



JANITORIAL SERVICES FOR THE FIRE DEPARTMENT

INVITATION FOR BID # FI-26-01

Issuance of Solicitation: Thursday, February 19, 2026
Questions Due Date: Monday, March 9, 2026
Bid Submission Deadline: Tuesday, March 24, 2026

THE CITY OF PEMBROKE PINES
PROCUREMENT DEPARTMENT
8300 SOUTH PALM DRIVE
PEMBROKE PINES, FLORIDA 33025
(954) 518-9020

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Attachments:

A - Facility Floor Plans

B - Specimen Contract - Contractual Services Agreement

C - Sample Insurance Certificate



SECTION 1 - NOTICE

Notice is hereby given that the City Commission of the City of Pembroke Pines is seeking sealed proposals for:

IFB # FI-26-01

Janitorial Services for the Fire Department

Solicitations may be found on the City of Pembroke Pines website under the Procurement Department at <http://www.ppines.com/index.aspx?NID=667>, and may be downloaded directly from the OpenGov platform at <https://procurement.opengov.com/portal/pembrokepines>.

For Technical Support, proposers can reach the OpenGov Service Desk between 7:00 am to 10:00 pm from Monday through Friday via the following methods:

- Chat (preferred method): Click the button in the lower right-hand corner of the portal.
- E-mail: procurement-support@opengov.com
- Phone: 1 (650) 336-7167

If additional help is needed with downloading the solicitation package please contact the Procurement Department at (954) 518-9020 or by email at purchasing@ppines.com. The Procurement Department hours are between 7:00 am to 6:00 pm on Monday through Thursday and is located at 8300 South Palm Drive, Pembroke Pines, FL 33025.

Bidders shall submit all questions regarding this bid via the City's e-Procurement Portal, located at <https://procurement.opengov.com/portal/pembrokepines>. Please note the deadline for submitting questions. All answers will be posted on the City's e-Procurement Portal. Bidders may also click "Follow" on this bid to receive an email notification when answers are posted. It is the bidder's responsibility to check the portal for updates. Only written responses issued through the OpenGov platform will be considered official for interpretations or clarifications.

Proposals will be accepted until 2:00 pm on Tuesday, March 24, 2026, electronically at <https://procurement.opengov.com/portal/pembrokepines/projects/229427>.

Bid Opening: The sealed electronic proposals will be publicly opened at 2:30 pm, on the bid due date, by the City Clerk's Office, in the **City Clerk's Office Conference Room located on the 4th Floor in the Charles F. Dodge City Center**/City Hall Administration Building, located at 601 City Center Way, Pembroke Pines, Florida, 33025.

Virtual Bid Opening: In light of public health concerns and to ensure accessibility for all, the City encourages interested parties and the public to participate virtually via live streaming instead of attending the meeting in person. As a result, meetings may be a combination of in-person and virtual, all as provided by law. To virtually attend the bid opening, please use the Cisco Webex Meetings platform.

Virtual Meeting Details:



- WebEx Meeting Link: <https://ppines.webex.com/meet/purchasing>
- Cisco Webex Meeting Number: 717 019 586
- Join by Phone Number: +1-408-418-9388

The public may download the **Cisco Webex Meetings app** from <https://www.webex.com/downloads.html/>.

To ensure an efficient meeting process, participants are requested to mute their audio and camera during the meeting. While the public is welcome to attend the virtual bid opening, **please note that active participation and commenting will not be allowed during the proceedings.**

For further information about the bid opening or assistance in accessing the virtual meeting, please contact:

Daniel Deleon or other Procurement Staff in the Procurement Department
City of Pembroke Pines
8300 South Palm Drive,
Pembroke Pines, FL 33025
(954) 518-9061 Ext: 59021 or 954-518-9020
purchasing@ppines.com



SECTION 2 - GENERAL PROJECT INFORMATION & TIMELINE

2.1 Project Timeline

This contract shall be for an initial **two (2) year** period with **two (2) additional two-year** renewal terms.

2.2 Tentative Schedule of Events

Issuance of Solicitation (Posting Date):	February 19, 2026
Pre-Bid Meeting (Mandatory):	March 3, 2026, 10:00am Pembroke Pines Fire Rescue (Fire Station 69) - 9500 Pines Blvd. Building – B Pembroke Pines, Fl. 33024
Question Due Date:	March 9, 2026, 6:00pm
Issuance of Final Answers to Questions:	March 12, 2026
Bid Submission Deadline:	March 24, 2026, 2:00pm
Bid Opening:	Will be held at 2:30 pm on the day of bid submissions are due.
Evaluations by Staff:	To Be Determined (TBD)
Recommendation of Contractor to City Commission for Award:	April 15, 2026
Issuance of Notice to Proceed (NTP):	May 4, 2026

2.3 Mandatory Pre-Bid Meeting/Site Visit

There will be a **MANDATORY** scheduled pre-bid meeting on **Tuesday, March 3, 2026 at 10:00 am**. Meeting location will be at the **Pembroke Pines Fire Rescue (Fire Station 69) - 9500 Pines Blvd. Building – B Pembroke Pines, Fl. 33024**

- A. **Proof of Attendance:** Contractors may be required to sign in at any of the meetings to show proof of attendance. It is the **Contractor's** responsibility to make sure that they sign in at the meeting.

2.4 Follow-Up Pre-Bid Meeting(s)



Follow-Up Meetings: In the event that a **Contractor** cannot attend the scheduled pre-bid meeting, or if a **Contractor** would like a follow up visit to the site, they may request a site visit by contacting **Daniel Deleon** at **(954) 518-9061 Ext: 59021**. We urge all **Contractors** to attend the scheduled meeting, as a separate or follow-up meeting may not be afforded to the requester due to scheduling and availability of staff to assist with any additional meetings. In addition, if making a request for a separate or follow-up meeting, **Contractors** are urged to make these requests as early as possible.

2.5 Estimated Project Cost

\$140,000

2.6 Grant/Federal Funding

Not applicable for this project.

2.7 Proposal Security/Bid Bond

A Proposal Security shall not be required for this project.

2.8 Payment and Performance Bonds

Payment and Performance Bonds shall not be required for this project.



SECTION 3 - PURPOSE AND BACKGROUND

3.1 Purpose

The City of Pembroke Pines is seeking bids from qualified firms, hereinafter referred to as the Contractor, to provide janitorial services for the Fire Department at the following locations: Fire Station 69, the Pines Fire Training Facility, Fire Station 101, and the Fire Department Garage, in accordance with the terms, conditions, and specifications contained in this solicitation.

3.2 Background

Pembroke Pines, Florida, ranked as the eleventh largest city among the state's four hundred plus municipalities and the second largest in Broward County, maintains a welcoming small-town ambiance that resonates with its residents. Located conveniently in southwest Broward County, the city provides seamless access to major highways, employment centers, entertainment venues, parks, golf courses, and a diverse array of dining and shopping options.

With a population of approximately 170,000 residents spread across 32.68 square miles, Pembroke Pines is renowned as one of the best cities to live in America. The city boasts 28 superior parks, lush landscaping, and a distinctive South Florida charm that contributes to its natural beauty. Notably recognized as 2024's Best Place to Raise a Family in Florida, and 2024's Best City of Hispanic Entrepreneurs by WalletHub, Pembroke Pines also earned a place as the on Money Magazine's esteemed Best Places to Live list in 2014, as the sole Florida representative, ranking in at #32 in the nation.

Incorporated in 1960, Pembroke Pines is celebrated as a safe and desirable community, having received accolades such as the All-America City designation. The city's commitment to arts and culture, exceptional schools, diverse population, numerous parks, and forward-thinking approach in an ever-evolving world make it a standout destination.

Pembroke Pines is also the home to the largest municipal-run charter school system in the nation, serving over 6,000 students across five separate campuses. The City's award-winning charter school system is located in the Broward County School District, which is the sixth largest school district in the nation.



SECTION 4 - SCOPE OF WORK

4.1 General Specifications

- The successful bidder and its employees will report hazardous conditions and items in need of repair including burned-out lights, leaky faucets, toilet stoppages, etc.
- All employees responsible to open and close shall be capable of securing the facilities including operating fire and burglar alarm systems properly. Contractor will be responsible for costs incurred if alarm systems are not properly operated.
- The contractor shall comply with the City of Pembroke Pines procedures and requirements regarding sanitary techniques and safety. In addition, the contractor shall comply with OSHA Act # 1910.1030 regarding worker exposures to blood borne pathogens along with any and all Federal, State, and local laws and regulations now in effect, or hereinafter enacted during the term of this Agreement, which are applicable to the contractor, its employees, agents or subcontractors, if any, with respect to the work and services described herein.
- When necessary to change clothing, employees of the successful bidder shall be required to change in predetermined areas. All employees shall also eat their lunches in designated locations. Successful bidder shall be responsible for ensuring that employees do not disturb papers on desks, open desks, drawers, cabinets, or use the telephones, which are provided strictly for the use of the employees.
- The City shall have the right to require the contractor to remove from assignment to its facilities such employees as shall be deemed incompetent, careless, insubordinate, or in any way objectionable, or any personnel whose actions may be contrary to the public interest or inconsistent with the best interests of the City of Pembroke Pines. Selected contractor must comply with all applicable labor/employment laws and regulations.
- Upon contract award, contractor is required to perform an initial cleaning to bring the location into contract compliance in accordance with the specifications. This cleaning must be performed within 30 days of start of service and satisfactory completion must be approved by the Project Manager.
- Employees must be able to speak basic conversational English.
- There shall be no use of tobacco products, drugs, alcohol or other items of this nature anywhere on the premises or within 1,000 feet of the property.
- City has provided maps for reference only. Contractor is responsible for all measurements of the facility.

4.2 Time of Service



- The table below contains the timeframe in which the work is to be completed. Any changes or deviation shall be approved by the Logistics Division of the Fire Department.

Locations	Days	Hours	Observed Holidays
Pembroke Pines Fire Rescue Administrative Offices (Fire Station 69) 9500 Pines Blvd. Building – B Pembroke Pines, Fl. 33024	Monday - Thursday	6:00-8:00 PM	New Year's Day / Martin Luther King's Birthday / President's Day / Memorial Day / Juneteenth / Independence Day / Labor Day / Veterans Day / Thanksgiving Day / Friday after Thanksgiving / Christmas Day
Pines Fire Training Facility 1101 SW 208 Ave. Pembroke Pines, FL 33029	Thursday	4:00-6:00 PM	New Year's Day / Martin Luther King's Birthday / President's Day / Memorial Day / Juneteenth / Independence Day / Labor Day / Veterans Day / Thanksgiving Day / Friday after Thanksgiving / Christmas Day
Communications Dispatch Facility (Fire Station 101) 6057 SW 198 Terrace Pembroke Pines. FL 33332	Daily	Two (2) Shifts 9:00 AM - 1:00 PM 9:30 PM – 1:30 AM	
Fire Department Garage (Maintenance Facility) 6057 SW 198 Terrace Pembroke Pines. FL 33332	Monday / Wednesday / Friday	5:00 PM -7:00 PM	New Year's Day / Martin Luther King's Birthday / President's Day / Memorial Day / Juneteenth / Independence Day / Labor Day / Veterans Day / Thanksgiving Day / Friday after Thanksgiving / Christmas Day

4.3 Work to be Performed

All tasks are to be performed to the most stringent standard that applies. For example, if a specific task is shown below as a daily task and also listed as a monthly task, the contractor is responsible to perform the task daily.

Work to be Performed Daily



- **Common Area**
 - Dust horizontal surfaces, i.e. Desk, Credeza, Counter, and File cabinet tops using color coded micro fiber cloths to prevent cross contamination
 - Spot clean horizontal surfaces for removal of coffee rings and spillage
 - Entrance doors and internal glass partitions cleaned of fingerprints and smudges
 - Walls cleaned of fingerprints and smudges
 - Clean and sanitize drinking fountains
 - Empty all waste paper receptacles
 - Replace liners as needed
 - Vacuum, sweep, or dust mop all hard surface floors and carpeted traffic areas
 - Thoroughly mop all hard surface floors
 - Interior windows cleaned of fingerprints and smudges
- **Restroom**
 - Clean and disinfect all dispensers, mirrors, counter tops, wash basins, toilets, toilet seats, and urinals
 - Empty trash receptacles, replace liners as needed
 - Empty sanitary napkin receptacle and disinfect
 - Spot clean partitions and tile walls
 - Restock hand soap and paper products
 - Disinfect partition handles, door handles, and light switches
 - Clean and sanitize outsides of dispensers and trash receptacles
- **Break Rooms Coffee Area**
 - Counters and table tops cleaned with approved disinfectant
 - Fronts of counters and chairs cleaned
 - Sinks cleaned with approved disinfectant
 - Wipe down outside of refrigerator
 - Clean inside and outside of microwave
 - Trash removed, replace liners as needed

**Work to be Performed Weekly**

- **Common Area**
 - Clean and disinfect keyboards and telephone receivers
 - Disinfect light switches, light switch plate covers, and door handles
 - Polish all drinking fountains
 - Remove spots and small spills from carpet
 - Clean and wipe down all window sills
- **Restroom**
 - Dust – tops of partitions, air vents, mirror frames, and tops of doors
 - Clean and disinfect restroom partitions and walls around toilets and urinals
- **Break Rooms Coffee Area**
 - Cleaning of the inside of the refrigerators - Communications Dispatch Facility.

Work to be Performed Monthly

- **Common Area**
 - Dusting – air vents, tops of doors, door frames, ceiling corners, picture frames, front and sides of desks, legs of chairs, tables, and chair bases
 - Furniture – vacuum fabric and wipe down other surfaces to remove dust and lint
 - Detail vacuum carpet edges and corners along walls and partitions
 - Dust all baseboards
 - Table bases and chair legs cleaned

Floor Care to be Performed 3 Times a Year as Requested

- Extract shampoo carpeted areas
- Scrub/re-wax all vinyl floors to maintain
- Scrub all tile floors to maintain and clean grout lines
- Strip/wax

4.4 Floor Care Standards

Contractor must use the following steps to ensure the expected level of service for the maintenance of floors other than restroom and shower areas.



Non-Carpeted Areas

- Either the water or waterless (dry) process may be used.
- Sweeping or dust mopping of hard floors (tile, vinyl, concrete, terrazzo, wood).

Carpeted Areas

- Vacuuming (Daily)
 - Vacuum all areas making sure vacuum bags do not exceed 70% capacity.
 - Utilize extension hoses and tools to thoroughly vacuum all carpeted areas. This includes under desks, close to walls, etc.
- Heavy Traffic Procedures (Monthly)
 - Pre-spraying
 - Vacuum all areas to be cleaned making sure vacuum bag does not exceed 70% capacity.
 - Pre-spray carpet using appropriate cleaning agent, such as Bridgepoint Systems CleanFree Extraction Rinse, Chemspec Extraction Rinse, Don Aslett Carpet Rinse & Neutralizer or similar with a pump-up sprayer or similar device.
 - Mix 16 oz. Per gallon. Do not over dilute chemical.
 - Spray evenly in block patterns. Allow at least 10 minutes of dwell time.
 - Extra agitation may be required in excessively soiled areas using a 175- RPM machine with a soft carpet brush attachment.
 - Agitate pre-sprayed areas only. Then rinse extract with an extraction machine.
- Rinse Extraction
 - Fill extractor with a mixture of hot water and appropriate cleaning agent such as Bridgepoint Systems CleanFree Extraction Rinse, Chemspec Extraction Rinse, Don Aslett Carpet Rinse & Neutralizer or similar
 - Mix 1 oz. Per gallon. Do not over dilute chemical.
 - Extract areas that have been pre-sprayed. Note: do not allow pre-spray to dry before being extracted.
 - Note: this step deep cleans carpet fibers, removes any detergent and neutralizes the pH.
 - Carpet blowers may be utilized to reduce drying time.

4.5 Materials, Equipment, and Supply List



- The Contractor shall furnish and maintain all the necessary equipment and should attach as part of their bid a complete list of the equipment to be used. Bidder must submit with their bid evidence and/or references of satisfactory service rendered in the past five years similar to those specified herein.
- The Contractor shall submit and maintain a current list of all supplies and materials, including chemical material safety data sheets to the Contract Administrator for approval. It will be the responsibility of the contractor to provide all supplies, including towels, toilet paper, trash liners, and hand soap to perform the required janitorial services. A limited storage area shall be provided for contractor to store necessary supplies and materials.

Fire Department - Required Supplies Yearly Estimated Usage		
Item Description	Packaging Qty.	Yearly Quantities
Liquid Hand Soap	Gallon	25
2-Ply Toilet Paper	96 rolls / CS	96
White Multi Fold Towels	10 x 250 Sheets / CS	96

- An inventory log must be maintained by the Contractor detailing the quantity of required supplies used every month. The City will remit payment for supplies used on a monthly basis.
 - The Contractor must provide the Fire Department with the quantity of items used for the month upon invoice submission.
- Fixed prices for required supplies are to be submitted via the Price Proposal / Bid Table.
- In addition, the following cleaning supplies are recommended to be used:
 - Neutral Cleaner
 - Degreaser
 - Disinfectant/Deodorant Spray
 - Glass Cleaner
 - Byquat Degreaser
 - Small Garbage Bags (24x24)



- Medium Garbage Bags (33x40)
- Large Garbage Bags (43x48)

4.6 Security and Uniforms

- To verify identification, national fingerprint-based records checks shall be conducted within 30 days of assignment. If any arrest is found, that individual may not enter the Facility until the arrest has been reviewed and closed by the Florida Department of Law Enforcement. If FDLE determines, after review, that an individual may not work unescorted in the Facility, the Company will, at its sole expense, pay for the required escort and provide proof that the individual was escorted at all times. The Contractor is responsible for obtaining employee background checks.
 - Location for the background check:
 - Broward College Institute of Public Safety
 - 3501 S.W. Davie Road Davie, FL 33314
- The contractor shall at all times enforce strict discipline and good order among his employees. No children, friends, or relatives, or any person not employed and assigned to subject sites are allowed on subject premises. Unauthorized use of City property is prohibited.
- The contractor's employee's uniforms will consist of distinctive neat appearing shirts, trousers and shoes of coordinated colors, acceptable to the City. Uniforms including color and (if provided) design shall be approved by the City at least 72 hours prior to contract award start date.
- All employees of the contractor, while working on City property, shall at all times be required to wear uniforms with exposed photo identification. In addition, when applicable, contractor and contractor's employees shall comply with the Jessica Lunsford Act. Any necessary background checks and photo identification requirements shall be made at the **contractor's expense.**
- All employees responsible to open and close shall be capable of operating fire and burglar alarm systems properly. **If alarms are not set properly, and the City is required to respond to a non-alarmed building situation, the contractor shall be charged for the costs incurred to remedy the situation.**
- Contractor will not use employees of any temporary (help-type) employee agency. Only actual bona fide contractor employees are to be used to perform these specifications unless otherwise approved in writing by the Project Manager.



- Contractor will be responsible for securing keys for the facilities at least 24 hours in advance of contract start date. The successful bidders will pick up the necessary keys at the location(s) they have been awarded. Any labor and/or material cost for replacement keys, recoding of access keys/doors, and/or re-keying of locks as a result of the actions of the janitorial service provider (lost/misplaced keys, etc.) will be deducted from the monthly payments.



SECTION 5 - PRICE PROPOSAL / BID TABLE

The vendor must provide their pricing electronically through the designated line items listed on the Bid Sheet/Pricing Table via the City's e-Procurement portal on OpenGov.

Vendor Notes: The bid tables includes a “Vendor Notes” column for any additional comments regarding the requested line item(s). A comment is preferred in the “Vendor Notes” column. If the vendor does not need to submit any comments, they may leave it blank or enter N/A or similar.

Primary Responses: The initial Bid Table is for the primary responses so that the vendors can submit the requested goods and/or services.

PEMBROKE PINES FIRE RESCUE ADMINISTRATIVE OFFICES (FIRE STATION 69)

Line Item	Description	Quantity	Unit of Measure	Unit Cost	Total	Vendor Notes
Common Area						
1	Work to be Performed Daily	202	Ea			
2	Work to be Performed Weekly	52	Ea			
3	Work to be Performed Monthly	12	Ea			
4	Floor Care to be Performed 3 Times a Year as Requested	3	Ea			
Restroom						
5	Work to be Performed Daily	202	Ea			
6	Work to be Performed Weekly	52	Ea			
7	Floor Care to be Performed 3 Times a Year as Requested	3	Ea			
Break Rooms Coffee Area						
8	Work to be Performed Daily	202	Ea			



Line Item	Description	Quantity	Unit of Measure	Unit Cost	Total	Vendor Notes
9	Floor Care to be Performed 3 Times a Year as Requested	3	Ea			
TOTAL						

PINES FIRE TRAINING FACILITY

Line Item	Description	Quantity	Unit of Measure	Unit Cost	Total	Vendor Notes
Common Area						
10	Work to be Performed Daily	51	Ea			
11	Work to be Performed Weekly	51	Ea			
12	Work to be Performed Monthly	12	Ea			
13	Floor Care to be Performed 3 Times a Year as Requested	3	Ea			
Restroom						
14	Work to be Performed Daily	51	Ea			
15	Work to be Performed Weekly	51	Ea			
16	Floor Care to be Performed 3 Times a Year as Requested	3	Ea			
Break Rooms Coffee Area						
17	Work to be Performed Daily	51	Ea			



Line Item	Description	Quantity	Unit of Measure	Unit Cost	Total	Vendor Notes
18	Floor Care to be Performed 3 Times a Year as Requested	3	Ea			
TOTAL						

COMMUNICATIONS DISPATCH FACILITY (FIRE STATION 101)

Line Item	Description	Quantity	Unit of Measure	Unit Cost	Total	Vendor Notes
Common Area						
19	Work to be Performed Daily	365	Ea			
20	Work to be Performed Weekly	52	Ea			
21	Work to be Performed Monthly	12	Ea			
22	Floor Care to be Performed 3 Times a Year as Requested	3	Ea			
Restroom						
23	Work to be Performed Daily	365	Ea			
24	Work to be Performed Weekly	52	Ea			
25	Floor Care to be Performed 3 Times a Year as Requested	3	Ea			
Break Rooms Coffee Area						
26	Work to be Performed Daily	365	Ea			



Line Item	Description	Quantity	Unit of Measure	Unit Cost	Total	Vendor Notes
27	Work to be Performed Weekly	52	Ea			
28	Floor Care to be Performed 3 Times a Year as Requested	3	Ea			
TOTAL						

FIRE DEPARTMENT GARAGE (MAINTENANCE FACILITY)

Line Item	Description	Quantity	Unit of Measure	Unit Cost	Total	Vendor Notes
Common Area						
29	Work to be Performed Daily	146	Ea			
30	Work to be Performed Weekly	52	Ea			
31	Work to be Performed Monthly	12	Ea			
32	Floor Care to be Performed 3 Times a Year as Requested	3	Ea			
Restroom						
33	Work to be Performed Daily	146	Ea			
34	Work to be Performed Weekly	52	Ea			
35	Floor Care to be Performed 3 Times a Year as Requested	3	Ea			
Break Rooms Coffee Area						



Line Item	Description	Quantity	Unit of Measure	Unit Cost	Total	Vendor Notes
36	Work to be Performed Daily	146	Ea			
37	Floor Care to be Performed 3 Times a Year as Requested	3	Ea			
TOTAL						

JANITORIAL SUPPLIES

The City will remit payment for supplies used on a monthly basis

Line Item	Description	Quantity	Unit of Measure	Unit Cost	Total	Vendor Notes
38	Liquid Hand Soap	1	Gal			
39	2-Ply Toilet Paper	1	96 Rolls / CS			
40	White Multi Fold Towels	1	10 x 250 Sheets / CS			
41	Neutral Cleaner	1	Gal			
42	Degreaser	1	Gal			
43	Disinfectant / Deodorant Spray	1	CS			
44	Glass Cleaner	1	Gal			
45	Byquat Degreaser	1	Gal			
46	Small Garbage Bags (24 x 24)	1	CS			
47	Medium Garbage Bags (33 x 40)	1	CS			
48	Large Garbage Bags (43 x 48)	1	CS			



Line Item	Description	Quantity	Unit of Measure	Unit Cost	Total	Vendor Notes
TOTAL						



SECTION 6 - SUBMITTAL DOCUMENTS

Bids must be submitted electronically at <https://procurement.opengov.com/portal/pembrokepines> on or before **2:00 pm on Tuesday, March 24, 2026**. Please note vendors should be registered on OpenGov under the name of the organization that they are operating as and it should match the organization name on the documents that they are submitting and utilizing when responding to the solicitation. In addition, the vendor must complete the required documents in this section and provide any additional information requested throughout this solicitation. Any additional information requested in the solicitation should be scanned and uploaded. The City recommends for proposers to submit their proposals as soon as they are ready to do so. Please allow ample time to submit your proposals on the <https://procurement.opengov.com/portal/pembrokepines> website. Proposals may be modified or withdrawn prior to the deadline for submitting Proposals.

PLEASE DO NOT SUBMIT ANY PROPOSALS VIA MAIL, E-MAIL OR FAX.

Prospective proposers interested in responding to this solicitation are requested to provide all of the applicable information listed in this section. Submittals that do not respond completely to all of the requirements specified herein may be considered non-responsive and eliminated from the process. Brevity and clarity are encouraged.

1 CONFIRMATION TO BIND

1.1 I certify that I have read, understood and agree to the terms in this solicitation, and that I am authorized to submit this response on behalf of my company.*

Please confirm

*Response required

2 CERTIFICATION OF INSURANCE COMPLIANCE AND INTENT TO PROCURE REQUIRED COVERAGE

NOTE: Vendors are not required to purchase any additional insurance in order to submit a bid. However, they must certify that they either currently hold, or are able and willing to obtain, all required insurance coverages, endorsements, and limits prior to award and execution of the contract.

2.1 I certify that, if awarded this contract, I will be required to obtain and maintain all insurance policies as detailed in the INSURANCE REQUIREMENTS Section of this solicitation before any work may commence, and throughout the life of the contract.*

Please confirm

*Response required

2.2 Do you confirm that you will only use insurance carriers licensed to do business in the State of Florida and rated no less than "A" as to management, and no less than "Class VI" as to financial strength by A.M. Best, and that you understand all endorsements required (e.g., Additional Insured, Waiver of Subrogation, etc.) must be included?*

Yes

No



*Response required

2.3 Do you currently carry insurance policies that meet or exceed the minimum requirements outlined in the INSURANCE REQUIREMENTS section of this solicitation?*

Yes

No

*Response required

When equals "Yes"

2.3.1 Please upload your current certificate(s) of insurance that demonstrate compliance with the insurance requirements outlined in this solicitation.*

*Response required

When equals "No"

2.3.2 Please upload documentation showing that you have obtained a letter from your insurance broker or carrier, such as a Letter of Intent to Insure, Evidence of Insurability, or a Conditional Certificate of Insurance.*

Documentation should show that:

- You can obtain the required insurance.
- The limits and types of coverage will meet the INSURANCE REQUIREMENTS outlined in the solicitation.
- You will provide a COI upon contract award.

*Response required

When equals "No"

2.3.3 Please upload your current certificate(s) of insurance.*

*Response required

2.4 Do you believe you are exempt from one or more insurance requirements (e.g., Workers' Compensation)?*

Yes

No

*Response required

When equals "Yes"

2.4.1 Please upload written documentation requesting an exemption on your company letterhead, subject to City approval.*

*Response required

2.5 Do you plan on using subcontractors for this project?*

Yes



No

*Response required

When equals "Yes"

2.5.1 Do you acknowledge that all subcontractors must also carry the same insurance or be covered under your policy, and that proof of such coverage must be provided to the City?*

Yes

No

*Response required

3 REFERENCE # 1

The minimum experience for this project is **five (5) years**. Provide specific examples of similar experience conducting licensed work of equal or similar scope of work, preferably delivered by the proposed team members. A **minimum of 3** references should be from the last **five years** and should be capable of explaining and confirming your firm's capacity to successfully complete the scope of work outlined herein. As part of the proposal evaluation process, the City may conduct an investigation of references, including a record check or consumer affairs complaints. Proposers' submission of a proposal constitutes acknowledgment of the process and consent to investigate. The City is the sole judge in determining Proposers qualifications. In this section you will have the ability to enter information for 5 different references including their contact details and specific project information.

Please note that the City prefers references who are not current employees of the City of Pembroke Pines, as we generally do not contact our own employees for reference checks.

Proposers are advised to confirm that:

- A. Each reference provided by the Respondent has up to date contact persons and contact information;
- B. The contact person provided for each reference is someone who has personal knowledge of the Proposer's performance during the referenced project; and
- C. The contact person for each reference has been contacted by the Proposer regarding this specific bid submittal and such person confirmed their willingness to serve as a reference.

3.1 Reference Contact Information - Name of Firm, City, County or Agency*

*Response required

3.2 Reference Contact Information - Reference's Business Address*

*Response required

3.3 Reference Contact Information - Reference's Contact Name & Title*

*Response required



3.4 Reference Contact Information - Reference's E-mail Address*
*Response required

3.5 Reference Contact Information - Reference's Phone Number*
*Response required

3.6 Project Information - Was your firm the prime contractor for the listed project?*

Yes

No

*Response required

3.7 Project Information - Name of Contactor Performing the Work*
*Response required

3.8 Project Information - Name and location of the project*
*Response required

3.9 Project Information - Nature of the firm's responsibility on the project and work for which staff was responsible for*
*Response required

3.10 Project Information - Project Duration*
*Response required

3.11 Project Information - Completion (Anticipated) Date*
*Response required

3.12 Project Information - Size of Project*
*Response required

3.13 Project Information - Cost of Project*
*Response required

4 REFERENCE # 2

4.1 Reference Contact Information - Name of Firm, City, County or Agency*
*Response required

4.2 Reference Contact Information - Reference's Business Address*
*Response required

4.3 Reference Contact Information - Reference's Contact Name & Title*
*Response required

4.4 Reference Contact Information - Reference's E-mail Address*
*Response required

4.5 Reference Contact Information - Reference's Phone Number*
*Response required



- 4.6 Project Information - Was your firm the prime contractor for the listed project?*
- Yes
- No

*Response required

- 4.7 Project Information - Name of Contactor Performing the Work*
- *Response required

- 4.8 Project Information - Name and location of the project*
- *Response required

- 4.9 Project Information - Nature of the firm's responsibility on the project and work for which staff was responsible for*
- *Response required

- 4.10 Project Information - Project Duration*
- *Response required

- 4.11 Project Information - Completion (Anticipated) Date*
- *Response required

- 4.12 Project Information - Size of Project*
- *Response required

- 4.13 Project Information - Cost of Project*
- *Response required

5 REFERENCE # 3

- 5.1 Reference Contact Information - Name of Firm, City, County or Agency*
- *Response required

- 5.2 Reference Contact Information - Reference's Business Address*
- *Response required

- 5.3 Reference Contact Information - Reference's Contact Name & Title*
- *Response required

- 5.4 Reference Contact Information - Reference's E-mail Address*
- *Response required

- 5.5 Reference Contact Information - Reference's Phone Number*
- *Response required

- 5.6 Project Information - Was your firm the prime contractor for the listed project?*
- Yes
- No

*Response required



- 5.7 Project Information - Name of Contactor Performing the Work*
*Response required
- 5.8 Project Information - Name and location of the project*
*Response required
- 5.9 Project Information - Nature of the firm's responsibility on the project and work for which staff was responsible for*
*Response required
- 5.10 Project Information - Project Duration*
*Response required
- 5.11 Project Information - Completion (Anticipated) Date*
*Response required
- 5.12 Project Information - Size of Project*
*Response required
- 5.13 Project Information - Cost of Project*
*Response required

6 REFERENCE # 4

- 6.1 Reference Contact Information - Name of Firm, City, County or Agency
- 6.2 Reference Contact Information - Reference's Business Address
- 6.3 Reference Contact Information - Reference's Contact Name & Title
- 6.4 Reference Contact Information - Reference's E-mail Address
- 6.5 Reference Contact Information - Reference's Phone Number
- 6.6 Project Information - Was your firm the prime contractor for the listed project?
 Yes
 No
- 6.7 Project Information - Name of Contactor Performing the Work
- 6.8 Project Information - Name and location of the project
- 6.9 Project Information - Nature of the firm's responsibility on the project and work for which staff was responsible for
- 6.10 Project Information - Project Duration
- 6.11 Project Information - Completion (Anticipated) Date
- 6.12 Project Information - Size of Project
- 6.13 Project Information - Cost of Project

7 REFERENCE # 5



- 7.1 Reference Contact Information - Name of Firm, City, County or Agency
- 7.2 Reference Contact Information - Reference's Business Address
- 7.3 Reference Contact Information - Reference's Contact Name & Title
- 7.4 Reference Contact Information - Reference's E-mail Address
- 7.5 Reference Contact Information - Reference's Phone Number
- 7.6 Project Information - Was your firm the prime contractor for the listed project?
- Yes
- No
- 7.7 Project Information - Name of Contactor Performing the Work
- 7.8 Project Information - Name and location of the project
- 7.9 Project Information - Nature of the firm's responsibility on the project and work for which staff was responsible for
- 7.10 Project Information - Project Duration
- 7.11 Project Information - Completion (Anticipated) Date
- 7.12 Project Information - Size of Project
- 7.13 Project Information - Cost of Project

8 PROJECT DOCUMENTS

- 8.1 PROPOSERS BACKGROUND INFORMATION FORM*
- a. Please download the attached document, complete all required fields, and upload the completed form here.
- [Proposers Background Inform...](#)

*Response required

9 SWORN STATEMENT ON PUBLIC ENTITY CRIMES UNDER FLORIDA STATUTES CHAPTER 287.133(3)(a)

- 9.1 SWORN STATEMENT ON PUBLIC ENTITY CRIMES FORM*
- a. Please download the attached document, complete all required fields, and upload the completed form here.
- [Sworn Statement on Public E...](#)

*Response required

- 9.2 Public Entity Crimes Status*
- Which option did you select on the Sworn Statement on Public Entity Crimes Form:
 - A) Neither the entity submitting this sworn statement, nor any officers, directors, executives, partners, shareholders, employees, members, or agents who are active in management of the entity, nor any affiliate of the entity have been charged with and convicted of a public entity crime subsequent to July 1, 1989.



- B1) The entity submitting this sworn statement, or one or more of the officers, directors, executives, partners, shareholders, employees, members, or agents who are active in management of the entity, or an affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989, AND There has been a proceeding concerning the conviction before a hearing officer of the State of Florida, Division of Administrative Hearings. The final order entered by the hearing officer did not place the person or affiliate on the convicted vendor list. (Please attach a copy of the final order.)
- B2) The entity submitting this sworn statement, or one or more of the officers, directors, executives, partners, shareholders, employees, members, or agents who are active in management of the entity, or an affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989, AND The person or affiliate was placed on the convicted vendor list. There has been a subsequent proceeding before a hearing officer of the State of Florida, Division of Administrative Hearings. The final order entered by the hearing officer determined that it was in the public interest to remove the person or affiliate from the convicted vendor list. (Please attach a copy of the final order.)
- B3) The entity submitting this sworn statement, or one or more of the officers, directors, executives, partners, shareholders, employees, members, or agents who are active in management of the entity, or an affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989, AND The person or affiliate has not been placed on the convicted vendor list. (Please describe any action taken by or pending with the Department of General Services.)

A) No convictions.

B1) Convicted, final order did not place on the convicted vendor list.

B2) Convicted, listed, then removed.

B3) Convicted, not listed, action pending.

*Response required

9.3 Did you select option B1 or B2 above?*

Yes

No

*Response required

When equals "Yes"



9.3.1 Please upload a copy of the final order issued by the hearing officer of the State of Florida, Division of Administrative Hearings.*

*Response required

9.4 Did you select option B3 above?*

Yes

No

*Response required

When equals "Yes"

9.4.1 Please describe any action taken by or pending with the Department of General Services.*

*Response required

10 DRUG-FREE WORKPLACE CERTIFICATION

10.1 VENDOR DRUG FREE WORKPLACE CERTIFICATION FORM*

a. Please download the attached document, complete all required fields, and upload the completed form here.

- [Vendor Drug-Free Workplace ...](#)

*Response required

10.2 Drug-Free Status*

Complies fully.

Does not comply.

*Response required

11 STANDARD DOCUMENTS

The following documents are standard documents that the City generally requires for every solicitation. As a result, we recommend vendors to keep these documents updated and readily available so that they can be easily uploaded for each project that the vendor would like to participate in. In the event that the City does not have one of the forms or documents listed below for your company, the City may reach out to your company after the bid has closed to obtain the document(s).

11.1 NON-COLLUSIVE AFFIDAVIT*

a. Please download the attached document, complete all required fields, and upload the completed form here.

- [Non-Collusive Affidavit.pdf](#)

*Response required



11.2 SCRUTINIZED COMPANY CERTIFICATION*

- a. Please download the attached document, complete all required fields, and upload the completed form here.

- [Scrutinized Company Certifi...](#)

*Response required

11.3 E-VERIFY SYSTEM CERTIFICATION*

- a. Please download the attached document, complete all required fields, and upload the completed form here.
- b. Effective January 1, 2021, pursuant to Section 448.095, Florida Statutes, the City may not enter into a contract with a vendor/contractor/subcontractor unless that vendor/contractor/subcontractor is registered with and uses the E-Verify system administered by the U.S. Department of Homeland Security (“DHS”).
- c. Contractor shall also require 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.

- [E-Verify System Certificati...](#)

*Response required

11.4 HUMAN TRAFFICKING AFFIDAVIT*

- a. Please download the attached document, complete all required fields, and upload the completed form here.

- [Human Trafficking Affidavit...](#)

*Response required

12 VENDOR REGISTRATION

12.1 Do you currently have a City of Pembroke Pines Vendor Number registered in the PaymentWorks System?*

- The City of Pembroke Pines utilizes OpenGov as its e-Procurement platform for solicitation and bid submission purposes. However, please be advised that **vendor registration for onboarding and processing payments is handled separately** through the City's Accounts Payable Division using **PaymentWorks**, a secure online vendor management platform.
- All vendors that will be submitting invoices and requiring payments from the City are required to register on the PaymentWorks platform. If the vendor is not currently



registered with the City via PaymentWorks and does not have a Vendor Number, the City will have to invite the vendor to register.

- For formal solicitations such as this project, the Procurement Department will send PaymentWorks registration invitations to vendor(s) who are under active consideration for award. Please be aware that not all vendors who submit proposals will receive an invitation, in order to manage system usage and avoid onboarding vendors who are unlikely to receive payments from the City.
- Invitations will typically be sent to the contact listed on the submitted Vendor Information Form.

Yes

No

*Response required

When equals "Yes"

12.1.1 What is your Vendor Number?*

*Response required

12.2 VENDOR INFORMATION FORM*

- a. Please download the attached document, complete all required fields, and upload the completed form here.

- [Vendor Information Form.pdf](#)

*Response required

12.3 FORM W-9 (REVISED MARCH 2024)*

- a. Please download the attached document, complete all required fields, and upload the completed form here.
- b. Note - Please use the March 2024 version of the form as previously dated versions of this form may delay the processing of any payments to the selected vendor.

- [Form W-9 \(Rev March 2024\).pdf](#)

*Response required

13 OPTIONAL DOCUMENTATION

13.1 TRADE SECRETS

- a. The Proposer's response to this solicitation is a public record pursuant to Florida law, which is subject to disclosure by the City under the State of Florida Public Records Law, Florida Statutes Chapter 119.07 ("Public Records Law"). The City shall permit public access to all documents, papers, letters or other material submitted in



connection with this solicitation and the Contract to be executed for this solicitation, subject to the provisions of Chapter 119.07 of the Florida Statutes.

- b. Any language contained in the Proposer's response to the solicitation purporting to require confidentiality of any portion of the Proposer's response to the solicitation, except to the extent that certain information is in the City's opinion a Trade Secret pursuant to Florida law, shall be void. If a Proposer submits any documents or other information to the City which the Proposer claims is Trade Secret information and exempt from Florida Statutes Chapter 119.07 ("Public Records Laws"), the Proposer shall clearly designate that it is a Trade Secret and that it is asserting that the document or information is exempt. The Proposer must specifically identify the exemption being claimed under Florida Statutes 119.07. The City shall be the final arbiter of whether any information contained in the Proposer's response to the solicitation constitutes a Trade Secret.
- c. EXCEPT FOR CLEARLY MARKED PORTIONS THAT ARE BONA FIDE TRADE SECRETS PURSUANT TO FLORIDA LAW, DO NOT MARK YOUR RESPONSE TO THE SOLICITATION AS PROPRIETARY OR CONFIDENTIAL. DO NOT MARK YOUR RESPONSE TO THE SOLICITATION OR ANY PART THEREOF AS COPYRIGHTED. ALL DOCUMENTS THAT THE FIRM PURPORTS TO BE CONFIDENTIAL, PROPRIETARY OR A TRADE SECRET SHALL BE UPLOADED TO THE OPENGOV WEBSITE AS A SEPARATE ATTACHMENT, IN THIS SECTION, CLEARLY IDENTIFYING THE EXEMPTION BEING CLAIMED UNDER FLORIDA STATUTES 119.07.
- d. The city's determination of whether an exemption applies shall be final, and the proposer agrees to defend, indemnify, and hold harmless the city and the city's officers, employees, and agent, against any loss or damages incurred by any person or entity as a result of the city's treatment of records as public records.

13.2 FINANCIAL STATEMENTS

- a. The City is **NOT** requesting the vendor to submit any financial statements for this project and prefers if the vendor does not submit financial statements. In addition, if the City needs a copy of the vendor's financial statements, the City can contact the vendor after the bid due date to request those documents. However, if the vendor does submit the financial statements, they should be uploaded in this section.
- b. Any claim of confidentiality on financial statements must be asserted at the time of submittal. The firm must identify the specific statute that authorizes the exemption from the Public Records Law. Please note that the financial statement exemption



provided for in Section 119.071(1)c, Florida Statutes only applies to submittals in response to a solicitation for a “public works” project.

13.3 ALTERNATIVES

- a. If you are submitting an alternative product, please upload any related information in this section (such as specification sheets, etc.).
- b. In addition, pursuant to the “**Brand Names**” Section included in the [GENERAL TERMS AND CONDITIONS](#) Section if and wherever in the specifications a brand name, make, name of manufacturer, trade name, or vendor catalog number is mentioned, it is for the purpose of establishing a grade or quality of material only. Since the City does not wish to rule out other competition and equal brands or makes, the phrase “OR EQUAL” is added. However, if a product other than that specified is bid, Proposers shall indicate on their proposal and clearly state the proposed substitution and deviation. It is the vendor’s responsibility to provide any necessary documentation and samples within their bid submittal to prove that the product is equal to that specified. Such samples are to be furnished before the date of bid opening, unless otherwise specified. Additional evidence in the form of documentation and samples may be requested if the proposed brand is other than that specified. The City retains the right to determine if the proposed brand shall be considered as an approved equivalent or not.

13.4 ADDITIONAL INFORMATION

- a. Please provide any additional information that you deem necessary to complete your proposal in this section, if it has not been requested in another section.

13.5 PROFESSIONAL LICENSES

- a. If applicable, please upload any professional licenses that may be required to perform the services outlined in the solicitation.

14 VENDOR CLASSIFICATION

14.1 Is your firm a Local Pembroke Pines Vendor (LPPV) and Local Broward County Vendor (LBCV)?*

- a. The evaluation of competitive bids is subject to section 35.36 of the City’s Procurement Procedures which, except where contrary to federal and state law, or any other funding source requirements, provides that preference be given to local businesses. To satisfy this requirement, the vendor shall affirm in writing its compliance with either of the following objective criteria as of the bid or proposal submission date stated in the solicitation. A local business shall be defined as:

1. “**Local Pembroke Pines Vendor**” shall mean a business entity which has maintained a permanent place of business with full-time employees within the City limits for a minimum of one (1) year prior to the date of issuance of a bid or



proposal solicitation. The permanent place of business may not be a post office box. The business location must actually distribute goods or services from that location. In addition, the business must have a current business tax receipt from the City of Pembroke Pines, **OR**;

2. **“Local Broward County Vendor”** shall mean or business entity which has maintained a permanent place of business with full-time employees within the Broward County limits for a minimum of one (1) year prior to the date of issuance of a bid or proposal solicitation. The permanent place of business may not be a post office box. The business location must actually distribute goods or services from that location. In addition, the business must have a current business tax receipt from the Broward County or the city within Broward County where the business resides.

- b. A preference of five percent (5%) of the total evaluation point, or five percent (5%) of the total price, shall be given to the Local Pembroke Pines Vendor(s); A preference of two and a half percent (2.5%) of the total evaluation point for local, or two and a half percent (2.5%) of the total price, shall be given to the Local Broward County Vendor(s).

Yes

No

*Response required

When equals "Yes"

14.1.1 Please indicate your Local Vendor Status*

Local Pembroke Pines Vendor (LPPV)

Local Broward County Vendor (LBCV)

*Response required

When equals "Yes"

14.1.2 Local Vendor Preference Certification*

1. Please download the attached document, complete all required fields, and upload the completed form here.

- [Local Vendor Preference Cer...](#)

*Response required

When equals "Yes"



14.1.3 Local Business Tax Receipts*

- 1. If claiming Local Vendor Preference, please upload any previous business tax receipts to indicate that the business entity has maintained a permanent place of business for a minimum of one (1) year.

*Response required

14.2 Is your firm a Veteran Owned Small Business (VOSB)?*

- a. The evaluation of competitive bids is subject to section 35.37 of the City's Procurement Procedures which, except where contrary to federal and state law, or any other funding source requirements, provides that preference be given to veteran owned small businesses. To satisfy this requirement, the vendor shall affirm in writing its compliance with the following objective criteria as of the bid or proposal submission date stated in the solicitation.
- b. A preference of two and a half percent (2.5%) of the total evaluation point, or two and a half percent (2.5%) of the total price, shall be given to the Veteran Owned Small Business (VOSB).

Yes

No

*Response required

When equals "Yes"

14.2.1 Upload the "Determination Letter" from the United States Department of Veteran Affairs Center notifying the business that they have been approved as a Veteran Owned Small Business (VOSB)

When equals "Yes"

14.2.2 Upload Veteran Owned Small Business Certification(s) from any relevant agency(ies)

14.3 Is your firm a Minority-Owned Business Enterprise (MBE)?*

Yes

No

*Response required

When equals "Yes"

14.3.1 Please indicate the classification of your Minority-Owned Business Enterprise (MBE)*

Select all that apply

African-American MBE

Asian-American MBE

Hispanic-American MBE



- Native-American MBE
- Other option not listed above

*Response required

When equals "Yes"

14.3.2 MBE Certification Documentation*

1. Upload your MBE Certification Documentation here, preferably with the State of Florida's Office of Supplier Diversity. If you have multiple MBE certifications, please combine them into one (1) document and upload.

*Response required

14.4 Is your firm a Woman-Owned Business Enterprise (WBE)?*

- Yes
- No

*Response required

When equals "Yes"

14.4.1 WMBE Certification Documentation*

1. Upload your WMBE Certification Documentation here, preferably with the State of Florida's Office of Supplier Diversity. If you have multiple WMBE certifications, please combine them into one (1) document and upload.

*Response required

14.5 Is your firm a HubZone Business / Labor Surplus Area Firm?*

- Yes
- No

*Response required

When equals "Yes"

14.5.1 HubZone Business / Labor Surplus Area Firm Certification Documentation*

1. Upload your HubZone Business / Labor Surplus Area Firm Certification Documentation, preferably with the U.S. Small Business Administration (SBA). If you have multiple certifications, please combine them into one (1) document and upload.

*Response required

14.6 Is your firm a Broward County Small Business Enterprise (SBE)?*

- Yes
- No



*Response required

When equals "Yes"

14.6.1 SBE Certification Documentation*

1. Upload your SBE Certification Documentation from Broward County's Office of Economic and Small Business Development (OESBD). If you have multiple certifications, please combine them into one (1) document and upload.

*Response required

14.7 Is your firm a Broward County Business Enterprise (CBE)?*

Yes

No

*Response required

When equals "Yes"

14.7.1 CBE Certification Documentation*

1. Upload your CBE Certification Documentation from Broward County's Office of Economic and Small Business Development (OESBD). If you have multiple certifications, please combine them into one (1) document and upload.

*Response required

14.8 Is your firm a Broward County Disadvantaged Business Enterprise (DBE)?*

Yes

No

*Response required

When equals "Yes"

14.8.1 DBE Certification Documentation*

1. Upload your DBE Certification Documentation from Broward County's Office of Economic and Small Business Development (OESBD). If you have multiple certifications, please combine them into one (1) document and upload.

*Response required

14.9 Does your firm have a Vendor Classification that was not listed above?*

Yes

No

*Response required

When equals "Yes"



- 14.9.1 Other Vendor Classification Certification Documentation*
1. Upload your other Certification Documentation here. If you have multiple certifications, please combine them into one (1) document and upload.

*Response required



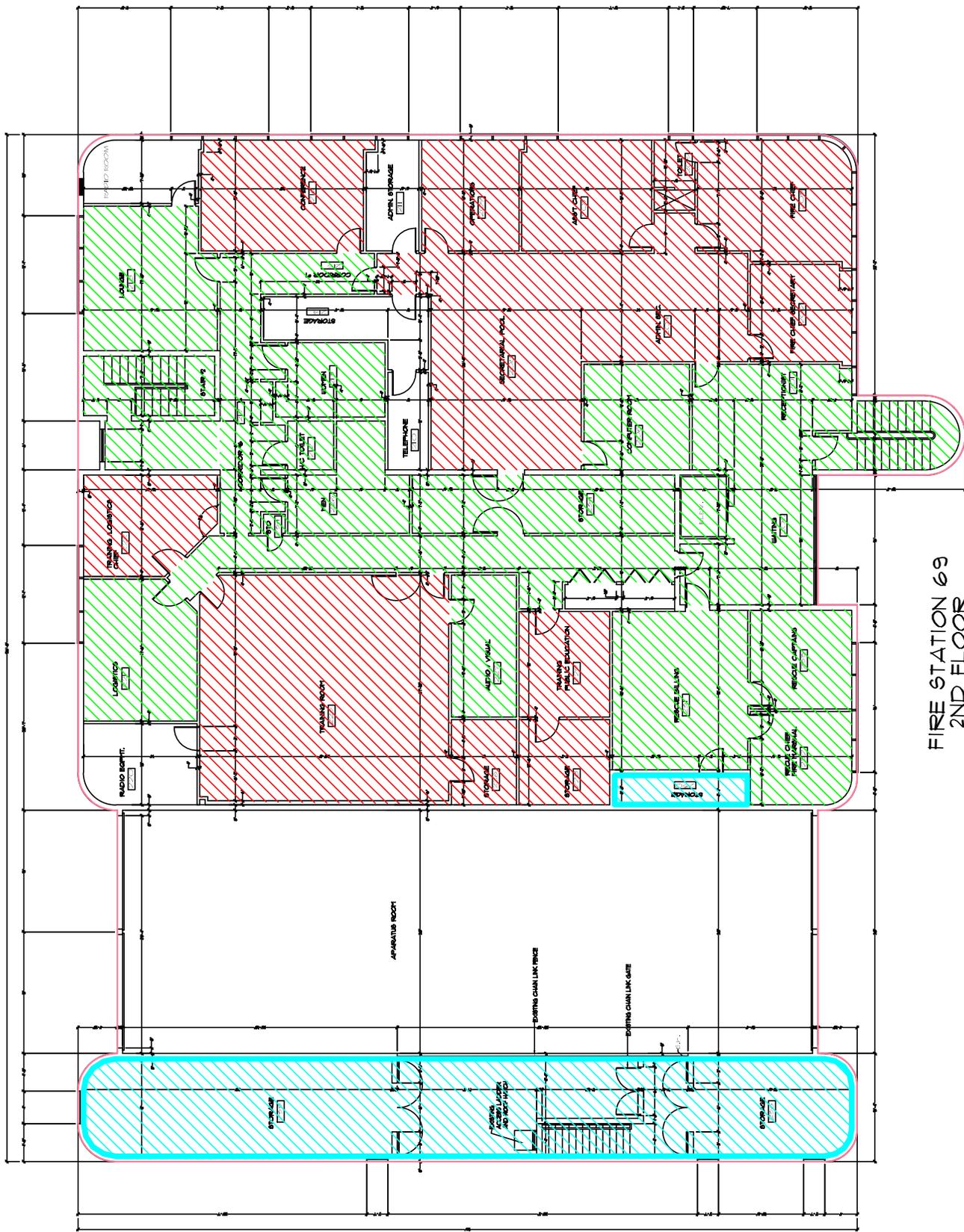
SECTION 7 - EVALUATION OF PROPOSALS & PROCESS SELECTION

7.1 Qualifying & Selecting Firms

- A. Staff will evaluate all responsive proposals received from proposers who meet or exceed the bid requirements contained in the solicitation. Evaluations shall be based upon the information and references contained in the proposals as submitted.
- B. Staff will make a recommendation to the City Commission for award of contract.
- C. The contract shall be awarded to the most responsive/responsible bidder whose bid is determined to be the most advantageous to the City taking into consideration the evaluation criteria.

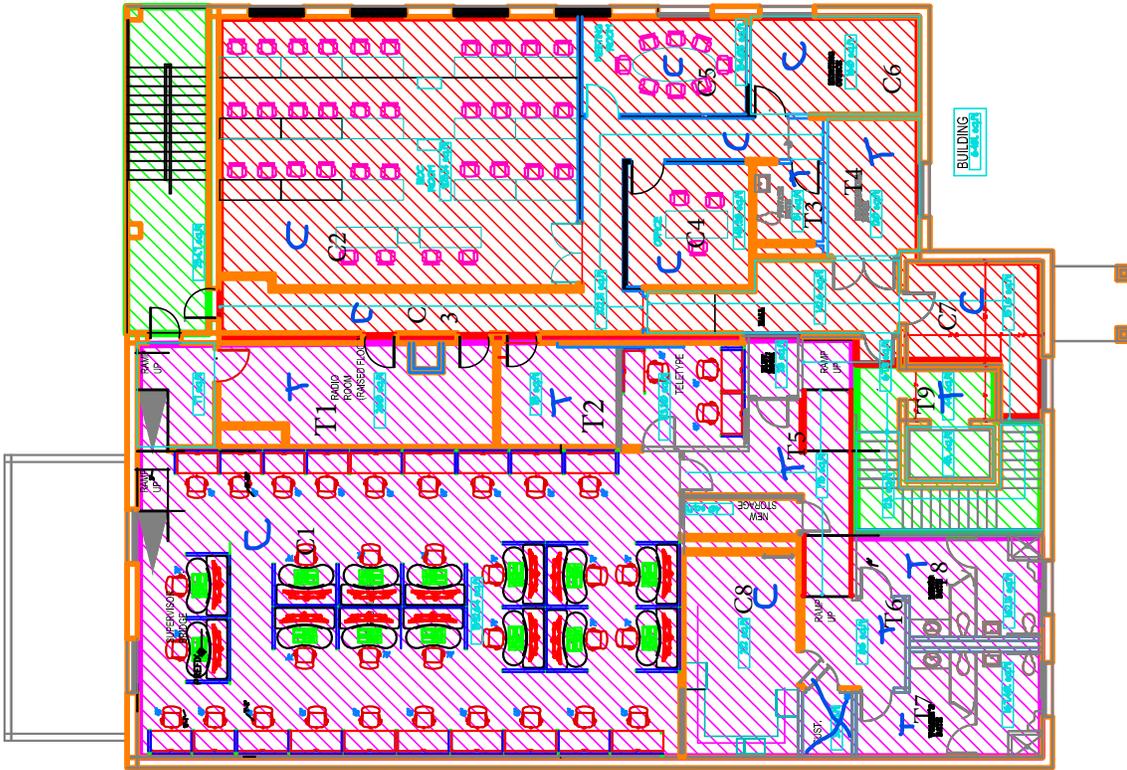
Total Square Footage of Tile and Carpet Flooring within the Fire Department

Fire Station	Total Tile Sq. Ft	Total Carpet Sq. Ft
Fire Station - 69 2nd Floor (Pembroke Pines Fire Rescue)	3498.17	3277.03
Fire Station - 101 2nd Floor 1B (Communications Dispatch Facility)	1186.53	3905.7
Fire Station - 101 Maintenance 1B (Fire Department Garage)	571	
Fire Station – Training Facility	3881	



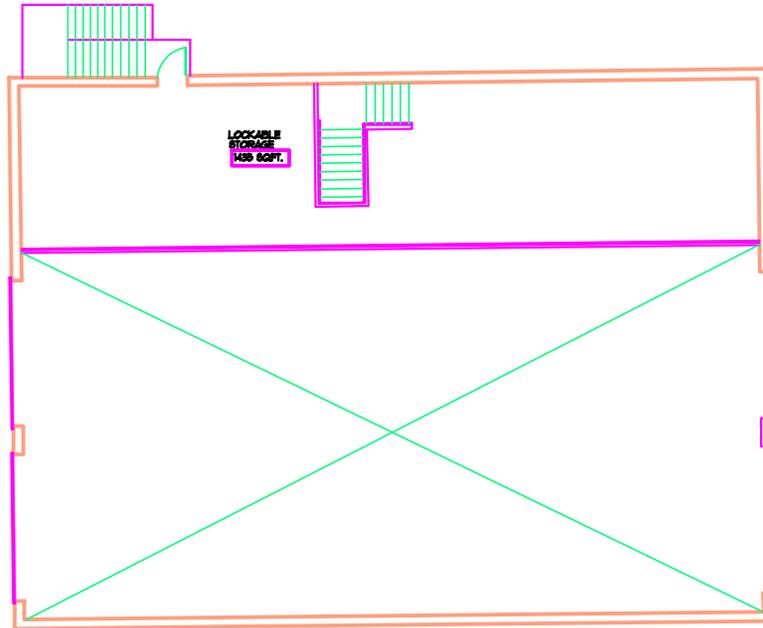
FIRE STATION 69
2ND FLOOR

- TILE -----3498.11 SQ.FT.
- CARPET-----3211.03 SQ.FT.
- STORAGE -----1182.59 SQ.FT.
- BUILDING -----11879.32 SQ.FT.

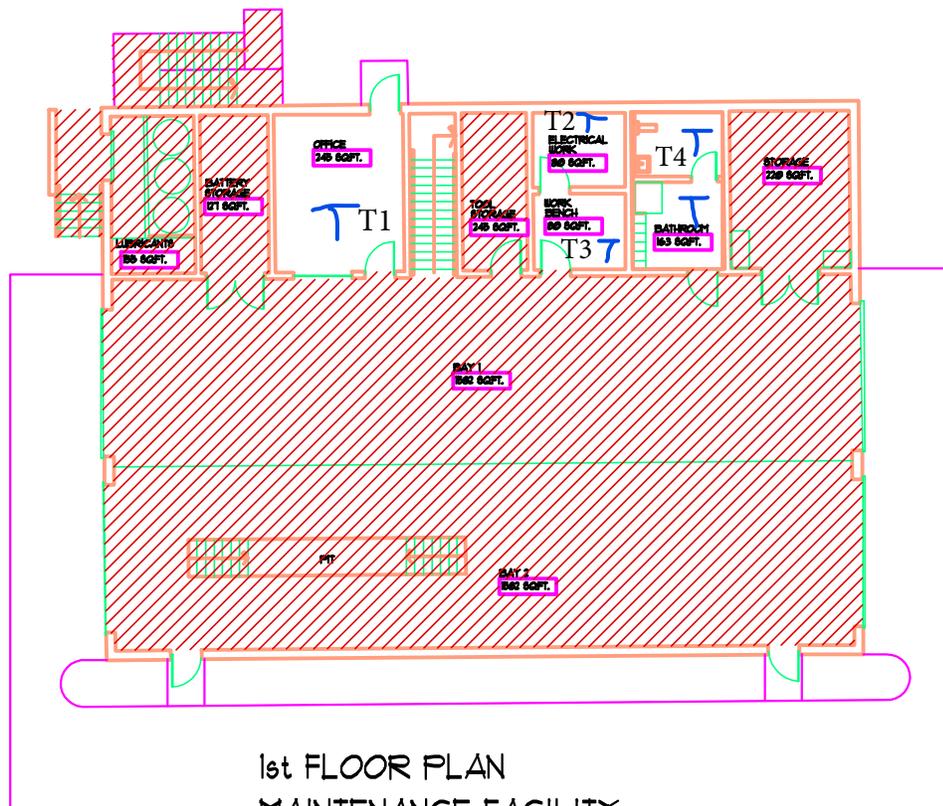


FIRE STATION 101
2nd FLOOR

- EMERG. DISPATCH ----- 2289.12 SQ.FT.
- COMMON AREA-----528.68 SQ.FT.
- EMERG. OPERATION -----3242.45 SQ.FT.
- BUILDING -----6480.49 SQ.FT.



MEZZANINE FLOOR PLAN
MAINTENANCE FACILITY



1st FLOOR PLAN
MAINTENANCE FACILITY

EMERG. DISPATCH ----- 2289.12 SQFT.
COMMON AREA ----- 528.68 SQFT.
EMERG. OPERATION ----- 3242.45 SQFT.
BUILDING ----- 6480.49 SQFT.



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AR 0011698
SEAL



LICENSE NO. AA26001863

Manuel Synalovskid
Digitally signed by Manuel Synalovskid
DN: cn=Manuel Synalovskid, o=Manuel Synalovskid, ou=Manuel Synalovskid, email=msynalovskid@srsync.com, c=US

**CITY OF PEMBROKE PINES
FIRE TRAINING FACILITY**
1101 S.W. 208TH AVENUE,
PEMBROKE PINES, FLORIDA
CLIENT: CITY OF PEMBROKE PINES

REV	DATE	DESCRIPTION
1	11/08/18	BLDG. DEPT. COMMENTS

DESIGN DELIVERABLE: PERMIT SUBMITTAL
ISSUE DATE: 09/24/18

PROJECT NUMBER: 1025-170322
DRAWN BY: LH
CHECKED BY: MS

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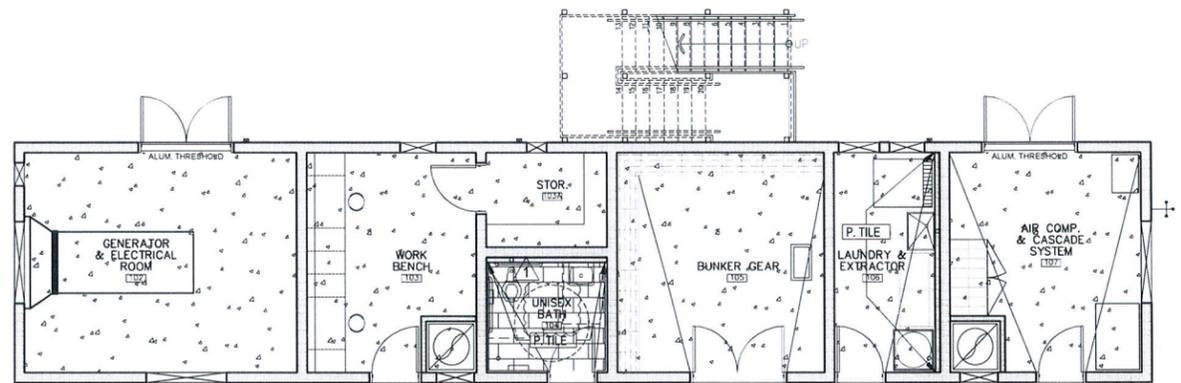
SHEET TITLE:

FINISH SCHEDULE

ALL EXPOSED GYPSUM WALLBOARD SHALL BE PRIMED AND PAINTED (TYPICAL).

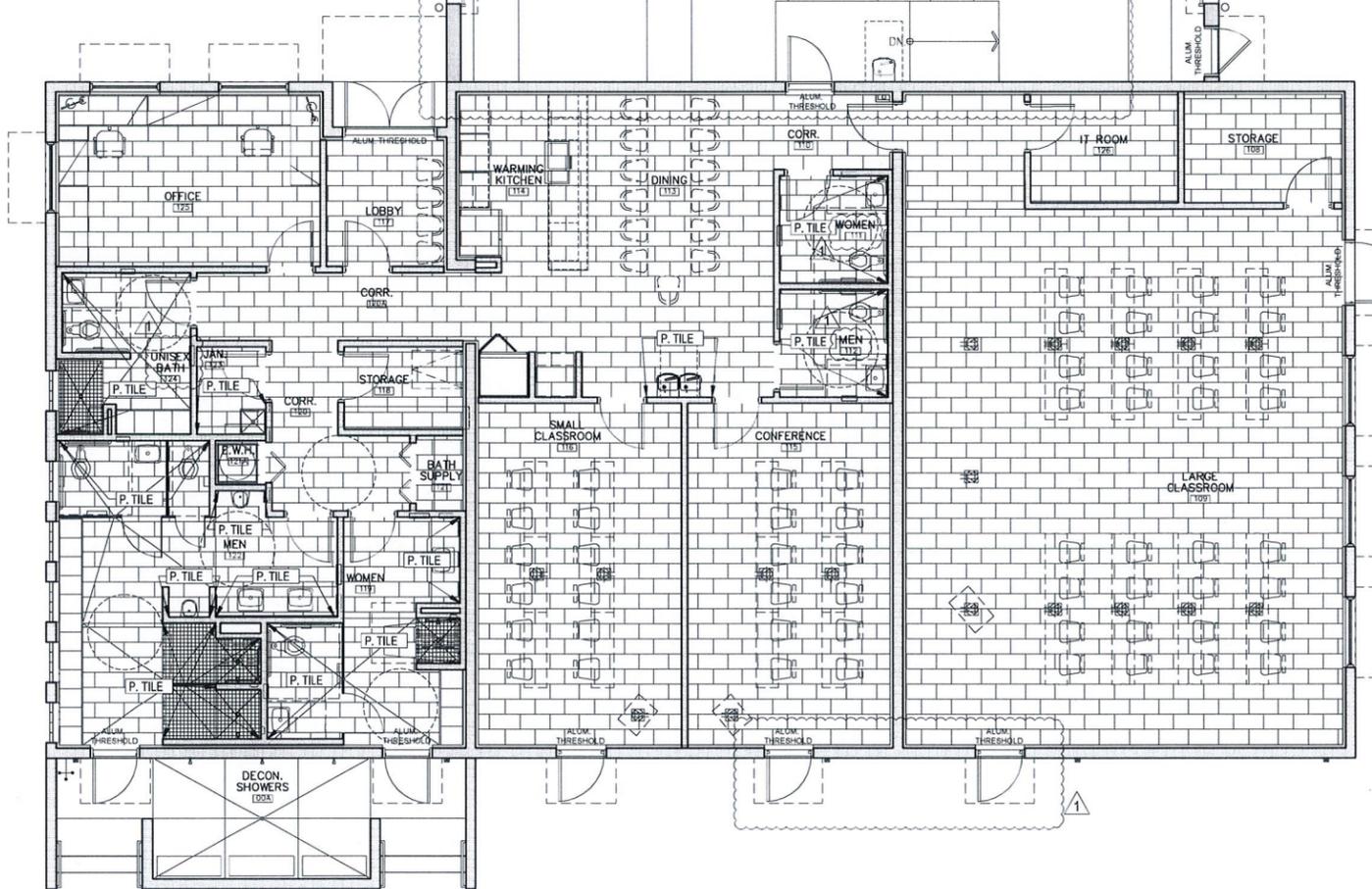
SHEET NUMBER:

A-803



FINISH LEGEND:

	CARPET
	12" X 24" PORCELAIN TILE
	SEALED CONCRETE
	6" X 24" PORCELAIN TILE WAINSCOT AT 4'-8" HIGH, SHOWER TO HAVE FULL HEIGHT TILE



ROOM #	ROOM NAME	FLOOR	BASE	WALL				CEILING		REMARKS
				PAINT TYPE	WALLS	PAINT TYPE	HEIGHT			
101	APPARATUS BAYS									
102	GENERATOR & ELEC.RM.									
103	WORK BENCH									
103A	STORAGE									
104	UNISEX BATH									
105	BUNKER GEAR									
106	LAUNDRY & EXTRACTOR									
107	AIR COMP. & CASCADE									
108	STORAGE									
109	LARGE CLASSROOM									
110	CORRIDOR									
111	WOMEN									
112	MEN									
113	DINING									
114	KITCHEN/PANTRY/ICE									
115	CONFERENCE									
116	SMALL CLASSROOM									
117	LOBBY									
118	STORAGE									
119	WOMEN									
120	CORRIDOR									
120A	CORRIDOR									
121	BATH SUPPLY									
121A	E.W.H.									
122	MEN									
123	JANITORS CLOSET									
124	UNISEX BATH									
125	OFFICE									
126	I.T. ROOM									
100A	LOBBY ENTRY									
201	DECON SHOWERS									
201	STORAGE (2ND FLOOR)									

REMARKS:

- 3'-8" HIGH PAINT WAINSCOT ABOVE 0'-0" PAINT TYPE - C, ABOVE 3'-8" PAINT TYPE - D
- ALL EXPOSED GYPSUM WALLBOARD SOFFITS SHALL BE PAINTED TYPE - B UNLESS OTHERWISE NOTED.
- REFER TO INTERIOR ELEVATIONS FOR EXACT PORCELAIN TILE LOCATIONS.
- ALL SHOWERS TO HAVE FULL HEIGHT 6" X 36" PORCELAIN WALL TILE AND 3"X3" FLOOR TILES

PAINT TYPES: (MFG'R. BY "TNAMEC")

(A) GYPSUM WALLBOARD (WALLS)
#151 ELASTO-GRIP & #113 (SATIN) TNAME-TUF-COAT

(B) GYPSUM WALLBOARD (CEILINGS)
#151 ELASTO-GRIP & #113 (FLAT) TNAME-TUF-COAT

(C) INTERIOR CONCRETE MASONRY UNITS (WALLS)
#130 ENVIRO-FILL & #113 (GLOSS) TNAME-TUF-COAT

(D) #1254 EPOXBLOCK WB (SEMI-GLOSS) TNAME-TUF-COAT

(E) INTERIOR EXPOSED CONCRETE STRUCTURE (CEILINGS)
#114 (GLOSS) TNAME-TUF-COAT

(F) EXTERIOR STUCCO (WALLS)
#151 ELASTO-GRIP & #156 (MATTE) ENVIRO-CRETE

(G) MR GYPSUM WALL BOARD (WALLS)
#201 EPOXOPRIME "PRIME COAT" @ RATE OF 4.0 - 6.0 MILS DFT.
#280 TNAME-GLAZE "INTERMEDIATE COAT" @ RATE OF 4.0 - 6.0 DFT.
#280 TNAME-GLAZE "FINISH COAT" @ RATE OF 4.0 - 6.0 DFT.
NOTE: #280 COATINGS SHALL BE SPRAY APPLIED ONLY.

GENERAL FINISH NOTES:

ALL INTERIOR CEILING AND WALL FINISHES SHALL BE CLASS "A", "B" OR "C" THROUGHOUT (REFER TO I / LS-101).

ALL EXPOSED PIPING, SUPPORTS, ETC. SHALL BE PAINTED THROUGHOUT (TYPICAL, UNLESS OTHERWISE NOTED).

PORCELAIN TILE IS NOT REQUIRED BEHIND LOCKERS. USE MOISTURE RESISTANT GYPSUM WALLBOARD (TYP.).

ALL WALL AND FLOOR TILES TO RECEIVE EPOXY GROUT TO BE SELECTED BY ARCHITECT (TYPICAL).

COORDINATE COLOR ACCENT WALLS LOCATIONS WITH ARCHITECT.

ALL EXPOSED GYPSUM WALLBOARD SHALL BE PRIMED AND PAINTED (TYPICAL).

ALL FLOORING GROUT JOINTS SHALL BE ABSOLUTE MINIMUM WIDTH AS RECOMMENDED BY TILE MFG'R (TYPICAL).

ALL FLOOR TILE SHALL BE CONTINUOUS FROM WALL TO WALL BELOW ALL BUILT-IN CABINETS (TYPICAL).

AT WET WALLS SHOWN ON INTERIOR ELEVATIONS TO RECEIVE 6" X 36" PORCELAIN WALL TILE. USE SAME WALL TILE AS BASE (TYPICAL).

1 FINISH SCHEDULE

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2 FINISH PLAN
SCALE: 3/16" = 1'-0"