



## NOTICE TO PROPOSERS

NOTICE IS HEREBY GIVEN that the City of Weston, Florida, and Indian Trace Development District (collectively the "CITY") shall be accepting sealed proposals for:

PARKS MAINTENANCE SERVICES  
PARKS GROUP B: TEQUESTA TRACE PARK, INDIAN TRACE PARK, EAGLE POINT PARK, TOWN  
CENTER PARK AND NORTH WALKING TRAIL  
REQUEST FOR PROPOSALS ("RFP") NO. 2026-02

The CITY is requesting proposals from qualified firms for Parks Maintenance Services under a continuing services contract. The Contractor shall provide all labor, supervision, equipment, supplies, tools, materials, and all other necessary incidentals required to perform complete maintenance and operations of the City's parks. Scope of work includes but is not limited to the maintenance of sports fields both natural turf and artificial synthetic turf; maintenance of parks landscaping and irrigation ; litter, trash and recyclables collection receptacle maintenance throughout the parks; litter maintenance of parks facilities such as shelters, skate parks, hockey rinks, sand volleyball courts and outdoor basketball courts; and parks operations of gates and restroom buildings opening/closure, operation of sports field lighting.

NOTE: RFP 2019-13 for Parks Maintenance Services awarded in 2020, partitioned the maintenance services for the various City parks into four (4) distinct Parks Group (PG) and entered into four (4) separate agreements, one for each Park Group:

- Park Group A: Regional Park and Heron Park;
- **Park Group B: Tequesta Trace Park, Indian Trace Park, Eagle Point Park, Town Center Park and North Walking Trail only.**
- Park Group C: Vista Park, Cypress Bay High School Athletic Fields, Library Park and Windmill Ranch Park; and
- Park Group D: Gator Run Park, Peace Mound Park, Emerald Estates Park, Tennis Center, Bonaventure Park and Country Isles Park.

**Only Park Group B Agreement** ends on March 31, 2026. Therefore, this solicitation, RFP 2026-02 is being issued **for the Park Maintenance Services for Group B only**, which includes Tequesta Trace Park, Indian Trace Park, Eagle Point Park, Town Center Park and North Walking Trail only.

The following constraints from RFP 2019-13, remains in place and apply to RFP 2026-02:

- A firm can only have an agreement with the City for a maximum of two (2) Park Groups;
- No firm can have agreements with the City for both Park Group A and Park Group B; and
- No firm can have agreements with the City for both Group A and Park Group C.

Simultaneous with the delivery of the executed contract to the CITY upon award, the Contractor shall furnish an executed Performance and Payment bond in an amount equal to Six Hundred Thousand Dollars (\$600,000.00) as security for the faithful performance of contract and for the payment of all persons performing labor and/or furnishing materials in connection with the Project.

PROPOSERS are advised that the CITY has **NOT** authorized the use of CITY's seal by individuals or entities responding to the CITY's RFP, and that any such use by unauthorized persons or entities constitutes a second-degree misdemeanor pursuant to Section 165.043, Florida Statutes.

All written or graphical work product shall be provided to the CITY in PDF format, WCAG 2.1, Level AA, ADA compliant.

### QUALIFICATIONS

PROPOSERS shall have a minimum of five (5) years of experience in providing park maintenance services in parks of similar complexity and size as the parks in each respective Park Group B. Relevant experience includes the maintenance and installation of athletic fields with Bermuda turf, including with clay surfaces; artificial turf athletic fields; St. Augustine grass, plants, shrubs, small trees and palms under 10 feet in limb height and other plant materials; irrigation management; fertilizer and herbicide applications; and disease and pest management. Proposers shall have been in continuous operation for a minimum of the past five (5) years from the date that the RFP is issued and shall have a resident branch office in Monroe, Miami-Dade, Broward or Palm Beach County, Florida. Proposer shall have staff that have all required State and Local government licenses and registrations.

PRE-PROPOSAL CONFERENCE:  Mandatory  Non-Mandatory

A  mandatory ( non-mandatory) pre-proposal conference shall be held virtually on **January 29, 2026 at 2:30 p.m.** local time. If mandatory, all PROPOSERS planning to submit a proposal **are required** to attend this virtual conference. Failure of a PROPOSER to be present at mandatory conference shall render a PROPOSER to be deemed non-responsive and shall not be considered for award. Decisions of the CITY shall be final. Connect to the Live Event link via Cisco Webex:

Event:	Pre-Proposal: RFP No. 2026-02, Parks Maintenance Services: Parks Group B
Event address for attendees:	<a href="https://westonfl.webex.com/westonfl/j.php?MTID=m8c666ebd12e1518516074bfa0970f9ac">https://westonfl.webex.com/westonfl/j.php?MTID=m8c666ebd12e1518516074bfa0970f9ac</a> You may also connect to: <a href="http://www.webex.com">www.webex.com</a> <ul style="list-style-type: none"> <li>• Click "Join a Meeting"</li> <li>• Enter Event/Meeting Number</li> </ul>
Date and Time:	Thursday, January 29, 2026 at 2:30 p.m. Eastern Standard Time (New York, GMT-05:00)
Event Number:	2311 992 0671
Event Password:	Weston (937866 when dialing from a phone or video system)
Audio conference:	To receive a call back, provide your phone number when you join the event, or call the number below and enter the access code. US Toll +1-415-655-0001. Show all global call-in numbers. Access code: 2311 992 0671

### SUBMITTAL DEADLINE

Sealed proposals shall be received by the Director of Procurement until **2:00 p.m. local time, on February 17, 2026 (the "Submittal Deadline")** at the City of Weston, City Hall, located at 17200 Royal Palm Boulevard, Weston, Florida. The official clock at the City Hall reception desk shall govern. Bids received after this time shall be returned unopened. The sealed proposals will be publicly opened at the City of Weston, City Hall after the Submittal Deadline. Award will be made at a City Commission meeting. The public opening of submittals may be viewed by the public via Cisco Webex as follows:

Event:	Opening: RFP No. 2026-02, Parks Maintenance Services: Parks Group B
Event address for attendees:	<a href="https://westonfl.webex.com/westonfl/j.php?MTID=mf722fd34f9ef79fa4e0e04508cee5cb7">https://westonfl.webex.com/westonfl/j.php?MTID=mf722fd34f9ef79fa4e0e04508cee5cb7</a> You may also connect to: <a href="http://www.webex.com">www.webex.com</a> • Click "Join a Meeting" • Enter Event/Meeting Number
Date and Time:	Tuesday, February 17, 2026 at 2:00 p.m. Eastern Standard Time (New York, GMT-05:00)
Event Number:	2313 894 6298
Event Password:	Weston (937866 when dialing from a phone or video system)
Audio conference:	To receive a call back, provide your phone number when you join the event, or call the number below and enter the access code. US Toll +1-415-655-0001. Show all global call-in numbers. Access code: 2313 894 6298

#### AVAILABILITY OF RFP DOCUMENTS

Interested parties may download a copy of RFP No. 2026-02 for Parks Maintenance Services: Parks Group B, by visiting the CITY's Procurement website at: <https://www.westonfl.org/government/procurement>. RFP documents are also available for electronic download from Demand Star at <http://www.demandstar.com>.

#### PROPOSAL SECURITY

Proposal security in the form of a proposal bond acceptable to the CITY or a cashier's check made payable to the "City of Weston" in the amount of \$5,000.00 will be required to be submitted with the proposal.

#### QUESTIONS

Any questions concerning this solicitation shall be submitted in writing to the **Director of Procurement, Martha Perez-Garviso** at [mperezgarviso@westonfl.org](mailto:mperezgarviso@westonfl.org), with "RFP No. 2026-02, Parks Maintenance Services: Parks Group B," in the subject line, at least five business days prior to submittal deadline.

#### CONE OF SILENCE

A cone of silence is imposed upon publication of this Notice to Proposers. The cone of silence prohibits communications with the following individuals pertaining to this RFP:

Margaret Brown, Mayor;  
Henry Mead, Vice Mayor;  
Mary Molina-Macfie, Commissioner;  
Byron L. Jaffe, Commissioner; and  
Fabio A. Andrade, Commissioner

Thaddeus Bielecki, Director of Landscaping, Selection Committee Member;  
Bryan Cahen, Director of Budget, Selection Committee Member;  
Jerrylee Camacho, IT Manager, Selection Committee Member;  
Denise Barrett-Miller, Director of Communications, Alternate Selection Committee Member; and

Any member of the Protest Committee, if and when established.

The details of the CITY's Cone of Silence are set forth in Section 32.10 of the City Code.

The Selection Committee shall convene at a publicly noticed meeting and review submissions, rank and evaluate the bids and provide a recommendation to the City Manager.

#### RIGHTS RESERVED

1. The CITY (through the City Commission, City Manager, Selection Committee or Protest Committee) reserves the right to:
  - A. Reject any or all proposals;
  - B. Waive any informality in a proposal;
  - C. Waive any deficiency or irregularity in the selection process;
  - D. Accept or reject any or all qualifications statements in part or in whole; and
  - E. Request additional information as appropriate.
  
2. The City Commission reserves the right to:
  - A. Award all or a portion of the services set forth in the RFP as determined to be in the best interest of the CITY; and
  - B. Reject any or all proposals, if found by the City Commission not to be in the best interest of the CITY.
  - C. In the event of a sole proposal, reject the sole proposal.

Martha Perez-Garviso  
Director of Procurement, City of Weston

Published: January 16, 2026