

**Regulatory and Economic Resources**

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11805 SW 26 Street  
Miami FL 33175



**MIAMI-DADE COUNTY, FLORIDA  
REQUEST FOR PRICE QUOTATION (RPQ)**

Contract No: MCC 7360 Plan  
RPQ No: 20260311

**INVITATION TO BID**

A RPQ has been issued for the work identified below. If you are interested in submitting a bid for this project, please submit your bid via EMail, attention to Boarding and Securing at Various Locations at David.Andres@miamidade.gov no later than 4/10/2026 at 05:00 PM. If you have any questions, contact DAVID ANDRES at (305) 375-5310.

This RPQ is issued under the terms and conditions of the Miscellaneous Construction Contracts (MCC) Program MCC 7360 Plan.

**RPQ DETAILED BREAKDOWN**

Bid Due Date:	4/10/2026	Time Due:	05:00 PM	Submitted Via:	EMail		
Estimated Value:	\$25,000	(excluding Contingencies and Dedicated Allowances)					
Project Name:	Boarding and Securing at Various Locations						
Project Location:	Various Locations						
License Requirements:	Primary:	General Building Contractor					
Scope of Work:	<p>(Contractor must obtain and submit all permits prior to performing any work).</p> <p><b>Contract Terms and Conditions</b></p> <p><b>Background/Purpose</b> This ITQ is meant to provide the Department of Regulatory and Economic Resources with services to secure abandoned and vacant properties throughout Miami Dade County.</p> <p><b>Term of Contract</b> This Contract shall commence on the first calendar day of the month succeeding approval of the Contract by the County Mayor or designee, unless otherwise stipulated in the Purchase Order issued by the Regulatory and Economic Resources (RER) Department and shall remain in effect until May 31st, 2027. The County reserves the right to terminate this contract at any time, if declared to be in the best interest of the county. The Department of Regulatory and Economic Resources provides no promise or guarantee this contract will extend for the entire maximum term.</p> <p><b>Definitions</b></p> <p>a) Abandoned Property: This term shall relate to personal articles as defined in Chapter 17 of Miami-Dade County Code. <a href="https://library.municode.com/fl/miami_-_dade_county/codes/code_of_ordinances?nodeId=PTIIICOOR_CH17AVASTSTMI">https://library.municode.com/fl/miami_-_dade_county/codes/code_of_ordinances?nodeId=PTIIICOOR_CH17AVASTSTMI</a></p> <p>b) Accessory Structure - Any secondary structure located on the parcel of land upon which a vacant structure is located, which is subordinate to and not forming an integral part of the major or principal building and may or may not be occupied for dwelling purposes; accessory structures shall include but not be limited to swimming pools, sheds, garages, barns, and shacks.</p> <p>c) Awarded Bidder – Shall be synonymous with “awarded contractor”, “contractor”, and “bidder”. These terms will be used to identify the firm awarded the contract and job assignments.</p> <p>d) Business Day- Business days shall be defined as Monday – Friday, between the hours of 7:00am thru 4:00pm. Business days shall exclude all federally recognized holidays.</p> <p>e) Case Number - Case numbers are a number generated by the Miami-Dade County’s Case Management System that is used to manage enforcement cases. Case Numbers shall be used to refer to a single project.</p> <p>f) Delinquent Contractors: Contractors which are being skipped due to deficient work, or failure to meet specified guidelines.</p> <p>g) Dwelling - any building which is wholly or partly used or intended to be used for living, sleeping, cooking, and eating, provided that temporary housing as hereinafter defined shall not be regarded as a dwelling.</p> <p>h) Project Manager – County personnel who will administer the subsequent agreement and issue work orders to the awarded contractor when the need arises.</p> <p>i) The Department – Shall refer to Code Compliance Division of The Department of Regulatory and Economic Resources, and its authorized representatives. Either a Department Director, Assistant Director, Project Manager, Purchasing Specialist, or their designee.</p> <p>j) The County – Shall refer to Miami Dade County.</p> <p>k) Vacant Dwelling – Any building which is wholly or partially equipped for living, sleeping, cooking and eating but which is neither actually used nor intended by the owner to be used for living, sleeping, cooking and eating.</p>						

l) Vacant Structure – Includes commercial structures, vacant dwellings, vacant dwelling units, vacant hotels, vacant hotel units, vacant rooming units, and vacant premises.

m) Work Order: Shall refer to any service request for securing properties under this agreement.

#### Award Method

This Contract will have (1) one Awarded Bidder, all for one zone to cover the entire county and shall be awarded in the aggregate. One Request for Pricing Quotations (RPQ) will be advertised for General Building Contractor Trade.

#### Reimbursements

The county shall be held harmless from any additional fees or costs related to equipment rentals. Furthermore, no additional charges of any nature can be invoiced to the county unless authorized in writing by a designated department representative.

#### Estimated Quantities

The total estimated quantities on this RPQ, and subsequent agreement, are for an estimated dollar value which is provided for accounting and quotation purposes only. No guarantee is expressed or implied as to quantities or dollar amounts that will be used during the life of this agreement. The quantities provided, and any available historical quantities, are estimated only. Historical spending cannot be used as an indicator of future demand and is only provided for informational purposes only. Use of this Contract is voluntary and therefore, the County provides no guarantee of volume or demand. Estimated quantities used for bidding purposes are not guaranteed. Payment will only be tendered for actual work performed and accepted by the Department. No guarantee of any quantity is implied or given. The Department of Regulatory and Economic Resources offers no guarantee that the listed estimated value of this contract will be used in full. Estimated quantities provided for this solicitation by the County are not guaranteed quantities.

#### Pricing

All prices agreed to within this contract shall be fixed and firm for the duration of the entire contract term. All pricing must include all fees and costs necessary to complete the process, unless otherwise specified. Miami-Dade County is Tax exempt, and no taxes shall be included unless otherwise specified, by the County, on the quote form. All bids which are submitted for this solicitation shall be tabulated fairly and equally, within the legal requirements of all applicable county legislation.

Bid tabulations shall be primarily based on the aggregate price provided for all line items. Estimated quantities listed on this solicitation are only to be used by the bidders to gauge projected usage, however as explained above, no guarantee of quantities is being provided for the duration of the agreement. The contractor shall provide pricing for all listed types of openings to be secured. All line items described in the scope have an estimated quantity of one (1), and a unit of measurement is provided for each line item. For example, the "Securing of a Pool/Hot Tub" is to be estimated by the square footage of the pool and/or hot tub; thus, in the tabulation, a bidder would provide the price to be charged per square foot to secure such an opening .

Any additional costs exceeding the initially agreed-upon pricing, by 15% or more, must be approved by the Project Manager prior to the commencement of work. If the additional provided costs exceed the expected price by 15%, the next contractor in the rotation may be contacted for a price at the Department's sole discretion. If the next contractor provides a price less than 15% of the expected cost, the case may be awarded to the secondary contractor. Whenever a contractor is skipped due to pricing, the skipped contractor will be offered the next Work Order.

#### Response and Performance Timing

All requests for service shall be accepted via email within 24 hours of the initial email request. The Department reserves the right to proceed to the next Awarded Bidder in the rotation if the request is not acknowledged within the allotted time frame. Once acknowledgement has been received, the Awarded Bidder shall have three calendar days to complete the requested service. Should the service not be performed within those three calendar days the Department shall reserve the right to cancel the request and proceed to the next Awarded Bidder in the rotation for the service. Extensions may not be provided due to safety concerns and considerations for quality of life, unless approved in writing by the Project Manager.

Emergency requests are those requests that the County determines may present an imminent danger to public health or safety. Upon issuance of an emergency request, the Awarded Bidder must provide written acknowledgement before the end of the same business day. In the event a request is made outside of business hours, the contractor shall have 12 hours to accept the work. All requested work must be completed within two days of work acceptance.

#### Accident Prevention, Barricades and Safety

Precautions shall always be exercised for the protection of people and property. The Awarded Bidder shall conform to all relevant OSHA, EPA, State and County regulations while performing services for the County. Any fines levied by the above-mentioned authorities for failure to comply with these requirements shall be borne solely by the Awarded Bidder. It will be the Awarded Bidder's responsibility to utilize "Caution" and "Detour" signs, barricades, etc. when necessary or as instructed by the County.

The Awarded Bidder agrees to perform all work in a manner that meets all accepted standards for safe practice, and to safely maintain and operate all the equipment used in the performance of this contract. The Awarded Bidder's employees shall always wear a safety vest or bright orange tee shirts while performing the service cycle. The County reserves the right to require the Awarded Bidder to immediately cease work if unsafe or harmful acts are reported while performing services for the County. The Awarded Bidder shall report any hazardous conditions to the County immediately.

Anytime the Awarded Bidder's employees are on site as directed by the County, (before, during, and after work is completed) three or more orange safety cones shall be placed along the adjacent roadside to ensure passing vehicle and pedestrian traffic is aware and cautious of workers and machinery in the area.

Failure to comply with the accident prevention requirements will result in immediate suspension of work, until the reason for suspension has been corrected. The Awarded Bidder must notify the County representative of correction and call for re-inspection within 24 hours.

#### Damaged Property

The Awarded Bidder shall notify the County within twenty-four (24) hours, after discovery of any damage caused by accident, vandalism, theft, acts of nature, or undetermined causes, regardless of whether the Awarded Bidder is at fault or not. The Awarded Bidder assumes the risk of loss or damage while performing services for the County. The Awarded Bidder assumes the risk of loss or damage during possession of County property by the Awarded Bidder, and until delivery to, and acceptance of, that property to the County. It shall be the Awarded Bidder's responsibility to exercise all caution when performing services for the County. The Awarded Bidder should note that the County will not be responsible for any damage done to any improvement or utility by the Awarded Bidder.

#### Meetings

On April 2nd at 11:00 AM, the County will host a pre-bid meeting to provide the prospective bidders the opportunity to ask questions regarding the RPQ. The pre-bid meeting will be held virtually\_

After the award of this solicitation, a kickoff meeting will be held with the Awarded Bidder and members of the Department of Regulatory and Economic Resources to discuss scheduling, the scope of services, expectations, and logistics.

#### Work to be Performed

The scope of work shall include the recommended measures for securing doors, windows, and any miscellaneous openings that are publicly accessible. The Awarded Bidder shall also be responsible for securing garage openings, general structural openings, and pools to prevent unauthorized access. The Awarded Contractor will be expected to follow the provided guidelines for securing openings whenever such guidelines can be implemented safely and effectively. However, in the event the Awarded Bidder is confronted with a situation where the provided guidelines cannot be safely implemented, they may employ any means necessary, provided such means are safe, legal, and comply with applicable regulations and standards, to fulfill the requirements of this contract. It shall be understood that a certain degree of manual effort with hand tools will be required in the securing of properties. The Awarded Bidder will perform all work consistent with professional standards, without interruptions, except for interruptions related to mechanical breakdowns and/or adverse weather conditions. Any work stoppages must be immediately communicated to the Department and diligently noted specifying the date and case number of the affected location.

The Awarded Bidder visibly mark all doors and windows in a manner consistent with the specific labeling system established by the Department for all secured openings. The use of spray paint or jumbo-sized permanent markers will be required to ensure labeling is visible at a distance. Each label will consist of two characters: the first character is the initial letter representing the type of opening (e.g., 'D' for doors, 'W' for windows), and the second character is a sequential number

unique to each opening. For example, the first door would be labeled as 'D1', and the first window would be labeled as 'W1'. This system ensures each secured opening is uniquely and clearly identified. The Awarded Bidder must ensure all labels are durable and prominently displayed through spray painting or with jumbo-sized permanent markers. The Awarded Bidder shall be responsible for issuing each door and window a number but must ensure no numbers are repeated or skipped.

#### Procedures

1. The County will notify the Awarded Bidder via email. This e-mail will include the corresponding case number, along with the property address and any openings which will need to be secured.
2. The Awarded Bidder shall complete all work, unless otherwise stated herein or in the provided work order, at each property identified by the County within the allotted time frame. The Awarded Bidder shall immediately notify the Project Manager of any potential delays on the agreed upon timeframes so the County may consider a revised completion date. The Awarded Bidder must contact the Project Manager via email or phone once work has commenced.
3. The Awarded Bidder must maintain daily communication with the County's Project Manager, or their designee, to provide updates on the work's progress and its completion. The Awarded Bidder must complete the assigned work for each property in its entirety before accepting another work order at another property.
4. The County may cancel or issue a stop order for any case number(s) at any time before the work is completed. In such cases, written confirmation of the cancellation of case number will be sent to the Awarded Bidder. The Awarded Bidder must cease all work on the project site immediately upon receipt of this notice.
5. The Awarded Bidder must label all secured windows and doors appropriately, as prescribed above.
6. If the Awarded Bidder fails to secure the property within the period specified, the County may, at its own discretion, place the firm on probation, as defined below .

#### Deficiencies in Work to be Corrected by Bidders

The Awarded Bidder must correct all deficiencies in the work, regardless of the project's completion, that fail to meet industry standards or create a hazardous environment for the public, regardless of how the deficiency was discovered, or by whom. All corrections must be made within two calendar days after such rejected defects, deficiencies, and/or non-conformances are reported to the Awarded Bidder by the Department, in writing. If the Awarded Bidder fails to appropriately correct the work within the period specified, the County may at its discretion place the contractor on probation. In the event the contractor refuses to rectify deficiencies in their work, they will be in default of this contract, and will be removed from the rotation for the remainder of the contract term.

All work which is found to be delinquent will not be paid until corrections are made. No additional costs or fees may be invoiced to the County for requested corrections. Any work which is not approved for payment by the Project Manager will not have payment rendered.

#### Probation and Skipping Delinquent Contractors

The County reserves the right, at its own discretion, to designate one or some of the Awarded Bidders as delinquent and place them on probation. Any Awarded Bidder placed on probation will be skipped twice in the rotation schedule, irrespective of probation duration or projected costs of future projects.

Contractors may be put on Probation if they:

- Fail to finish any project within the allotted time without written approval from the Project Manager,
- Completes work with deficiencies requiring corrections to be made.

#### Contract Default

Awarded Bidders will be in default of this contract if they are placed on probation more than twice. Awarded Bidder will be automatically in default if their work is found to be deficient and needing corrections, but the Awarded bidder refuses to do so. In the event of default, the Awarded Bidder shall be removed from the rotation for the remainder of the agreement.

#### Quality Control and Work Acceptance

The Awarded Bidder(s) shall plan, assign, and coordinate the work according to the schedule and the site to be serviced. The Awarded Bidder(s) shall also conduct quality control to ensure compliance with the terms specified herein. All work is expected and required to be up to industry standards, and the provided securing guidelines, whenever applicable. The locations will be inspected by an authorized representative of the County within twenty-four (24) hours (Monday through Friday) of work completion. This inspection shall be performed to determine acceptance of work.

**Staffing/Labor**  
 Awarded Bidder shall furnish all labor, material, and equipment necessary for satisfactory contract performance. All work shall be subject to inspection and approval by the County.

**Required Documents**  
 All bids for this RPQ must include the following documents signed and completed.  
 - 5-A Form  
 - Non-Collusion Affidavit  
 - Certificate of Assurance  
 - Pricing Form

All invited bidders are hereby notified that failure to submit the completed 5-A Form, Certificate of Assurance, and Pricing Schedule on, or before the stated bid due date will not constitute a curable deficiency and shall render the bid as "non-responsive".

Failure to sign or complete the Non-Collusion Affidavit will be considered a curable deficiency. Bidders will be allowed to cure these deficiencies within deadlines established by RER Staff.

Document Pickup:	Contact:	N/A	Phone No:		Date:	1/1/1900
	Location:	N/A				

Pre-Bid Meeting::	YES	Mandatory:	YES	Date:	4/2/2026	Time:	11:00 AM
	Location:	Virtual					

Site Meeting:	YES	Mandatory:	YES	Date:	4/2/2026	Time:	11:00 AM
	Location:	Virtual					

Bid shall be submitted to:	Contact:	Boarding and Securing at Various Locations				
	Address:	Various Locations				
	Email:	David.Andres@miamidade.gov	FAX # :	786-315-2548		

Type of Contract:	Single Trade	Method of Award:	Lowest Responsible Bidder		
Method of Payment:	Lump Sum	Insurance Required:	YES		

Additional Insurance Required:	NO	If Yes - Minimum Coverage:			
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Performance & Payment Bond Required:	NO	Bid Bond Required:	NO		
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Davis Bacon:	NO	Maintenance Wages:	NO	AIPP:	NO	Amount:	
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DBE Participation:	NO	Percentage:	0.00%	DBE Subcontractor Forms Required:	NO
SBE-S Requirements	NO	Percentage:	0.00%		
SBE-Services Commodity Set-Aside	NO	If Yes, Service =			
SBE-G Requirements	NO	Percentage:	0.00%		
SBE-Goods Commodity Set-Aside	NO	If Yes, Goods =			
Liquidated Damages:	YES	\$\$ Per Day:	\$50.00		

For RPQ's less than \$10,000, if no LD rate is specified, the County reserves the right to assess actual damages in lieu of LDs.

Design Drawing Included:	NO	Shop Drawing Included:	NO	Specifications Included:	YES
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Anticipated Start Date:	5/1/2026	Calendar Days for Project Completion:	365
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Comments:	Pricing Form Item No. Estimated Quantities (for the term) Unit of Measure Description Unit Price 1 1 Each Securing of Doorways \$ _____ 2 1 Each Securing of Windows \$ _____ 3 1 Sq. Ft. Securing of Pool/Hot Tub \$ _____ 4 1 Each Securing of Garage Openings \$ _____ 5 1 Feet Securing of Crawlspace \$ _____ 6 1 Each Miscellaneous Openings \$ _____ Total Bid Price: \$ _____
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## **DISCLOSURE:**

- Contractor shall indemnify and hold harmless the County and its officers, employees, agents and instrumentalities from any and all liability, losses or damages, including attorneys' fees and costs of defense, which the County or its officers, employees, agents or instrumentalities may incur as a result of claims, demands, suits, causes of actions or proceedings of any kind or nature arising out of, relating to or resulting from the performance of this Agreement by the Contractor or its employees, agents, servants, partners principals or subcontractors. Contractor shall pay all claims and losses in connection therewith and shall investigate and defend all claims, suits or actions of any kind or nature in the name of the County, where applicable, including appellate proceedings, and shall pay all costs, judgments, and attorney's fees which may issue thereon. Contractor expressly understands and agrees that any insurance protection required by this Agreement or otherwise provided by the Contractor shall in no way limit the responsibility to indemnify, keep and save harmless and defend the County or its officers, employees, agents and instrumentalities as herein provided.

The Contractor shall furnish to **Regulatory and Economic Resources, 11805 SW 26 Street, Miami FL 33175**, Certificate(s) of Insurance which indicate that insurance coverage has been obtained which meets the requirements as outlined below:

- A.** Worker's Compensation Insurance for all employees of the Contractor as required by Florida Statute 440.
  - a. If applicable should include coverage required under the U.S. Longshoremen and Harbor Workers' Act (USL&H) and/or Jones Act for any activities on or about navigable water.
- B.** Commercial General Liability in an amount not less than \$300,000 per occurrence, and \$600,000 in the aggregate. Miami-Dade County must be shown as an additional insured with respect to this coverage.
- C.** Automobile Liability Insurance covering all owned, non-owned and hired vehicles used in connection with the work, in an amount not less than \$300,000 combined single limit per occurrence for bodily injury and property damage.

\*Under no circumstances are Contractors permitted on the Aviation Department, Aircraft Operating Airside (A.O.A) at Miami International Airport without increasing automobile coverage to \$5 million. Only vehicles owned or leased by a company will be authorized. \$1 million limit applies at all other airports.

## **VERIFICATION OF EMPLOYMENT ELIGIBILITY (E-VERIFY):**

By entering the Contract, the Awarded Bidder becomes obligated to comply with the provisions of Section 448.095, Florida Statute, titled "Verification of Employment Eligibility." This includes but is not limited to utilization of the U.S. Department of Homeland Security's E-Verify System to verify the employment eligibility of all newly hired employees by the Awarded Bidder effective, January 1, 2021, and requiring all Subcontractors to provide an affidavit attesting that the Subcontractor does not employ, contract with, or subcontract with, an unauthorized alien. Failure to comply may lead to termination of this Awarded Bidder, or if a Subcontractor knowingly violates the statute, the subcontract must be terminated immediately. Any challenge to termination under this provision must be filed in the Circuit Court no later than twenty (20) calendar days after the date of termination. If this Contract is terminated for a violation of the statute by the Awarded Bidder, the Awarded Bidder may not be awarded a public contract for a period of one year after the date of termination, and the Awarded Bidder may be liable for any additional costs incurred by the County resulting from the termination of the Contract. Public and private employers must enroll in the E-Verify System (<http://www.uscis.gov/e-verify>) and retain the I-9 Forms for inspection.