



Town of Davie Contract Summary & Routing Form

Requesting Department Information	Vendor Information
Department: Public Works	Vendor: Florida Engineering and Development Corporation
Primary Contact Name: Osdel F. Larrea	Contact Name: Jose Vega
Primary Contact E-Mail: Olarrea@davie-fl.gov	Vendor Address: 12076 NW 98th Ave Hialeah Gardens, Florida 33018-2964
Secondary Contact Name: Jasmine Carter	Vendor Phone: 305-820-8333
Secondary Contact E-Mail: Jcarter@davie-fl.gov	Vendor E-Mail: jose@floridaengineering.net
Department Phone: 954.797.1240	Vendor #: 1311

Required Information
1.) Type of Agreement: Piggyback If Other, please specify:
2.) What method of procurement is this agreement related to? Method of Procurement: Piggyback Town Contract #: PB-JA-25-62
3.) Is this a Town initiated agreement? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If No, Vendor must sign and return Town's Addendum to Contract (found on PowerDMS)
4.) Does this agreement replace an existing contract? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If Yes, which Contract?
5.) Briefly Explain the purpose or description of the scope of service of this contract and provide background information: The Town is in need of indefinite delivery-indefinite quantity construction: Civil/Site Work .

6.) Is Insurance Required? Yes No

Submit General Liability, Workers Compensation, and Auto Liability (if Vendor coming on Town property) with Town listed as additional insured and Contract # written in description of operations box. If insurance requirements are waived, please submit written approval from Jose Lugo.

7.) Term of agreement: 2 Years Months Days Other:
Are there extensions? Yes No If Yes, How Many? 3

8.) Can this agreement be terminated for convenience? Yes No

9.) Total estimated annual value of contract: \$65000.01 Paid to: Town Vendor

10.) Is this a Budget Item? Yes No

If Yes, Enter G/L Account: various operating accounts

11.) Do Late fees apply? Yes No If Yes, How Much?

12.) Does this solicitation work in conjunction with or will impact any other department/division?

For example: Is this request IT, GIS, or Fleet related? Yes No

If Yes, please have other department/division review documentation and sign below.

Additional Information

Certain forms/steps are required in order for this contract summary & routing form to be processed. These items are listed below.

- Certificate of Insurance (see Question #6)**
- Vendor Invited and Connected on PaymentWorks**
- Addendum to Contract (see Question #3 if applicable)**
- Agreement/Contract containing terms and conditions**

Please complete these steps and submit these forms for processing.

Form Prepared By Signature:	Jasmine Carter	Digitally signed by Jasmine Carter Date: 2025.09.25 11:36:44 -04'00'	Date: 9/25/25
Department Director Signature:	Osdel Fernandez-Larrea	Digitally signed by Osdel Fernandez-Larrea Date: 2025.09.25 12:11:22 -04'00'	Date: 9/25/25
Procurement Signature:	Jenna Albers	Digitally signed by Jenna Albers Date: 2025.10.27 15:02:05 -04'00'	Date: 10/27/25
Town Attorney Signature:	Philip Sherwin	Digitally signed by Philip Sherwin Date: 2025.10.27 17:53:02 -04'00'	Date: 10/27/25
Procurement Manager Signature:	Brian K. O'Connor	Digitally signed by Brian K. O'Connor Date: 2025.11.02 16:56:36 -05'00'	Date: 11/2/25
Town Administrator Signature:	Richard J. Lemack	Digitally signed by Richard J. Lemack Date: 2025.11.04 10:07:25 -05'00'	Date: 11/4/25