



INVITATION TO QUOTE

City of Homestead

Discover The Opportunities

*Gateway to Everglades & Biscayne National
Parks*

Procurement & Contract Services

Department
450 SE 6th Avenue
Homestead, FL 33030

RESPONSES MUST BE SUBMITTED
ELECTRONICALLY TO:

166008
DATE: THURSDAY, JUNE 11, 2026

QUOTE DUE DATE: MONDAY, JUNE 22, 2026 AT
2:00 PM, EST

<https://secure.procurenow.com/portal/cityofhomestead>

1. INTRODUCTION

1.1. Summary

The purpose of this Invitation to Quote (ITQ) is to obtain a qualified, experienced and licensed State of Florida contractor to install new impact windows and doors at the City of Homestead Code Compliance and Parks, Recreation and Open Spaces Administration Building. Contractor shall furnish, including, but not limited to, all labor, materials, equipment, skills, tools, permits, supervision, services and traffic control as necessary for proper completion of the work and to carry out this agreement in compliance with the requirements stated or implied by these specifications.

This project is funded and made possible through the State of Florida, Division of Emergency Management Hurricane Loss Mitigation Program, Agreement No. B0253, Project No. DEM-HL00119, between the State of Florida Division of Emergency Management (FDEM) and the City of Homestead. The Contractor shall comply with all FDEM requirements pursuant to the FDEM Agreement No, B0253, that apply to the Contractor's work, including, to the extent applicable, sections 215.559, 215.422, 215.97, 215.971, 216.347, 216.3475, 287.056, 287.057, and 553.844, Florida Statutes; CFO Memorandum No. 04; the Florida Building Code; Miami-Dade County Product Approval/Notice of Acceptance requirements; and all other applicable federal, state, and local laws, rules, regulations, permits, and codes.

Award may not be based solely on price. Award may be made to the responsive and responsible vendor whose quote is determined to be most advantageous to the City, considering price and other factors. Evaluation factors may include price, vendor qualifications and licensing, experience with similar work, ability to meet the required project schedule, mobilization time from notice to proceed, and demonstrated ability to complete construction by time provided by the department.

1.2. Background

The City of Homestead is undertaking a hurricane resilience improvement project involving replacing existing windows and doors with hurricane impact-rated systems that comply with the Florida Building Code and applicable Miami-Dade/Florida Product Approval requirements. As a high-velocity hurricane zone, strengthening the building envelope is critical to improving life safety, reducing storm damage risk, and preventing water intrusion.

The scope includes full permitting, inspection coordination, proper removal and disposal of existing units, and precise installation of new impact-rated products in accordance with Florida Building Code and

applicable product approvals. The city seeks qualified, experienced vendors capable of delivering high-quality workmanship, efficient coordination, and durable, professionally finished installations that meet strict compliance standards.

1.3. Contact Information

Lilia Jaimes-Renteria, CPPB, NIGP-CPP
Buyer II
100 Civic Court
Homestead, FL 33030
Email: lrenteria@cityofhomestead.com
Phone: [\(305\) 224-4632](tel:(305)224-4632)

Department:
General Services Administration

Department Head:
Israel Salgado
Director of General Services Administration

1.4. Timeline

Release Project Date	June 11, 2026
Pre-Proposal Meeting (Non-Mandatory)	June 17, 2026, 10:00am <u>Agenda</u> Code Compliance and Parks, Recreation and Open Spaces Administration Building 653 SW 4th Street Homestead, FL 33030
Proposal Submission Deadline	June 22, 2026, 2:00pm

2. GENERAL TERMS & CONDITIONS

2.1. PRICES SHALL BE FIXED AND FIRM FOR TERM OF CONTRACT

If the vendor is awarded a Contract (Purchase Order) under this request, the price quoted shall remain fixed and firm during the term of this Contract.

2.2. CONTENTS AND REQUIREMENTS FOR SUBMISSION OF A QUOTATION

In submitting a Quotation, the Supplier acknowledges and agrees that the Quotation shall:

- A. detail the fixed and firm price of the Goods and/or Services;
- B. specify a realistic lead time;
- C. include a full description, part number and brand name where these differ to what is shown on the City's request;
- D. does not include Federal Excise and State of Florida sales tax;

- E. If pricing is in accordance with another government agency's contract, State term contract, or Cooperative contract, that information shall be provided with its submission to include tabulations, agreements and any other applicable documentation.
- F. be prepared to fulfill according to the delivery terms specified in the Invitation to Quote.
- G. Freight terms are F.O.B. destination, freight prepared by Seller unless otherwise agreed upon in advance and will be stated on the Purchase Order. Collect shipments will not be accepted.

2.3. CITY'S DISCRETION

The City may, in its absolute discretion:

- A. require additional information or clarification from the Supplier;
- B. negotiate with any one or more supplier;
- C. accept any quotation including non-conforming quotations;
- D. accept part of the Quotation;
- E. accept no part of the Quotation;
- F. change, suspend or cease to proceed with, the Invitation to Quote process, whether before or after the Quotation Submission Date; and
- G. change the Quotation Submission Date.

2.4. ACCEPTANCE OF QUOTATION

The City will accept a Quotation by issuing a Purchase Order to the Supplier. No Quotation shall be deemed accepted by the City unless a Purchase Order has been issued to the Supplier.

Once a supplier has been selected for award, the supplier may be contacted and asked to produce a Certificate of Insurance in accordance with the requirements set forth in this ITQ and approved by the City's Risk Manager.

Under no circumstances should a vendor fill an order for any City department without a Purchase Order issued by the City of Homestead.

2.5. PRICE QUOTED

Deduct trade discounts and quote firm net prices. Give both unit price and extended total, when requested. Prices must be stated in units of quantity specified in the bidding specifications. In case of discrepancy in computing the amount of the Bid, the UNIT PRICE quoted will govern. All prices must be F.O.B. / C.I.F. destination, freight prepaid (unless otherwise stated in special conditions). Discounts for prompt payment: Award, if made, will be in accordance with terms and conditions stated herein. Each item must be bid separately and no attempt is to be made to tie any item or items in with any other item or items. Cash or quantity discounts offered will not be a consideration in determination of award of Bid(s).

If the vendor is awarded a Purchase Order (Contract) under this request, the price(s) quoted shall remain fixed and firm during the term of this Contract and/or delivery and acceptance of goods.

2.6. CHANGE ORDERS

If there is any additional work that may be required to complete the awarded work beyond the existing scope to the City's desired outcome or deviates from the original scope hereby provided in this request for quote, please provide a written change order request. A change order request is not considered

granted until is approved in writing and an amended PO is issued with the change order amount. Please do not commence any additional work upon verbal approval alone as this is considered unauthorized and may result in non-payment and possible vendor inactivation for repeated offenses.

Any change order that alters the approved project scope or approach is subject to prior written approval by the City and, when applicable, the Florida Division of Emergency Management under FDEM Agreement No. B0253 before the Contractor proceeds with the changed work.

2.7. DEFAULT

In the event of default on an awarded Contract, the successful Bidder shall pay all attorneys' fees and court costs incurred in collecting any liquidated damages. Additionally, in the event the successful bidder fails or refuses to complete work in a timely fashion and in accordance with their estimated lead times/mobilization times, the City reserves the right to seek other sources without violating the intent of the Contract.

2.8. EQUIVALENTS

If Supplier offers makes of equipment or brands of supplies other than those specified in the following, it must so indicate on its submittal. Specific article(s) of equipment/supplies shall conform in quality, design and construction with all published claims of the manufacturer.

Brand Names: Catalog numbers, manufacturers and brand names, when listed, are informational guides as to a standard of acceptable product quality level only and should not be construed as an endorsement or a product limitation of recognized and legitimate manufacturers. Suppliers shall formally substantiate and verify that product(s) offered conform with or exceed quality as listed in the specifications.

Supplier shall indicate on the Quote Form the manufacturer's name and number if bidding other than the specified brands and shall indicate ANY deviation from the specifications as listed. Other than specified items offered requires complete descriptive technical literature marked to indicate detail(s) conformance with specifications and **MUST BE INCLUDED WITH THE SUBMITTAL. NO QUOTES WILL BE CONSIDERED WITHOUT THIS DATA.**

Lacking any written indication of intent to quote an alternate brand or model number, the submission will be considered as a Quote in complete compliance with the specifications as listed in this quote request.

Manufacturer's name, brand name and model number may have been used in these specifications for the purpose of establishing minimum requirement of level of quality, standards of performance and design required and is no way intended to prohibit the bidding of other manufacturer's items of equal material, unless otherwise indicated. Equal (substitution) may be bid, provided product so Bid is found to be equal in quality, standards of performance, design, etc. to item specified, unless otherwise indicated. Where equal is proposed, the Quote must be accompanied by complete factory information sheets (specifications, brochures, etc.) and test results of unit bid as equal.

2.9. LIABILITY

Where Suppliers are required to enter or go onto the City of Homestead property (including any property which is owned or leased by the City or upon which the City has a license, easement or right-of-way) to deliver materials or perform work or services as a result of an award, the successful Supplier will assume the full duty, obligation and expense of obtaining all necessary licenses, permits and insurance and assure all work complies with all applicable Miami-Dade County and City requirements. The Supplier shall be liable for any damages or loss to the City occasioned by negligence of the Supplier (or agent) or any person the Supplier has designated in the completion of the contract as a result of his or her quote.

2.10. NO LIABILITY

The City shall not at any time be liable or responsible for, nor be under any obligation to reimburse the Supplier for, any losses or expenses or loss that may be incurred by the Supplier in the preparation and submission of its Quotation.

2.11. LICENSING

Vendor(s) should submit, with their quote, a copy of their valid occupational/business license and a Florida State registration [Florida State Registration can be located and printed at www.Sunbiz.org]. Suppliers must be in good standing and authorized to transact business in the State of Florida. Must not be listed in the System for Award Management (SAM) as an excluded party.

When applicable, Vendor shall submit a current valid certificate qualifying the Contractor to perform the work. The State of Florida Construction Industry Licensing Board, pursuant to the provisions of Section 489.115 of the Florida Statutes; or The Miami-Dade County Construction Trades Qualifying Board, pursuant to the provisions of Section 10-3 (a) of the Miami-Dade County Code. Holders of Miami-Dade County Certificates of Competency must also hold Certificates of Registration issued by the State of Florida Construction Industry Licensing Board, pursuant to the provisions of Section 489.117, Florida Statutes.

2.12. INSURANCE:

Suppliers shall furnish insurance certificates indicating satisfactory insurance coverage at its sole cost and expense, maintain in full force and effect during the term of the agreement, policies of insurance of the type and in the minimum amounts stated below. Such policy (s) will be issued by an insurer of recognized responsibility and rated no less than "A" by the A.M. Best Company or similar insurance rating firm. Such policy(s) will contain appropriate cross liability clauses, be primary without right of contribution, shall be primary and non-contributory with waiver of subrogation in favor of the City of Homestead and will provide that the City will be given 30 days advance written notice in the event of cancellation, termination or modification which materially restricts the coverage thereof.

Prior to the execution of this agreement, Supplier will provide the City with a certificate of insurance and a copy of the policy endorsement naming the City of Homestead its employees, directors, officers, agents, independent contractors, successors and assigns, and other authorized representatives as additional insured to the extent of the contractual obligation assumed by the Supplier. The certificate shall show a waiver of subrogation and hold harmless agreement in favor of the City of Homestead, its employees, directors, officers, agents, independent contractors, successors and assigns, and other authorized representatives.

The Contractor shall either require of its Subcontractors to procure and to maintain Subcontractor's Comprehensive General Insurance and Automobile Liability Insurance of the type and in the same amounts specified in the exhibit or insure the activities of its Subcontractors in the Contractor's own policies.

Refer to Section 5 for Insurance Requirements.

2.13. PERMITS

The contractor shall obtain and pay for all certificates of competency, licenses, insurance, permits, inspection fees, and any other certification necessary or required for this project; and shall comply with all laws, ordinances, regulations and building code requirements applicable to the work contemplated herein. Building, mechanical, electrical, plumbing and structural permit plans or installations which are reviewed by a third party are subject to fees. Those fees required by the County [i.e.] fire, impact fees, PERA (Permitting Environment and Regulatory Affairs, formerly PERA), code compliance, and State fee's and surcharges are the responsibility of the Contractor and cannot be waived by the City. These fees will

NOT be reimbursed by the City of Homestead and are the sole responsibility of the Contractor. The vendor shall comply with all laws, ordinances, regulations and building code requirements applicable to the work contemplated herein.

2.14. REFERENCES:

The City reserves the right to request a list of references of clients or government organizations for which the Vendor is currently furnishing or has furnished similar services. References shall include the name of the company, a contact person, telephone number, and email address.

The City reserves the right to verify and confirm any information submitted in this process. Such verification may include, but is not limited to, speaking with current and former clients, review of relevant client documentation, site-visitation, and other independent confirmation of data.

2.15. QUALITY

All materials used for the manufacture or construction of any supplies, materials or equipment covered by this request for quote shall be new. The items Bid must be new, the latest model, of the best quality, and highest-grade workmanship.

2.16. WARRANTY/GUARANTEE

The successful Contractor will be required to warranty all Work performed and guarantee all items and equipment supplied. Warranty and guarantee shall be described in detail on the quote form.

2.17. E-VERIFY

In accordance with Section 448.095, Florida Statutes, the City requires all contractors doing business with the City to register with and use the E-Verify system to verify the work authorization status of all newly hired employees. The City will not enter into a contract unless each party to the contract registers with and uses the E-Verify system. The contracting entity must provide of its proof of enrollment in E-Verify. For instructions on how to provide proof of the contracting entity's participation/enrollment in E-Verify, please visit: <https://www.e-verify.gov/faq/how-do-i-provide-proof-of-my-participationenrollment-in-e-verify>. By entering into this Agreement, the Contractor acknowledges that it has read Section 448.095, Florida Statutes; will comply with the E-Verify requirements imposed by Section 448.095, Florida Statutes, including but not limited to obtaining E-Verify affidavits from subcontractors; and has executed the required affidavit attached hereto and incorporated herein.

2.18. SCRUTINIZED COMPANIES

By execution of this quote, Supplier certifies that Supplier is not participating in a boycott of Israel. Supplier further certifies that Supplier is not on the Scrutinized Companies that Boycott Israel list, not on the Scrutinized Companies with Activities in Sudan List, and not on the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, or has Supplier been engaged in business operations in Syria. Subject to limited exceptions provided in state law, the City will not contract for the provision of goods or services with any scrutinized company referred to above.

Submitting a false certification shall be deemed a material breach of contract. The City shall provide notice, in writing, to Contractor of the City's determination concerning the false certification. Contractor shall have five (5) days from receipt of notice to refute the false certification allegation. If such false certification is discovered during the active contract term, Contractor shall have ninety (90) days following receipt of the notice to respond in writing and demonstrate that the determination of false certification was made in error. If Contractor does not demonstrate that the City's determination of false certification was made in error then the City shall have the right to terminate the contract and seek civil remedies pursuant to Section 287.135, Florida Statutes, as amended from time to time.

2.19. NON-COERCION AFFIDAVIT

In accordance with Section 787.06, Florida Statutes, the City requires all vendors executing, renewing or extending a contract with the City to execute the required City affidavit, attesting that vendor does not use coercion for labor or services.

2.20. CONTRACTING WITH ENTITIES OF FOREIGN COUNTRIES OF CONCERN PROHIBITED

In accordance with Section 287.138, Florida Statutes, each bidder, respondent, proposer, or vendor, is required to properly complete, execute and submit to the City the attached Affidavit which is required by the statute.

2.21. REJECTION OF QUOTES

- A. Quotes that do not contain completed and properly executed forms and affidavits, as required and included in these Quote Documents, may be rejected by the City.
- B. Quotes which are not responsive to the Quote Documents shall be rejected by the City.
- C. Quotes will be considered irregular and may be rejected if they contain omissions, alterations of form, additions not called for, unauthorized alternate quotes, or other irregularities.
- D. Any of the following additional factors may be considered sufficient cause for the rejection of the Quote.
 1. Quote submitted on a form other than that furnished by the City;
 2. Submission of more than one Quote for the same work by an individual, firm, partnership or corporation under the same or different names;
 3. Evidence of collusion among Vendors;
 4. Previous participation in collusive bidding on work for the City;
 5. Submission of an unbalanced Quote in which the prices bid for some items are out of proportion to the prices quote for other items;
 6. Lack of Competency of Vendor. The Contract will be awarded only to a Vendor considered to be capable of performing the work as required by the Contract Documents. The City may declare any Vendor ineligible at any time during the process of receiving quotes or awarding the Contract where developments arise which, in the opinion of the City, adversely affect the Vendor's competency to perform the work and to discharge its responsibilities under the Contract;
 7. Lack of capability as shown by past performance of Vendor's work for the City, judged from the standpoint of workmanship and progress;
 8. Unfinished work for which the Vendor is committed by contract, which, in the judgment of the City, might hinder or prevent the prompt completion of work under this Contract if awarded to such Vendor;
 9. Being in arrears upon any debt, taxes or any existing contract(s) which are defaulted as surety or otherwise upon any obligation to the City, or having been sued to enforce the City's rights on a construction contract, or having failed to complete the Work, the punch list, or warranty items, or having defaulted on a previous contract with the City;

10. If the Quote does not contain a quote price for each pay item listed in the Quote Form, except in the case of authorized alternate pay items, for which the Vendor is not required to furnish a quote price; and
11. Outstanding liens, code violations, permits, balances owed to the City.
12. Claims pending against the Vendor.
13. Pending or past litigation with the City, including the Vendor's principals and officers.

2.22. PURCHASE AUTHORIZATION

All purchases made on behalf of the City must be supported by an authorized Purchase Order. Under no circumstances should a vendor fill an order for any City department without a Purchase Order issued by the City of Homestead.

2.23. INVOICES/PAYMENTS

Invoices must indicate the department who received the material and the Purchase Order number. Invoices without Purchase Order numbers will be returned to the vendor and will unnecessarily delay payment.

Packing slips and/or delivery receipts must accompany every delivery and will be used to verify invoices. The City makes payments against properly documented invoices in a maximum of thirty (30) days; however, in compliance with Florida State Statute, the payment due date for a local governmental entity for the purchase of goods or services other than construction services is 45 days after the date specified in s. 218.73. The payment due date for the purchase of construction services is specified in s. 218.735.

Invoices shall include supporting documentation sufficient for the City to determine that costs are allowable, reasonable, necessary, and directly related to the approved scope of work. Support may include itemized invoices, dates of service, description and location of work, product data sheets, permits, inspection reports, proof of delivery or installation, lien waivers, and any other documentation required by the City or FDEM.

All invoices must be addressed to:

City of Homestead
C/O Finance Department

100 Civic Court
Homestead, FL 33030

2.24. TAXES

The City of Homestead is exempt from all federal excise and state sales taxes. Exemption certificates can be found at: [Tax-Forms](#)

2.25. VALIDITY

Quotations submitted shall remain valid for a minimum of 30 (thirty) days from the Quotation due date.

2.26. FDEM GRANT ADMINISTRATION REQUIREMENTS

- A. The Contractor shall provide procurement, licensing, subcontract, award, and related documentation requested by the City so the City can submit final procurement documentation to FDEM within 60 days after contract execution. The Contractor shall also promptly provide executed contract and subcontract documentation after execution so the City can meet FDEM submission timelines.

- B. If the selected Contractor will use subcontractors for work required under FDEM Agreement No. B0253, the Contractor shall identify anticipated subcontractors and provide draft, unsigned subcontract documents to the City before execution. To the extent required by FDEM Agreement No. B0253 or FDEM, the City must submit unsigned subcontracts to FDEM for review and approval before they are executed. The Contractor shall not execute any subcontract subject to FDEM review until authorized by the City.
- C. Each subcontract must state that the subcontractor is bound by the applicable terms of FDEM Agreement No. B0253, must comply with all applicable state and federal laws and regulations, and must hold FDEM and the City harmless against claims arising from the subcontractor's work, to the extent allowed and required by law.
- D. For each subcontract, the Contractor shall provide the City with information needed to document subcontractor progress in FDEM quarterly reports. The Contractor shall also provide information needed for the City to submit a written statement to FDEM identifying whether each subcontractor is a minority business enterprise as defined in section 288.703, Florida Statutes.

2.27. MONITORING, RECORDS, AND STATE AUDIT ACCESS

The Contractor shall maintain records sufficient to document compliance with the Contract, the approved scope, applicable laws, and all costs submitted for payment. The Contractor shall provide access to those records to the City, FDEM, the State Chief Inspector General, the Florida Auditor General, and other authorized representatives for monitoring, audit, inspection, reimbursement, and closeout.

The Contractor shall cooperate with monitoring, inspections, reviews, investigations, site visits, limited-scope audits, and other procedures required by the City, FDEM, the Florida Chief Financial Officer, or the Florida Auditor General.

2.28. STATE LOBBYING PROHIBITION

No funds provided under this Contract may be used for lobbying the Florida Legislature, the judicial branch, or any state agency, consistent with section 216.347, Florida Statutes.

2.29. NO-INTEREST/CONFLICT PROVISION

No member of Congress, Resident Commissioner, City officer or employee, member of the City's governing body, or other local public official who exercises functions or responsibilities for the project may have a direct or indirect interest in this Contract, any subcontract, or the proceeds. The Contractor shall include this prohibition in all subcontracts.

2.30. TERMINATION FOR FUNDING SUSPENSION

This Contract may be terminated for cause or convenience. If funding is suspended or terminated, the City may pay reasonable costs for eligible contract work completed before the Contractor received notice of suspension or termination. Costs incurred after notice of suspension or termination are not payable with FDEM funds unless FDEM approves them in writing. The Contract shall state the payment method that applies after termination.

3. SCOPE OF WORK

3.1. SCOPE OF WORK:

The contractor shall furnish and provide all labor, materials, equipment, and services necessary to complete the wind retrofit of the Code Compliance and PROS Administration Building. The work shall include, but is not limited to, the following:

- A. **Window Replacement:** The contractor shall furnish and install a total of twenty (20) hurricane impact-resistant windows within existing openings, consisting of standard glass thickness:
- Four (4) units - 53" x 62"
 - Thirteen (13) units - 52" x 62"
 - Three (3) units - 53" x 37"
 - Total Approximate Window Area: 423.19 SF
 - All windows shall meet the following requirements:
 - 5/16 (0.3125) of inches thick.
 - Impact-resistant laminated glass
 - Double-glazed with Low-E coating
 - Aluminum or vinyl frames, white color frame
 - Windows to be single-hung
 - Compliance with ASTM E1886, ASTM E1996, NFRC 100/200, and Florida Building Code
- B. **Doors Replacement:** The contractor shall furnish and install a total of three (3) hurricane impact-rated glass door systems, consisting of:
- One (1) Double Door - 75" x 86"
 - One (1) Single Door - 39" x 85" (to include electric panic bar)
 - (1) Storefront System - 118" x 85"
 - Total Approximate Door Area: 137.46 SF
 - All doors shall include:
 - Impact-resistant laminated glass (where applicable) the glass needs to be 5/16 (0.3125) or 7/16 (0.4375) inches thick.
 - Double-glazed with Low-E coating
 - Fiberglass or steel construction.
 - Corrosion-resistant hardware and deadbolt locks.
 - Compliance with all applicable building and energy standards.
- C. **Wood Buck Installation:** Provide and install 1" x 4" pressure-treated wood bucks at all window and door openings as required:
- Approximate Total: 376.17 LF (4,514 inches)

- D. **Removal of Existing Units:** Carefully remove existing windows and doors, including frames, fasteners and hardware as required. Protect adjacent surfaces and dispose of debris off-site in accordance with local regulations.
- E. **Installation Requirements:** Install all units in accordance with applicable building codes and engineered fastening requirements. Ensure all units are level, plumb, and square with proper anchoring and structural support.
- F. **Waterproofing and Sealing:** Provide appropriate waterproofing, flashing, and perimeter sealing to prevent water intrusion. Seal interior gaps as required.
- G. **Protection and Coordination:** Protect floors, landscaping, and adjacent surfaces. Coordinate work to minimize disruption to City operations.
- H. **Interior and Exterior Finishing:** Patch minor stucco and drywall damage around openings and provide exterior sealant finish as required. Prime and paint areas that need to be touched up due to window removal and replacement.
- I. **Clean-up:** Remove all construction debris from site and perform final jobsite cleanup upon completion.
- J. **Close-Out:** Coordinate final inspection with the City and provide required warranty documentation, permit close-out paperwork, completion punch list, inspection approvals, installed product approval documentation such as Miami-Dade Notice of Acceptance or Florida Product Approval as applicable, manufacturer specifications and installation documentation, lien waivers as required, and other documentation reasonably requested by the City to support FDEM grant closeout.
- K. **Exclusions (Unless Otherwise Noted):** Permit fees, engineering services, major structural modifications beyond opening size, major stucco repairs, interior repainting, alarm/security reconnection, window treatments, and low-voltage wiring.

ALL MEASUREMENTS IN THIS SCOPE OF WORK ARE APPROXIMATE. CONTRACTOR SHOULD MEASURE THEMSELVES PRIOR TO BUYING MATERIALS.

3.2. SERVICE REQUIREMENT:

A. **Hurricane-Resistant Windows and Doors:**

- 1. All windows and doors shall be replaced with hurricane-resistant models that meet or exceed the standards set forth in the Florida Building Code (FBC) and Miami-Dade County Product Control Approval.
- 2. Windows and doors must be impact-resistant and capable of withstanding wind speeds up to 175 mph.
- 3. Installation must be performed by certified professionals and in accordance with manufacturer specifications.

B. **Removal of Existing Windows:**

- 1. Carefully remove twenty (20) existing windows without damaging surrounding structures. Safely disconnect alarm wires surrounding windows and doors.

2. Remove and dispose of all existing window and door shutters, including the roll-up shutter located above the double-door opening. Repair and patch all resulting holes and surface imperfections. Prime repaired areas and apply paint to match the existing adjacent surfaces.
3. Dispose of removed materials in accordance with local regulations.
4. Protect interior and exterior finishes during removal.

C. Installation of twenty (20) New Impact Windows:

1. Install windows per manufacturer's installation instructions and approved shop drawings
2. Ensure proper:
 - a. Anchoring (size, spacing, embedment per NOA/FPA)
 - b. Waterproofing and sealing (use of backer rod and approved sealants)
 - c. Flashing and sill protection
3. Verify openings are plumb, level, and structurally sound prior to installation
4. Maintain required edge distances and fastener types per approved product documentation.

D. Materials:

1. Be labeled and certified per Florida Product Approval or Miami-Dade NOA
2. Include laminated impact glass
3. Provide all required anchoring systems, sealants, shims, and flashing materials approved for coastal/high-velocity hurricane zones (HVHZ if applicable)

E. Structural Considerations:

1. Field verify rough opening sizes and conditions
2. Provide additional structural reinforcement if required by engineering
3. Ensure compliance with required design pressures for wind loads in South Florida

F. Interior and Exterior Finishes:

1. Patch and repair interior finishes (drywall, trim) as needed
2. Repair exterior stucco or façade disturbed during installation
3. Match existing finishes as closely as possible unless otherwise specified

G. Permit Inspection and Testing:

1. Obtain all required permits from Development Services Department.
2. Conduct thorough inspections and testing of all installed components to ensure compliance with relevant standards and specifications.
3. Coordinate and schedule all required inspections.

4. Provide detailed inspection and testing reports to the City of Homestead upon completion of the project.
5. Ensure final approval and close-out documentation is obtained.

3.3. **DELIVERY REQUIREMENTS:**

The contractor shall adhere to the following delivery requirements:

A. Project Timeline:

- Complete the wind retrofit project within the agreed-upon timeline, as specified in the approved project plan.
- Notify the City of Homestead immediately of any potential delays or issues that may impact the project timeline. Notice of delays shall include the cause of the delay, the anticipated duration, and proposed mitigation actions.

B. Work Schedule:

- Coordinate work schedules with the City of Homestead to minimize disruption to building occupants and operations.
- Perform work during regular business hours unless otherwise approved by the City of Homestead.

C. Site Access and Security:

- Coordinate with the City of Homestead to ensure secure access to the work site.
- Implement necessary security measures to protect the work site and materials from theft, vandalism, and unauthorized access.

D. Material Delivery and Storage:

- Ensure timely delivery of all materials and equipment required for the project.
- Store materials and equipment in a secure, organized manner to prevent damage and ensure easy access.

E. Cleanup and Waste Disposal:

- Maintain a clean and organized work site throughout the project.
- Dispose of all waste materials in accordance with local, state, and federal regulations.
- Conduct a thorough cleanup of the work site upon completion of the project, ensuring all debris and materials are removed.

By adhering to the above scope of work, the contractor will ensure the successful completion of the wind retrofit project for the Code Compliance and PROS Administration Building, enhancing the safety and resilience of the facility for years to come.

3.4. **CODES AND STANDARD COMPLIANCE:**

All work shall comply with:

- Florida Building Code (current edition).

- Local municipal building codes and permitting requirements.
- Miami-Dade County Notice of Acceptance or Florida Product Approval for all installed products.
- ASTM standards (including impact and cyclic pressure testing such as ASTM E1886 and ASTM E1996).

4. FEDERAL PROVISIONS

4.1. FEDERAL PROVISIONS:

Certain federal contract provisions are included as conditional provisions. These federal provisions apply only to the extent federal funds are added to the project, FDEM directs the City to include them, or another applicable funding document requires them. If no federal funding or federal requirement applies, the State-funded FDEM Agreement requirements control.

Contract Provisions shall be made part of the agreement awarded through the quote request.

Contract Remedies	Clean Air Act & the Federal Water Pollution Control Act
Termination for Cause of Convenience	Debarment and Suspension
Equal Employment Opportunity	Byrd Anti-Lobbying Amendment
Copeland Anti-Kickback Act	Procurement of Recovered Materials
Contract Work Hours and Safety Standards Act	Prohibition on Contracting for Covered Telecommunications Equipment or Services
Rights to Inventions Made Under a Contract or Agreement	Domestic Preferences for Procurements
Access to Records	Affirmative Socioeconomic Steps
Changes & Modifications	Copyright
Use of DHS Seal, Logo, and Flags	2 CFR Part 200.318 through 200.327
Compliance with Federal Law, Regulations, and Executive Orders	
No Obligation by Federal Government	
Program Fraud and False or Fraudulent Statements or Related Acts	

2 CFR Part 200–

Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards as required by the provisions.

PART 200-UNIFORM ADMINISTRATIVE REQUIREMENTS, COST PRINCIPLES, AND AUDIT REQUIREMENTS FOR FEDERAL AWARDS

The procurement standards must be met in accordance with the following categories:

- General procurement standards (2 C.F.R. Part 200.318).
- Competition (2 C.F.R. Part 200.319).
- Methods of procurement to be followed (2 C.F.R. Part 200.320).
- Contracting with small and minority businesses, women’s business enterprises, and area labor surplus firms (2 C.F.R. Part 200.321).
- Domestic preferences for procurements (2 C.F.R. Part 200.322).
- Procurement of recovered materials (2 C.F.R. Part 200.323).
- Contract cost and price (2 C.F.R. Part 200.324).
- Federal awarding agency and pass-through entity review (2 C.F.R. Part 200.325).
- Bonding requirements (2 C.F.R. Part 200.326).
- Contract provisions (2 C.F.R. Part 200.327 and Appendix II).

5. SITE INSPECTION

5.1. SITE INSPECTION

Prior to submitting the quotation, the vendor may be required to visit the site of the proposed work and to become fully informed and familiar with any conditions, which may in any manner affect the Work to be done, of the character, quality and quantities of Work to be performed and materials to be furnished, and of operational activities of the City, which activities must be maintained without interference from the Work. The bidder is also required to examine carefully the specifications and be thoroughly informed regarding any and all conditions and requirements that may in any manner affect the Work to be performed under the contract including the necessary requirements for the Project to comply with Americans with Disabilities Act (“ADA”), its supporting regulations, and all similar Federal, state or local laws, regulations and ordinances. No additional allowances will be made because of lack of knowledge of these conditions.

It will be the sole responsibility of the bidder to inspect the City’s location(s) prior to submitting a quote. No variation in price or conditions shall be permitted based upon a claim of ignorance. Submission of a quotation will be considered evidence that the bidder has familiarized themselves with the nature and extent of the work, the equipment, materials, and labor required to complete the work scope.

To schedule a site visit appointment, contact via email: lreterria@cityofhomestead.com or via phone: (305) 224-4632. Please submit the SITE VISIT AND INSPECTION INDEMNIFICATION AGREEMENT electronically prior to the anticipated visit.

6. INSURANCE

6.1. REQUIRED INSURANCE - CITY OF HOMESTEAD ITQs:

Prices shall include the cost to obtain/maintain such insurance throughout the course of this term contract. Vendors expressly affirm that they have had the opportunity to recover the costs of the insurance required herein in their contract price.

- A. All insurance policies shall be issued by insurers that are authorized to transact business in the State of Florida, and have an A. M. Best's financial and size rating of A-VI or better.
- B. All insurance policies, except Property, Workers Compensation and Professional Liability (if applicable), shall name and endorse the following as additional insured: The City of Homestead, its employees, directors, officers, agents, independent contractors, successors and assigns, and other authorized representatives as additional insured to the extent of the contractual obligation assumed by Bidder. The Commercial General Liability policy shall be endorsed with the ISO CG 2010 Additional Insured endorsement (or similar endorsement with coverage at least as broad as the ISO CG 2010) and the ISO CG 2037 Additional Insured-Completed Operations endorsement (or similar endorsement with coverage at least as broad as the ISO CG 2037). As additional insured, the City shall be defended and indemnified for claims to the extent caused by the acts, actions, omissions or negligence of Bidder, its employees, agents, subcontractors, and representatives; but is not defended or indemnified for the additional insureds own acts, actions, omissions, negligence.
- C. All insurance policies shall include a Transfer of Rights of Recovery Against Others to Us / Waiver of Subrogation in favor of the City.
- D. All insurance policies shall be endorsed to provide that (a) Bidder's insurance is primary and non-contributory to any other insurance available to the City with respect to claims covered under the policy and (b) Bidder's insurance applies separately to each insured against who claims are made or suit is brought and that the inclusion of more than one insured shall not operate to increase the insurers limit of liability. Self-insurance shall not be acceptable. Any policy including a self-insured retention (SIR) in the primary layer of liability in any amount must be submitted to and approved by the City's Risk Management Department prior to risk approval.
- E. Bidder shall carry the following types of insurance coverage whether products and/or services provided by Bidder to the City in connection with the performance of this Contract occur on City premises or not. (Commercial General Liability must be carried by all Contractors):
 - 1. **WORKER'S COMPENSATION:** Bidder shall carry as required by the State of Florida with the Statutory limits, and include employers liability insurance with a limit of not less than \$1,000,000 for each accident, \$1,000,000 for each disease and \$1,000,000 for aggregate disease. Policy shall be endorsed with a Waiver of Our Right to Recover From Others endorsement which favors the City. A copy of NCCI Form WC 00 03 13 (or similar endorsement with coverage at least as broad as NCCI Form WC 00 03 13) issued by the insurer may be required for risk review.
 - 2. **AUTOMOBILE LIABILITY:** Bidder shall carry automobile liability insurance with minimum limits of One Million (\$1,000,000) dollars, combined single limit per occurrence for bodily injury liability and property damage. The policy is to be written on ISO Form CA 00 01 covering any auto (Symbol 1) or if Bidder has no owned autos, covering hired (Symbol 8) and non-owned (Symbol 9) autos. Policies shall be endorsed to add the City of Homestead as Additional Insured and include a Waiver of Subrogation in favor of the City. Coverage must be primary and non-contributory to any other insurance available to the City. Copies of the endorsements or policy forms reflecting these terms may be required for risk review.
 - 3. **COMMERCIAL GENERAL LIABILITY:** Bidder shall carry Commercial General Liability Insurance for all operations and shall include Contractual, Products and Completed

Operations and Personal and Advertising Injury coverage with limits of not less than: one million (\$1,000,000) dollars each Occurrence and for Personal and Advertising Injury coverage and two million (\$2,000,000) dollars for Products-Completed Operations Aggregate and General Aggregate. The Commercial General Liability insurance policy must include the following listed Coverages: Coverage A-Bodily Injury and Property Damage Liability, Coverage B-Personal and Advertising Injury Liability, and Coverage C-Medical Payments. Coverage shall include coverage for premises and/or operations, independent contractors, products and/or completed operations for contracts, contractual liability, broad form contractual coverage, broad form property damage, products, completed operations, and personal injury. Personal injury coverage shall include coverage that has the employee and contractual exclusions removed. Coverage must be primary and non-contributory. The insurance policy must and may NOT include the ISO CG 21 39 CONTRACTUAL LIABILITY LIMITATION or ISO CG 24 46 AMENDMENT OF INSURED CONTRACT DEFINITION or similar endorsements. The Commercial General Liability policy must be endorsed to add the City of Homestead as Additional Insured and include a waiver of subrogation endorsement in favor of the City. Copies of these endorsements and/or policy forms reflecting these terms may be required for risk review.

4. **UMBRELLA OR EXCESS LIABILITY:** Bidder may satisfy the minimum liability limits required above by providing proof of an Umbrella or Excess Liability policy. There is no minimum Per Occurrence limit of liability under the Umbrella or Excess Liability; however the Annual Aggregate limit shall not be less than the highest Each Occurrence limit for any of the policies noted above. If relying upon umbrella or excess liability limits to satisfy the minimum liability limits required above, Bidder agrees to name and endorse the City of Homestead, its officers, agents, employees and council members as additional insured. As additional insured, the City shall be defended and indemnified for claims caused by the acts, actions, omissions or negligence of Bidder, its employees, agents, subcontractors, and representatives; but is not defended or indemnified for the additional insureds own acts, actions, omissions, negligence. If relying upon umbrella or excess liability limits to satisfy the minimum liability limits required above, policy(ies) must be endorsed with waiver of subrogation in favor of the City. A copy of the policy endorsement may be required for risk review.

- F. Risk Management expressly reserves the sole right to update, alter, amend or change insurance requirements as circumstances warrant.

Please refer to link for Minimum Insurance Requirements:

<https://www.homesteadfl.gov/689/Minimum-Insurance-Requirements>

7. SUBMITTALS

The City request Suppliers to provide a Quotation for the supply of the Goods and/or Services detailed in this Invitation for Quote by the submission due date.

All correspondence from the Supplier to the City (including submission of the Quotation) shall be submitted electronically.

In the event that the Supplier chooses not to submit a Quotation, the City requests that the Supplier duly inform the City's contact person of that fact.

All Quotations must be received no later than Monday, June 22, 2026, 2:00 pm, EST. The responsibility for submitting quotes before the stated time and date is solely the responsibility of the vendor. The City will not be responsible for delays caused for any occurrence.

RESPONSE TO THIS REQUEST REQUIRES THAT ALL TERMS ARE ADHERED TO. SUPPLIER SUBMITTING ADDITIONAL TERMS & CONDITIONS MAY BE CAUSE FOR NON-CONSIDERATION AND REJECTION OF QUOTE.

7.1. CERTIFICATION*

I certify that this quote submission is made without prior understanding, agreement, or connection with any corporation, firm or person submitting a quote for the same materials, supplies, or equipment, and is in all respects fair and without collusion or fraud. I agree to abide by all terms and conditions of this request and certify that I am authorized to act on behalf of the bidder/contractor/supplier.

Please confirm

*Response required

7.2. Quote Documents*

Please download the below documents, complete, and upload.

- COH_Required_Forms_-_ITQ_-_...

*Response required

7.3. FDEM Grant and Conditional Federal Contract Provisions*

Please download the below documents, complete, and upload.

- Federal_Contract_Provisions...

*Response required

7.4. List of References *

Please download the below documents, complete, and upload.

- REFERENCE_FORM_List_(Update...

*Response required

7.5. Provide copy of State of Florida General Contractors license*

*Response required

7.6. Provide copy of valid occupational/business license*

Provide a copy of your valid occupational/business license.

*Response required

7.7. Provide copy of State Registration*

State registration [Florida State Registration can be located and printed at www.Sunbiz.org].

*Response required

7.8. Upload System for Award Management (SAM):*

It is highly recommended that firms responding to this ITB register their entity at SAM.gov. The process is free and a requirement for award of work on federally funded projects. To register, follow the link provided: <https://sam.gov/content/entity-registration> . Once registered, your firm will be issued a

Unique Identifier Number. The registration process usually takes several days but can be up to several weeks depending on demand. This will be a requirement for the firm selected for award.

Required Documentation:
 Provide proof of active SAM registration, including your firm’s Unique Entity Identifier (UEI) and current registration status.

*Response required

7.9. Upload E-Verify*

E-VERIFY: In accordance with Section 448.095, Florida Statutes, the City requires all contractors doing business with the City to register with and use the E-Verify system to verify the work authorization status of all newly hired employees. The City will not enter into a contract unless each party to the contract registers with and uses the E-Verify system. The contracting entity must provide of its proof of enrollment in E-Verify. For instructions on how to provide proof of the contracting entity’s participation/enrollment in E-Verify, please visit: <https://www.e-verify.gov/faq/how-do-i-provide-proof-of-my-participationenrollment-in-e-verify>. By entering into this Agreement, the Contractor acknowledges that it has read Section 448.095, Florida Statutes; will comply with the E-Verify requirements imposed by Section 448.095, Florida Statutes, including but not limited to obtaining E-Verify affidavits from subcontractors; and has executed the required affidavit attached hereto and incorporated herein.

Every public employer, contractor, and subcontractor shall register with and use the E-Verify system to verify the work authorization status of all newly hired employees. A public employer, contractor, or subcontractor may not enter into a contract unless each party to the contract registers with and uses the E-Verify system.

*Response required

7.10. Mobilization Time:*

*Response required

8. PRICING PROPOSAL

PRICE BREAKDOWN FORM

All labor, materials, equipment, supervision, and any additional work required to complete all items within the Scope of Work, including but not limited to waterproofing, sealing, minor patching, touch-up painting, cleanup, closeout support, and all related work directly associated with the window and door installation.

Line Item	Description	Quantity	Unit of Measure	Unit Cost	Total
1	Removal of existing windows and Installation of Hurricane Impact-Resistant Windows. Including all labor and materials in accordance with scope of work. Four (4) units - 53" x 62" Thirteen (13) units - 52" x 62" Three (3) units - 53" x 37"	20	Each		

Line Item	Description	Quantity	Unit of Measure	Unit Cost	Total
2	Removal of existing windows and Installation of Hurricane Impact-Rated Doors / Storefront System. Including all labor and materials in accordance with scope of work. One (1) Double Door - 75" x 86" One (1) Single Door - 39" x 85" (1) Storefront System - 118" x 85"	3	Each		
3	Wood Buck Installation: Provide and install 1" x 4" pressure-treated wood bucks at all window and door openings as required.	376.17	LF		
4	Permit Fees	1	Lump Sum		
TOTAL					