped at 50%

Reforms to Florida Impact Fee Law



"Phase-In Limitations" on Impact Fee Increases

- ☑ ≤ 25% Two Equal Annual Increments
- ☑ >25% ≤ 50% Four Increments
- ☑ >50% Not Allowed
- ☑ Increase only once every 4 years

Exceeding the Limitations

1. A special study that outlines ***extraordinary circumstances***
2. Two publicly noticed workshops
3. Two-thirds approval

Parks and Recreation Phase In

Land Use	Calculated Change	Phase-In Time	Current Fee	Year 1	Year 2	Year 3	Year 4
Parks & Recreation Impact Fee	31%	4 Year	$ 0.998	$ 1.08	$ 1.15	$ 1.23	$ 1.31

Land Use	Annual Increase / (Decrease):	Year 1	Year 2	Year 3	Year 4
Parks & Recreation Impact Fee		*$ 0.08*	*$ 0.07*	*$ 0.08*	*$ 0.08*

Public Safety Phase In

Land Use	Calculated Change	Phase-In Time	Current Fee	Year 1	Year 2	Year 3	Year 4
Public Safety Impact Fee	18%	2 Years	$ 0.17	$ 0.19	$ 0.20	$ 0.20	$ 0.20

Land Use	Annual Increase / (Decrease):	Year 1	Year 2	Year 3	Year 4
Public Safety Impact Fee		*$ 0.02*	*$ 0.01*	$ -	$ -

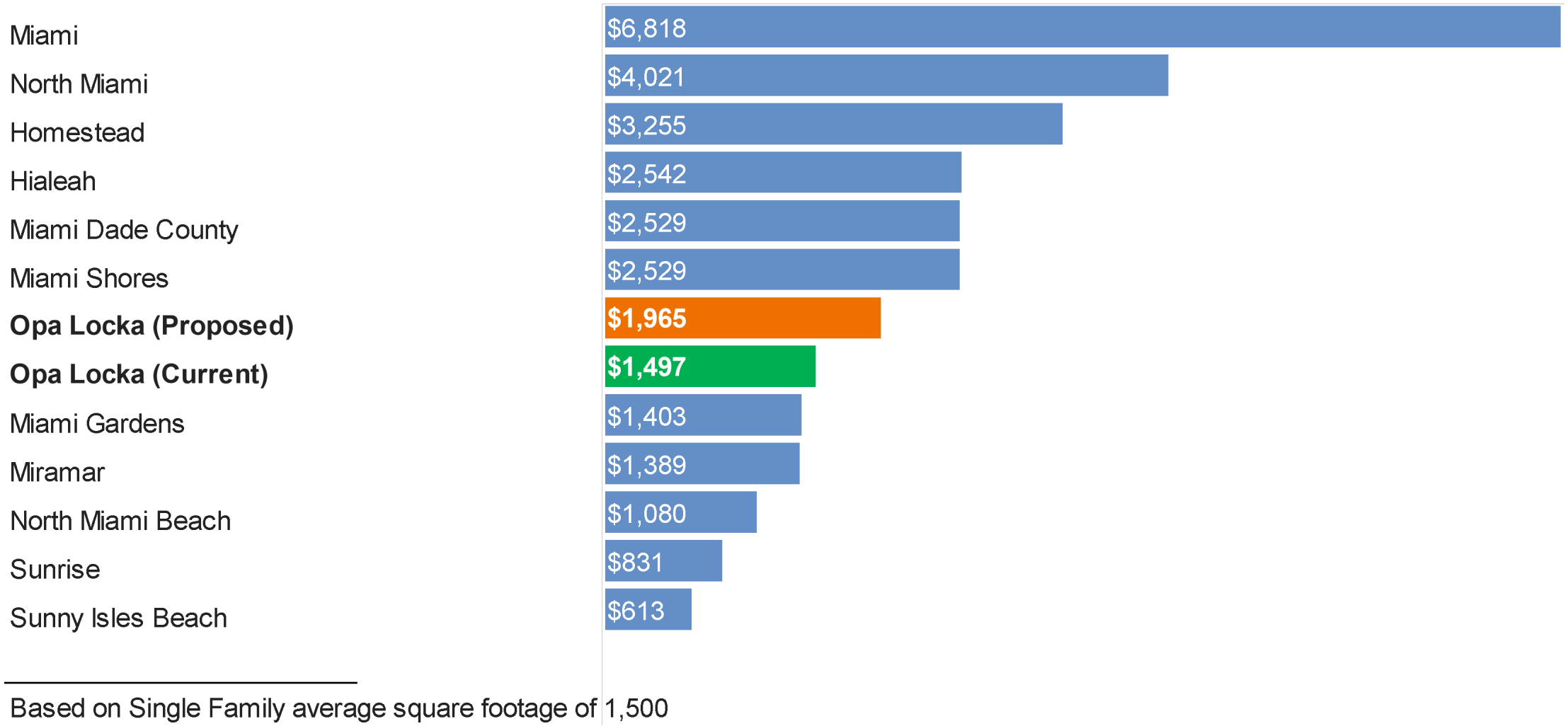
Water/Sewer Phase In

Land Use	Calculated Change	Phase-In Time	Current Fee	Year 1	Year 2	Year 3	Year 4
Water Impact Fee	18%	2 Year	$ 1,439.00	$ 1,570.00	$ 1,701.00	$ 1,701.00	$ 1,701.00
Sewer Impact Fee	50% [1]	4 Year	$ 1,279.00	$ 1,439.00	$ 1,599.00	$ 1,759.00	$ 1,919.00

Land Use	Annual Increase / (Decrease):	Year 1	Year 2	Year 3	Year 4
Water Impact Fee		*$ 131.00*	*$ 131.00*	*$ -*	*$ -*
Sewer Impact Fee		*$ 160.00*	*$ 160.00*	*$ 160.00*	*$ 160.00*

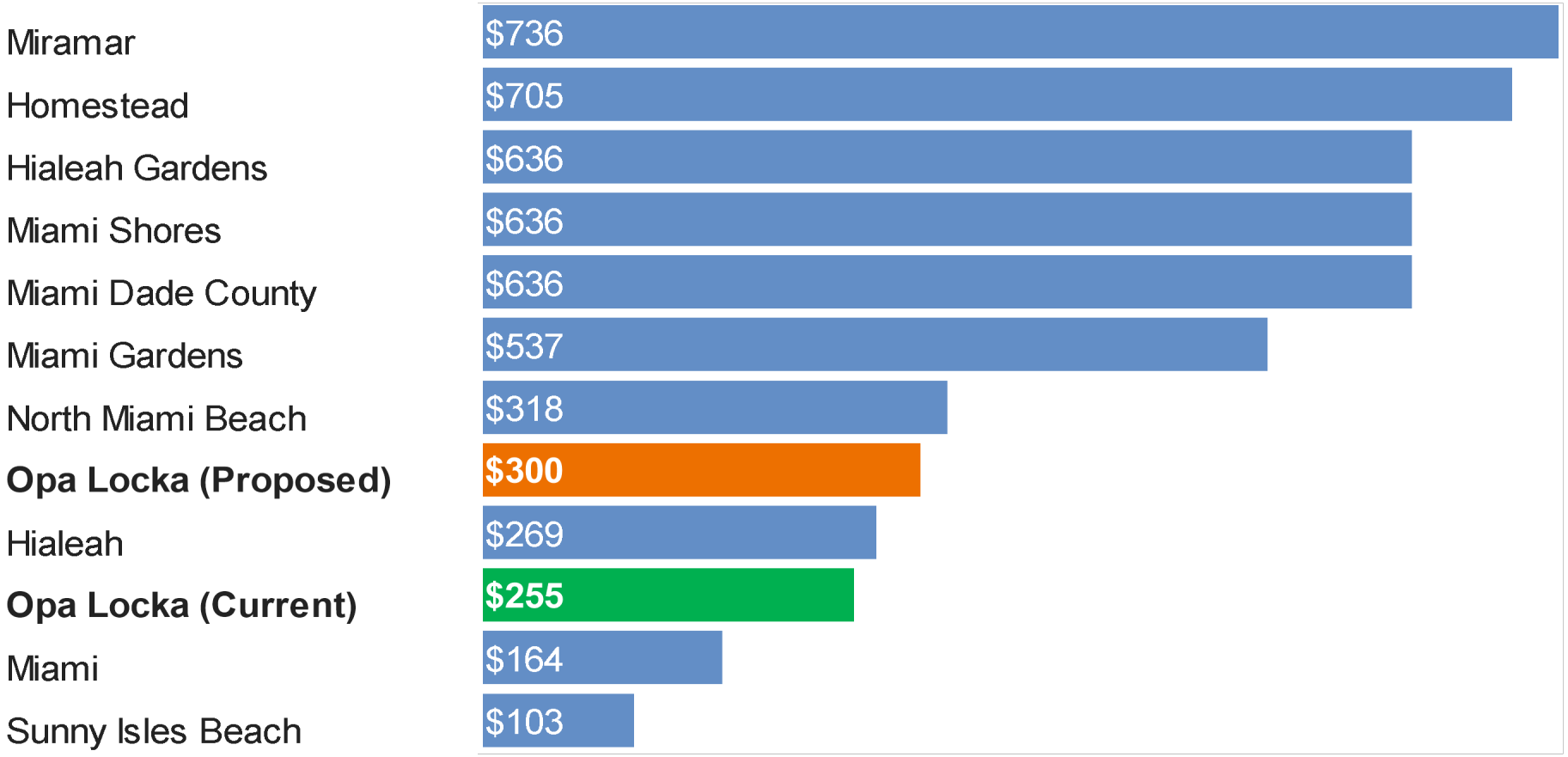
[1] Sewer Impact Fee increase limited to 50% according to limits set by Florida State Statues

Parks and Recreation Impact Fee Survey – Single Family



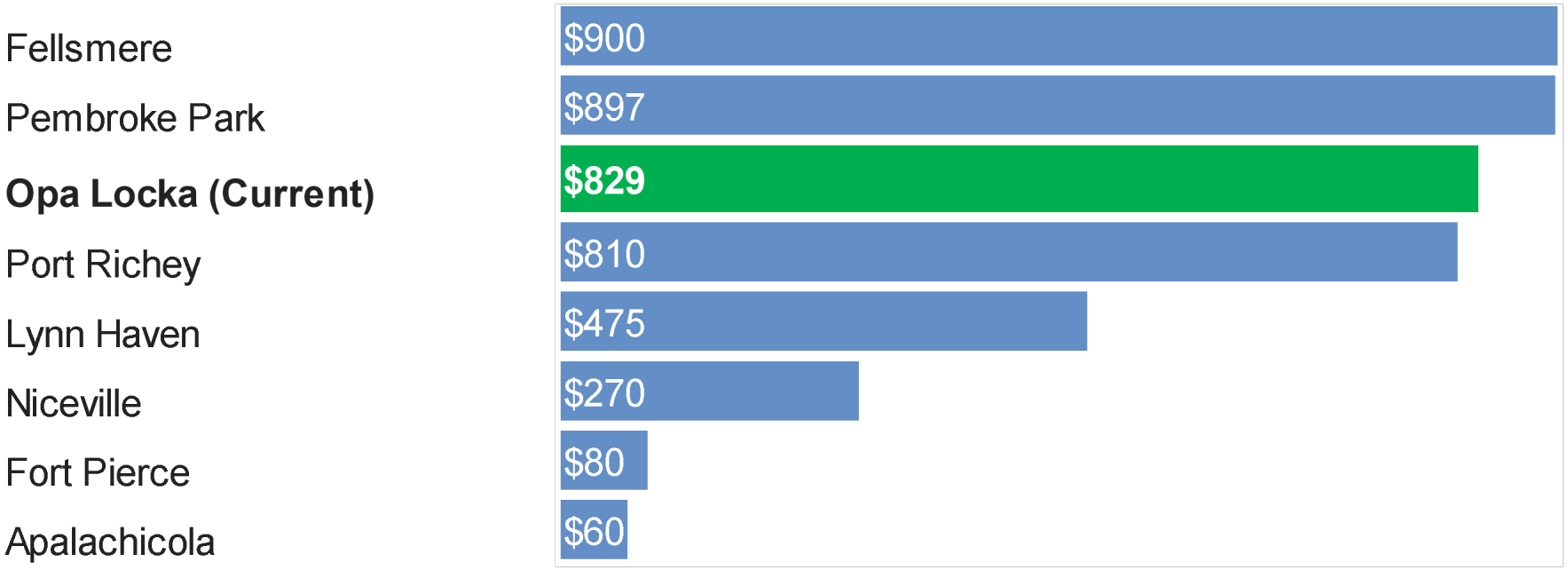
Based on Single Family average square footage of 1,500

Public Safety Impact Fee Survey – Single Family



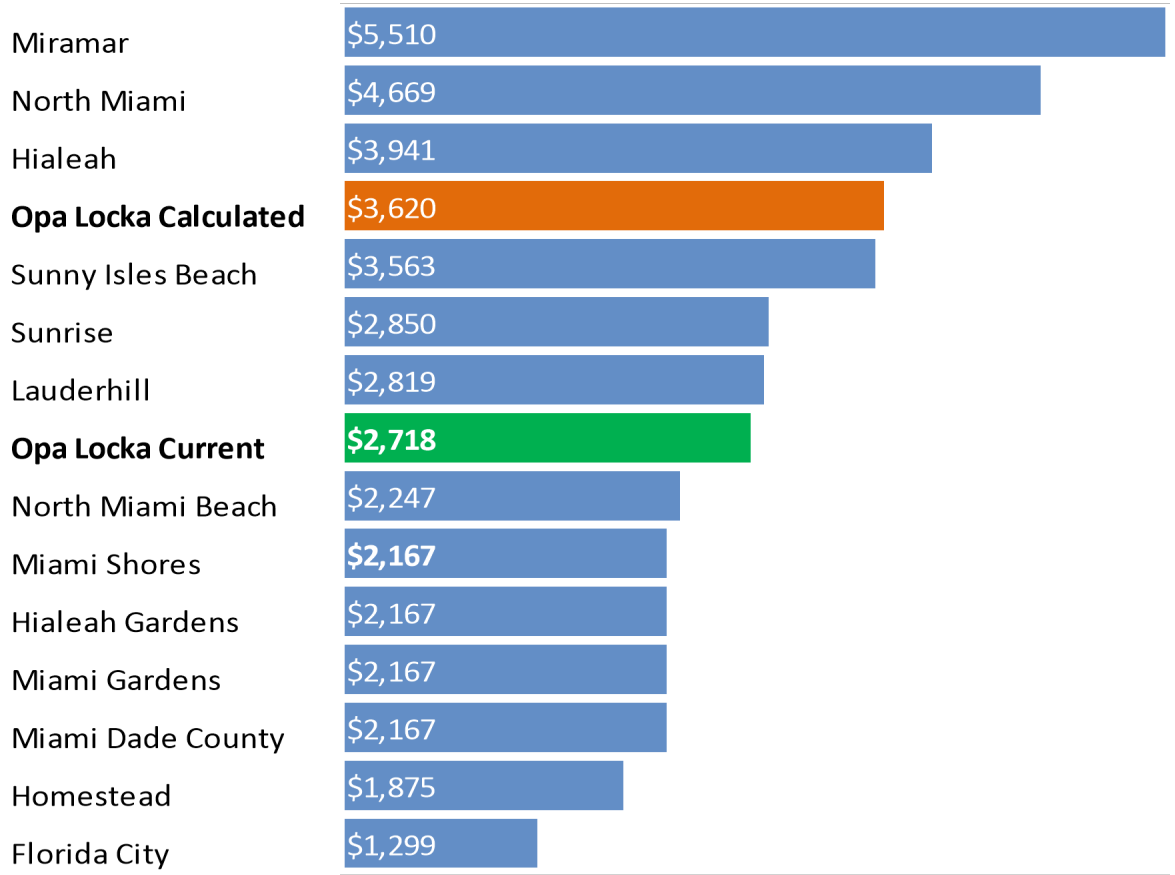
Based on Single Family average square footage of 1,500

Stormwater Impact Fee Survey – Single Family



Water/Sewer Impact Fee Survey – Single Family

Single Family Water Sewer Impact Fee Survey



Based on Single Family average square footage of 1,500

Next Steps

- Consider adopting the updated schedule of calculated impact fees as presented herein
- Notice required **90 days** before the effective date
- Update impact fees in four years



Questions?

Peter Napoli
Senior Manager
Peter.Napoli@stantec.com

1st Reading: June 24, 2015
2nd Reading: July 22, 2015
Public Hearing: July 22, 2015
Adopted: July 22, 2015
Effective Date: July 22, 2015
Sponsored by: City Manager

ORDINANCE NO. 15-24

WATER AND SEWR IMPACT FEE ORDINANCE

AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF OPA-LOCKA, FLORIDA RELATING TO THE REGULATION OF THE USE AND DEVELOPMENT OF LAND IN THE INCORPORATED AREAS OF THE CITY OF OPA LOCKA, FLORIDA; IMPOSING AN IMPACT FEE ON LAND DEVELOPMENT IN THE CITY OF OPA LOCKA FOR PROVIDING FOR NEW WATER AND SEWER AND RELATED FACILITIES NECESSITATED BY SUCH NEW DEVELOPMENT; STATING THE AUTHORITY FOR ADOPTION OF THE ORDINANCE; PROVIDING DEFINITIONS; PROVIDING FINDINGS AND DECLARATIONS OF THE CITY COMMISSION; PROVIDING FOR THE PAYMENT AND TIME OF PAYMENT OF A WATER AND SEWER IMPACT FEE; PROVIDING FOR REVIEW OF WATER AND SEWER IMPACT FEES AND THE FEE SCHEDULES; PROVIDING FOR THE ESTABLISHMENT OF A WATER AND SEWER IMPACT FEE DISTRICT; PROVIDING FOR THE PLACEMENT OF REVENUE COLLECTED FROM WATER AND SEWER IMPACT FEES INTO THE WATER AND SEWER IMPACT FEE TRUST FUND ESTABLISHED FOR THAT PURPOSE; PROVIDING FOR EXEMPTIONS AND CREDITS; PROVIDING FOR REFUND OF UNEXPENDED FUNDS; PROVIDING FOR USE OF FUNDS DERIVED FROM WATER AND SEWER IMPACT FEES; PROVIDING THAT WATER AND SEWER IMPACT FEES MAY BE PLEDGED TOWARD PAYMENT OF BOND ISSUES AND SIMILAR DEBT INSTRUMENTS; PROVIDING FOR PENALTIES FOR VIOLATION OF THIS ORDINANCE; CONTAINING A REPEALER PROVISION FOR SEVERABILITY CLAUSE, AND PROVIDING FOR AN EFFECTIVE DATE

BE IT ORDAINED BY THE CITY COMMISSION OF THE CITY OF OPA LOCKA, FLORIDA:

Section 1: Legislative Findings

The City Commission of the City of Opa-locka finds, determines, and declares:

A. The City of Opa-locka must expand its water and sewer system in order to maintain current standards if new development is to be accommodated without decreasing current levels of service. This must be done in order to promote and protect the public health, safety and welfare.

B. The Florida Legislature through the enactment of Florida Statutes, Chapter 163, Part II, Section 3202(3) has sought to encourage the City of Opa-locka to enact impact fees.

C. The imposition of impact fees is one of the preferred methods of ensuring that development bears a proportionate share of the cost of capital facilities necessary to accommodate such development. This must be done in order to promote and protect the public health, safety and welfare;

D. Each of the types of land development described in Section 7 hereof, will create demand for the expansion of road drainage capacity and the construction of road drainage improvements.

E. The impact fees established by Section 7 are derived from, are based upon, and do not exceed the costs of providing additional water and sewer capacity and improvements necessitated by the new land developments for which the impact fees are levied.

F. The City retained Burton and Associates to conduct a study on the need for water and sewer impact fees and the methods for calculating such fees, and that study, which was presented to the City Commission on May 5th, 2015, is hereby incorporated reference in its entirety.

Section 2. Short Title and Authority

A. This ordinance shall be known and may be cited as the "The City of Opa-locka Water and Sewer Impact Fee Ordinance."

B. The City Commission of the City of Opa-locka has the authority to adopt this ordinance pursuant to Article IV of the Constitution of the State of Florida, and Chapter 125 of the Florida Statutes.

C. This ordinance shall apply in the incorporated area of the City of Opa-locka.

Section 3: Intents and Purposes

A. This ordinance is intended to assist in the implementation of the City of Opa-locka Comprehensive Plan.

B. The purpose of this ordinance is to regulate the use and development of land so

as to assure that new development bears a proportionate share of the cost of capital expenditures necessary to provide water and sewer improvements in the City of Opa-locka.

Section 4: Rules of Construction

A. The provisions of this ordinance shall be liberally construed so as to effectively carry out its purpose in the interest of the public health, safety and welfare.

B. For the purposes of administration and enforcement of this ordinance, unless otherwise stated in this ordinance, the following rules of construction shall apply to the text of this ordinance:

(1) In case of any difference of meaning or implication between the text of this ordinance and any caption, illustration, summary table, or illustrative table, the text shall control.

(2) The word "shall" is always mandatory and not discretionary; the word "may" is permissive.

(3) Words used in the present tense shall include the future; and words used in the singular number shall include the plural, and the plural the singular, unless the context clearly indicates the contrary.

(4) The phrase "used for" includes "arranged for", "designed for", "maintained for", or "occupied for."

(5) The word "person" includes an individual, a corporation, a partnership, an incorporated association, or any other similar entity.

(6) Unless the context clearly indicates the contrary, where a regulation involves two (2) or more items, conditions, provisions, or events connected by the conjunction "and", "or" or "either...or", the conjunction shall be interpreted as follows:

(a) "And" indicates that all the connected terms, conditions, provisions or events shall apply.

(b) "Or" indicates that the connected items, conditions, provisions or events may apply singly or in any combination.

(c) "Either...or" indicates that the connected items, conditions, provisions or events shall apply singly but not in combination.

(7) The word "includes" shall not limit a term to the specific example but is intended to extend its meaning to all other instances or circumstances of like kind or character.

(8) "Administrative Official" means the Director of the Building & License Department and the Building Official or his/her designee who will carry out the administration of this ordinance.

Section 5: Definitions

A. A "fee payer" is a person applying for the issuance of a building permit.

B. "Building permit" is the approval issued by the City of Opa-locka that authorizes the construction or placement of a building, dwelling, mobile home, recreational vehicle or other structure on a site, where the purposes of the building or structure is for the occupancy by humans. This would include temporary as well as permanent occupancy.

C. A "capital improvement" includes planning, land acquisition, site improvements, the construction of new or expanded road drainage facilities, and the acquisition of equipment, but excludes maintenance and operation.

D. "Development Order" means a regulatory approval by the City of Opa-locka.

E. "Square Footage" shall be measured in terms of heated or air-conditioned floor area.

Section 6: Imposition of Water and Sewer Impact Fee

A. Any person who, after the effective date of this ordinance, seeks to develop land within the City of Opa-locka, Florida, by applying for a building permit is hereby required to pay a water and sewer impact fee in the manner and amount set forth in this ordinance.

B. No Certificate of Occupancy for any activity requiring payment of a Road Drainage Impact Fee pursuant to Section 7 of this ordinance shall be issued unless and until the Water and Sewer Impact Fee hereby required has been paid.

C. No extension of a building permit issued prior to the effective date of this ordinance for any activity requiring payment of a Road Drainage Impact Fee pursuant to Section 7 of this ordinance shall be granted unless and until the Water and Sewer Impact Fee hereby required has been paid.

Section 7: Computation of the Amount of Water and Sewer Impact Fee

The total combined water and sewer impact fees are $2,715. A table presenting the calculated impact fee assuming 100% cost recovery from this study is presented below.

Calculated Water & Sewer Impact Fees per ERU		
Water	**Sewer**	**Combined**
$1,439	**$1,276**	**$2,715**

Water meter size is used to determine ERU's for water and sewer customers. Single-Family homes represent one ERU as they typically have a 3/4" x 5/8" water meter. For larger meter sizes, the

following table shows the ERU's for each meter size and the resulting water and sewer impact fees by meter size. The ERU"s for each meter size are determined by the AWWA maximum flow criteria for each meter size. (See the table below and the attached Impact Fee Study).

Water Meter Size	ERU's	Water Impact Fee	Sewer Impact Fee	Combined: Water & Sewer Impact Fee
¾ inch	1	1,439	1,276	2,715
1 inch	2.5	3,598	3,190	6,788
1-1/2 inch	5	7,195	6,380	13,575
2 inch	8	11,512	10,208	21,720
3 inch	16	23,024	20,416	43,440
4 inch	25	35,975	31,900	67,875
6 inch	50	71,950	63,800	135,750
8 inch	80	115,120	102,080	217,200

Section 8: Payment of Water and Sewer Impact Fee

A. The fee payer shall pay the Water and Sewer Impact Fee prior to the issuance of a permit.

B. The Water and Sewer Impact Fee required by this ordinance to the Administrative Official or his/her designee, prior to the issuance of a Temporary Certificate of Occupancy, Certificate of Occupancy, or other final approval.

C. All funds collected shall be promptly transferred for deposit in the Water and Sewer Impact Fee Trust Fund account as determined in Section 10 of this ordinance and used solely for the purposes specified in this ordinance.

Section 9: Water and Sewer Impact Fee Districts

There is hereby established one (1) Water and Sewer Impact Fee Benefit District which includes all land within the City of Opa-locka jurisdictional boundary.

Section 10: Water and Sewer Impact Fee Trust Fund Established

A. There is hereby established one (1) Water and Sewer Impact Fee Trust Fund, established by Section 9 of this Ordinance.

B. Funds withdrawn from this account must be used in accordance with the provisions of Section 11 of this ordinance.

Section 11: Use of Funds

A. Funds collected from Water and Sewer Impact Fees shall be used solely for the purpose of acquiring and/or making capital improvements to water & sewer infrastructure under the jurisdiction of the City of Opa-locka, the County, or the State of Florida, and shall not be used for City day to day operations or road maintenance.

B. Funds shall be used exclusively for acquisitions, expansions, or capital improvements within the City-wide Water and Sewer Impact Fee District, which the funds were collected. Funds shall be expended in the order in which they are collected.

C. In the event that bonds or similar debt instruments are issued for advanced provision of capital facilities for which Water and Sewer Impact Fees may be expended, impact fees may be used to pay debt service on such bonds or similar debt instruments to the extent that the facilities provided are of the type described in Paragraph A above.

D. At least once each fiscal period the Administrative Official shall present to the City Commission a proposed capital improvement program for road drainage, assigning funds, including any accrued interest, to specific road drainage improvement projects and related expenses. Monies, including any accrued interest, not assigned in any fiscal period shall be retained in the Water and Sewer Impact Fee Trust Fund until the next fiscal period except as provided by the refund provisions of this ordinance.

E. Funds may be used to provide refunds as described in Section 12.

Section 12: Refund of Water and Sewer Impact Fees Paid

A. If a building permit expires without commencement of construction, then the fee payer shall be entitled to a refund, without interest, of the Water and Sewer Impact Fee paid as a condition for its issuance except that the City shall retain three percent (3%) or $100.00 of the fee, whichever is greater, to offset a portion of the costs of collection and refund. The fee payer must submit an application for such a refund to the Administrative Official thirty (30) days, prior to the expiration of the permit.

B. Any funds not expended or encumbered by the end of the calendar quarter immediately following six (6) years from the date the Water and Sewer Impact Fee was paid shall, upon application of the then current land owner, be returned to such landowner with interest at the rate of three percent (3%) per annum, provided that the land owner submits an application for a refund to the Administrative Official within 180 days of the expiration of the six (6) year period. An extension of the six (6) year period, of an additional four (4) years may be permitted, at the City Commission's discretion, for projects or improvements that entail long range planning and design.

Section 13: Exemptions and Credits

A. Exemptions. The following shall be exempted from payment of Water and Sewer Impact Fees:

(1) Alterations or expansion of an existing building where no additional square footage is created, where the use is not changed, and/or where no additional demand for Water & Sewer facilities or applicable improvements will be created, as determined by the Administrative Official.

(2) The construction of accessory buildings or structures, unless such construction is determined by the Administrative Official to be an expansion or extension of the principal use for which Road Drainage Impact Fees are payable.

(3) The replacement of a building or structure with a new building or structure of the same size and use.

(4) The installation of a replacement mobile home on a lot or other such site when a Water and Sewer Impact Fee for such mobile home site has previously been paid pursuant to this ordinance or where a mobile home legally existed on such site on or prior to the effective date of this ordinance.

(5) The installation of a mobile unit for temporary construction purposes.

Any claim of exemption must be made no later than the time of application for a building permit. Any claim not so made shall be deemed waived.

B. Credits. Any claim for credit under these provisions shall be made on an official Impact Fee Credit Application provided by the City of Opa-locka, and submitted along with all other required documentation to the Administrative Official. Credit against required Water & Sewer Impact Fees shall be subject to the following:

(1) Water and Sewer land and/or road drainage capital improvements may be offered by the fee payer as total or partial payment of the required Water & Sewer Impact Fee. The offer must specifically request or provide for a Water & Sewer Impact Fee credit. If the Administrative Official accepts such an offer, whether the acceptance is before or after the effective date of this ordinance, the credit shall be determined and provided in the following manner:

(a) Credit for the dedication of land shall be valued at:

(i) 115% of the most recent assessed value by the Miami-Dade County Property Appraiser; or

(ii) by fair market value established by a private, certified appraiser acceptable to the City. At the City's option, a second appraisal may be contracted at the City's expense. Credit for the dedication of water & sewer land shall be provided when the property has been conveyed at no charge to, and accepted by, the City in a manner satisfactory to the City Commission; or

(iii) by such other appropriate method as the City Commission may have accepted prior to the effective date of this ordinance for particular water & sewer facility improvements.

(b) Applicants for credit for construction of water & sewer facilities improvements shall:

(i) submit acceptable engineering drawings and specifications, and construction cost estimates to the Administrative Official;

(ii) the Administrative Official shall, within a reasonable period of time, determine credit for construction based upon either these cost estimates, or upon alternative engineering criteria and construction cost estimates if the Administrative Official determines that such estimates submitted by the applicant are either unreliable or inaccurate;

(iii) the Administrative Official shall provide the applicant with a letter or certificate setting forth the dollar amount of the credit, the reason for the credit, and the legal description or other adequate description of the project or development to which the credit may be applied. The applicant must sign and date a duplicate copy of such letter or certificate indicating his/her agreement to the terms of the letter or certificate and return such signed document to the Administrative Official before credit will be given;

(iv) the failure of the applicant to sign, date, and return such document within sixty (60) days shall nullify the credit.

(c) Except as provided in subparagraph (d), credit against Water and Sewer Impact Fees otherwise due will not be provided until:

(i) the construction is completed and accepted by the City, the County, or the State, whichever is applicable;

(ii) a suitable maintenance and warranty bond is received and approved by the City Clerk, the City Manager and the City Attorney of the City of Opa-locka, when applicable.

(d) Credit may be provided before completion of specified water & sewer improvements if adequate assurances are given by the applicant that the standards set out in subparagraph (c) (i) , (ii) will be met and if the fee payer posts security as provided below for the costs of such construction. Security in the form of a performance bond, irrevocable letter of credit or escrow agreement shall be posted with and approved by the City of Opa-locka in an amount determined by the Administrative Official. If the water & sewer construction project will not be constructed within one (1) year of the acceptance of the offer by the Administrative Official, the amount of the security shall be increased by ten percent (10%) compounded, for each year of the life of the security. The security shall be reviewed and approved by the City Commission prior to acceptance of the security. If the water & sewer construction project is not to be completed within five (5) years of the date of the fee payer's offer, the City Commission must approve the water & sewer construction project and its scheduled completion date prior to the acceptance of the offer by the Administrative Official.

(2) Any claim for credit must be made no later than the time of application for a building permit. Any claim not so made shall be deemed waived. The fee

payer may apply for credit prior to the issuance of a building permit, however, credit shall only be applied against building permits issued subsequent to the application for credit. Refunds shall be made only to the person(s) or entity who made the creditable payment or contribution.

(3) Credits shall not be transferable from one project or development to another without the approval of the City Commission and may only be transferred to a different development upon a finding by the City Commission that the dedication for which the credit was given benefits such different development.

(4) No credit shall exceed the amount due for the applicable Water and Sewer Impact Fee required.

(5) The right of credit shall run with the land and be claimed only by the owners of the land for which credit is claimed.

Section 14: Appeals

A. Any fee payer aggrieved by a decision of the Administrative Official made pursuant to this ordinance shall have the right to appeal to the City Commission. Prior to any such appeal, the aggrieved fee payer shall file a request for reconsideration with the Administrative Official who shall act upon such request within fifteen (15) days.

B. If, after reconsideration by the Administrative Official, the fee payer chooses to continue with an official appeal, the fee payer, within fifteen (15) days of the Administrative Official's decision on the request for reconsideration, may file with the Administrative Official a Notice of Appeal specifying the grounds, therefore. The Administrative Official shall forthwith transmit to the City Commission all papers constituting the record upon which the action appealed from is taken. The Mayor and City Commission shall thereafter establish a reasonable date and time for a hearing on the appeal, give due notice thereof, and decide the same within a reasonable period of time following the hearing. Any fee payer submitting a Notice of Appeal shall have the right to appear at the hearing, to present evidence, and be represented by counsel.

C. A fee payer may pay a Water and Sewer Impact Fee under protest to obtain a building permit and by making such payment shall not be estopped from:

(1) Exercising the right of appeal provided for in this Section, or

(2) Receiving a refund of any amount deemed to have been erroneously collected.

Section 15: Review

The Water and Sewer Impact Fee Schedule contained in Section 7 (A) shall be reviewed by the City Commission at least once each fiscal biennium.

Section 16: Penalty Provision

A violation of this ordinance shall be prosecuted in the same manner as misdemeanors are prosecuted and upon conviction the violator shall be punishable according to law; however in addition to or in lieu of any criminal prosecution, the City of Opa-locka shall have the power to initiate legal action in civil court to enforce the provisions of this ordinance.

Section 17: Repealer Provision:

All ordinances or parts of ordinances in conflict herewith are hereby repealed to the extent of such conflict.

Section 18: Severability:

If any section, phrase, sentence or portion of this ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct and independent provision, and such holding shall not affect the validity of the remaining portions thereof.

PASSED AND ADOPTED THIS 22nd DAY OF July, 2015.

Myra Taylor
Mayor

ATTEST TO:

Joanna Flores
City Clerk

Approved as to form and sufficiency:

Vincent T. Brown, Esq.
Brown Law Group, LCC
City Attorney

Moved by: COMMISSIONER KELLEY
Second by: COMMISSIONER SANTIAGO

Commission Vote: 4-0

Commissioner Kelley:	YES
Commissioner Pinder:	OUT OF ROOM
Commissioner Santiago:	YES
Vice Mayor Holmes:	YES
Mayor Taylor:	YES

Sponsored by: City Manager

ORDINANCE NO. 2026-XX

AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF OPA-LOCKA, FLORIDA, AMENDING CHAPTER 22, OF THE LAND DEVELOPMENT REGULATIONS, ARTICLE XII, "IMPACT FEES", SPECIFICALLY AMENDING, SECTION 22-310(F), ENTITLED "LEGISLATIVE FINDINGS" TO UPDATE THE METHODOLOGY AND ANALYSIS REPORT TITLE; AMENDING SECTION 22-316(A) ENTITLED "COMPUTATION OF THE AMOUNT OF PUBLIC SAFETY IMPACT FEE" TO UPDATE THE PUBLIC SAFETY FEE SCHEDULE; AMENDING SECTION 22-317 ENTITLED "PAYMENT OF FEE" TO UPDATE IMPACT FEE PAYMENT TERMS; PROVIDING FOR ADOPTION OF REPRESENTATIONS; PROVIDING FOR CONFLICT AND REPEALER; PROVIDING FOR SEVERABILITY; PROVIDING FOR INCLUSION IN CODE; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City of Opa-Locka ("City") desires to maintain adopted levels of service for new growth within the City, including water, sewer, road drainage, parks, and public safety services. The City's impact fees are outdated and, as a matter of sound public policy, should be reviewed and updated every five years to ensure they reflect current conditions and projected growth; and

WHEREAS, the City Commission previously adopted Ordinance No. 15-22, which amended Ordinance 04-10 enacting the request for payment of impact fees on new land development within the City in order to provide and maintain adequate levels of public safety services necessitated by residential, commercial, and industrial growth; and

WHEREAS, the City retained Stantec Consulting Services to conduct a comprehensive impact fee study. Based on current data, service demands, and growth projections, Stantec recommended modifications to the City's impact fee structure. The Stantec Impact Fee Study was presented to the City Commission on December 10, 2025, and is incorporated herein by reference; and

WHEREAS, the recommended amendments are necessary as the current public safety impact fee of $0.166 per square foot is insufficient to meet these needs; and

WHEREAS, Stantec further recommended a four-year phased-in increase to the public safety impact fee; and

WHEREAS, the City Commission has determined that it would be in the best interest of the City to amend the following sections of the City's Land Development Regulations.

NOW THEREFORE, BE IT ORDAINED BY THE CITY COMMISSION OF THE CITY OF OPA-LOCKA, FLORIDA, AS FOLLOWS:

Section 1. Adoption of Representations.

The foregoing "Whereas" clauses are hereby ratified and confirmed as being true and the same are hereby made a specific part of this Ordinance.

Section 2. Amending Chapter 22, Article XII, Section 22-310(F) of the City of Opa-Locka's Land Development Regulations entitled "Impact Fees", Division 3 entitled "Public Safety Impact Fee", specifically Section 22-310(F) entitled "Legislative findings" as follows:

Sec. 22-310. Legislative findings.

A. The city must expand its public safety capital facilities in order to maintain current standards if new development is to be accommodated without decreasing current standards. This must be done in order to promote and protect the public health, safety and welfare.

B. The state legislature, through the enactment of F.S. § 163.3202(3) has sought to encourage the city to enact impact fees.

C. The imposition of impact fees is one of the preferred methods of ensuring that development bears a proportionate share of the cost of public safety capital facilities necessary to accommodate such development. This must be done in order to promote and protect the public health, safety and welfare.

D. Each of the types of land development described in section 22-316, will create a need for the construction, equipping, or expansion of public safety capital facilities.

E. The fees established by section 22-316 are derived from, are based upon, and do not exceed the costs of providing additional public safety necessitated by the new land developments for which the fees are levied.

F. The report entitled "Methods and Data Used to Calculate Police, Park & Recreation and Public Works Impact Fees", dated July 19, 2004, sets forth a reasonable methodology and analysis for the determination of the impact of new development on the need for and costs for additional public safety in the city.

Section 3. Amending Chapter 22, Article XII, Section 22-316(A) of the City of Opa-Locka's Land Development Regulations entitled "Impact Fees", Division 3 entitled "Public Safety Impact Fee", specifically Section 22-316(A) entitled "Computation of the amount of public safety impact fee" as follows:

Sec. 22-316. Computation of the amount of public safety impact fee.

A. A. At the option of the feepayer, the amount of the public safety impact fee may be determined by the following fee schedules:

Public safety fee schedule
Residential floor area
Cost per sq. ft.…$0.166
Business floor area
Cost per sq. ft.…$0.166

Section 4. Amending Chapter 22, Article XII, Section 22-317 of the City of Opa-Locka's Land Development Regulations entitled "Impact Fees", Division 3 entitled "Public Safety Impact Fee", specifically Section 22-317 entitled "Payment of fee" as follows:

Sec. 22-317. - Payment of fee.

A. The feepayer shall pay the public safety impact fee required by this division to the city manager or his/her designee prior to the issuance of a building permit.

B. All applicable impact fees imposed by this Article shall be paid in full prior to the issuance of any building permit for the subject development.

C. No building permit, development permit, or other authorization for construction shall be issued until all required impact fees have been paid.

D. Failure to pay impact fees when due shall result in:

(a) Withholding of permits or certificates of occupancy;

(b) Stop-work orders;

(c) Imposition of liens as authorized by law.

~~B~~E. All funds collected shall be properly identified by and promptly transferred for deposit in the public safety impact fee trust fund to be held in separate accounts as determined in section 22-319 and used solely for the purposes specified in this division.

SECTION 5. Severability. The provisions of this Ordinance are severable, and it is the legislative intention to confer upon the whole or any part of the Ordinance the powers herein provided. If any provision of this Ordinance shall be held unconstitutional by any court of competent jurisdiction, the decision of such court shall not affect or impair any remaining provisions of the Ordinance. It is hereby declared to be the legislative intent that this Ordinance would have been adopted had such unconstitutional provision not been included herein.

SECTION 6. Conflict and Repealer. All ordinances and parts of ordinances in conflict with this ordinance are hereby repealed.

SECTION 7. Inclusion In Code. It is the intention of the City Commission of the City of Opa-locka that the provisions of this Ordinance shall, at some time in the future, become and be made a part of the General Code of Ordinances of the City of Opa-Locka and that the sections of this Ordinance may be renumbered or re-lettered and the word "Ordinance" may be changed to "Chapter," "Section," "Article" or such other appropriate word or phrase, the use of which shall accomplish the intentions herein expressed.

SECTION 8. **Scrivener's Errors**. Sections of this Ordinance may be renumbered or re-lettered and corrections of typographical errors which do not affect the intent as may be authorized by the City Manager without need of public hearing following review by the City Attorney, by filing a corrected or re-codified copy of same with the City Clerk.

SECTION 9. Effective Date. This Ordinance shall, upon adoption, become effective as specified by the City of Opa-Locka Code of Ordinances and the City of Opa-Locka Charter.

PASSED FIRST READING this __ day of _____ 2026.

PASSED SECOND READING this __ day of _____ 2026.

_____

John Taylor, Mayor

ATTEST:

_____

Joanna Flores, City Clerk

APPROVED AS TO FORM AND
LEGAL SUFFICIENCY:

_____

Burnadette Norris-Weeks, P.A.
City Attorney

Moved by: _____

Seconded by: _____

VOTE:

Commissioner Bass _____

Commissioner Santiago _____

Commissioner Ervin _____

Vice Mayor Kelley _____

Mayor Taylor _____

City of Opa-locka
Agenda Cover Memo

Department Director:	Gregory D. Gay			**Department Director Signature:**		
City Manager:	Sha'mecca Lawson			**CM Signature**		
Commission Meeting Date:	3.25.2026		**Item Type:** *(Enter X in box)*	**Resolution**	**Ordinance**	**Other**
					X	
Fiscal Impact: *(Enter X in box)*	**Yes**	**No**	**Ordinance Reading:** *(Enter X in box)*		**1st Reading**	**2nd Reading**
					X	
	X		**Public Hearing:** *(Enter X in box)*		**Yes** / **No**	**Yes** / **No**
					X	X
Funding Source: *Account#:*	*(Enter Fund & Dept)* Ex: N/A See Financial Impact section below		**Advertising Requirement:** *(Enter X in box)*		**Yes**	**No**
					X	
ILA Required: *(Enter X in box)*	**Yes**	**No**	**RFP/RFQ/Bid#:**			
		X				
Strategic Plan Related *(Enter X in box)*	**Yes**	**No**	**Strategic Plan Priority Area:** **Enhance Organizational** ☐ **Bus. & Economic Dev** ■ **Public Safety** ☐ **Quality of Education** ☐ **Qual. of Life & City Image** ☐ **Communication** ☐		**Strategic Plan Obj./Strategy:** *(list the specific objective/strategy this item will address)* **Business & Economic Development**	
	X					
Sponsor Name	City Manager		**Department:**		Planning & Community Development	

Short Title:

AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF OPA-LOCKA AMENDING ORDINANCE 15-22 PROVIDING FOR PAYMENT OF AN IMPACT ON LAND DEVELOPMENT IN THE CITY OF OPA-LOCKA FOR PROVIDING PUBLIC SAFETY NECESSITATED BY SUCH NEW DEVELOPMENT; PROVIDING FOR CONFLICT AND REPEALER; PROVIDING FOR SEVERABILITY AND CODIFICATION; PROVIDING FOR AN EFFECTIVE DATE.

Staff Summary:

The City of Opa-locka desires to maintain adopted levels of service for new growth within the City, including water, sewer, road drainage, parks, and public safety services. The City's impact fees are outdated and, as a matter of sound public policy, should be reviewed and updated every five years to ensure they reflect current conditions and projected growth.

The City Commission previously adopted Ordinance No. 15-22, which amended Ordinance 04-10 enacting the request for payment of impact fees on new land development within the City in order to provide and maintain adequate levels of public safety services necessitated by residential, commercial, and industrial growth.

The City retained Stantec Consulting Services to conduct a comprehensive impact fee study. Based on current data, service demands, and growth projections, Stantec recommended modifications to the City's impact fee structure. The Stantec Impact Fee Study was presented to the City Commission on December 10, 2025, and is incorporated herein by reference.

The recommended amendments are necessary as the current public safety impact fee of $0.166 per square foot is insufficient to meet these needs.

Stantec further recommended a four-year phased-in increase to the public safety impact fee, as set forth below.

Fee Type	Phase-In Time	Current Fee	Year 1	Year 2	Year 3	Year 4
Public Safety	4 Year	$0.166 (.17)	$0.19	$0.20	$0.20	$0.20

Financial Impact- The increase in the Public Safety Impact Fee will incrementally increase the City revenues over the 4-year period with new development within the City.

Proposed Action:

Planning and Community Development staff recommend the approval of this legislation.

Attachment:

Draft Ordinance
Stantec Impact Fee Study and Recommendations
Ordinance 04-10
Ordinance 15-22

1st Reading/Public Hearing: SEPTEMBER 8, 2004
2nd Reading/Public Hearing: SEPTEMBER 22, 2004
Adopted: SEPTEMBER 22, 2004
Effective Date: DECEMBER 22, 2004
Sponsored By: City Manager

ORDINANCE NO. 04-10

PUBLIC SAFETY IMPACT FEE ORDINANCE

AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF OPA-LOCKA, FLORIDA RELATING TO THE REGULATION OF THE USE AND DEVELOPMENT OF LAND IN THE INCORPORATED AREAS OF THE CITY OF OPA-LOCKA, FLORIDA; IMPOSING AN IMPACT FEE ON LAND DEVELOPMENT IN THE CITY OF OPA-LOCKA FOR PROVIDING PUBLIC SAFETY NECESSITATED BY SUCH NEW DEVELOPMENT; STATING THE AUTHORITY FOR ADOPTION OF THE ORDINANCE; PROVIDING DEFINITIONS; PROVIDING FINDINGS AND DECLARATIONS OF THE CITY COMMISSION; PROVIDING FOR THE PAYMENT AND TIME OF PAYMENT OF A PUBLIC SAFETY IMPACT FEE; PROVIDING FOR REVIEW OF PUBLIC SAFETY IMPACT FEES AND THE FEE SCHEDULES; PROVIDING FOR THE PLACEMENT OF REVENUE COLLECTED FROM PUBLIC SAFETY IMPACT FEES INTO A PUBLIC SAFETY IMPACT FEE TRUST FUND ESTABLISHED FOR THAT PURPOSE; PROVIDING FOR EXEMPTIONS AND CREDITS; PROVIDING FOR REFUND OF UNEXPENDED FUNDS; PROVIDING FOR USE OF FUNDS DERIVED FROM PUBLIC SAFETY IMPACT FEES; PROVIDING THAT PUBLIC SAFETY IMPACT FEES MAY BE PLEDGED TOWARD PAYMENT OF BOND ISSUES AND SIMILAR DEBT INSTRUMENTS; PROVIDING FOR PENALTIES FOR VIOLATION OF THIS ORDINANCE; CONTAINING A REPEALER PROVISION, SEVERABILITY CLAUSE AND PROVIDING FOR AN EFFECTIVE DATE

BE IT ORDAINED BY THE CITY COMMISSION OF THE CITY OF OPA-LOCKA, FLORIDA:

Section One: Legislative Findings

The City Commission of the City of Opa-locka finds, determines and declares that:

A. The City of Opa-locka must expand its Public Safety capital facilities in order to maintain current standards if new development is to be accommodated without decreasing current standards. This must be done in order to promote and protect the public health, safety and welfare;

B. The Florida Legislature, through the enactment of Florida Statutes Chapter 163 163.3202 (3) has sought to encourage Opa-locka to enact impact fees.

C. The imposition of impact fees is one of the preferred methods of ensuring that development bears a proportionate share of the cost of Public Safety capital facilities necessary to accommodate such development. This must be done in order to promote and protect the public health, safety and welfare.

D. Each of the types of land development described in Section Seven hereof, will create a need for the construction, equipping, or expansion of Public Safety capital facilities.

E. The fees established by Section Seven are derived from, are based upon, and do not exceed the costs of providing additional Public Safety necessitated by the new land developments for which the fees are levied.

F. The report entitled "Methods and Data Used to Calculate Police, Park & Recreation and Public Works Impact Fees", dated July 19, 2004, sets forth a reasonable methodology and analysis for the determination of the impact of new development on the need for and costs for additional Public Safety in the City of Opa-locka.

Section Two: Short Title, Authority and Applicability.

A. This ordinance shall be known and may be cited as the "The City of Opa-locka Public Safety Impact Fee Ordinance."

B. The City Commission of the City of Opa-locka has the authority to adopt this ordinance pursuant to Article IV of the Constitution of the State of Florida, and Chapter 166 of the Florida Statutes.

C. This ordinance shall apply in the incorporated area of the City of Opa-locka.

Section Three: Intents and Purposes

A. This ordinance is intended to assist in the implementation of the City of Opa-locka Comprehensive Plan.

B. The purpose of this ordinance is to regulate the use and development of land so as to

assure that new development bears a proportionate share of the cost of capital expenditures necessary to provide Public Safety in the City of Opa-locka.

Section Four: Rules of Construction

A. The provisions of this ordinance shall be liberally construed so as to effectively carry out its purpose in the interest of the public health, safety and welfare.

B. For the purposes of administration and enforcement of this ordinance, unless otherwise stated in this ordinance, the following rules of construction shall apply to the text of this ordinance:

(1) In case of any difference of meaning or implication between the text of this ordinance and any caption, illustration, summary table, or illustrative table, the text shall control.

(2) The word "shall" is always mandatory and not discretionary; the word "may" is permissive.

(3) Words used in the present tense shall include the future; and words used in the singular number shall include the plural, and the plural the singular, unless the context clearly indicates the contrary.

(4) The phrase "used for" includes "arranged for", "designed for", "maintained for", or "occupied for".

(5) The word "person" includes an individual, a corporation, a partnership, an incorporated association, or any other similar entity.

(6) Unless the context clearly indicates the contrary, where a regulation involves two (2) or more items, conditions, provisions, or events connected by the conjunction "and", "or" or "either...or", the conjunction shall be interpreted as follows:

(a) "And" indicates that all the connected terms, conditions, provisions or events shall apply.

(b) "Or" indicates that the connected items, conditions, provisions or events may apply singly or in any combination.

(c) "Either...or" indicates that the connected items, conditions, provisions or events shall apply singly but not in combination.

(7) The word "includes" shall not limit a term to the specific example but is intended to extend its meaning to all other instances or circumstances of like kind

or character.

(8) "City Manager" means the City Manager municipal officials he/she may designate to carry out the administration of this ordinance.

Section Five: Definitions

A. A "feepayer" is a person applying for the issuance of a building permit.

B. "Building permit" is the approval issued by the City of Opa-locka that authorizes the construction or placement of a building, dwelling, mobile home, recreational vehicle or other structure on a site.

C. "Capital Equipment" is buildings, vehicles, weapons, and communications equipment, all with an expected use life of three years or more. "Capital Equipment" shall include the cost of training new police officers when such new officers constitute a net expansion of the Opa-locka protective force.

D. "Development Order" means a regulatory approval by the City of Opa-locka.

Section Six: Imposition of Public Safety Impact Fee

A. Any person who, after the effective date of this Ordinance seeks to develop land within the City of Opa-locka, Florida, by applying for a building permit, is hereby required to pay a Public Safety impact fee in the manner and amount set forth in this ordinance.

B. No new building permit for any activity requiring payment of an impact fee pursuant to Section Seven of this ordinance shall be issued unless and until the Public Safety impact fee hereby required has been paid.

C. No extension of a building permit issued prior to the effective date of this Ordinance for any activity requiring payment of an impact fee pursuant to Section Seven of this ordinance shall be granted unless and until the Public Safety impact fee hereby required has been paid.

Section Seven: Computation of the Amount of Public Safety Impact Fee

A. At the option of the feepayer, the amount of the Public Safety impact fee may be determined by the following fee schedules.

Public Safety Fee Schedule	
Residential Floor Area	
Cost Per Sq. Ft.	$0.116
Business Floor Area	
Cost Per Sq. Ft.	$0.116

(1). If a building permit is requested for mixed uses, then the fee shall be determined through using the above schedules by apportioning the space committed to uses specified on the schedules.

(2). If the type of development activity that a building permit is applied for is not specified on the above fee schedules, the City Manager shall use the fee applicable to the most nearly comparable type of land use on the above fee schedules.

The City Manager shall be guided in the selection of a comparable type by the City of Opa-locka Comprehensive Plan, supporting documents of the City of Opa-locka Comprehensive Plan, and the City of Opa-locka Zoning Ordinance. If the City Manager determines that there is no comparable type of land use on the above fee schedules then the City Manager shall determine the fee by considering demographic or other documentation which is available from the City of Opa-locka planning Department, and state and regional authorities.

(3). In the case of change of use, redevelopment, or expansion or modification of an existing use which requires the issuance of a building permit, the impact fee shall be based upon the net positive increase in the impact fee for the new use as compared to the previous use. The City Manager shall be guided in this determination by the sources and agencies listed above.

B. If a feepayer opts not to have the impact fee determined according to paragraph (A) of this section, then the feepayer shall prepare and submit to the City Manager an independent fee calculation study for the land development activity for which a building permit is sought. The documentation submitted shall show the basis upon which the independent fee calculation was made. The City Manager shall consider the documentation submitted by the feepayer but is not required to accept such documentation as he/she shall reasonably deem to be inaccurate or not reliable and may, in the alternative, require the feepayer to submit additional or different documentation for consideration. If an acceptable independent fee calculation study is not presented, the feepayer shall pay Public Safety impact fees based upon the schedule shown in paragraph (A) of this section. If an acceptable independent fee calculation study is presented, the City Manager may adjust the fee to that appropriate to the particular development. Determinations made by the City Manager pursuant to this paragraph may be appealed to the City Commission by filing a written request with the City Manager within ten (10) days of the City Manager's determination.

Section Eight: Payment of Fee

A. The feepayer shall pay the Public Safety impact fee required by this ordinance to the City Manager or his/her designee prior to the issuance of a building permit.

B. All funds collected shall be properly identified by and promptly transferred for deposit in the Public Safety Impact Fee Trust Fund to be held in separate accounts as determined in Section Ten of this ordinance and used solely for the purposes specified in this ordinance.

Section Nine: Public Safety Impact Fee Trust Fund Established

A. There is hereby established a Public Safety Impact Fee Trust Fund.

B. Funds withdrawn from this account must be used in accordance with the provisions of Section Ten of this ordinance.

Section Ten: Use of Funds

A. Funds collected from Public Safety impact fees shall be used solely for the purpose of acquiring, equipping, and/or making capital improvements to Public Safety facilities under the jurisdiction of the City of Opa-locka, the County, or the State of Florida, and shall not be used for maintenance or operations.

B. In the event that bonds or similar debt instruments are issued for advanced provision of capital facilities for which Public Safety impact fees may be expended, impact fees may be used to pay debt service on such bonds or similar debt instruments to the extent that the facilities provided are of the type described in paragraph A above.

C. At least once each fiscal period the City Manager shall present to the City Commission a proposed capital improvement program for Public Safety, assigning funds, including any accrued interest, from the several Public Safety Impact Fee Trust Funds to specific Public Safety improvement projects and related expenses. Monies, including any accrued interest, not assigned in any fiscal period shall be retained in the Public Safety Impact Fee Trust Fund until the next fiscal period except as provided by the refund provisions of this ordinance.

D. Funds may be used to make refunds required under any Development Order hereto-before or hereafter issued or entered into by the City of Opa-locka as such refunds pertain to the subject matter of this ordinance.

E. Funds may be used to provide refunds as described in Section Twelve.

Section Eleven: Refund of Fees Paid

A. If a building permit expires without commencement of construction, then the feepayer shall be entitled to a refund, without interest, of the impact fee paid as a condition for its issuance except that the City shall retain three percent (3 %) of the fee to offset a portion of the costs of collection and refund. The feepayer must submit an application for such a refund to the City Clerk of the City of Opa-locka within 30 days of the expiration of the permit.

B. Any funds not expended or encumbered by the end of the calendar quarter immediately following six (6) years from the date the Public Safety impact fee was paid shall, upon application of the then current landowner, be returned to such landowner with interest at the rate of three percent (3 %) per annum, provided that the landowner submits an application for a refund to the City Clerk of the City of Opa-locka within 180 days of the expiration of the six year period.

Section Twelve: Exemptions and Credits

A. The following shall be exempted from payment of the impact fee:

(1) Alterations or expansion of an existing building where no additional units are created and where the use is not changed.

(2) The construction of accessory buildings or structures.

(3) The replacement of a building or structure with a new building or structure of the same size and use.

(4) The installation of a replacement mobile home on a lot or other such site when a Public Safety impact fee for such mobile home site has previously been paid pursuant to this ordinance or where a mobile home legally existed on such site on or prior to the effective date of this Ordinance.

Any claim of exemption must be made no later than the time of application for a building permit. Any claim not so made shall be deemed waived.

B. Credits:

(1) Public Safety land and/or Public Safety capital improvements may be offered by the feepayer as total or partial payment of the required impact fee. The offer must request or provide for a Public Safety impact fee credit. If the City Manager accepts such an offer, whether the acceptance is before or after the effective date of this ordinance, the credit shall be determined and provided in the following manner:

(a) Credit for the dedication of land shall be valued at:

within one (1) year of the acceptance of the offer by the City Manager, the amount of the security shall be increased by ten per cent (10%) compounded, for each year of the life of the security. The security shall be reviewed and approved by the City Commission prior to acceptance of the security. If the Public Safety construction project is not to be completed within 5 years of the date of the fee-payer's offer, the City Commission must approve the Public Safety construction project and its scheduled completion date prior to the acceptance of the offer by the City Manager.

(2) Any claim for credit must be made no later than the time of application for a building permit. Any claim not so made shall be deemed waived.

(3) Determinations made by the City Manager pursuant to the credit provisions of this section may be appealed to the City Commission by filing a written request with the City Manager within ten (10) days of the City Manager's determination.

Section Thirteen: Review

The fees contained in Section Seven (A) shall be reviewed by the City Commission at least once each fiscal biennium.

Section Fourteen: Penalty Provision

A violation of this ordinance shall be prosecuted in the same manner as misdemeanors are prosecuted and upon conviction the violator shall be punishable according to law; however, in addition to or in lieu of any criminal prosecution, the City of Opa-locka shall have the power to sue in civil court to enforce the provisions of this ordinance.

Section Fifteen: Repealer Provision

All ordinances or parts of ordinances in conflict herewith are hereby repealed to the extent of such conflict.

Section Sixteen: Severability

If any section, phrase, sentence or portion of this ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct and independent provision, and such holding shall not affect the validity of the remaining portions thereof.

(i) 115% of the most recent assessed value by the Property Appraiser, or

(ii) by such other appropriate method as the City Commission may have accepted prior to the effective date of this ordinance for particular Public Safety improvements, or

(iii) by fair market value established by private appraisers acceptable to the City. Credit for the dedication of Public Safety land shall be provided when the property has been conveyed at no charge to, and accepted by, the City in a manner satisfactory to the City Commission.

(b) Applicants for credit for construction of Public Safety improvements shall submit acceptable engineering drawings and specifications, and construction cost estimates to the City Manager. The City Manager shall determine credit for construction based upon either these cost estimates or upon alternative engineering criteria and construction cost estimates if the City Manager determines that such estimates submitted by the applicant are either unreliable or inaccurate. The City Manager shall provide the applicant with a letter or certificate setting forth the dollar amount of the credit, the reason for the credit, and the legal description or other adequate description of the project or development to which the credit may be applied. The applicant must sign and date a duplicate copy of such letter or certificate indicating his/her agreement to the terms of the letter or certificate and return such signed document to the City Manager before credit will be given. The failure of the applicant to sign, date, and return such document within sixty (60) days shall nullify the credit.

(c) Except as provided in subparagraph (d), Credit against impact fees otherwise due will not be provided until:

(i) the construction is completed and accepted by the City, the County, or the State, whichever is applicable;

(ii) a suitable maintenance and warranty bond is received and approved by the City Clerk of the City of Opa-locka, when applicable.

(d) Credit may be provided before completion of specified Public Safety improvements if adequate assurances are given by the applicant that the standards set out in Subparagraph (c) will be met and if the feepayer posts security as provided below for the costs of such construction. Security in the form of a performance bond, irrevocable letter of credit or escrow agreement shall be posted with and approved by the City Clerk of the City of Opa-locka in an amount determined by the City Manager. If the Public Safety construction project will not be constructed

Section Seventeen: Effective Date

This ordinance shall become effective on December 22, 2004.

PASSED AND DULY ADOPTED THIS 22 Day of SEPT., 2004.

MAYOR

ATTEST:

CITY CLERK

Approved as to form and legal sufficiency:

CITY ATTORNEY

DATE 9/10/04

Moved by: COMMISSIONER TYDUS
Second by: VICE MAYOR JOHNSON
Commission Vote: 4-0
Commissioner Tydus YES
Commission Holmes: YES
Vice-Mayor Johnson: YES
Mayor Kelley: YES

1st Reading: June 24, 2015
2nd Reading: July 22, 2015
Public Hearing: July 22, 2015
Adopted: July 22, 2015
Effective Date: July 22, 2015
Sponsored by: City Manager

ORDINANCE NO. 15-22

AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF OPA-LOCKA, FLORIDA AMENDING ORDINANCE 04-10 PROVIDING FOR PAYMENT OF AN IMPACT ON LAND DEVELOPMENT IN THE CITY OF OPA LOCKA FOR PUBLIC SAFETY NECESSITATED BY SUCH NEW DEVELOPMENT; PROVIDING FOR CONFLICT AND REPEALER; PROVIDING FOR SEVERABILITY AND CODIFICATION; PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, the City Commission of the City of Opa-locka passed Ordinance 04-1O, imposing impact fees on new land development in the City to provide and maintain an adequate level of Public safety in the residential, commercial and industrial sectors in the City; and

WHEREAS, the City Commission's legislative findings justifying the imposition of such impact fee, as well as the data and studies used to calculate that fee are incorporated by reference herein; and

WHEREAS, The City retained Burton and Associates to conduct a comprehensive study on impact fees and they recommend modifications based on current data and projections. Their report was presented to the City on May 5th, 2015 and is incorporated by reference herein; and

WHEREAS, This recommended Amendment to the Public Safety Impact Fees is necessary in order to provide and maintain a level of service; and

WHEREAS, The current public safety impact fee is outdated and as a matter of public policy should be updated every five years; and

WHEREAS, The current public safety impact fee of $0.116 per square foot is not adequate to provide for the needed level of services; and

WHEREAS, An impact fee of $0.166 per square foot for public safety is needed to provide adequate police officers and equipment to take into account growth in residential. Commercial and industrial areas.

NOW, THEREFORE, BE IT DULY ORDAINED BY THE CITY COMMISSION OF THE CITY OF OPA-LOCKA, FLORIDA:

Section 1. The recitals to the preamble herein are incorporated by reference.

Section 2. Ordinance 04-10 imposing an impact fee on land development to provide for adequate public safety is hereby Amended to change the impact fee for public safety to be imposed on new land development to $0.166 per square foot.

Section 3 All ordinances or Code provisions in conflict herewith are hereby repealed.

Section 4. If any section, subsection, sentence, clause, phrase or portion of this Ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct and independent provision and such holding shall not affect the validity of the remaining portions of this Ordinance.

Section 5. CODIFICATION. This Ordinance shall be codified in the Code of Ordinances when the code is recodified.

Section 6. EFFECTIVE DATE. This Ordinance shall upon adoption, become effective immediately.

PASSED AND ADOPTED this 22nd day of July, 2015.

Myra L. Taylor
Mayor

Attest to:

Joanna Flores
City Clerk

Approved as to form and legal sufficiency:

Vincent T. Brown
The Brown Law Group
City Attorney

Moved by:	COMMISSIONER KELLEY
Seconded by:	COMMISSIONER SANTIAGO
Commissioner Vote:	4-0
Commissioner Kelley:	YES
Commissioner Pinder:	OUT OF ROOM
Commissioner Santiago:	YES
Vice Mayor Holmes:	YES
Mayor Taylor:	YES



Stantec

Opa-Locka, FL

Impact Fee Study

Background

- City of Opa-Locka impact fees unchanged since 2015 Study performed by Stantec
  - Parks
  - Police
  - Stormwater
  - Water
  - Sewer

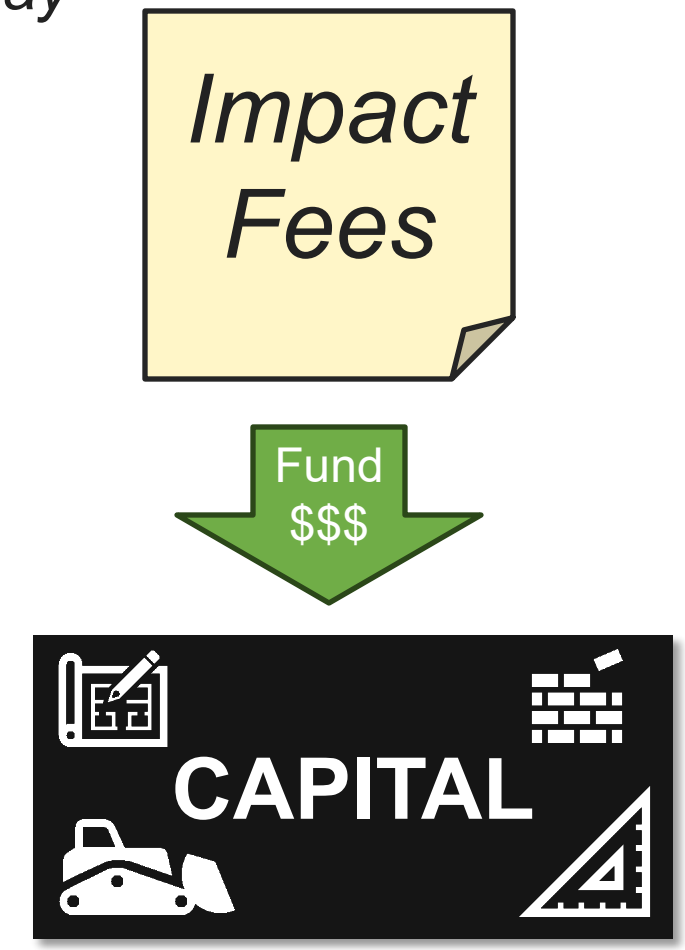


Scope of Study: Re-calculate all existing impact fees

Background

- Impact fees allow new development to *"pay its own way"*
  - Funds expansion related capital costs
  - Not for operations, maintenance, or replacement

- Without impact fees:
  1) Facilities may not be constructed
  2) Facilities may be funded by existing taxpayers



Background

Current Fee schedule (adopted in 2015)







	Parks	Public Safety	Stormwater	Water	Sewer
Charge	$0.998	$0.17	$829	$1,439	$1,279
Unit	SQFT	SQFT	ERU	ERU	ERU

Calculation

US CPI Growth since ‘15 = 32%

	Cost Basis	Capacity	Single Family Impact Fee	Existing (2015)	%
Parks	$12.6 M	Existing Residential Served	**$1.31**	$0.998	31%
Public Safety	$3.8 M	Existing Served	**$0.20**	$0.17	18%
Stormwater	$15.1 M	Existing Impervious ERUs + 15yr Growth	**$835**	$829	1%
Water	$26.3 M	Equivalent Residential Connections	**$1,701**	$1,439	18%
Sewer	$30.3 M	Equivalent Residential Connections	**$2,405**	$1,279	88%

Totals – Single Family

	Existing Fee (2015)	Proposed Impact Fee	Change $	Change %
Parks*	$1,497	**$1,965**	+$468	31%
Public Safety*	$255	**$300**	+$45	18%
Stormwater **	$829	**$829**	$0	0%
Water	$1,439	**$1,701**	+$262	18%
Sewer ***	$1,279	**$1,919**	+$640	50%
Total	$5,299	**$7,315**	+$1,415	38%

* Single Family average of 1,500 SF

** Recommend no change

*** Capped at 50%

Reforms to Florida Impact Fee Law



"Phase-In Limitations" on Impact Fee Increases

- ☑ ≤ 25% Two Equal Annual Increments
- ☑ >25% ≤ 50% Four Increments
- ☑ >50% Not Allowed
- ☑ Increase only once every 4 years

Exceeding the Limitations

1. A special study that outlines ***extraordinary circumstances***
2. Two publicly noticed workshops
3. Two-thirds approval

Parks and Recreation Phase In

Land Use	Calculated Change	Phase-In Time	Current Fee	Year 1	Year 2	Year 3	Year 4
Parks & Recreation Impact Fee	31%	4 Year	$ 0.998	$ 1.08	$ 1.15	$ 1.23	$ 1.31

Land Use	Annual Increase / (Decrease):	Year 1	Year 2	Year 3	Year 4
Parks & Recreation Impact Fee		*$ 0.08*	*$ 0.07*	*$ 0.08*	*$ 0.08*

Public Safety Phase In

Land Use	Calculated Change	Phase-In Time	Current Fee	Year 1	Year 2	Year 3	Year 4
Public Safety Impact Fee	18%	2 Years	$ 0.17	$ 0.19	$ 0.20	$ 0.20	$ 0.20

Land Use	Annual Increase / (Decrease):	Year 1	Year 2	Year 3	Year 4
Public Safety Impact Fee		*$ 0.02*	*$ 0.01*	$ -	$ -

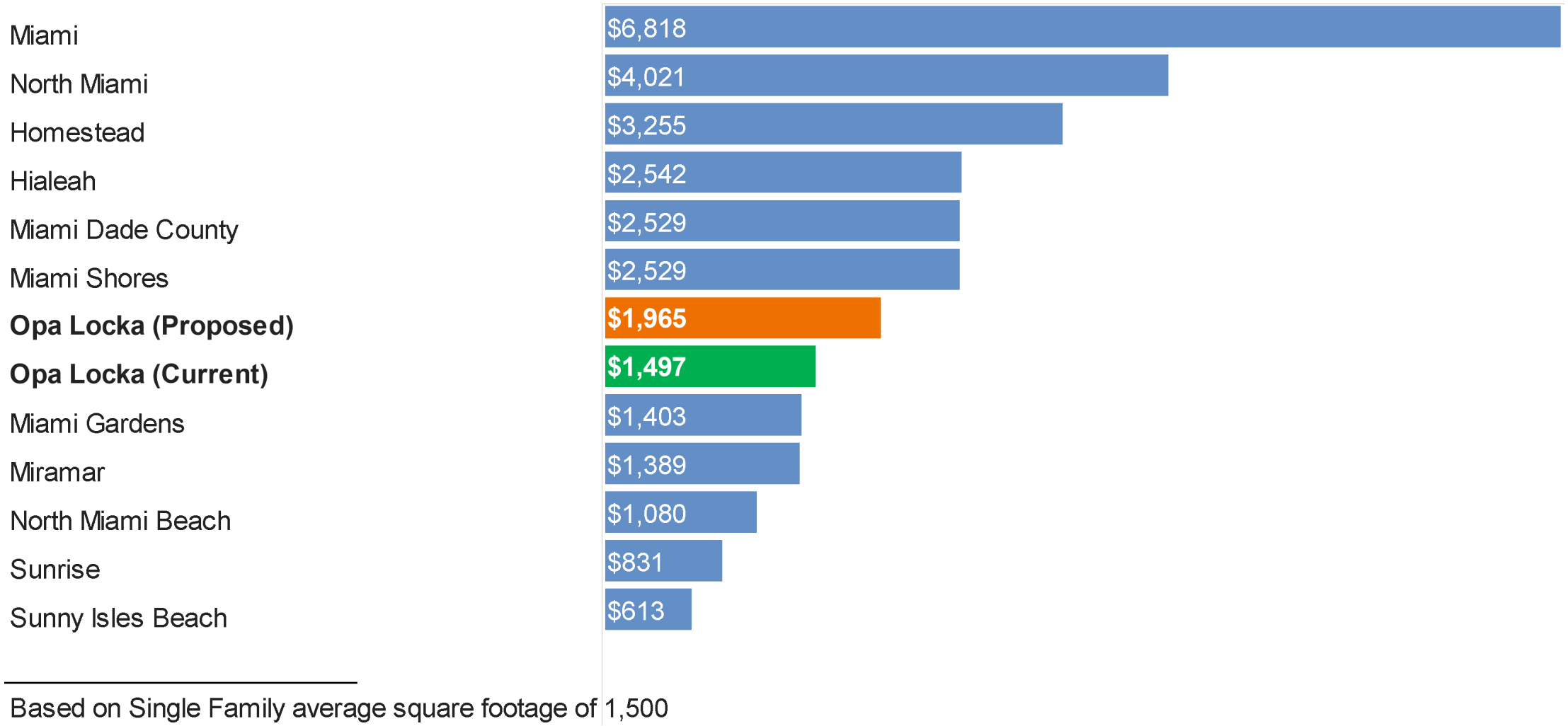
Water/Sewer Phase In

Land Use	Calculated Change	Phase-In Time	Current Fee	Year 1	Year 2	Year 3	Year 4
Water Impact Fee	18%	2 Year	$ 1,439.00	$ 1,570.00	$ 1,701.00	$ 1,701.00	$ 1,701.00
Sewer Impact Fee	50% [1]	4 Year	$ 1,279.00	$ 1,439.00	$ 1,599.00	$ 1,759.00	$ 1,919.00

Land Use	Annual Increase / (Decrease):	Year 1	Year 2	Year 3	Year 4
Water Impact Fee		*$ 131.00*	*$ 131.00*	*$ -*	*$ -*
Sewer Impact Fee		*$ 160.00*	*$ 160.00*	*$ 160.00*	*$ 160.00*

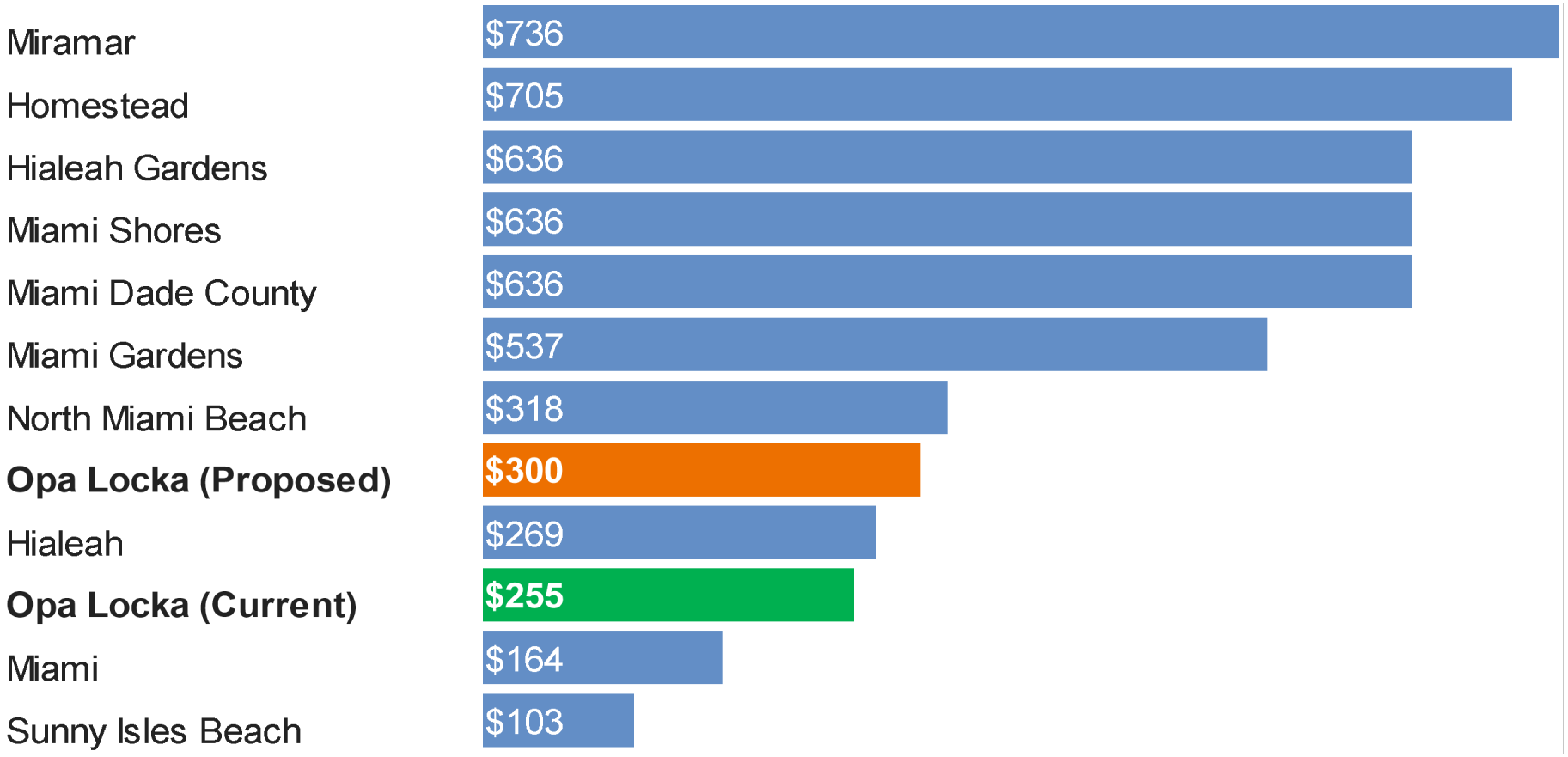
[1] Sewer Impact Fee increase limited to 50% according to limits set by Florida State Statues

Parks and Recreation Impact Fee Survey – Single Family



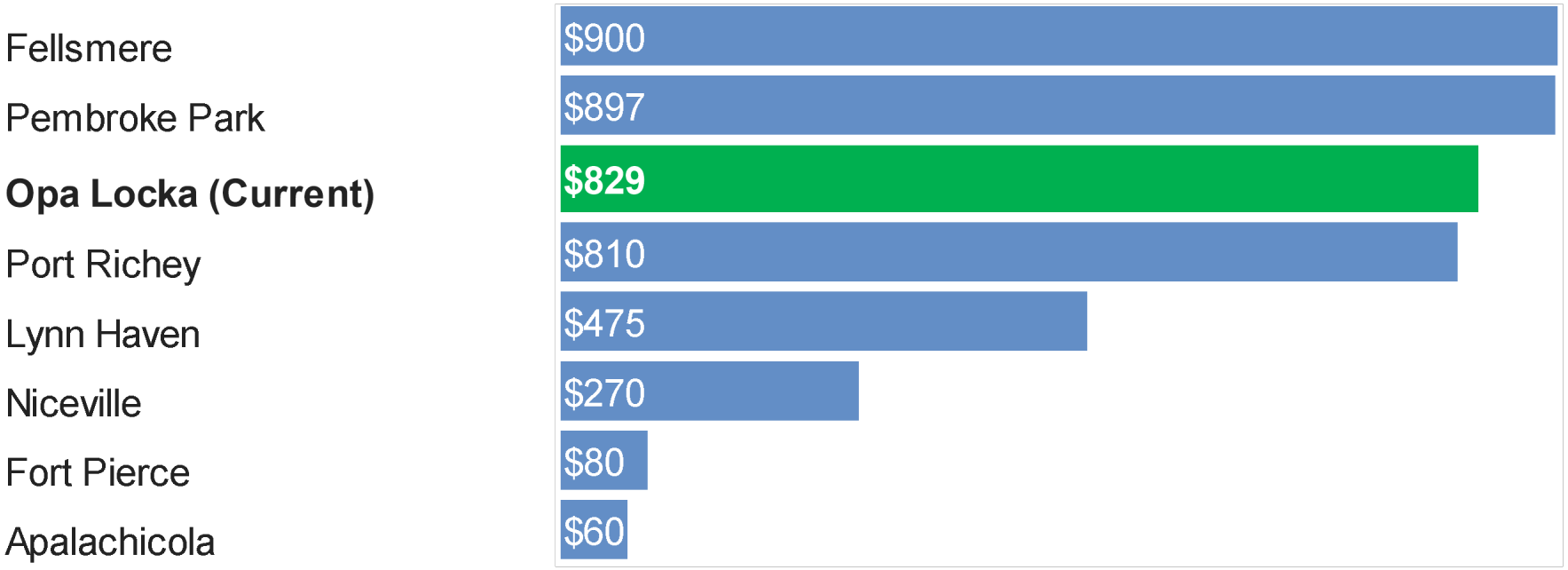
Based on Single Family average square footage of 1,500

Public Safety Impact Fee Survey – Single Family



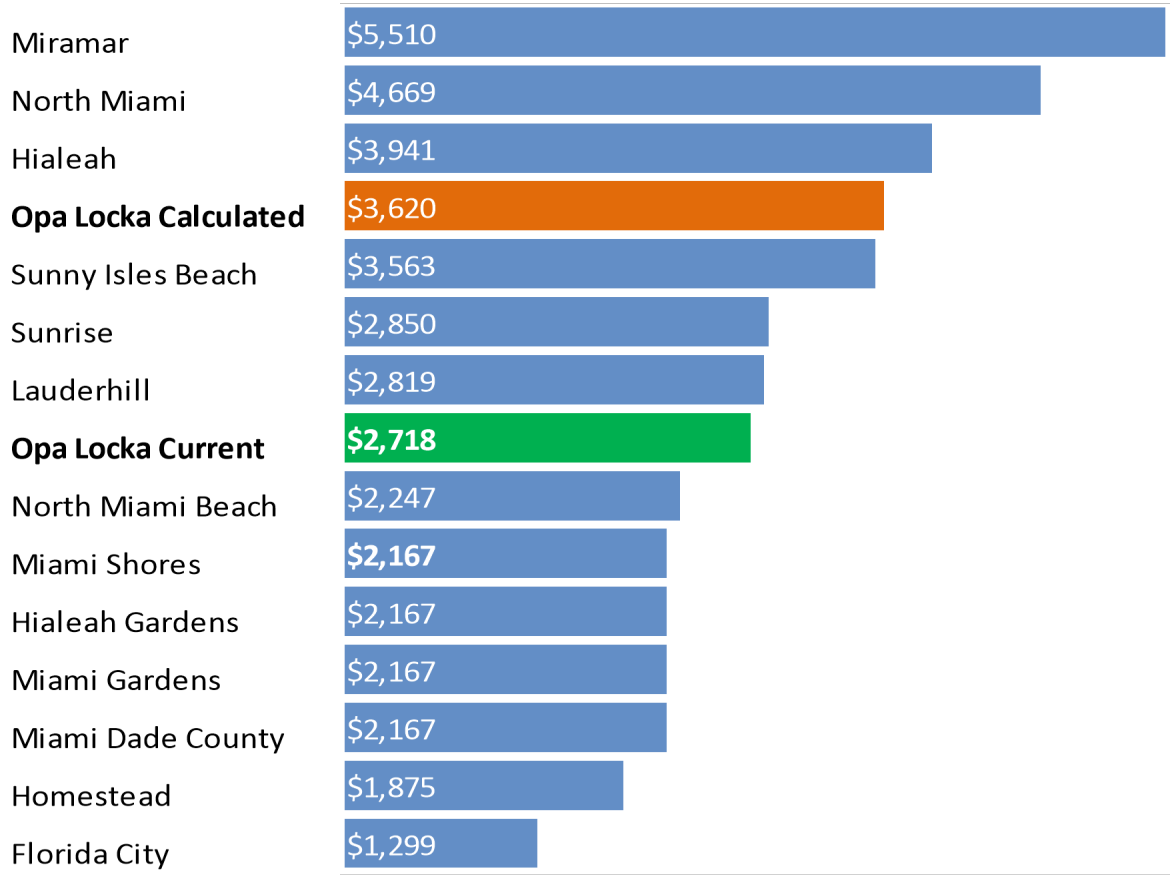
Based on Single Family average square footage of 1,500

Stormwater Impact Fee Survey – Single Family



Water/Sewer Impact Fee Survey – Single Family

Single Family Water Sewer Impact Fee Survey



Based on Single Family average square footage of 1,500

Next Steps

- Consider adopting the updated schedule of calculated impact fees as presented herein
- Notice required **90 days** before the effective date
- Update impact fees in four years



Questions?

Peter Napoli
Senior Manager
Peter.Napoli@stantec.com

Sponsored by: City Manager

ORDINANCE NO. 2026-XX

AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF OPA-LOCKA, FLORIDA, AMENDING CHAPTER 22, OF THE LAND DEVELOPMENT REGULATIONS, ARTICLE XII, "IMPACT FEES", SPECIFICALLY AMENDING SECTION 22-344(F) ENTITLED "LEGISLATIVE FINDINGS" TO UPDATE THE METHODOLOGY AND ANALYSIS REPORT TITLE; AMENDING SECTION 22-350(A) ENTITLED "COMPUTATION OF THE AMOUNT OF PARK IMPACT FEE" TO UPDATE THE PARK IMPACT FEE SCHEDULE; AMENDING SECTION 22-351 ENTITLED "PAYMENT OF FEE" TO DELETE REFERENCE TO PARK IMPACT FEE DISTRICTS AND UPDATE IMPACT FEE PAYMENT TERMS; DELETING SECTION 22-352 ENTITLED "PARK IMPACT FEE DISTRICTS" TO DELETE REFERENCE TO PARK IMPACT FEE DISTRICTS; AMENDING SECTION 22-353(A) ENTITLED "PARK IMPACT FEE TRUST FUNDS ESTABLISHED" TO UPDATE THE AMOUNT OF PARK IMPACT FEE TRUST FUNDS; AMENDING SECTION 22-354 ENTITLED "USE OF FUNDS" TO DELETE REFERENCE TO PARK IMPACT FEE DISTRICTS; PROVIDING FOR ADOPTION OF REPRESENTATIONS; PROVIDING FOR CONFLICT AND REPEALER; PROVIDING FOR SEVERABILITY; PROVIDING FOR INCLUSION IN CODE; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, Parks and Recreation are vital for fostering physical health, mental well-being, and community cohesion while providing environmental and economic benefits. These areas also enhance quality of life, boost local economies through tourism, and protect natural habitats; and

WHEREAS, the City Commission previously adopted Ordinance No. 15-23, which imposed impact fees on new Parks and Recreation facilities; and

WHEREAS, pursuant to Resolution No. 23-139, the City of Opa-Locka ("City") retained Stantec Consulting Services to conduct a comprehensive impact fee study; and

WHEREAS, based on current data, infrastructure needs, and growth projections, Stantec recommended modifications to the City's Park and Recreation impact fees; and

WHEREAS, the Impact Fee Study was presented to the City Commission on December 10, 2025, and is incorporated herein by reference; and

WHEREAS, the recommended amendment to the Parks and Recreation Impact Fees is necessary in order to provide and maintain a level of service for new growth; and

WHEREAS, the current parks & recreation impact fee of $0.998 per square foot is not adequate to provide and maintain the level of services needed; and

WHEREAS, Stantec recommended a four-year phased-in increase in the parks impact fee; and

WHEREAS, the City Commission has determined that it would be in the best interest of the City to amend the following sections of the City's Land Development Regulations.

NOW THEREFORE, BE IT ORDAINED BY THE CITY COMMISSION OF THE CITY OF OPA-LOCKA, FLORIDA, AS FOLLOWS:

Section 1. Adoption of Representations.

The foregoing "Whereas" clauses are hereby ratified and confirmed as being true and the same are hereby made a specific part of this Ordinance.

Section 2. Amending Chapter 22, Article XII, Section 22-344(F) of the City of Opa-Locka's City of Opa-Locka's Land Development Regulations entitled "Impact Fees", Division 4 entitled "Park Impact Fee", specifically Section 22-344(F) entitled "Legislative findings" as follows:

Sec. 22-344. Legislative findings.

The city commission finds, determines and declares:

A. The city must expand its park system in order to maintain current park standards if new development is to be accommodated without decreasing current standards. This must be done in order to promote and protect the public health, safety and welfare.

B. The state legislature, through the enactment of F.S. ch. 163 pt. II (F.S. 163.2511 et seq,) has sought to encourage the city to enact impact fees. The state legislature, through the enactment of F.S. ch. 163.3202(3), has sought to encourage the city to enact impact fees.

C. The imposition of impact fees is one of the preferred methods of ensuring that development bears a proportionate share of the cost of capital facilities

necessary to accommodate such development. This must be done in order to promote and protect the public health, safety and welfare;

D. Each of the types of land development described in section 22-350, will create demand for the acquisition or expansion of parks and the construction of park improvements.

E. The fees established by section 22-350 are derived from, are based upon, and do not exceed the costs of providing additional park and park improvements necessitated by the new land developments for which the fees are levied.

F. The report entitled "~~Methods and Data Used to Calculate Police, Park & Recreation and Public Works Impact Fees~~ Impact Fee Study," dated ~~July 19, 2004~~ August 12, 2025, sets forth a reasonable methodology and analysis for the determination of the impact of new development on the need for and costs for additional parks and park improvements in the city.

Section 3. Amending Chapter 22, Article XII, Section 22-350(A) of the City of Opa-Locka's City of Opa-Locka's Land Development Regulations entitled "Impact Fees", Division 4 entitled "Park Impact Fee", specifically Section 22-350(A) entitled "Computation of the amount of park impact fee" as follows:

Sec. 22-350. Computation of the amount of park impact fee.

A. At the option of the feepayer, the amount of the park impact fee may be determined by the following fee schedule:
Park impact fee schedule
Residential floor area
Cost per sq. ft. …$0.998

Section 4. Amending Chapter 22, Article XII, Section 22-351 of the City of Opa- City of Opa-Locka's Land Development Regulations entitled "Impact Fees", Division 4 entitled "Park Impact Fee", specifically Section 22-351 entitled "Payment of fee" as follows:

Sec. 22-351. Payment of fee.

A. The feepayer shall pay the park impact fee required by this division to the city manager or his/her designee prior to the issuance of a residential building permit.

B. All applicable impact fees imposed by this Article shall be paid in full prior to the issuance of any building permit for the subject development.

C. No building permit, development permit, or other authorization for construction shall be issued until all required impact fees have been paid.

D. Failure to pay impact fees when due shall result in:

(a) Withholding of permits or certificates of occupancy;

(b) Stop-work orders;

(c) Imposition of liens as authorized by law.

~~B~~E. All funds collected shall be properly identified by park impact fee district and promptly transferred for deposit in the appropriate park impact fee trust fund to be held in separate accounts as determined in section 22-353 used solely for the purposes specified in this division.

Section 5. Amending Chapter 22, Article XII, Section 22-352 of the City of Opa-Locka's City of Opa-Locka's Land Development Regulations entitled "Impact Fees", Division 4 entitled "Park Impact Fee", specifically Section 22-352 entitled "Park Impact fee districts" as follow:

Sec. 22-352. Park impact fee districts.

There are hereby established four (4) park impact fee districts as shown in appendix I attached to the ordinance from which this section is derived and incorporated herein by reference.

Section 6. Amending Chapter 22, Article XII, 22-353(A) of the City of Opa-Locka's City of Opa-Locka's Land Development Regulations entitled "Impact Fees", Division 4 entitled "Park Impact Fee", specifically Section 22-353(A) entitled "Park impact fee trust funds established" as follows:

Sec. 22-353. Park impact fee trust funds established.

A. There are hereby established four (4) separate park impact fee trust funds, one for each park impact fee district established by section 22-352.

B. Funds withdrawn from these accounts must be used in accordance with the provisions of section 22-354.

Section 7. Amending Chapter 22, Article XII, Section 22-354 of the City of Opa-Locka's City of Opa-Locka's Land Development Regulations entitled "Impact Fees", Division 4 entitled "Park Impact Fee", specifically Section 22-354 entitled "Use of funds" as follows:

Sec. 22-354. Use of funds.

A. Funds collected from park impact fees shall be used solely for the purpose of acquiring and/or making capital improvements to parks under the jurisdiction of the city, the county, or the state and shall not be used for maintenance or operations.

B. Funds shall be used exclusively for acquisitions, expansions, or capital improvements within the park impact fee district as identified in appendix I, attached to the ordinance from which this section is derived, from which the funds were collected or for projects in other park impact fee districts which are of benefit to the park impact district from which the funds were collected. Funds shall be expended in the order in which they are collected.

C. In the event that bonds or similar debt instruments are issued for advanced provision of capital facilities for which park impact fees may be expended, impact fees may be used to pay debt service on such bonds or similar debt instruments to the extent that the facilities provided are of the type described in subsection (A) of this section and are located within the appropriate impact fee districts created by section 22-352 or as provided in subsection (B) of this section.

D. At least once each fiscal period the city manager shall present to the city commission a proposed capital improvement program for parks, assigning funds, including any accrued interest, from the several park impact fee trust funds to specific park improvement projects and related expenses. Monies, including any accrued interest, not assigned in any fiscal period shall be retained in the same park impact fee trust funds until the next fiscal period except as provided by the refund provisions of this division.

E. Funds may be used to provide refunds as described in section 22-355.

SECTION 8. Severability. The provisions of this Ordinance are severable, and it is the legislative intention to confer upon the whole or any part of the Ordinance the powers herein provided. If any provision of this Ordinance shall be held unconstitutional by any court of competent jurisdiction, the decision of such court shall not affect or impair any remaining provisions of the Ordinance. It is hereby declared to be the legislative intent that this Ordinance would have been adopted had such unconstitutional provision not been included herein.

SECTION 9. Conflict and Repealer. All ordinances and parts of ordinances in conflict with this ordinance are hereby repealed.

SECTION 10. Inclusion In Code. It is the intention of the City Commission of the City of Opa-locka that the provisions of this Ordinance shall, at some time in the future, become and be made a part of the General Code of Ordinances of the City of Opa-Locka and that the sections of this Ordinance may be renumbered or re-lettered and the word "Ordinance" may be changed to "Chapter," "Section," "Article" or such other appropriate word or phrase, the use of which shall accomplish the intentions herein expressed.

SECTION 11. Scrivener's Errors. Sections of this Ordinance may be renumbered or re-lettered and corrections of typographical errors which do not affect the intent as may be authorized by the City Manager without need of public hearing following review by the City Attorney, by filing a corrected or re-codified copy of same with the City Clerk.

SECTION 12. Effective Date. This Ordinance shall, upon adoption, become effective as specified by the City of Opa-Locka Code of Ordinances and the City of Opa-Locka Charter.

PASSED FIRST READING this __ day of _____ 2026.

PASSED SECOND READING this __ day of _____ 2026.

_____

John Taylor, Mayor

ATTEST:

_____

Joanna Flores, City Clerk

APPROVED AS TO FORM AND
LEGAL SUFFICIENCY:

_____

Burnadette Norris-Weeks, P.A.
City Attorney

Moved by: _____

Seconded by: _____

VOTE:

Commissioner Bass _____
Commissioner Santiago _____
Commissioner Ervin _____
Vice Mayor Kelley _____
Mayor Taylor _____

City of Opa-locka
Agenda Cover Memo

Department Director:	Gregory D. Gay			**Department Director Signature:**		
City Manager:	Sha'mecca Lawson			**CM Signature**		
Commission Meeting Date:	3.25.2026		**Item Type:** *(Enter X in box)*	**Resolution**	**Ordinance**	**Other**
					X	
Fiscal Impact: *(Enter X in box)*	**Yes**	**No**	**Ordinance Reading:** *(Enter X in box)*		**1st Reading**	**2nd Reading**
					X	
	X		**Public Hearing:** *(Enter X in box)*		**Yes** / **No**	**Yes** / **No**
					X	X
Funding Source: *Account# :*	*(Enter Fund & Dept)* Ex: N/A See Financial Impact section below		**Advertising Requirement:** *(Enter X in box)*		**Yes**	**No**
					X	
ILA Required: *(Enter X in box)*	**Yes**	**No**	**RFP/RFQ/Bid#:**			
		X				
Strategic Plan Related *(Enter X in box)*	**Yes**	**No**	**Strategic Plan Priority Area:** **Enhance Organizational** ☐ **Bus. & Economic Dev** ■ **Public Safety** ☐ **Quality of Education** ☐ **Qual. of Life & City Image** ☐ **Communication** ☐		**Strategic Plan Obj./Strategy:** *(list the specific objective/strategy this item will address)* **Business & Economic Development**	
	X					
Sponsor Name	City Manager		**Department:**		Planning & Community Development	

Short Title:

AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF OPA-LOCKA, FLORIDA AMENDING ORDINANCE 15-23 PROVIDING FOR PAYMENT OF AN IMPACT ON LAND DEVELOPMENT IN THE CITY OF OPA LOCKA FOR PROVIDING NEW PARKS AND RELATED FACILITIES NECESSITATED BY SUCH NEW DEVELOPMENT; PROVIDING FOR CONFLICT AND REPEALER; PROVIDING FOR SEVERABILITY AND CODIFICATION; PROVIDING FOR AN EFFECTIVE DATE.

Staff Summary:

Parks and Recreation are vital for fostering physical health, mental well-being, and community cohesion while providing environmental and economic benefits. These areas also enhance quality of life, boost local economies through tourism, and protect natural habitats.

The City Commission previously adopted Ordinance No. 15-23 which imposed impact fees on new Parks and Recreation facilities.

Pursuant to Resolution No. 23-139, the City retained Stantec Consulting Services to conduct a comprehensive impact fee study. Based on current data, infrastructure needs, and growth projections, Stantec recommended modifications to the City's Park and Recreation impact fees. The Impact Fee Study was presented to the City Commission on December 10, 2025, and is incorporated herein by reference.

The recommended amendment to the Parks and Recreation Impact Fees is necessary in order to provide and maintain a level of service for new growth. The current parks & recreation impact fee of $0.998 per square foot is not adequate to provide and maintain the needed level of services.

Stantec recommended a four-year phased—in increase in the parks impact fee as shown below:

Fee Type	Phase-In Time	Current Fee	Year 1	Year 2	Year 3	Year 4
Parks & Recreation Impact Fee	4 Year	$0.998	$1.08	$1.15	$1.23	$1.31

The Impact Fee Amendment also provides the City Manager with the authority to approve the deferment or reduction of impact fees required under this ordinance.

Financial Impact: The increase in the Parks and Recreation Impact Fee will incrementally increase the City revenues over the 4-year period with new development within the City.

Proposed Action:

Planning and Community Development staff recommend the approval of this legislation.

Attachment:

Draft Ordinance
Stantec Impact Fee Study and Recommendations
Ordinance 04-11
Ordinance 15-23



Stantec

Opa-Locka, FL

Impact Fee Study

Background

- City of Opa-Locka impact fees unchanged since 2015 Study performed by Stantec
  - Parks
  - Police
  - Stormwater
  - Water
  - Sewer

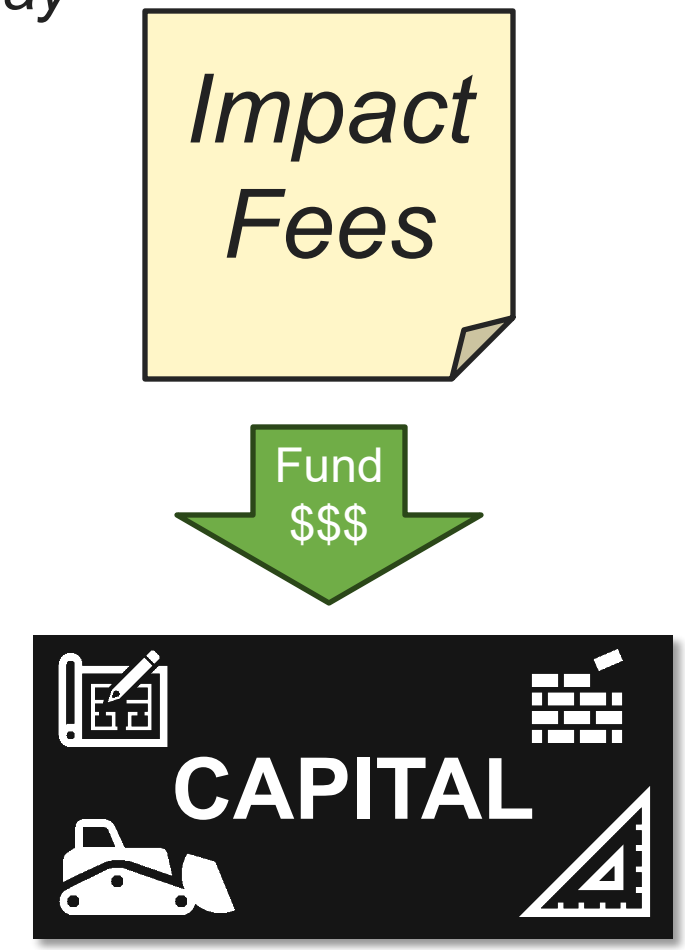


Scope of Study: Re-calculate all existing impact fees

Background

- Impact fees allow new development to *"pay its own way"*
  - Funds expansion related capital costs
  - Not for operations, maintenance, or replacement

- Without impact fees:
  1) Facilities may not be constructed
  2) Facilities may be funded by existing taxpayers



Background

Current Fee schedule (adopted in 2015)







	Parks	Public Safety	Stormwater	Water	Sewer
Charge	$0.998	$0.17	$829	$1,439	$1,279
Unit	SQFT	SQFT	ERU	ERU	ERU

Calculation

US CPI Growth since ‘15 = 32%

	Cost Basis	Capacity	Single Family Impact Fee	Existing (2015)	%
Parks	$12.6 M	Existing Residential Served	**$1.31**	$0.998	31%
Public Safety	$3.8 M	Existing Served	**$0.20**	$0.17	18%
Stormwater	$15.1 M	Existing Impervious ERUs + 15yr Growth	**$835**	$829	1%
Water	$26.3 M	Equivalent Residential Connections	**$1,701**	$1,439	18%
Sewer	$30.3 M	Equivalent Residential Connections	**$2,405**	$1,279	88%

Totals – Single Family

	Existing Fee (2015)	Proposed Impact Fee	Change $	Change %
Parks*	$1,497	**$1,965**	+$468	31%
Public Safety*	$255	**$300**	+$45	18%
Stormwater **	$829	**$829**	$0	0%
Water	$1,439	**$1,701**	+$262	18%
Sewer ***	$1,279	**$1,919**	+$640	50%
Total	$5,299	**$7,315**	+$1,415	38%

* Single Family average of 1,500 SF

** Recommend no change

*** Capped at 50%

Reforms to Florida Impact Fee Law



"Phase-In Limitations" on Impact Fee Increases

- ☑ ≤ 25% Two Equal Annual Increments
- ☑ >25% ≤ 50% Four Increments
- ☑ >50% Not Allowed
- ☑ Increase only once every 4 years

Exceeding the Limitations

1. A special study that outlines ***extraordinary circumstances***
2. Two publicly noticed workshops
3. Two-thirds approval

Parks and Recreation Phase In

Land Use	Calculated Change	Phase-In Time	Current Fee	Year 1	Year 2	Year 3	Year 4
Parks & Recreation Impact Fee	31%	4 Year	$ 0.998	$ 1.08	$ 1.15	$ 1.23	$ 1.31

Land Use	Annual Increase / (Decrease):	Year 1	Year 2	Year 3	Year 4
Parks & Recreation Impact Fee		*$ 0.08*	*$ 0.07*	*$ 0.08*	*$ 0.08*

Public Safety Phase In

Land Use	Calculated Change	Phase-In Time	Current Fee	Year 1	Year 2	Year 3	Year 4
Public Safety Impact Fee	18%	2 Years	$ 0.17	$ 0.19	$ 0.20	$ 0.20	$ 0.20

Land Use	Annual Increase / (Decrease):	Year 1	Year 2	Year 3	Year 4
Public Safety Impact Fee		*$ 0.02*	*$ 0.01*	$ -	$ -

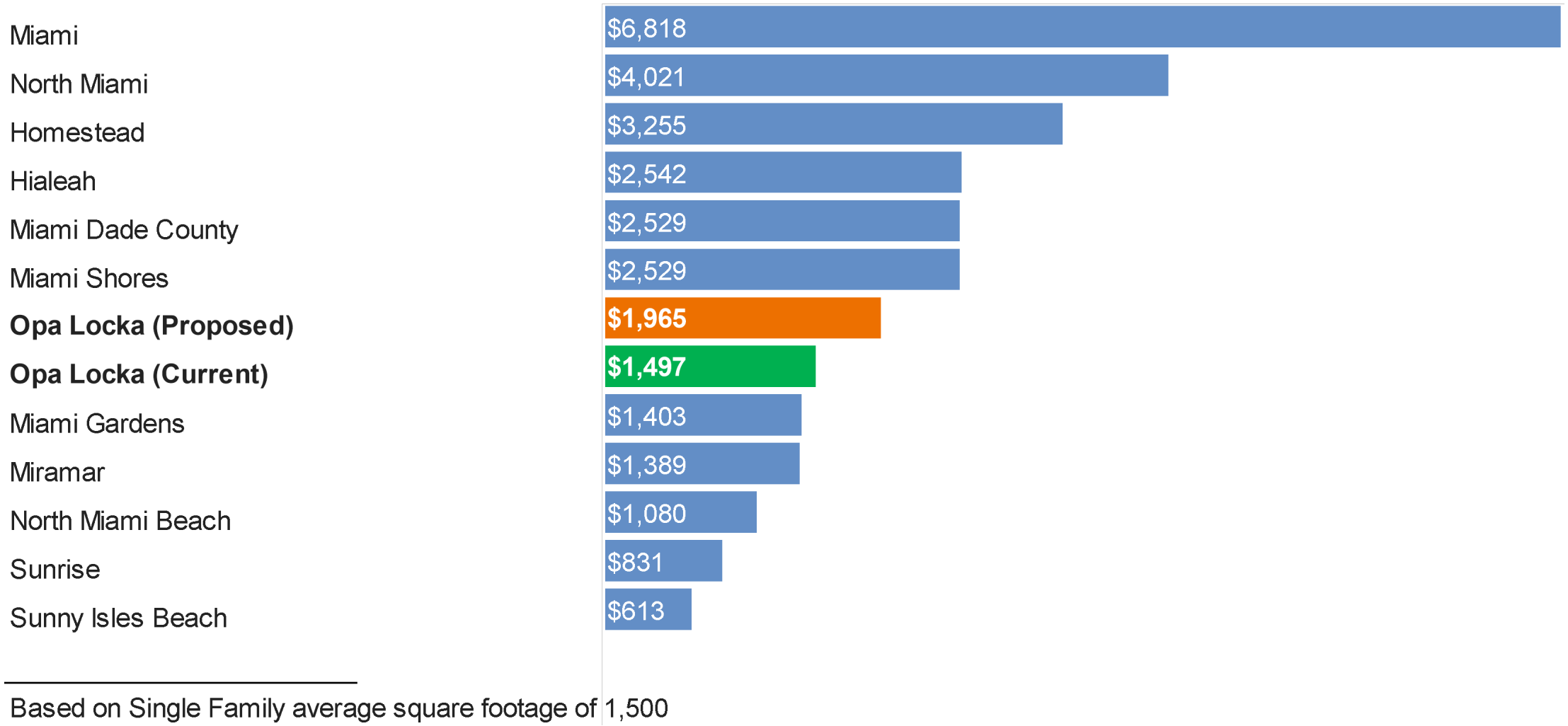
Water/Sewer Phase In

Land Use	Calculated Change	Phase-In Time	Current Fee	Year 1	Year 2	Year 3	Year 4
Water Impact Fee	18%	2 Year	$ 1,439.00	$ 1,570.00	$ 1,701.00	$ 1,701.00	$ 1,701.00
Sewer Impact Fee	50% [1]	4 Year	$ 1,279.00	$ 1,439.00	$ 1,599.00	$ 1,759.00	$ 1,919.00

Land Use	Annual Increase / (Decrease):	Year 1	Year 2	Year 3	Year 4
Water Impact Fee		*$ 131.00*	*$ 131.00*	*$ -*	*$ -*
Sewer Impact Fee		*$ 160.00*	*$ 160.00*	*$ 160.00*	*$ 160.00*

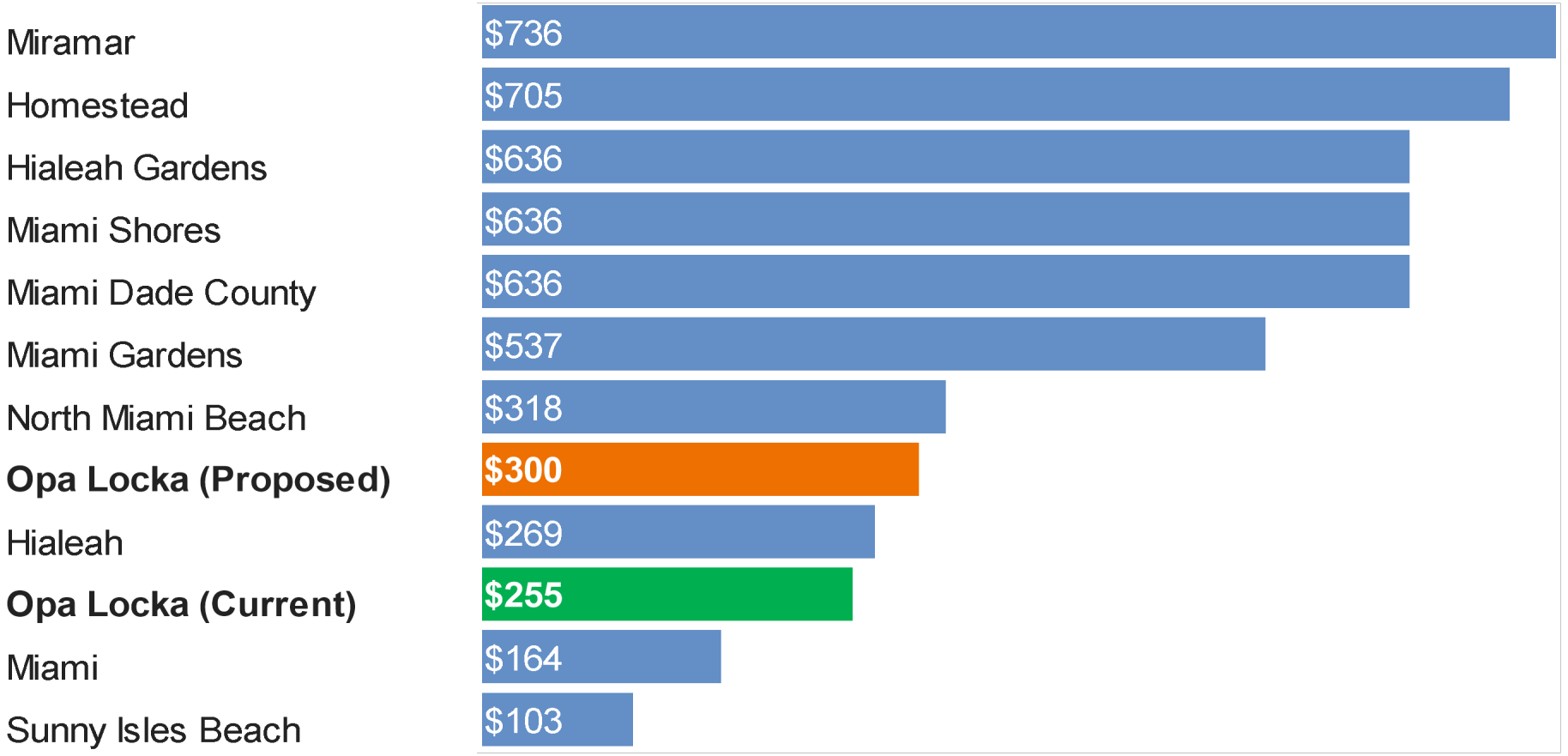
[1] Sewer Impact Fee increase limited to 50% according to limits set by Florida State Statues

Parks and Recreation Impact Fee Survey – Single Family



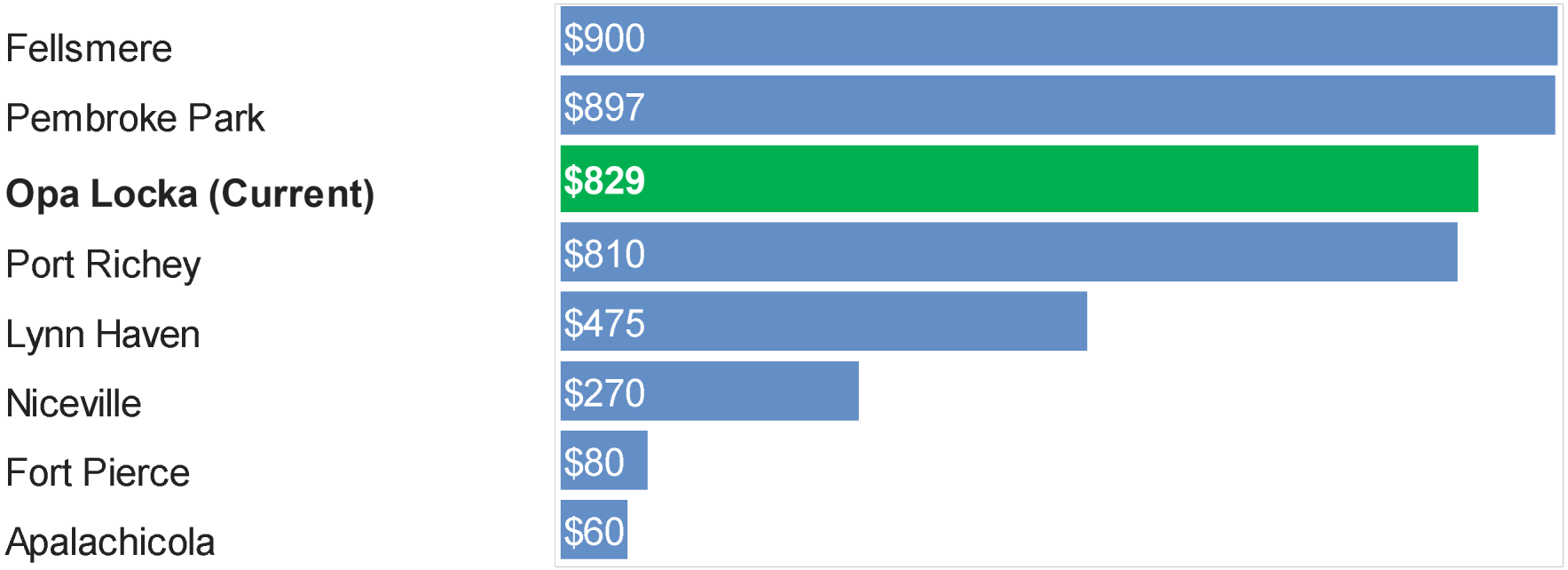
Based on Single Family average square footage of 1,500

Public Safety Impact Fee Survey – Single Family



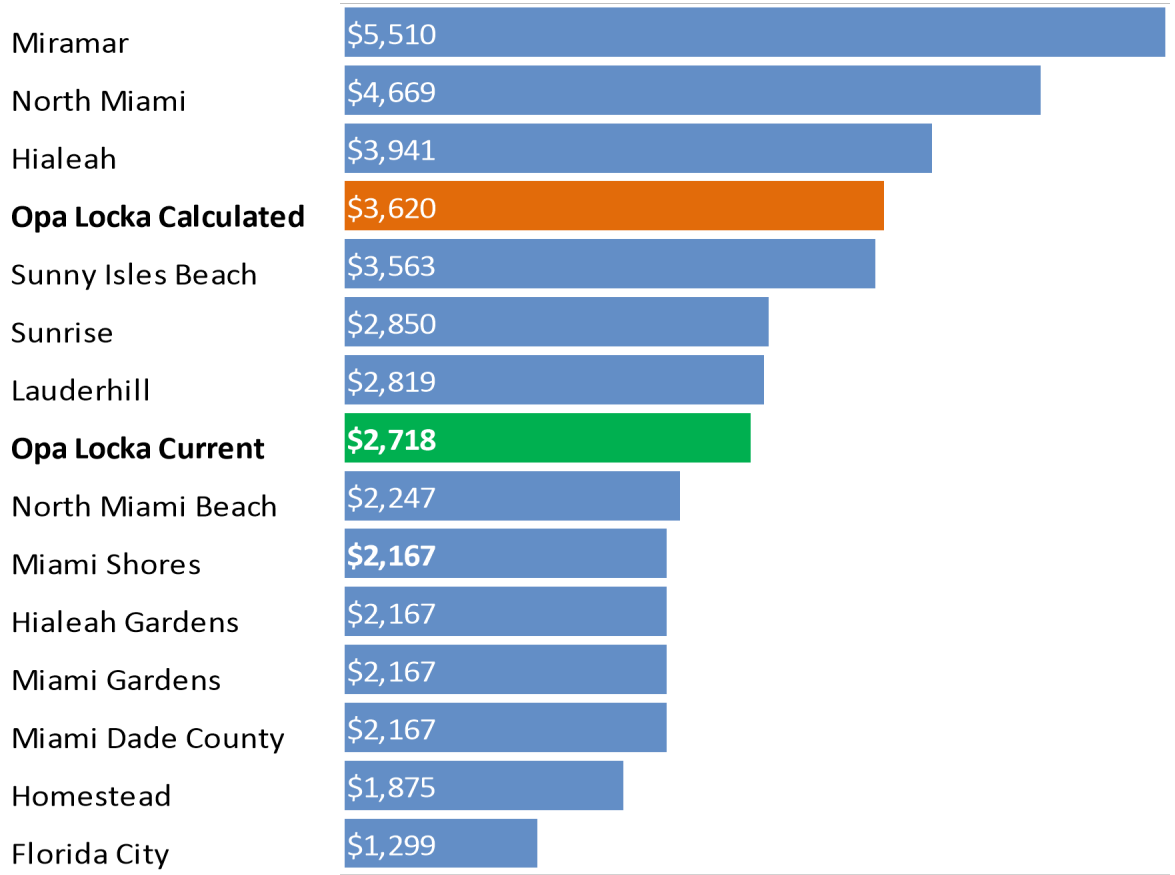
Based on Single Family average square footage of 1,500

Stormwater Impact Fee Survey – Single Family



Water/Sewer Impact Fee Survey – Single Family

Single Family Water Sewer Impact Fee Survey



Based on Single Family average square footage of 1,500

Next Steps

- Consider adopting the updated schedule of calculated impact fees as presented herein
- Notice required **90 days** before the effective date
- Update impact fees in four years



Questions?

Peter Napoli
Senior Manager
Peter.Napoli@stantec.com

1st Reading/Public Hearing: SEPTEMBER 8, 2004
2nd Reading/Public Hearing: SEPTEMBER 22, 2004
Adopted: SEPTEMBER 22, 2004
Effective Date: DECEMBER 22, 2004
Sponsored by: City Manager

ORDINANCE NO. 04-11

PARK IMPACT FEE ORDINANCE

AN ORDINANCE OF THE CITY OF OPA-LOCKA, FLORIDA RELATING TO THE REGULATION OF THE USE AND DEVELOPMENT OF LAND IN THE INCORPORATED AREAS OF THE CITY OF OPA-LOCKA, FLORIDA; IMPOSING AN IMPACT FEE ON LAND DEVELOPMENT IN THE CITY OF OPA-LOCKA FOR PROVIDING NEW PARKS AND RELATED FACILITIES NECESSITATED BY SUCH NEW DEVELOPMENT; STATING THE AUTHORITY FOR ADOPTION OF THE ORDINANCE; PROVIDING DEFINITIONS; PROVIDING FINDINGS AND DECLARATIONS OF THE CITY COMMISSION; PROVIDING FOR THE PAYMENT AND TIME OF PAYMENT OF A PARK IMPACT FEE; PROVIDING FOR REVIEW OF PARK IMPACT FEES AND THE FEE SCHEDULES; PROVIDING FOR THE ESTABLISHMENT OF PARK IMPACT FEE DISTRICTS; PROVIDING FOR THE PLACEMENT OF REVENUE COLLECTED FROM PARK IMPACT FEES INTO PARK IMPACT FEE TRUST FUNDS ESTABLISHED FOR THAT PURPOSE; PROVIDING FOR EXEMPTIONS AND CREDITS; PROVIDING FOR REFUND OF UNEXPENDED FUNDS; PROVIDING FOR USE OF FUNDS DERIVED FROM PARK IMPACT FEES; PROVIDING THAT PARK IMPACT FEES MAY BE PLEDGED TOWARD PAYMENT OF BOND ISSUES AND SIMILAR DEBT INSTRUMENTS; PROVIDING FOR PENALTIES FOR VIOLATION OF THIS ORDINANCE; CONTAINING A REPEALER PROVISION, SEVERABILITY CLAUSE AND PROVIDING FOR AN EFFECTIVE DATE

BE IT ORDAINED BY THE CITY COMMISSION THE CITY OF OPA-LOCKA, FLORIDA:

Section One: Legislative Findings

The City Commission of the City of Opa-locka finds, determines and declares:

A. The City of Opa-locka must expand its park system in order to maintain current park standards if new development is to be accommodated without decreasing current standards. This must be done in order to promote and protect the public health, safety and welfare.

B. The Florida Legislature through the enactment of Florida Statutes Chapter 163 II has sought to encourage the City of Opa-locka to enact impact fees; The Florida Legislature, through the enactment of Florida Statutes Chapter 163.3202 (3), has sought to encourage Opa-locka to enact impact fees.

C. The imposition of impact fees is one of the preferred methods of ensuring that development bears a proportionate share of the cost of capital facilities necessary to accommodate such development. This must be done in order to promote and protect the public health, safety and welfare;

D. Each of the types of land development described in Section Seven hereof, will create demand for the acquisition or expansion of parks and the construction of park improvements.

E. The fees established by Section Seven are derived from, are based upon, and do not exceed the costs of providing additional park and park improvements necessitated by the new land developments for which the fees are levied.

F. The report entitled "Methods and Data Used to Calculate Police, Park & Recreation and Public Works Impact Fees", dated, July 19, 2004, sets forth a reasonable methodology and analysis for the determination of the impact of new development on the need for and costs for additional parks and park improvements in the City of Opa-locka.

Section Two: Short Title, Authority and Applicability.

A. This ordinance shall be known and may be cited as the "The City of Opa-locka Park Impact Fee Ordinance."

B. The City Commission of the City of Opa-locka has the authority to adopt this ordinance pursuant to Article IV of the Constitution of the State of Florida, and Chapter 166 of the Florida Statutes.

C. This ordinance shall apply in the incorporated area of the City of Opa-locka.

Section Three: Intents and Purposes

A. This ordinance is intended to assist in the implementation of the City of Opa-locka Comprehensive Plan.

B. The purpose of this ordinance is to regulate the use and development of land so as to assure that new development bears a proportionate share of the cost of capital expenditures necessary to provide parks and park improvements in the City of Opa-locka.

Section Four: Rules of Construction

A. The provisions of this ordinance shall be liberally construed so as to effectively carry out its purpose in the interest of the public health, safety and welfare.

B. For the purposes of administration and enforcement of this ordinance, unless otherwise stated in this ordinance, the following rules of construction shall apply to the text of this ordinance:

(1) In case of any difference of meaning or implication between the text of this ordinance and any caption, illustration, summary table, or illustrative table, the text shall control.

(2) The word "shall" is always mandatory and not discretionary; the word "may" is permissive.

(3) Words used in the present tense shall include the future; and words used in the singular number shall include the plural, and the plural the singular, unless the context clearly indicates the contrary.

(4) The phrase "used for" includes "arranged for", "designed for", "maintained for", or "occupied for".

(5) The word "person" includes an individual, a corporation, a partnership, an incorporated association, or any other similar entity.

(6) Unless the context clearly indicates the contrary, where a regulation involves two (2) or more items, conditions, provisions, or events connected by the conjunction "and", "or" or "either...or", the conjunction shall be interpreted as follows:

(a) "And" indicates that all the connected terms, conditions, provisions or events shall apply.

(b) "Or" indicates that the connected items, conditions, provisions or events may apply singly or in any combination.

(c) "Either...or" indicates that the connected items, conditions, provisions or events shall apply singly but not in combination.

(7) The word "includes" shall not limit a term to the specific example but is intended to extend its meaning to all other instances or circumstances of like kind or character.

(8) "City Manager" means the City Manager municipal officials he/she may designate to carry out the administration of this ordinance.

Section Five: Definitions

A. A "feepayer" is a person applying for the issuance of a building permit.

B. "Building permit for a residential building" is the approval issued by the City of Opa-locka that authorizes the construction or placement of a building, dwelling, mobile home, recreational vehicle or other structure on a site, where the purposes of the building or structure is for the occupancy by humans. This would include temporary as well as permanent occupancy.

C. A "capital improvement" includes parks planning, land acquisition, site improvements, buildings, and equipment, but excludes maintenance and operation.

D. "Development Order" means a regulatory approval by the City of Opa-locka.

E. "Private recreational facility" is any recreational facility which is not owned by or dedicated to any governmental entity.

Section Six: Imposition of Park Impact Fee.

A. Any person who, after the effective date of this Ordinance, seeks to develop land within the City of Opa-locka, Florida, by applying for a building permit for a residential building is hereby required to pay a park impact fee in the manner and amount set forth in this ordinance. .

B. No new residential building permit for any activity requiring payment of an impact fee pursuant to Section Seven of this ordinance shall be issued unless and until the park impact fee hereby required has been paid.

C. No extension of a residential building permit issued prior to the effective date of this Ordinance for any activity requiring payment of an impact fee pursuant to Section Seven of this ordinance shall be granted unless and until the park impact fee hereby required has been paid.

Section Seven: Computation of the Amount of Park Impact Fee

A. At the option of the feepayer, the amount of the park impact fee may be determined by the following fee schedule.

Park Impact Fee Schedule	
Residential Floor Area	
Cost Per Sq. Ft.	$0.722

(1) If a building permit is requested for mixed uses, then the fee shall be determined through using the above schedule by apportioning the space committed to uses specified on the schedule.

(2) If the type of development activity that a residential building permit is applied for is not specified on the above fee schedule, the City Manager shall use the fee applicable to the most nearly comparable type of land use on the above fee schedules. The City Manager shall be guided in the selection of a comparable type by the City of Opa-locka Comprehensive Plan, supporting documents of the City of Opa-locka Comprehensive Plan, and the City of Opa-locka Zoning Ordinance. If the City Manager determines that there is no comparable type of land use on the above fee schedule then the City Manager shall determine the appropriately discounted fee by considering demographic or other documentation which is available from State, local and regional authorities.

(3) In the case of change of use, redevelopment, or expansion or modification of an existing use which requires the issuance of a residential building permit, the impact fee shall be based upon the net positive increase in the impact fee for the new use as compared to the previous use. The City Manager shall be guided in this determination by the sources and agencies listed above.

B. If a feepayer opts not to have the impact fee determined according to paragraph (A) of this section, then the feepayer shall prepare and submit to the City Manager an independent fee calculation study for the land development activity for which a building permit is sought. The documentation submitted shall show the basis upon which the independent fee calculation was made. The City Manager shall consider the documentation submitted by the feepayer but is not required to accept such documentation as he/she shall reasonably deem to be inaccurate or not reliable and may, in the alternative, require the feepayer to submit additional or different documentation for consideration. If an acceptable independent fee calculation study is not presented, the feepayer shall pay park impact fees based upon the schedule shown in paragraph (A) of this section. If an acceptable independent fee calculation study is presented, the City Manager may adjust the fee to that appropriate to the particular development. The adjustment may include a credit against the fee otherwise payable up to three (3%) for private recreational facilities constructed or deed restricted or otherwise set aside for recreational purposes by the feepayer which serve the same purposes and functions as set forth for public parks in the City of Opa-locka Comprehensive Plan. Determinations made by the City Manager pursuant to this paragraph may be appealed to the City Commission by filing a written request with the City Manager within ten (10) days of the City Manager's determination.

Section Eight: Payment of Fee

A. The feepayer shall pay the park impact fee required by this ordinance to the City Manager or his/her designee prior to the issuance of a residential building permit.

B. All funds collected shall be properly identified by park impact fee district and promptly transferred for deposit in the appropriate Park Impact Fee Trust Fund to be held in

separate accounts as determined in Section Ten of this ordinance and used solely for the purposes specified in this ordinance.

Section Nine: Park Impact Fee Districts

There are hereby established four (4) park impact fee districts as shown in Appendix I attached hereto and incorporated herein by reference.

Section Ten: Park Impact Fee Trust Funds Established

A. There are hereby established four (4) separate Park Impact Fee Trust Funds, one for each park impact fee district established by Section Nine of this Ordinance.

B. Funds withdrawn from these accounts must be used in accordance with the provisions of Section Eleven of this ordinance.

Section Eleven: Use of Funds

A. Funds collected from park impact fees shall be used solely for the purpose of acquiring and/or making capital improvements to parks under the jurisdiction of the City of Opa-locka, the County, or the State of Florida, and shall not be used for maintenance or operations.

B. Funds shall be used exclusively for acquisitions, expansions, or capital improvements within the park impact fee district as identified in Appendix I, hereto, from which the funds were collected or for projects in other park impact fee districts which are of benefit to the park impact district from which the funds were collected. Funds shall be expended in the order in which they are collected.

C. In the event that bonds or similar debt instruments are issued for advanced provision of capital facilities for which park impact fees may be expended, impact fees may be used to pay debt service on such bonds or similar debt instruments to the extent that the facilities provided are of the type described in paragraph A above and are located within the appropriate impact fee districts created by Section Nine of this ordinance or as provided in paragraph B of this section.

D. At least once each fiscal period the City Manager shall present to the City Commission a proposed capital improvement program for parks, assigning funds, including any accrued interest, from the several Park Impact Fee Trust Funds to specific park improvement projects and related expenses. Monies, including any accrued interest, not assigned in any fiscal period shall be retained in the same Park Impact Fee Trust Funds until the next fiscal period except as provided by the refund provisions of this ordinance.

E. Funds may be used to provide refunds as described in Section Twelve.

Section Twelve: Refund of Fees Paid

A. If a residential building permit expires without commencement of construction, then the feepayer shall be entitled to a refund, without interest, of the impact fee paid as a condition for its issuance except that the City shall retain three percent (3 %) of the fee to offset a portion of the costs of collection and refund. The feepayer must submit an application for such a refund to the City Manager thirty (30) days prior to the expiration of the permit.

B. Any funds not expended or encumbered by the end of the calendar quarter immediately following six (6) years from the date the park impact fee was paid shall, upon application of the then current landowner, be returned to such landowner with interest at the rate of three percent (3 %) per annum, provided that the landowner submits an application for a refund to the City Clerk of the City of Opa-locka within 180 days of the expiration of the six year period.

Section Thirteen: Exemptions and Credits

A. The following shall be exempted from payment of the impact fee:

(1) Alterations or expansion of an existing building where no additional residential units are created and where the use is not changed.

(2) The construction of accessory buildings or structures.

(3) The replacement of a destroyed or partially destroyed building or structure with a new building or structure of the same size and use.

(4) The installation of a replacement mobile home on a lot or other such site when a park impact fee for such mobile home site has previously been paid pursuant to this ordinance or where a mobile home legally existed on such site on or prior to the effective date of this Ordinance.

(5) The construction of any non-residential building or structure or the installation of a non-residential mobile home.

Any claim of exemption must be made no later than the time of application for a building permit. Any claim not so made shall be deemed waived.

B. Credits:

(1). Park land and/or park capital improvements may be offered by the feepayer as total or partial payment of the required impact fee. The offer must specifically

request or provide for a park impact fee credit. If the City Manager accepts such an offer, whether the acceptance is before or after the effective date of this ordinance, the credit shall be determined and provided in the following manner:

(a). Credit for the dedication of land shall be valued at (i) 115% of the most recent assessed value by the Property Appraiser, or (ii) by such other appropriate method as the City Commission may have accepted prior to the effective date of this ordinance for particular park improvements, or (iii) by fair market value established by private appraisers acceptable to the City. Credit for the dedication of park land shall be provided when the property has been conveyed at no charge to, and accepted by, the City in a manner satisfactory to the City Commission.

(b). Applicants for credit for construction of park improvements shall submit acceptable engineering drawings and specifications, and construction cost estimates to the City Manager. The City Manager shall determine credit for construction based upon either these cost estimates or upon alternative engineering criteria and construction cost estimates if the City Manager determines that such estimates submitted by the applicant are either unreliable or inaccurate. The City Manager shall provide the applicant with a letter or certificate setting forth the dollar amount of the credit, the reason for the credit, and the legal description or other adequate description of the project or development to which the credit may be applied. The applicant must sign and date a duplicate copy of such letter or certificate indicating his/her agreement to the terms of the letter or certificate and return such signed document to the City Manager before credit will be given. The failure of the applicant to sign, date, and return such document within 60 days shall nullify the credit.

(c). Except as provided in subparagraph (d), Credit against impact fees otherwise due will not be provided until:

(i) the construction is completed and accepted by the City, the County or the State, whichever is applicable;

(ii) a suitable maintenance and warranty bond is received and approved by the City Clerk of the City of Opa-locka, when applicable.

(d). Credit may be provided before completion of specified park improvements if adequate assurances are given by the applicant that the standards set out in Subparagraph (c) will be met and if the feepayer posts security as provided below for the costs of such construction. Security in the form of a performance bond, irrevocable letter of credit or escrow agreement shall be posted with and approved by the City of Opa-locka in an amount deter-

mined by the City Manager. If the park construction project will not be constructed within one (1) year of the acceptance of the offer by the City Manager, the amount of the security shall be increased by ten per cent (10%) compounded, for each year of the life of the security. The security shall be reviewed and approved by the City Commission prior to acceptance of the security. If the park construction project is not to be completed within 5 years of the date of the feepayer's offer, the City Commission must approve the park construction project and its scheduled completion date prior to the acceptance of the offer by the City Manager.

(2). Any claim for credit must be made no later than the time of application for a building permit. Any claim not so made shall be deemed waived.

(3). Credits shall not be transferable from one project or development to another without the approval of the City Commission and may only be transferred to a development within a different impact fee district upon a finding by the City Commission that the dedication for which the credit was given benefits such different impact fee district.

(4). Determinations made by the City Manager pursuant to this paragraph may be appealed to the City Commission by filing a written request with the City Manager with ten (10) days of the City Manager's determination.

Section Fourteen: Review

The fee schedule contained in Section Seven (A) shall be reviewed by the City Commission at least once each fiscal biennium.

Section Fifteen: Penalty Provision

A violation of this ordinance shall be prosecuted in the same manner as misdemeanors are prosecuted and upon conviction the violator shall be punishable according to law; however, in addition to or in lieu of any criminal prosecution the City of Opa-locka shall have the power to sue in civil court to enforce the provisions of this ordinance.

Section Sixteen: Repealer Provision

All ordinances or parts of ordinances in conflict herewith are hereby repealed to the extent of such conflict.

Section Seventeen: Severability

If any section, phrase, sentence or portion of this ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct and independent provision, and such holding shall not affect the validity of the

remaining portions thereof.

Section Eighteen: Effective Date:

This ordinance shall become effective on December 22, 2004.

PASSED AND DULY ADOPTED THIS 22 Day of SEPT., 2004.

MAYOR

ATTEST:

CITY CLERK

Approved as to form and legal sufficiency:

CITY ATTORNEY

9/10/04
DATE

Moved by: VICE MAYOR JOHNSON
Second by: COMMISSIONER TYDUS
Commission Vote 4-0
Commissioner Tydus: YES
Commissioner Holmes: YES
Vice-Mayor Johnson: YES
Mayor Kelley: YES

APPENDIX I

PARKS AND RECREATION

The Opa-locka inventory of park facilities yields a ratio of 0.566 acres of parks per 1,000 population. Available data show a facility cost per capita of $223.29. The facility cost table shows that this cost may be an understatement. However, this understated cost is all that can be supported with available data.

PARK AND RECREATIONAL FACILITY COSTS
CITY OF OPA-LOCKA
2004

PARK	ACRES	LAND VALUE	IMPROVEMENT VALUE	TOTAL VALUE
Sherbondy Park	3.260	$500,000	$591,000	$1,091,000
Washington Tot Lot	0.250	$150,000	$35,000	$185,000
Segal Park (Helen Miller) Center	2.450	$500,000	$662,000	$1,162,000
Ingram Park	25.595	$918,527	$208,919	$1,127,446
TOTAL	31.555	$2,068,527	$1,496,919	$3,565,446
PER 1,000 POPULATION	2.049			
PER CAPITA				$231.57
RESIDENTIAL FLOOR AREA				4,937,287
COST PER Sq. Ft.				$0.722

SOURCE: City of Opa-locka, May 2003 and July 2004.

Future updates should be able to incorporate more data and provide more complete facility costs.

There are no existing data that suggest that non-residential developments either place demands upon or benefit from Opa-locka's system of park and recreation facilities.

1st Reading: June 24, 2015
2nd Reading: July 22, 2015
Public Hearing: July 22, 2015
Adopted: July 22, 2015
Effective Date: July 22, 2015
Sponsored by: City Manager

ORDINANCE NO. 15-23

AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF OPA-LOCKA, FLORIDA AMENDING ORDINANCE 04-11 PROVIDING FOR PAYMENT OF AN IMPACT ON LAND DEVELOPMENT IN THE CITY OF OPA LOCKA FOR PROVIDING NEW PARKS AND RELATED FACILITIES NECESSITATED BY SUCH NEW DEVELOPMENT; PROVIDING FOR CONFLICT AND REPEALER; PROVIDING FOR SEVERABILITY AND CODIFICATION; PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, the City Commission of the City of Opa-locka passed Ordinance 04-11, imposing impact fees on new land development in the City to provide and maintain an adequate level of parks to meet growth needs in residential areas in the City;

WHEREAS, the City Commission's legislative findings justifying the imposition of such impact fee, as well as the data and studies used to calculate that fee are incorporated by reference herein;

WHEREAS, The City retained Burton and Associates to conduct a comprehensive study on impact fees and they recommend modifications based on current data and projections. Their report was presented to the City on May 5th, 2015 and is incorporated by reference herein; and

WHEREAS, This recommended Amendment to the Park Impact Fees is necessary in order to provide and maintain a level of service to new growth in residential areas; and

WHEREAS, The current park impact fee is outdated and as a matter of public policy should be updated every five years; and

WHEREAS, The current park impact fee of $0.722 is not adequate to provide for the needed level of services; and

WHEREAS, An impact fee of $0.998 is needed to take into account growth in residential areas and to provide and maintain the required level of park service to residential areas, including growth areas.

NOW, THEREFORE, BE IT DULY ORDAINED BY THE CITY COMMISSION OF THE CITY OF OPA-LOCKA, FLORIDA:

Section 1. The recitals to the preamble herein are incorporated by reference.

Section 2. Ordinance 04-11 imposing an impact fee on land development to provide for new parks and related facilities is hereby Amended to change the impact fee for new parks to be imposed on new land development to $0.998 per square foot.

Section 3 All ordinances or Code provisions in conflict herewith are hereby repealed.

Section 4. If any section, subsection, sentence, clause, phrase or portion of this Ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct and independent provision and such holding shall not affect the validity of the remaining portions of this Ordinance.

Section 5. CODIFICATION. This Ordinance shall be codified in the Code of Ordinances when the code is recodified.

Section 6. EFFECTIVE DATE. This Ordinance shall upon adoption, become effective immediately.

PASSED AND ADOPTED this 22ND day of July , 2015.

Myra L. Taylor
Mayor

Ordinance No. 15-23

Attest to:

Joanna Flores
City Clerk

Approved as to form and legal sufficiency:

Vincent T. Brown
The Brown Law Group
City Attorney

Moved by: COMMISSIONER KELLEY
Seconded by: VICE MAYOR HOLMES
Commissioner Vote: 4-0
Commissioner Kelley: YES
Commissioner Pinder: OUT OF ROOM
Commissioner Santiago: YES
Vice Mayor Holmes: YES
Mayor Taylor: YES

1st Reading/Public Hearing:
2nd Reading/Public Hearing:
Adopted:
Effective Date:
Sponsored By:

Sponsored by: Commissioner Santiago

ORDINANCE NO. 26-XX

AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF OPA-LOCKA, FLORIDA, AMENDING ARTICLE V, SECTION 22-116 OF THE CITY OF OPA-LOCKA'S LAND DEVELOPMENT REGULATIONS PERTAINING TO THE STORAGE OF RECREATIONAL VEHICLES; AMENDING CERTAIN DEFINITIONS WITHIN SECTION 22-116, TO INCLUDE THE DEFINITION OF "TRAVEL TRAILER" TO REDUCE THE OVERALL BODY LENGTH FROM 40 FEET TO 35 FEET; TO AMEND THE DEFINITION OF "CAMPING TRAILER" TO REMOVE THE WORD "VEHICULAR" AND REQUIRE CAMPING TRAILERS TO BE LOADED ONTO OR AFFIXED TO WHEELS; TO REMOVE THE WORD "TRUCK" FROM "TRUCK CAMPER"; TO AMEND THE WORD "MOTOR HOME" TO REQUIRE A "BUILT ON" REQUIREMENT TO MOTOR VEHICLE CHASSIS; TO AMEND THE DEFINITION OF "SCREENED" TO ADD THE WORDS "THE CONDITION OF BEING" AND EXPAND THE DEFINITION OF SIGNIFICANTLY HIDDEN FROM VIEW TO ENCOMPASS A COMBINATION OF STRUCTURES; TO DELETE "RESIDENTIAL TOWNHOUSE DISTRICT", "MODERATE DENSITY RESIDENTIAL DISTRICT", "HIGH DENSITY RESIDENTIAL DISTRICT" AND CERTAIN RESIDENTIAL MIXED USE DESIGNATIONS BEARING THE PREFIX HDOD; CMU; AND MNMU; TO DELETE THE REQUIREMENT THAT RECREATIONAL VEHICLE PARKING AND STORAGE IS PROHIBITED BUT REQUIRES A CERTIFICATION PROCESS AND FEE OF $100.00 WITH AN ACCOMPANYING AFFIDAVIT THAT THE VEHICLE WILL NOT BE USED FOR OCCUPANCY; REQUIRING PROOF OF CURRENT TITLE AND REGISTRATION, AS REQUIRED BY APPLICABLE LAW; ALLOWING A RECREATIONAL VEHICLE NOT EXCEEDING 35 FEET IN LENGTH TO BE PARKED IN A SIDE YARD NOT CLOSER THAN 3 FEET FROM THE RESIDENCE WITH ALL EXPANDED PANELS RETRACTED; REQUIRING RECREATIONAL VEHICLES TO BE UNOBSTRUCTED, MOUNTED ON WHEELS AND EASILY MOVABLE; PROHIBITING RECREATIONAL

VEHICLES PARKED ON RESIDENTIAL PROPERTY FROM BEING USED FOR LIVING, SLEEPING, COOKING OR STORAGE; ALLOWING NO MORE THAN ONE RECREATIONAL VEHICLE ON SINGLE FAMILY OR DUPLEX PROPERTY; REQUIRING THE RECREATIONAL VEHICLE OWNER TO HOLD A VALID LEASE AGREEMENT WITH THE PROPERTY OWNER; PROHIBITING UTILITY CONNECTIONS EXCEPT THROUGH AN EXTENSION CORD FOR BRIEF MAINTENANCE RELATED ACTIVITIES NOT TO EXCEED 24 HOURS; PROHIBITING PARKING ON TOWNHOUSE AND MULTIFAMILY PROPERTIES; AMENDING CHAPTER 2, ARTICLE XI, SECTION 2-570.33 OF THE CITY OF OPA-LOCKA'S CODE OF ORDINANCES TO DECREASE THE CIVIL PENALTY FOR NONCOMPLIANCE FINE AMOUNT FROM $500.00 TO $250.00 FOR THE FIRST OFFENSE; PROVIDING FOR SEVERABILITY; PROVIDING FOR CODIFICATION; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the current City of Opa-Locka Land Development Regulations, addresses the general storage of a recreational vehicle, of a certain length and width, on single-family or duplex residential zoned property, subject to the conditions listed in Section 22-116; and

WHEREAS, the City Commission of the City of Opa-Locka desires to amend the City's land development regulations pertaining to recreational vehicles on residential zoned properties; and

WHEREAS, the City Commission of the City of Opa-Locka desires to amend Section 22-116 of the City of Opa-Locka's Land Development Regulations, pertaining to recreational vehicles and Chapter 2, Article XI, Section 2-570.33 of the City of Opa-Locka's Code of Ordinances related to penalties.

NOW, THEREFORE, BE IT DULY ORDAINED BY THE CITY COMMISSION OF THE CITY OF OPA-LOCKA, FLORIDA:

Section 1. The recitals to the preamble herein are incorporated by reference.

Section 2. Article V of the Land Development Regulations (pursuant to Ordinance 15-31) is hereby amended and shall read:

Sec. 22-116 Recreational Vehicles.

(a) Definitions

(1)"travel trailer," ~~which is~~ a vehicular portable unit, mounted on wheels and ~~, of such a size or weight as not to require special highway movement permits when drawn by a motorized vehicle. It is primarily~~ designed and constructed to provide temporary living quarters for recreational, camping, or travel use. It has a body width of no more than 8 1/2 feet and ~~an~~ a maximum overall body length of no more than ~~40~~ 35 feet. ~~when factory-equipped for the road.~~

(2) "camping trailer," ~~which is a vehicular~~ portable unit designed to be loaded onto, affixed to, mounted on wheels and constructed with collapsible partial sidewalls which fold for towing by another vehicle and unfold at the campsite to provide temporary living quarters for recreational, camping, or travel uses.

(3) "truck camper," which is a truck equipped with a portable unit designed to be loaded onto, or affixed to, the bed or chassis of the truck and constructed to provide temporary living quarters for recreational, camping, or travel use.

(4) "motor home," ~~which is~~ a self-propelled vehicular unit which does not exceed the length, height, and width limitations provided in F.S. 316.515, ~~is a self-propelled~~ and is built on a self-propelled motor vehicle chassis, and is primarily designed ~~to provide~~ for temporary living quarters for recreational, camping, or travel use.

(5) "van conversion," ~~which is~~ a vehicular unit which does not exceed the length and width limitations provided in F.S. 316.515, is built on a self-propelled motor vehicle chassis, and is designed for recreation, camping, and travel use.

(6) "fifth-wheel trailer," which is a vehicular unit mounted on wheels, designed to provide temporary living quarters for recreational, camping, or travel use, of such size or weight as not to require a special highway movement permit, of gross trailer area not to exceed 400 square feet in the setup mode, and designed to be towed by a motorized vehicle that contains a towing mechanism that is mounted above or forward of the tow vehicle's rear axle.

(7) The term "screened" means the condition of being significantly hidden from view from grade level by a combination of structures or other means including but not limited to buildings, fences, walls, hedges, and other landscaping material, or any combination thereof.

(8) Residential Zoned Property include any of the following:

i. Single-Family Residential district. Any zoning use district bearing the prefix R-1 or R-2.

ii. Two-Family Residential district. Any zoning use district bearing the prefix R-2.

~~iii. Residential Townhouse district. Any zoning use district bearing the prefix R-TH~~

~~iv. Moderate Density Residential district. Any zoning use district beaning the prefix R-3.~~

~~v. High Density Residential district. Any zoning use district bearing the prefix R-4~~

~~Any Residential Mixed Use bearing the prefix HDOD; CMU; MNMU.~~

(b) Recreational Vehicle ~~Storage~~ Requirements

(1) ~~Recreational Vehicle parking and storage is prohibited on property zoned residential. Use of recreational vehicles as dwelling units is prohibited. To park or store a recreational vehicle on property zoned residential will be a violation the Land Development Regulation, Ordinance 15-31, Section 22-116 as amended~~.
One (1) recreational vehicle may be parked or stored as an accessory use on residential zoned property only in compliance with this section and after issuance of a Recreational Vehicle Parking Certificate under (C) below and payment of a $100 Certificate Fee. Nothing in this section authorizes recreational vehicle parking or storage on townhouse, multifamily, mixed-use, or vacant property.

(2) Immediately following the passage of the ordinance from which this section is derived, the city shall use best efforts to engage in a public information campaign to educate residents on the requirements of this section. The public information campaign shall take place up until ~~one hundred eighty (180)~~ ninety (90) days after passage of the ordinance from which this section is derived ~~to address removal of recreational vehicles from properties zoned residential~~.

~~Any person owning a recreational vehicle that is occupying real property zoned residential within the city as of the passage of the ordinance from which this section is derived, will have up to one hundred eighty-one (181) days to remove the recreational vehicle from the city. After the one-hundred-eighty-day public information campaign all violations will be subject to code enforcement action including the assessment of a civil penalty. After receiving a civil penalty, the property owner will have thirty (30) days to cure the violation, i.e., removal of the recreational vehicle from his property or be subject to additional citation and remedies permitted by City Code.~~

~~*(3) Enforcement of the Code.* Notwithstanding the provisions of this section, the city may at all times continue enforcement of the City Code through any authorized code compliance methods specified in the Land Development Regulations or~~

~~any provision of the City's Code of Ordinances or other authorized means, including but not limited to, issuance of and prosecution of a notice of violation or the issuance of a citation. This section shall not be construed or interpreted to serve as a defense against any enforcement action brought by the city based on noncompliance with the current requirements of the City Code.~~

(3) Storage/Parking Standards

(a) No more than one (1) recreational vehicle may be parked or stored on any residential zoned property.

(b) The recreational vehicle shall not exceed thirty-five (35) feet in overall body length.

(c) The recreational vehicle shall be parked or stored in a side yard on an improved driveway or other lawfully paved parking surface and shall not be stored in a front yard. Notwithstanding the foregoing, temporary parking on an improved driveway for loading, unloading, cleaning, or trip preparation is permitted for up to twenty-four (24) consecutive hours in any seven-day period, provided the recreational vehicle is not occupied and does not obstruct a sidewalk, street, or right-of-way.

(d) The recreational vehicle shall be positioned wholly on the approved paved surface, not closer than three (3) feet from the principal residence, and shall not encroach into a public sidewalk, public right-of-way, or required sight triangle.

(e) All slide-outs, expanding panels, awnings, steps, and similar appurtenances shall be retracted or folded in while the vehicle is parked or stored.

(f) The recreational vehicle shall remain mounted on wheels, capable of lawful removal, and in a generally operable and movable condition.

(g) The recreational vehicle shall maintain current state registration and plate display if required by applicable law.

(h) The recreational vehicle shall not displace the minimum number of off-street parking spaces otherwise required for the principal dwelling under this Code.

(i) If the recreational vehicle is not titled to the property owner, it shall be titled to a lawful tenant or lawful occupant of the dwelling who is in possession under a current written lease or other written right of possession acceptable to the City.

(j) The property owner and any Certificate holder shall maintain the recreational vehicle and the parking area in a neat and sanitary condition.

(c) Certificate application, zoning review, and issuance.

(1) On a form approved by the City, an application shall be filed with the Building and Licensing Department by the property owner or by a lawful tenant with the written consent of the property owner.

(2) Any application, renewal, or reinspection fee shall be established only by the City's duly adopted fee schedule, shall be collected through the Building and Licensing Department, and shall be limited to the City's actual administrative and inspection costs of implementing this section. No fee imposed under this subsection shall constitute a vehicle registration fee or license tax.

(3) The application shall include, at a minimum:

(a) proof of ownership of the property or proof of lawful tenancy together with written owner consent;

(b) proof that the recreational vehicle is currently titled and registered as required by applicable law, together with current plate information;

(c) a photograph, survey excerpt, or site sketch showing the proposed parking location and driveway access;

(d) a sworn affidavit, in a form approved by the City Attorney, stating that the recreational vehicle will not be occupied, rented, advertised for occupancy, or used as a dwelling unit or accessory dwelling unit while on the property;

(e) written acknowledgment that the exterior parking location may be inspected upon reasonable notice by the Building and Licensing Department, the Community Development Department, and the Code Enforcement Department, and that nothing in this section limits any otherwise lawful inspection authorized by consent or law; and

(f) such additional non-vehicle-registration information as the City may reasonably require to administer this section.

(4) Upon receipt of a materially complete application, the Building and Licensing Department shall route the application to the Community Development Department for zoning compliance review.

(5) The Community Development Director, Zoning Official, or designee shall determine whether the proposed parking location and use comply with this section and shall transmit a zoning clearance or written deficiency notice to the Building and Licensing Department.

(6) After zoning clearance and satisfaction of the requirements of this section, the Building and Licensing Department may issue the Certificate administratively.

(7) The City may conduct an exterior site inspection before issuance or after issuance upon reasonable notice to verify compliance with this section.

(8) No exterior decal, sticker, or municipal registration marker shall be required. Certificate records shall be maintained administratively by the Building and Licensing Department and made available to the Community Development Department and the Code Enforcement Department for official use.

(d) Prohibited use and utility connections.

(1) A recreational vehicle parked or stored on residential zoned property shall not be used for living, sleeping, cooking, business operations, rental, advertising for occupancy, or as a storage unit, except for ordinary and incidental storage of items customarily kept within the vehicle.

(2) A recreational vehicle parked or stored on residential zoned property shall not be connected to water, sewer, or gas service. Temporary electrical connection by extension cord is permitted solely for battery charging or brief maintenance-related activity and shall not exceed twenty-four (24) consecutive hours in any seven-day period. The City reserves the right to suspend water and sewer service after proper notice. The parking of recreational vehicles is prohibited on townhouse or multi-family development properties.

(3) Wastewater or sewage shall not be discharged from a recreational vehicle onto the property or into any stormwater system.

(4) Nothing in this section authorizes a recreational vehicle to serve as an accessory dwelling unit or short-term rental.

(e) Certificate duration, renewal, transfer, suspension, and revocation.

(1) A Certificate issued under this section shall be valid for one (1) year and may be renewed administratively through the Building and Licensing Department upon submission of a renewal application or certification demonstrating continued compliance, subject to continued zoning compliance review by the Community Development Department.

(2) A Certificate is personal to the approved property and the approved recreational vehicle, is not transferable, and expires upon a change in ownership of the property, a change in tenancy of the Certificate holder, or transfer or disposition of the permitted vehicle.

(3) The Building and Licensing Department may suspend or revoke a Certificate for material misrepresentation in the application or for failure to comply with this section after written zoning noncompliance findings from the Community Development Department or referral from the Code Enforcement Department, and after notice and an opportunity to cure when a cure is reasonably available.

(f) Violations & Penalties

a. Violations of this section shall result in fines, penalties, or enforcement actions which shall be the responsibility of the property owner.
b. Fines shall be imposed pursuant to the City's schedule of penalties under Chapter 2 of the City's Code of Ordinances.
c. Additional Remedies: The City may pursue further enforcement, including abatement of nuisances, injunctive relief, permit revocation, and administrative adjudication.

Section 3. Chapter 2, Article XI, Section 2-570.33 of the City of Opa-locka Code of Ordinances is hereby amended by adding the following line item, with all remaining provisions continuing in full force and effect:

Code Section	Description of Violation	Civil Penalty
22-116	Parking or storage of a recreational vehicle on residential property contrary to section 22-116, including unlawful occupancy, unlawful utility connection, failure to obtain or maintain a Certificate, or other noncompliance with that section	$250.00 for first offense; $500.00 for each repeat offense

Section 5. If any section, subsection, sentence, clause, phrase or portion of this Ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct and independent provision and such holding shall not affect the validity of the remaining portions of this Ordinance.

Section 6. All ordinances or resolutions or parts of ordinances or resolutions in conflict herewith, are hereby repealed.

Section 7. This Ordinance shall be codified in the Code of Ordinances when the code is recodified.

Section 8. This Ordinance shall, upon adoption, become effective as specified by the City of Opa-Locka Code of Ordinances and the City of Opa-Locka Charter.

PASSED FIRST READING this _____ day of _____, 2026.

PASSED SECOND READING this _____ day of _____, 2026.

_____
John H. Taylor, Mayor

ATTEST:

_____
Joanna Flores, City Clerk

APPROVED AS TO FORM AND LEGAL SUFFICIENCY:

_____
Burnadette Norris-Weeks, P.A.

City Attorney

Moved by: _____

Seconded by: _____

VOTE:

Commissioner Williams	(Yes)_____	(No) _____
Commissioner Kelley	(Yes)_____	(No) _____
Commissioner Bass	(Yes)_____	(No) _____
Vice-Mayor Ervin	(Yes)_____	(No) _____
Mayor Taylor	(Yes)_____	(No) _____

City of Opa-locka
Agenda Cover Memo

Department Director:	Gregory D. Gay			**Department Director Signature:**			
City Manager:	Shamecca Lawson			**CM Signature**			
Commission Meeting Date:	April 22, 2026		**Item Type:** *(Enter X in box)*	**Resolution**	**Ordinance**		**Other**
					X		
Fiscal Impact: *(Enter X in box)*	**Yes**	**No**	**Resolution Reading:** *(Enter X in box)*		**1st Reading**		**2nd Reading**
					X		X
		X	**Public Hearing:** *(Enter X in box)*		**Yes**	**No**	**Yes**	**No**
					X		X	
Funding Source: *Account#:*	*(Enter Fund & Dept)* Ex: N/A See Financial Impact section below		**Advertising Requirement:** *(Enter X in box)*		**Yes**		**No**
					X		
ILA Required: *(Enter X in box)*	**Yes**	**No**	**RFP/RFQ/Bid#:**				
		X					
Strategic Plan Related *(Enter X in box)*	**Yes**	**No**	**Strategic Plan Priority Area:** **Enhance Organizational** ☐ **Bus. & Economic Dev** ■ **Public Safety** ☐ **Quality of Education** ☐ **Qual. of Life & City Image** ■ **Communication** ☐		**Strategic Plan Obj./Strategy:** *(list the specific objective/strategy this item will address)*		
	X						
Sponsor Name	Commissioner Santiago		**Department:**		City Commission		

Short Title:

AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF OPA-LOCKA, FLORIDA, AMENDING THE CITY CODE OF ORDINANCES CHAPTER VII, ARTICLE 1 SECTIION 7-6 AND THE LAND DEVELOPMENT REGULATIONS, ARTICLE V, SECTION 22-116 AND ORDINANCE NO. 2024-11 PERTAINING TO THE STORAGE OF RECREATIONAL VEHICLES; AMENDING PARKING RECREATIONAL VEHICLES ~~AND COMMERCIAL VEHICLES~~ ON PROPERTY ZONED RESIDENTIAL SINGLE-FAMILY AND DUPLEX AND ESTABLISHING A CERTIFICATION PROCESS; REPEALING ALL ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT HEREWITH; PROVIDING FOR PENALTIES FOR VIOLATION HEREOF; PROVIDING FOR A SEVERABILITY CLAUSE; PROVIDING FOR INCLUSION IN THE CODE; AND PROVIDING FOR AN EFFECTIVE DATE.

Staff Summary:

The City Commission adopted Ordinance 2024-11, legislation that prohibited the parking and or storage of Recreational Vehicles on Residential zoned property in the City of Opa-locka. After engaging in a public information campaign to educate the residents at a workshop held on August 27, 2024, and another workshop held on September 15, 2025, the City Commission has reconsidered and desires to establish a registration program and provide standards governing the parking and storage of recreational vehicles on certain residential zoned properties. The City Commission is also providing standards for the parking of recreational vehicles, which does not include occupancy or any other life-sustaining activities inside the recreational vehicles. On December 11, 2025, a final workshop was held to gather any additional comment from residents and address the lawful RV parking and/or registration of recreational vehicles, and to discuss fines and penalties for non-compliance.

The City Commission desires to provide additional definitions and provide certificate fees and establish fines and penalties for non-compliant violators after a 90-day public information campaign. The Planning and Community Development Department has reviewed the amendment to permit recreational vehicle storage in the City of Opa-locka which will require an amendment of Ordinance 15-31, the Land Development Regulations, Article V, Section 22-116, "Recreational Vehicle Storage" and the City Code Chapter VII, Article 1, Section 7-6.

Financial Impact- There is no negative financial impact from the approval of this legislation.

Proposed Action:

Planning and Community Development staff recommends approval of this amendment.

Attachment:

Draft Ordinance Amendment
Ordinance 2024-11
City LDR Section 22-116
Workshop Summary 9-15-25
Workshop Summary DRAFT and Agenda 12-11-25
PowerPoint Presentation

Sec. 22-116. ~~Recreational Vehicle Storage~~

~~The place of storage shall be to the rear of the front building line if adequate side setbacks are available. Where the R.V. storage area is located between the residence and a side street property line, the R.V. shall be visually buffered by a six-foot wood privacy fence, masonry wall, trees or shrubs maintained to a height of six feet. The front building line referred to shall be that portion furthest from the street.~~

Parking of recreational vehicles on property zoned residential.

(a) A recreational vehicle not exceeding 33 feet in length, will be allowed to park in either the side yard of property zoned residential on an improved driveway only; provided that such recreational vehicle is parked no closer that three feet from the side property lines.

(b) A recreational vehicle not exceeding ~~24~~ 25 feet in length will be allowed to park in the front yard of property zoned residential only when sufficient vehicular parking is available; provided that such recreational vehicle is parked no closer than 3 feet from the front or side property lines and is parked **perpendicular** to the right of way on an **improved** driveway. (without violating lot coverage percentage)

(c) At all times, a recreational vehicle shall have current license plates and registration that are clearly visible from the street. The owner of the recreational vehicle shall register the vehicle with the City and shall furnish to the City an affidavit indicating the recreational vehicle shall not be offered for occupancy as described in paragraph (d) of this Section.(Below)

(d) A recreational vehicle, while parked on property zoned residential shall not be offered for occupancy or use by the owner or tenant or any ~~third~~ parties or occupied or used for living, sleeping, cooking or any other life-sustaining activities or for storage purposes by the owner, tenant, person in possession, or to any third party who is not the owner or tenant of the residence at which the recreational vehicle is parked. For purposes of this Code Section, tenant or person in possession occupying the property must have a current valid lease or rental agreement with the **property owner** of the residential property which is to be promptly made available to the City.

(a.) A property owner, tenant or person in possession or control of the property shall provide access to the property, upon request, for the city inspector to conduct an inspection to determine the location of a parked recreational vehicle and compliance with this legislation. Failure to provide access for an on-site inspection, upon reasonable notice , is a violation of this section and subject to immediate removal of the Recreational Vehicle from the property.

(f) No property owner shall park, or allow to be parked, more than one recreational vehicle on a property zoned residential.

(g) Recreational vehicles shall not be connected to water and/or sewer lines. The City shall reserve the right to cancel or pause water and sewer service to the property, after notice is afforded as prescribed by applicable Florida Law(s), if a violation of this paragraph is found.

4. Parking of commercial vehicles, recreational vehicles, ~~boats or vessels~~ shall be prohibited on property developed as townhouse, or multi-family.

A first violation of this Section shall be a warning with the violator having (the number of days as per City Code) ~~60~~ days to fully correct the violation.

If the violation remains after ~~60~~ days, (as per City Code) fines may be imposed pursuant to _Section ____of the City Code.

Sponsored by: Commissioner Williams

ORDINANCE NO. 2024-11

AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF OPA-LOCKA, FLORIDA, PERTAINING TO THE STORAGE OF RECREATIONAL VEHICLES; AMENDING ARTICLE V, SECTION 22-116, OF THE CITY OF OPA-LOCKA'S LAND DEVELOPMENT REGULATIONS, PROVIDING RECREATIONAL VEHICLE STORAGE IS PROHIBITED ON PROPERTY ZONED RESIDENTIAL; AMENDING CHAPTER VII, ARTICLE 1, SECTION 7-6 OF THE CITY OF OPA-LOCKA'S CODE OF ORDINANCES TO ESTABLISH A CIVIL PENALTY FOR NONCOMPLIANCE; PROVIDING FOR SEVERABILITY; PROVIDING FOR CODIFICATION; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the current City of Opa-Locka Land Development Regulations, Ordinance 15-31 address the general storage of a recreational vehicle, of a certain length and width, on single-family or duplex residential zoned property, subject to the conditions listed in Section 22-116; and

WHEREAS, the City Commission of the City of Opa-Locka desires to prohibit the storage of recreational vehicles on residential zoned properties; and

WHEREAS, the City Commission of the City of Opa-Locka desires to amend Section 22-116 of the City of Opa-Locka's Land Development Regulations, pertaining to recreational vehicles.

NOW, THEREFORE, BE IT DULY ORDAINED BY THE CITY COMMISSION OF THE CITY OF OPA-LOCKA, FLORIDA:

Section 1. The recitals to the preamble herein are incorporated by reference.

Section 2. Article V of the Land Development Regulations (pursuant to Ordinance 15-31) is hereby amended to replace, Section 22-116, as set forth below, and shall have the meanings ascribed and shall be removed and replaced with the following words, terms and phrases and shall read:

Sec. 22-116 Recreational Vehicles.

1. **Definitions**

(1)"travel trailer," which is a vehicular portable unit, mounted on wheels, of such a size or weight as not to require special highway movement permits

when drawn by a motorized vehicle. It is primarily designed and constructed to provide temporary living quarters for recreational, camping, or travel use. It has a body width of no more than 8-1/2 feet and an overall body length of no more than 40 feet when factory-equipped for the road.

(2) "camping trailer," which is a vehicular portable unit mounted on wheels and constructed with collapsible partial sidewalls which fold for towing by another vehicle and unfold at the campsite to provide temporary living quarters for recreational, camping, or travel use.

(3) "truck camper," which is a truck equipped with a portable unit designed to be loaded onto, or affixed to, the bed or chassis of the truck and constructed to provide temporary living quarters for recreational, camping, or travel use.

(4) "motor home," which is a vehicular unit which does not exceed the length, height, and width limitations provided in s. 316.515, is a self-propelled motor vehicle, and is primarily designed to provide temporary living quarters for recreational, camping, or travel use.

(5) "van conversion," which is a vehicular unit which does not exceed the length and width limitations provided in s. 316.515, is built on a self-propelled motor vehicle chassis, and is designed for recreation, camping, and travel use.

(6) "fifth-wheel trailer," which is a vehicular unit mounted on wheels, designed to provide temporary living quarters for recreational, camping, or travel use, of such size or weight as not to require a special highway movement permit, of gross trailer area not to exceed 400 square feet in the setup mode, and designed to be towed by a motorized vehicle that contains a towing mechanism that is mounted above or forward of the tow vehicle's rear axle.

(7) The term "screened" means significantly hidden from view from grade level by a structure or other means including but not limited to buildings, fences, walls, hedges, and other landscaping material, or any combination thereof.

(8) Residential Zoned Property include any of the following:
Single-Family Residential district. Any zoning use district bearing the prefix R-1.
Two-Family Residential district. Any zoning use district bearing the prefix R-2.
Residential Townhouse district. Any zoning use district bearing the prefix R-TH
Moderate Density Residential district. Any zoning use district beaning the prefix R-3

High Density Residential district. Any zoning use district bearing the prefix R-4

Any Residential Mixed Use bearing the prefix HDOD; CMU; MNMU.

2. Recreational Vehicle Storage

~~The place of storage shall be to the rear of the front building line if adequate side setbacks are available. Where the R.V. storage area is located between the residence and a side street property line, the R.V. shall be visually buffered by a six-foot wood privacy fence, masonry wall, trees or shrubs maintained to a height of six feet. The front building line referred to shall be that portion furthest from the street.~~

(1) Recreational Vehicle parking and storage is prohibited on property zoned residential. Use of recreational vehicles as dwelling units is prohibited. To park or store a recreational vehicle on property zoned residential will be a violation the Land Development Regulation, Ordinance 15-31, Section 22-116 as amended.

(2) Immediately following the passage of this Ordinance, the City shall use best efforts to engage in a public information campaign to educate residents on the requirements of this Ordinance. The public information campaign shall take place up to 90 days after passage to address removal of recreational vehicles from properties zoned residential.

Any person owning a recreational vehicle that is occupying real property zoned residential within the City as of the passage of this Ordinance, will have up to 90 days to remove the recreational vehicle from the City. After the 90-day public information campaign all violations will be subject to Code Enforcement Action including the assessment of a civil penalty. After receiving a civil penalty, the property owner will have 30 days to cure the violation, i.e. removal of the recreational vehicle from his property or be subject to additional citation and remedies permitted by City Code.

(3) *Enforcement of the Code.* Notwithstanding the provisions of this section, the City may at all times continue enforcement of the City Code through any authorized code compliance methods specified in the Land Development Regulations or any provision of the City of Opa-Locka's Code of Ordinances or other authorized means, including but not limited to, issuance of and Prosecution of a notice of violation or the issuance of a citation. This section shall not be construed or interpreted to serve as a defense against any enforcement action brought by the City based on noncompliance with the current requirements of the City Code.

Section 3. Chapter 7, Article I, Section 7-6 of the City of Opa-Locka's Code of Ordinances is hereby amended to add new number 106 to establish a fees concerning recreational vehicle storage violations and shall read:

106. Recreational Vehicle Parking $500.00

Section 4. Article XI, Division 10, Subdivision 2, Section 2-570.33 of the City of Opa-Locka's Code of Ordinances is hereby amended to establish a civil penalty for noncompliance for failure to register recreational vehicles as set forth below:

Code Section	Description of Violation	Civil Penalty
3-1	Erecting, constructing, posting, etc., of a sign without a permit	$200.00
3-2	Failure to obtain required sign inspection approval	200.00
5-1	Cruelty and fighting:	
	Prohibited generally	
	Tormenting, torturing or inflicting cruelty on an animal, or human being	500.00
5-18	Keeping vicious and howling dogs	500.00
7-3	Permit prerequisite to doing work:	
	Failure of homeowner to get permit	200.00
	Failure of contractor to get permit	500.00
7-9	Duty to clean site:	

Code Section	Description of Violation	Civil Penalty
	Failure to remove debris, equipment, materials or sheds	200.00
9	Excavations and fillings:	
	Illegal excavation	500.00
10-5	Permit required for intentional burning:	
	Setting fire without permit	200.00
	Failure to obtain required permit or violation of conditions of permit	200.00
11	Garbage and trash:	
	Only city or licensed collectors to collect and dispose.	
11-5	Utilizing the waste collection services of an unauthorized waste collection agency by a commercial establishment	500.00
11-7	Offensive or dangerous accumulations:	
	Creating or maintaining fire hazard	200.00
11-10	Removal prohibited except from approved containers:	
	Uncontainerized refuse, rubbish, or solid waste	100.00

Code Section	Description of Violation	Civil Penalty
11-14	Curbside placement; emergency; improvement of collection procedure; conditions:	
	(b) Domestic garbage	
	Hanging waste container at curbside, right-of-way or street edge before or after specific hours of normal collection;	100.00 per day
	(d) Garbage to be differentiated from garden trash and rubbish when placed in receptacles or containers for collection purposes	
	Placement of commingled yard trash at the curbside or other designated trash collection area, by residents for collection and disposal	50.00
	Placement of commingled yard trash at the curbside or other designated trash collection area by commercial multifamily residential establishments, for collection and disposal	100.00
13	Licenses and Business Regulations	
13-2	Tax levied and license required:	
	Failure to obtain a City of Opa-locka occupational license	100.00
14	Nuisances	
14-1	Creation or maintenance of public nuisance prohibited; duties of owners and tenants:	

Code Section	Description of Violation	Civil Penalty
	Trash, debris, refuse, or garbage on premises	100.00
	Excessive growth of weeds, grass, other flowers	100.00
	Failure to exterminate insects, rodents, termites, vermin or other pest	100.00
	Allowing public nuisance to exist	100.00
	Causing a sanitary nuisance	500.00
	Maintaining a sanitary nuisance	500.00
15	Noise:	
	Prohibited generally.	
	Excessive noise violation	100.00
15-137	Adherence to red light traffic control signals:	
	First offense	125.00
	Second offense	250.00
	Each additional offense	500.00
20	Trailers	

Code Section	Description of Violation	Civil Penalty
20-2	Parking prohibited except in trailer park:	
106	Illegal placement or storage or parking of a recreational vehicle	500.00

Section 5. If any section, subsection, sentence, clause, phrase or portion of this Ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct and independent provision and such holding shall not affect the validity of the remaining portions of this Ordinance.

Section 6. All ordinances or resolutions or parts of ordinances or resolutions in conflict herewith, are hereby repealed.

Section 7. This Ordinance shall be codified in the Code of Ordinances when the code is recodified.

Section 8. This Ordinance shall, upon adoption, become effective as specified by the City of Opa-Locka Code of Ordinances and the City of Opa-Locka Charter.

PASSED FIRST READING this 18th day of March 2024.

PASSED SECOND READING this 10th day of April 2024.

John H. Taylor Jr., Mayor

ATTEST:

Joanna Flores, City Clerk

APPROVED AS TO FORM AND LEGAL SUFFICIENCY:

Burnadette Norris-Weeks, P.A.
City Attorney

Moved by: Vice Mayor Ervin

Seconded by: Commissioner Williams

VOTE: 4-0

Commissioner Bass	YES
Commissioner Kelley	ABSENT
Commissioner Williams	YES
Vice Mayor Ervin	YES
Mayor Taylor	YES

City of Opa-locka
Agenda Cover Memo

Department Director:	Gregory D. Gay			**Department Director Signature:**			
City Manager:	Darvin E. Williams			**CM Signature**			
Commission Meeting Date:	March 13, 2024		**Item Type:** *(Enter X in box)*	**Resolution**	**Ordinance**		**Other**
					X		
Fiscal Impact: *(Enter X in box)*	**Yes**	**No**	**Resolution Reading:** *(Enter X in box)*		**1st Reading**		**2nd Reading**
					X		X
		X	**Public Hearing:** *(Enter X in box)*		**Yes**	**No**	**Yes**	**No**
					X		X	
Funding Source: *Account# :*	*(Enter Fund & Dept)* Ex: N/A See Financial Impact section below		**Advertising Requirement:** *(Enter X in box)*		**Yes**		**No**
					X		
ILA Required: *(Enter X in box)*	**Yes**	**No**	**RFP/RFQ/Bid#:**				
		X					
Strategic Plan Related *(Enter X in box)*	**Yes**	**No**	**Strategic Plan Priority Area:** **Enhance Organizational** ☐ **Bus. & Economic Dev** ■ **Public Safety** ☐ **Quality of Education** ☐ **Qual. of Life & City Image** ■ **Communication** ☐		**Strategic Plan Obj./Strategy:** *(list the specific objective/strategy this item will address)*		
	X						
Sponsor Name	Commissioner Williams		**Department:** Planning & Community Development		Commissioner Williams		

Short Title:

AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF OPA-LOCKA, FLORIDA, PERTAINING TO THE STORAGE OF RECREATIONAL VEHICLES; AMENDING ARTICLE V, SECTION 22-116, OF THE CITY OF OPA-LOCKA'S LAND DEVELOPMENT REGULATIONS, PROVIDING RECREATIONAL VEHICLE STORAGE IS PROHIBITED ON PROPERTY ZONED RESIDENTIAL; AMENDING CHAPTER VII, ARTICLE 1, SECTION 7-6 OF THE CITY OF OPA-LOCKA'S CODE OF ORDINANCES TO ESTABLISH A CIVIL PENALTY FOR NONCOMPLIANCE; PROVIDING FOR SEVERABILITY; PROVIDING FOR CODIFICATION; PROVIDING FOR AN EFFECTIVE DATE.

Staff Summary:

The current Land Development Regulations, Ordinance 15-31, Section 22-16 address the general storage of recreational vehicles on residential zoned property subject to the conditions listed in Section 22-116. The City Commission desires to remove legislation to permit parking and storage of

recreational vehicles on property zoned residential and to provide definitions and provide progressive fees to be assessed for violators after a 90-day public information campaign. The Planning and Community Development Department has reviewed the amendment to prohibit recreational vehicle storage in the City of Opa-locka which will require an amendment of Ordinance 15-31, the Land Development Regulations, Article V, Section 22-116, "Recreational Vehicle Storage".

Financial Impact

Account	Description	Available	Project	Remaining Balance

There is no negative financial impact from the approval of this legislation.

Proposed Action:

PCD Staff recommends approval of this text amendment.

Attachment:

Draft Ordinance
Amended Land Development Regulation-

CITY OF OPA-LOCKA RECREATIONAL VEHICLE ORDINANCE



PCD STAFF

December 11, 2025

Purpose and Intent

City leadership intends to:

- Beautify the City.
- Maintain a positive image for residential properties.
- Maintain the integrity of residential neighborhoods.
- Conserve and increase taxable value.
- Promote public safety.
- Reduce unauthorized strain on sewer, water, and electrical systems.
- Reduce financial burden on residents for system upgrades.

Recreational Vehicles-Definitions

- Travel Trailer-a vehicular portable unit, mounted on wheels, of such a size or weight as not to require special highway movement permits when drawn by a motorized vehicle.

- Camping Trailer-a vehicular portable unit mounted on wheels and constructed with collapsible partial sidewalls which fold for towing by another vehicle and unfold at the campsite to provide temporary living quarters for recreational, camping, or travel use.

- Truck Camper-a truck equipped with a portable unit designed to be loaded onto, or affixed to, the bed or chassis of the truck and constructed to provide temporary living quarters for recreational, camping, or travel use.

Recreational Vehicles-Definitions cont'd

- Motor Home-a vehicular unit which does not exceed the length, height, and width limitations provided in s. 316.515, is a self-propelled motor vehicle, and is primarily designed to provide temporary living quarters for recreational, camping, or travel use.

- Van Conversion-a vehicular unit which does not exceed the length and width limitations provided in s. 315.515, is built on a self-propelled motor vehicle chassis, and is designed for recreation, camping, and travel use.

- Fifth-Wheel Trailer-a vehicular unit mounted on wheels, designed to provide temporary living quarters for recreational, camping, or travel use, of such size or weight as not to require a special highway movement permit, of gross trailer area not to exceed 400 square feet in the setup mode, and designed to be towed by a motorized vehicle that contains a towing mechanism that is mounted above or forward of the tow vehicle's rear axel.

Recreational Vehicles-Definitions cont'd

- Screened-means significantly hidden from view from grade level by a structure or other means including but not limited to buildings, fences, walls, hedges, and other landscaping material, or any combination thereof.

- An RV should be FULLY VISIBLE and should not be screened from view.

- Residential Zoned Property-where an RV will be permitted include:
  - Single-Family Residential district. Any zoning use district bearing the prefix R-1.
  - Two-Family Residential district. Any zoning use district bearing the prefix R-2.

Introduction/History

The City Zoning Code is a Fluid Document

- Ordinance 15-31, Section 22-116 addressed the general storage of a Recreational Vehicle, of a certain length and width, on single-family or duplex zoned property.
- This legislation was adopted on October 28, 2015.
- In recent years there has been a major increase in Recreational Vehicles in Opa-locka without compliance with the Zoning Code.
- On April 10th, 2024, the City Commission adopted Ordinance 2024-11 and amended Section 22-116 to prohibit the storage of Recreational Vehicles on residential zoned properties.

Introduction/History

The City Zoning Code is a Fluid Document

- On August 27, 2024, a workshop was held with the residents and property owners concerning Ordinance 2024-11 which prohibited parking and storage of Recreational vehicles.
- As a consequence of the workshop, the City Commission desires a reasonable amendment to Ordinance 2024-11.

Community Concerns at Workshop

- Residential Feedback if RV parking is allowed:
  - Financial Burden for Homeowners – possible depreciation of property value.
  - Concerns - turning neighborhoods into trailer parks.

Recreational Vehicles











Support and Opposition

- New Amendment Opposition:
  - Homeowners concerned about property values being reduced and neighborhood aesthetics.
  - City Officials tasked with the effective management of resources, water, sewer, and electricity.
  - That Owners allow Multiple RV's on their property
  - Additional parking needed for RV tenants

- New Amendment Supporters:
  - Resident's RV can be parked on their property and not incur additional monthly parking rental expense.
  - RV's will not be used for rental income – No new parking challenges

Amend Ordinance 2024-11

The following conditions are required:

- Amendment to permit RV parking in R-1 & R-2 Dist.:
  1. Allow one recreational vehicle **not exceeding 35 feet in length** may be parked in a **side yard** on an improved driveway, or paved surface no closer than **three feet** from the side property lines, provided sufficient parking is available and lot coverage limits are not exceeded.
  2. Recreational Vehicle must be fully visible, unobstructed and must remain mounted on tires.
  3. All recreational vehicles must display DMV **current registration and license plates** visible from the street.
  4. Recreational vehicle owners must register their vehicle **annually** with the City for a **$150 fee** and provide an affidavit affirming the vehicle will **not be used for occupancy** and will comply with all provisions outlined in the Ordinance.
- **Occupancy Prohibition & Utility Restrictions**
  5. Recreational vehicles parked on residential property are prohibited from being used for occupancy, living, sleeping, cooking, or storage.
  6. A tenant or occupant must hold a **valid lease** or rental agreement with the property owner, available to the City upon request.
  7. Violations may result in **fines, penalties, or enforcement actions** as prescribed in the municipal code.

Amend Ordinance 2024-11

"The following conditions are required" Cont'd:

- **Inspection & Enforcement**
  - Upon request, property owners must provide access for **City inspections** to verify compliance. Failure to provide access may result in **immediate removal** of the recreational vehicle **at the owner's expense**.
  - No property owner shall park, or allow to be parked, **more than one** recreational vehicle on residential property.
  - **Utility connections prohibited:** Recreational vehicles **shall not** be connected to **water, sewer, or electrical lines**. If violations are found, the City reserves the right to **suspend** water and sewer service after notice per **Florida law**.
- **Parking Restrictions for Townhouse & Multi-Family Properties**
  - Parking of **recreational vehicles,** is **prohibited** on **townhouse or multi-family developments.**

Amend Ordinance 2024-11

"The following conditions are required" Cont'd:

- **Violations & Penalties**
  - **(a) Warning Period:** First-time violators will receive a **warning** and must correct the violation within **7-30 days.**
- **Fines & Enforcement:** If uncorrected, fines may be imposed per the **City Code:**
  - **Illegal placement/storage/parking: $500**
  - **Illegal utility connection: $500**
  - **Illegal use for living space: $500**
  - **Non-registration: $500**
- **Additional Remedies:** The City may pursue further enforcement, including **abatement of nuisances, injunctive relief, permit revocation, and administrative adjudication.**

Implementation Plan

- Steps:

  Public awareness campaign.

  Workshops:

  1. August 27, 2025
  2. September 15, 2025
  3. December 11, 2025

  - Enforcement strategy.
    1. Amendment 1st Reading January 2026
    2. Amendment 2nd Reading February 2026
  - Support programs for affected residents.

Conclusion and Q & A

- Ordinance 2024-11
  - Banned the parking and or storage of recreational vehicles on residential property;
  - The amendment will permit storage, require RV registration, prohibits living in the unit, prohibit connection to city utilities and gives penalties for violations of this legislation to live in the RV.
  - Provides for fines for violations.

Recreational Vehicles











CITY OF OPA-LOCKA RECREATIONAL VEHICLE ORDINANCE



December 11, 2025

CITY OF OPA-LOCKA

"The City of Bright Opportunities"

PUBLIC WORKSHOP – RECREATIONAL VEHICLES
Monday, September 15, 2025
6:00 PM

1. WELCOME AND INTRODUCTIONS:

Mayor John H. Taylor, Jr. called the public workshop to order at 6:06 PM on Monday, September 15, 2025, at the Opa-locka Government Center, 780 Fisherman Street, 3rd Floor, Opa-locka, Florida.

The following members of the City Commission were present: Mayor John H. Taylor, Jr.; Vice Mayor Joseph L. Kelley; Commissioner Natasha L. Ervin; Commissioner Luis B. Santiago; and Commissioner Dr. Sherelean Bass.

2. PRESENTATION BY CITY STAFF:

a. Summary of existing regulations related to Recreational Vehicles / Proposed Changes

Commissioner Santiago welcomed attendees in English and Spanish, noting the purpose of the meeting was to review regulations related to recreational vehicles (RVs) and hear community input. He introduced Planning Director Gregory Gay, Zoning Official Gerald Lee, and Economic Development Specialist Sol Bankole, who would present proposed amendments.

Mr. Gay explained the background of RV regulations, noting an ordinance adopted in April 2024 prohibited RV parking on residential property. He stated the purpose of the workshop was to review opportunities to amend the ordinance to better balance community needs with neighborhood integrity.

Mr. Lee presented definitions of recreational vehicles, including travel trailers, camping trailers, truck campers, motor homes, van conversions, and fifth-wheel trailers. He explained prior code required RVs to be screened from street view, but proposed amendments would allow visible parking on residential lots under new conditions.

Proposed amendments included:

- Allowing one RV per single-family (R-1) or duplex (R-2) property.
- RVs must be parked on an improved driveway or paved surface, at least three feet from side property lines, not exceeding 30 feet in length.
- RVs must remain on tires, fully visible, and display valid DMV registration and license plates.
- Owners must register the RV annually with the City at a fee of $150 and submit an affidavit affirming it will not be occupied.
- Occupancy, sleeping, cooking, and storage in RVs were prohibited.

- RVs could not connect to water, sewer, or electrical utilities.
- Property owners must allow inspection access; failure could result in immediate removal of the RV at the owner's expense.

Mr. Lee added that violations could result in fines: $500 for illegal parking/storage, $500 for unauthorized utility connections, and $500 for illegal use as living space. First-time offenders would receive a warning and 7–30 days to correct violations.

Mr. Gay clarified that inspections would confirm proper placement, no utility connections, and current DMV registration. A decal would be issued upon approval. The inspection fee was included in the $150 registration. Staff noted the fee may be waived during an initial 30–45-day education period following adoption.

3. PUBLIC ENGAGEMENT:

Manny Cruz opposed the $150 annual fee, noting state trailer registration costs only $38.50. He suggested temporary permits for visiting RVs. Staff acknowledged his concerns and said temporary parking would be considered.

Sarah Allen, 600 Sharar Avenue, asked about RVs parked at businesses or churches. Staff explained the proposed amendments only addressed single-family and duplex properties, not commercial or industrial areas. Commissioners noted business concerns could be considered before adoption.

Lori Novell, 1840 Opa-locka Boulevard, asked about inspection. Mr. Gay responded that a compliance report and decal would be issued annually.

Luis Gálvez supported inspections of vehicles but objected to granting inspectors access to his property. Commissioners referred the question to the City Attorney for clarification. Mr. Gay emphasized residents should not use RVs for permanent living.

The City Commission recessed at approximately 7:14 PM.

The City Commission reconvened at approximately 7:26 PM.

Suleimi Correa asked what to do if her RV was parked on dirt rather than pavement. Staff stated proposed amendments would require a paved or improved surface, which was not previously addressed.

Mayor Taylor encouraged anyone not able to ask their questions to submit them via writing at the back of the room.

Mayor Taylor emphasized that nothing was final at this stage. He explained that recreational vehicles were currently banned in the City of Opa-locka but noted that the prohibition was not being enforced. He clarified that the ordinance was being amended based on the feedback and

suggestions received and would be brought back to the City Commission for further consideration.

Mayor Taylor stated that residents would be notified when the ordinance returned for City Commission consideration so that the discussion could continue at the appropriate time during a regular meeting.

Commissioner Ervin stated she would not support eliminating the registration fee but invited discussion on a reasonable amount. She emphasized the need for inspections to prevent illegal occupancy and utility connections.

Vice Mayor Kelley thanked residents for attending and sharing concerns. He stated the Commission paused enforcement of the ordinance so the issue could be addressed properly and commended Commissioner Santiago and Mayor Taylor for holding the workshop. He noted the $500 fine was not enforced to allow the community to be heard.

Commissioner Santiago thanked residents for their participation, emphasizing unity between the community, City Commission, City Manager, and staff.

4. NEXT STEPS:

5. CLOSING REMARKS:

Mayor Taylor concluded by thanking attendees, reaffirming the City was not yet enforcing the ordinance, and encouraging residents to continue providing feedback. He stated staff would remain available for private questions after adjournment.

6. ADJOURNMENT:

There being no further business, the public workshop was adjourned at 7:38 PM.

John H. Taylor, Jr.
Mayor

ATTEST:

Joanna Flores
City Clerk

[Minutes prepared by T. Baclawski, Prototype-Inc.]

CITY OF OPA-LOCKA

"The City of Bright Opportunities"

CITY COMMISSION WORKSHOP
Thursday, December 11, 2025
6:00 PM

1. CALL TO ORDER:

Mayor John H. Taylor, Jr. called the workshop to order at 6:07 PM on Thursday, December 11, 2025, at the Opa-locka Government Center Commission Chambers, 780 Fisherman Street, 3rd Floor, Opa-locka, Florida.

2. ROLL CALL:

The following members of the City Commission were present: Commissioner Natasha L. Ervin; Commissioner Luis B. Santiago; and Mayor John H. Taylor, Jr. Also in attendance were City Manager Sha'mecca Lawson, and City Clerk Joanna Flores. Commissioner Dr. Sherelean Bass arrived at 6:36 PM.

3. PRESENTATION BY CITY STAFF:

The workshop was conducted bilingually, with remarks delivered in English and translated into Spanish throughout.

Mayor Taylor explained that the purpose of the workshop was to review the City's recreational vehicle ordinance, outline existing regulations, present proposed amendments, and receive resident feedback on changes developed in response to prior community input.

Commissioner Santiago stated that the workshop was intended to resolve outstanding concerns before the ordinance proceeded to formal readings.

Planning and Development Director Gregory Gay outlined the goals of the proposed amendments, including protecting neighborhood character, property values, public safety, and infrastructure. He reviewed the recreational vehicle types addressed by the ordinance. He explained that the amendments would allow one recreational vehicle on single-family (R-1) and duplex (R-2) properties, subject to conditions. The vehicle could not exceed thirty-five feet in length and would be required to park on an improved surface, remain visible, mounted on wheels, display current registration, and be registered annually with the City for a proposed $50 fee. Owners would be required to submit a sworn affidavit confirming compliance and non-habitation.

Director Gay stated that recreational vehicles would be prohibited from use as living space and from connections to utilities. Only one recreational vehicle would be permitted per residential property, and recreational vehicles would remain prohibited in multifamily developments. Violations could result in code enforcement actions, including fines.

Director Gay reviewed enforcement procedures, stating that property owners would receive a warning period of approximately seven to thirty days, followed by fines for continued violations. Inspections would occur annually upon registration or in response to complaints or observed violations.

Mayor Taylor departed the workshop.

Commissioner Bass joined the dais at approximately 6:48 PM.

Commissioner Ervin raised concerns regarding cumulative fines and repeat offenders and asked whether payment options would be available. City Manager Lawson stated that violations would be addressed through code enforcement, with the opportunity to appear before a Special Magistrate. Commissioner Ervin requested a plan and process for repeat offenders.

Commissioner Santiago stated that the ordinance sought to balance property rights with neighborhood protections and acknowledged resident concerns regarding affidavits, inspections, fees, and utility restrictions.

Public comment was opened.

Haydel Neyra, 1060 Sultan Avenue, questioned why recreational vehicles would be permitted to park in front yards while boats were allowed greater flexibility. He stated that recreational vehicles were more visually intrusive when parked in front of homes and objected to the requirement for a sworn affidavit, stating that it pressured homeowners to self-incriminate. He opposed utility shutoffs as an enforcement tool and raised concerns regarding inspections and entry onto private property.

Luis Gálvez, 1206 Wilmington Street, stated concern regarding inspections of private property and described the home as a private space. Mr. Gálvez disputed claims that recreational vehicles reduced property values and stated that values in the area had increased. He expressed support for law and order but urged the City Commission to continue refining the ordinance prior to adoption.

Director Gay addressed questions regarding inspections and code compliance. He stated that recreational vehicle inspections would not occur routinely, but would take place annually upon registration or in response to verified complaints or observed violations. He explained that inspections would be conducted by the City's Code Compliance Division.

Code Compliance Supervisor Wilma Wilcox further clarified that an initial inspection would occur when a recreational vehicle was registered with the city. Additional inspections would occur only if a complaint was received or if code compliance officers observed a violation during routine patrols, including indications of occupancy or utility connections. Staff emphasized that inspections were complaint-driven or observation-based and not conducted on a recurring monthly basis.

Guillermina Gomez requested clarification regarding the maximum allowable recreational vehicle length. Ms. Gomez objected to paying a registration fee to park a recreational vehicle on private property and questioned whether similar fees existed elsewhere in Florida. She stated that the City faced broader challenges and urged the City Commission to consider the community's working- and middle-class character when regulating recreational vehicles.

Commissioner Bass disagreed with requiring an affidavit but supported inspections.

4. NEXT STEPS:

Commissioner Santiago stated that registration fees, affidavit language, inspection authority, emergency allowances, and utility restrictions would be refined before the first reading.

5. CLOSING REMARKS:

Commissioner Santiago thanked participants and announced that the first reading was scheduled for January 14, 2026.

6. ADJOURNMENT:

There being no further business to come before the City Commission, the workshop was adjourned at 7:47 PM.

John H. Taylor, Jr., Mayor

ATTEST:

Joanna Flores, City Clerk

[Minutes prepared by T. Baclawski, Prototype-Inc.]