CONTINUING SERVICES FACT SHEET
Small Trades Contractors 2026-2027 – Solicitation No.1

REQUESTED SERVICES LOCATIONS:

Continuing Services Agreements will serve all of Modesto A. Maidique Campus (MMC), Biscayne Bay Campus (BBC), Engineering Center (EC), and other properties owned or managed by FIU or any of its direct support organizations.

REQUESTED SERVICES DESCRIPTION:

Small Trades Contractors will be selected to provide specialized trade services under a Continuing Services Agreement for routine maintenance, repair, renovation, alteration and minor improvement work in accordance with BOG Regulation 14.006. The specific small trades services requested for his Solicitation No.1 are the following:

GROUP A (For 2026-2027 Solicitation No. 1 only):

ST-02 FIRE ALARM SYSTEMS SERVICES - Inspect, test, maintain, repair, and install fire alarm and emergency communication systems so that all systems remain fully operational and compliant with code and the Authority Having Jurisdiction (AHJ).

ST-06 GENERATOR AUTOMATIC & TRANSFER SWITCHES (ATS) SERVICES - Inspect, test, maintain, repair, and replace automatic and manual transfer switches to ensure reliable transfer of emergency and standby power.

ST-07 GENERATOR DIESEL FUEL TANK SERVICES - Maintain, test, polish, repair, and replace diesel fuel storage tanks (base, day, AST, and UST) serving emergency generators, with full environmental compliance.

ST-08 GENERATOR SERVICES - Provide preventive maintenance, load testing, repair, and installation of emergency and standby generators so that units start and carry load when needed.

ST-09 AIR COMPRESSORS AND VACUUM PUMPS SERVICES - Maintain, repair, and install air compressors, dryers, and vacuum pumps (including laboratory and medical systems) to deliver clean, dry, reliable air and vacuum.

ST-14 FUME HOOD CERTIFICATION (NEW) - Test and certify laboratory fume hoods, biological safety cabinets, and exhaust systems to verify safe containment for laboratory users.

ST-18 ROOFING REPAIRS & REPLACEMENT - Inspect, repair, and replace low-slope and steep-slope roofing systems to maintain watertight building envelopes and roof warranties.

ST-19 BUILDING ENVELOPE REPAIRS & REPLACEMENT - Repair and replace exterior wall systems, sealants, windows, storefronts, stucco, concrete, and waterproofing to stop water and air intrusion.

ST-28 PAINTING SERVICES - INTERIOR / EXTERIOR - Prepare surfaces and apply interior and exterior coatings, including specialty and protective coatings.

ST-31 WINDOW & EXTERIOR BUILDING CLEANING - Clean exterior and interior windows, curtain walls, skylights, and exterior surfaces.

Individual projects or service purchase orders shall not exceed $500,000, provided that FIU may approve projects exceeding this amount when it is determined to be cost effective and in the best interests of FIU.

TERM OF CONTRACT:

For each Small Trades category, FIU anticipates awarding contracts to three (3) to five (5) qualified firms, as determined by and at the discretion of the Selection Committee. If three or fewer firms apply, all qualifying firms will advance automatically to contract award. The Selection Committee may decide to keep more than five qualified firms as required according to expected demand for services. Continuing Services Agreements provide that the contractor will be available on an as-needed basis for FIU's fiscal year (July 1 - June 30).

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Continuing Services Agreements **will be awarded for an initial period of one year with the Owner's option to renew the contract, at its sole discretion, for additional one-year periods, however, in no event to exceed a total of five successive years.**

GENERAL REQUIREMENTS:

1. Applicants must be licensed to practice their trade, when the trade practice requires a license, in the State of Florida at the time of application. Corporations must be registered to operate in the State of Florida by the Department of State, Division of Corporations, at the time of application. As required by Section 287.133, Florida Statutes, a small trades contractor may not submit a proposal if it is on the convicted vendor list for a public entity crime committed within the past 36 months. The selected small trades contractor must warrant that it will neither utilize the services of, nor contract with, any supplier, subcontractor, or consultant in excess of $15,000.00 in connection with any project for a period of 36 months from the date of their being placed on the convicted vendor list.

2. **FIU STANDARD CONTRACT FORMS, GENERAL TERMS AND CONDITIONS AND STANDARD INSURANCE REQUIREMENTS APPLICABLE TO SMALL TRADES CONTRACTOR SERVICES PROVIDE FOR AN EFFICIENT AND EFFECTIVE PROCESS. THESE FORMS ARE AVAILABLE FOR REVIEW AND CAN BE FOUND AT http://facilities.fiu.edu/formsandstandards.htm.**

   ALL APPLICANTS SHOULD REVIEW THE APPLICABLE FIU CONTRACT FORM AND STANDARD INSURANCE REQUIREMENTS CAREFULLY PRIOR TO MAKING A DECISION AS TO WHETHER OR NOT TO RESPOND TO THIS ADVERTISEMENT.

3. Pursuant to §448.095, Fla. Stat., the selected contractor will have to certify that it is registered with and uses the U.S. Department of Homeland Security's E-Verify system to verify the employment eligibility of all new employees hired by the contractor during the term of its contract with FIU. If the contractor enters into a contract with a subcontractor to perform work or provide services pursuant to its contract with FIU, the contractor shall likewise require the subcontractor to comply with the requirements of §448.095, Fla. Stat., and the subcontractor shall provide to the contractor an affidavit stating 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 its contract with FIU. This section serves as notice to the contractor regarding the requirements of §448.095, Fla. Stat., and FIU's obligation to terminate the contract if it has a good faith belief that the contractor has knowingly violated §448.095, Fla. Stat. If terminated for such reason, the contractor will not be eligible for award of a public contract for at least one year after the date of such termination. Further, FIU has an obligation to order the immediate termination of any contract between the contractor and a subcontractor performing work on its behalf should FIU develop a good faith belief that the subcontractor has knowingly violated §448.095, Fla. Stat. FIU reserves the right to request documentation from the contractor evidencing its compliance with §448.095, Fla. Stat. at any time during the term of the contract. **All applicants should review Section 448.095, Fla. Stat. carefully.**

4. Any change in the schedule or other additional information will be posted on the FIU website https://facilities.fiu.edu/STservices/2026-27Sol-1.htm. The website contains the Contract Form required by FIU. FIU reserves the right to modify the contract form at the time of contract negotiations. Any question or explanation desired by an applicant regarding the project, or any part of the process, must be requested in writing to griffith@fiu.edu (cc: angpaz@fiu.edu). Responses to questions and requests for information will be posted on the facilities website. An effort will be made to respond to all applicant questions; however, the University is not obligated to and may choose not to answer every question.

5. The University is not liable for any costs incurred by the Applicants prior to the issuance of an executed contract. The University reserves the right to suspend or discontinue the selection process at any time and to return or reject any or all submissions of qualifications without obligation to the respondent. The award of this contract is subject to availability of funds. If additional funding is realized, the University has the option to incorporate additional scope/funding under this contract. Project development is contingent upon availability of funds.
6. In order to minimize the possibility of unethical pressures or influences on the recommendations of the **Selection Committee**, direct contact with the committee members is not permitted. The committee members are:

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Karla J. Paiz, Associate Director, Research Space Management
Andrew Naylor, Senior Director Housing
Jim Wassenaar, Director of Facilities Planning and Operations
Oscar Irigoyen, Asst. Director Construction
Joost Nuninga, Director Physical Plant, Facilities Operations

The goal of the Selection Committee is to assess the Applicants on an equitable basis. The committee members (who may be subject to change without notice) shall serve throughout the screening process until selection is completed.

The Selection Committee will make a recommendation to the President of Florida International University. All finalists will be notified in writing of the President's action. Upon approval by the President, negotiations will be conducted in accordance with Florida Board of Governors Regulations.

Requests for meetings by individual firms will not be granted. Once the firm acquires the required forms, questions may be directed to Facilities Planning at (305)348-4090 or via email to griffith@fiu.edu cc angpaz@fiu.edu.

INSTRUCTIONS:

Firms desiring to provide small trades services shall submit a letter of application, obtain Attachments #1, #2 and #3, and a Litigation and Claims History Disclosure Form from website https://facilities.fiu.edu/STservices/2026-27Sol-1.htm. and provide requirements included in the list below:

- FIU-STQS 09-2026 (ATTACHMENT #1), download and fill out one per firm.
- Price Worksheet (ATTACHMENT #2) download and fill out separate form(s) for one or more small trade(s).
- FIU Small Trades Contractor Reference Check Form (ATTACHMENT #3) filled out by firm references.
- Current Florida Contractor License (if required for your trade).
- The evidence of insurability form as set forth in Section 5 of the Insurance Requirements which can be found at STANDARD INSURANCE REQUIREMENTS.
- Current IRS form W-9
- Financial Reference or Bank Reference Letter
- EMR (Experience Modification Rate), if available
- Litigation and Claims History Disclosure Form

All information submitted is subject to the Laws of Perjury as set forth in Chapter 837.06, F.S.

SELECTION CRITERIA:

Selection of finalists will be made on the basis of small trades contractor qualifications, including but not limited to the following criteria areas:

1. Technical Score (35%):
    a. Previous Service Purchase Orders
    b. Years in Small Trades Business
    c. Personnel Qualifications
    d. Quality Control/Administration
2. Financial Score (40 %):
    a. Labor Rates, Unit Costs, Other Costs
3. Reference Score (25%):

a. Reference Check Forms
b. Services on time/in budget
c. Performance
d. Litigation History

In order to facilitate review by the Committee, Applicants are requested to respond and index their submittals with the same paragraph designations as noted on the STQS form.

SELECTION PROCESS:

The Selection Committee shall review qualifying information submitted and score applicants in terms of points on a numerical scale assigned to each criteria element as set by the committee. Individual members will rank each firm and Selection Committee votes will be computed as the sum of the individual rankings. Selection is based on numerical scoring of the highest ranked applicants.

The results of this screening process will be posted on the website https://facilities.fiu.edu/STservices/2026-27Sol-1.htm. Any notification of intent to protest must be made within seventy-two (72) hours of posting.

SELECTION SCHEDULE:
The anticipated schedule (which may be subject to change) for selection, award, and negotiation is as follows:

Call for proposals in Florida Administrative Weekly:	**Wednesday, November 18, 2026**
STQS Applications Due:	**Thursday, January 7, 2027**
Selection Meeting 1 – Group A, ST-02, ST-06, ST-07, ST-08:	**Tuesday, January 19, 2027**
Selection Meeting 2 – Group A, ST-09, ST-14, ST-18:	**Wednesday, January 20, 2027**
Selection Meeting 3 – Group A, ST-19, ST-28, ST-31:	**Thursday, January 21, 2027**

Submit seven (7) bound copies of the required proposal data and one electronic copy in Adobe Acrobat PDF format of the requested qualifications to Selection Committee, Florida International University, Facilities Planning, Campus Support Complex, 11555 S.W. 17th St., Room #142, Modesto A. Maidique Campus, Miami, Florida 33199.

Submittals must be received between 8:30 A.M. and 12:30 P.M. OR 1:30 P.M. and 4:00 P.M. local time, Thursday, January 7, 2027. 3rd party commercial couriers must abide by these instructions, no exceptions. In all cases, the firm will be held responsible for proof of on-time delivery to the CSC building by retaining a time-stamped delivery receipt provided by FIU Planning staff.

Submittals will not be accepted before or after the times and date stated above. Electronic submittals are not acceptable and will not be considered.

POSTED

11-18-26