Exhibit 1

DIVERSIFIED

Group Consulting LLC

5722 S. Flamingo Road, Suite 416
Cooper City, FL 33330
(954) 558-4734
nealdj@comcast.net

April 21, 2014

Ms. Ana Alvarez
Assistant Director
Public Works and Engineering Department
City of Homestead
650 NE 22 Terrace.
Homestead Florida 33033

Re: Miami Dade Fire Review and Permitting (Stadium Police Facility)

Dear Ms. Alvarez,

Thank you for contacting me concerning your need for a consultant in the above-referenced matter. I would be pleased to assist you.

As requested, attached please find a proposal to provide consultant services regarding this matter. Should you have any questions, please do not hesitate to contact me.

Very truly yours,

Neal R. de Jesus
NRD/lzd

Enclosure

Exhibit 2

The 2019 Florida Statutes

255.20 Local bids and contracts for public construction works; specification of state-produced lumber.—

(1) A county, municipality, special district as defined in chapter 189, or other political subdivision of the state seeking to construct or improve a public building, structure, or other public construction works must competitively award to an appropriately licensed contractor each project that is estimated in accordance with generally accepted cost-accounting principles to cost more than $300,000. For electrical work, the local government must competitively award to an appropriately licensed contractor each project that is estimated in accordance with generally accepted cost-accounting principles to cost more than $75,000. As used in this section, the term "competitively award" means to award contracts based on the submission of sealed bids, proposals submitted in response to a request for proposal, proposals submitted in response to a request for qualifications, or proposals submitted for competitive negotiation. This subsection expressly allows contracts for construction management services, design/build contracts, continuation contracts based on unit prices, and any other contract arrangement with a private sector contractor permitted by any applicable municipal or county ordinance, by district resolution, or by state law. For purposes of this section, cost includes the cost of all labor, except inmate labor, and the cost of equipment and materials to be used in the construction of the project. Subject to the provisions of subsection (3), the county, municipality, special district, or other political subdivision may establish, by municipal or county ordinance or special district resolution, procedures for conducting the bidding process.

(a) Notwithstanding any other law, a governmental entity seeking to construct or improve bridges, roads, streets, highways, or railroads, and services incidental thereto, at a cost in excess of $250,000 may require that persons interested in performing work under contract first be certified or qualified to perform such work. A contractor may be considered ineligible to bid if the contractor is behind by 10 percent or more on completing an approved progress schedule for the governmental entity at the time of advertising the work. A prequalified contractor considered eligible by the Department of Transportation to bid to perform the type of work described under the contract is presumed to be qualified to perform the work described. The governmental entity may provide an appeal process to overcome that presumption with de novo review based on the record below to the circuit court.

(b) For contractors who are not prequalified by the Department of Transportation, the governmental entity shall publish prequalification criteria and procedures prior to advertisement or

notice of solicitation. Such publications must include notice of a public hearing for comment on such criteria and procedures prior to adoption. The procedures must provide for an appeal process within the authority for making objections to the prequalification process with de novo review based on the record below to the circuit court within 30 days.

(c) The provisions of this subsection do not apply:

1. If the project is undertaken to replace, reconstruct, or repair an existing public building, structure, or other public construction works damaged or destroyed by a sudden unexpected turn of events such as an act of God, riot, fire, flood, accident, or other urgent circumstances, and such damage or destruction creates:

a. An immediate danger to the public health or safety;

b. Other loss to public or private property which requires emergency government action; or

c. An interruption of an essential governmental service.

2. If, after notice by publication in accordance with the applicable ordinance or resolution, the governmental entity does not receive any responsive bids or proposals.

3. To construction, remodeling, repair, or improvement to a public electric or gas utility system if such work on the public utility system is performed by personnel of the system.

4. To construction, remodeling, repair, or improvement by a utility commission whose major contracts are to construct and operate a public electric utility system.

5. If the project is undertaken as repair or maintenance of an existing public facility. For the purposes of this paragraph, the term "repair" means a corrective action to restore an existing public facility to a safe and functional condition and the term "maintenance" means a preventive or corrective action to maintain an existing public facility in an operational state or to preserve the facility from failure or decline. Repair or maintenance includes activities that are necessarily incidental to repairing or maintaining the facility. Repair or maintenance does not include the construction of any new building, structure, or other public construction works or any substantial addition, extension, or upgrade to an existing public facility. Such additions, extensions, or upgrades shall be considered substantial if the estimated cost of the additions, extensions, or upgrades included as part of the repair or maintenance project exceeds the threshold amount in subsection (1) and exceeds 20 percent of the estimated total cost of the repair or maintenance project using generally accepted cost-accounting principles that fully account for all costs associated with performing and completing the work, including employee compensation and benefits, equipment cost and maintenance, insurance costs, and materials. An addition, extension, or upgrade shall not be considered substantial if it is undertaken pursuant to the conditions specified in subparagraph 1. Repair and maintenance projects and any related additions, extensions, or upgrades may not be divided into multiple projects for the purpose of evading the requirements of this subparagraph.

6. If the project is undertaken exclusively as part of a public educational program.

7. If the funding source of the project will be diminished or lost because the time required to competitively award the project after the funds become available exceeds the time within which the funding source must be spent.

8. If the local government competitively awarded a project to a private sector contractor and the contractor abandoned the project before completion or the local government terminated the contract.

9. If the governing board of the local government complies with all of the requirements of this

subparagraph, conducts a public meeting under s. 286.011 after public notice, and finds by majority vote of the governing board that it is in the public's best interest to perform the project using its own services, employees, and equipment. The public notice must be published at least 21 days before the date of the public meeting at which the governing board takes final action. The notice must identify the project, the components and scope of the work, and the estimated cost of the project using generally accepted cost-accounting principles that fully account for all costs associated with performing and completing the work, including employee compensation and benefits, equipment cost and maintenance, insurance costs, and materials. The notice must specify that the purpose for the public meeting is to consider whether it is in the public's best interest to perform the project using the local government's own services, employees, and equipment. Upon publication of the public notice and for 21 days thereafter, the local government shall make available for public inspection, during normal business hours and at a location specified in the public notice, a detailed itemization of each component of the estimated cost of the project and documentation explaining the methodology used to arrive at the estimated cost. At the public meeting, any qualified contractor or vendor who could have been awarded the project had the project been competitively bid shall be provided with a reasonable opportunity to present evidence to the governing board regarding the project and the accuracy of the local government's estimated cost of the project. In deciding whether it is in the public's best interest for the local government to perform a project using its own services, employees, and equipment, the governing board must consider the estimated cost of the project and the accuracy of the estimated cost in light of any other information that may be presented at the public meeting and whether the project requires an increase in the number of government employees or an increase in capital expenditures for public facilities, equipment, or other capital assets. The local government may further consider the impact on local economic development, the impact on small and minority business owners, the impact on state and local tax revenues, whether the private sector contractors provide health insurance and other benefits equivalent to those provided by the local government, and any other factor relevant to what is in the public's best interest.

10. If the governing board of the local government determines upon consideration of specific substantive criteria that it is in the best interest of the local government to award the project to an appropriately licensed private sector contractor pursuant to administrative procedures established by and expressly set forth in a charter, ordinance, or resolution of the local government adopted before July 1, 1994. The criteria and procedures must be set out in the charter, ordinance, or resolution and must be applied uniformly by the local government to avoid awarding a project in an arbitrary or capricious manner. This exception applies only if all of the following occur:

a. The governing board of the local government, after public notice, conducts a public meeting under s. 286.011 and finds by a two-thirds vote of the governing board that it is in the public's best interest to award the project according to the criteria and procedures established by charter, ordinance, or resolution. The public notice must be published at least 14 days before the date of the public meeting at which the governing board takes final action. The notice must identify the project, the estimated cost of the project, and specify that the purpose for the public meeting is to consider whether it is in the public's best interest to award the project using the criteria and procedures permitted by the preexisting charter, ordinance, or resolution.

b. The project is to be awarded by any method other than a competitive selection process, and the governing board finds evidence that:

(I) There is one appropriately licensed contractor who is uniquely qualified to undertake the project because that contractor is currently under contract to perform work that is affiliated with the project; or

(II) The time to competitively award the project will jeopardize the funding for the project, materially increase the cost of the project, or create an undue hardship on the public health, safety, or welfare.

c. The project is to be awarded by any method other than a competitive selection process, and the published notice clearly specifies the ordinance or resolution by which the private sector contractor will be selected and the criteria to be considered.

d. The project is to be awarded by a method other than a competitive selection process, and the architect or engineer of record has provided a written recommendation that the project be awarded to the private sector contractor without competitive selection, and the consideration by, and the justification of, the government body are documented, in writing, in the project file and are presented to the governing board prior to the approval required in this paragraph.

11. To projects subject to chapter 336.

(d) If the project:

1. Is to be awarded based on price, the contract must be awarded to the lowest qualified and responsive bidder in accordance with the applicable county or municipal ordinance or district resolution and in accordance with the applicable contract documents. The county, municipality, or special district may reserve the right to reject all bids and to rebid the project, or elect not to proceed with the project. This subsection is not intended to restrict the rights of any local government to reject the low bid of a nonqualified or nonresponsive bidder and to award the contract to any other qualified and responsive bidder in accordance with the standards and procedures of any applicable county or municipal ordinance or any resolution of a special district.

2. Uses a request for proposal or a request for qualifications, the request must be publicly advertised and the contract must be awarded in accordance with the applicable local ordinances.

3. Is subject to competitive negotiations, the contract must be awarded in accordance with s. 287.055.

(e) If a construction project greater than $300,000, or $75,000 for electrical work, is started after October 1, 1999, is to be performed by a local government using its own employees in a county or municipality that issues registered contractor licenses, and the project would require a contractor licensed under chapter 489 if performed by a private sector contractor, the local government must use a person appropriately registered or certified under chapter 489 to supervise the work.

(f) If a construction project greater than $300,000, or $75,000 for electrical work, is started after October 1, 1999, is to be performed by a local government using its own employees in a county that does not issue registered contractor licenses, and the project would require a contractor licensed under chapter 489 if performed by a private sector contractor, the local government must use a person appropriately registered or certified under chapter 489 or a person appropriately licensed under chapter 471 to supervise the work.

(g) Projects performed by a local government using its own services and employees must be inspected in the same manner required for work performed by private sector contractors.

(h) A construction project provided for in this subsection may not be divided into more than one project for the purpose of evading this subsection.

(i) This subsection does not preempt the requirements of any small-business or disadvantaged-business enterprise program or any local-preference ordinance.

(j) A county, municipality, special district as defined in s. 189.012, or any other political subdivision of the state that owns or operates a public-use airport as defined in s. 332.004 is exempt from this section when performing repairs or maintenance on the airport's buildings, structures, or public construction works using the local government's own services, employees, and equipment.

(k) A local government that owns or operates a port identified in s. 403.021(9)(b) is exempt from this section when performing repairs or maintenance on the port's buildings, structures, or public construction works using the local government's own services, employees, and equipment.

(l) A local government that owns or operates a public transit system as defined in s. 343.52, a public transportation system as defined in s. 343.62, or a mass transit system described in s. 349.04(1)(b) is exempt from this section when performing repairs or maintenance on the buildings, structures, or public construction works of the public transit system, public transportation system, or mass transit system using the local government's own services, employees, and equipment.

(m) Any contractor may be considered ineligible to bid by the governmental entity if the contractor has been found guilty by a court of any violation of federal labor or employment tax laws regarding subjects such as safety, tax withholding, workers' compensation, reemployment assistance or unemployment tax, social security and Medicare tax, wage or hour, or prevailing rate laws within the past 5 years.

(2) The threshold amount of $300,000 for construction or $75,000 for electrical work, as specified in subsection (1), must be adjusted by the percentage change in the Engineering News-Record's Building Cost Index from January 1, 2009, to January 1 of the year in which the project is scheduled to begin.

(3)(a) All county officials, boards of county commissioners, school boards, city councils, city commissioners, and all other public officers of state boards or commissions that are charged with the letting of contracts for public work, for the construction of public bridges, buildings, and other structures must specify in the contract lumber, timber, and other forest products produced and manufactured in this state, if wood is a component of the public work, and if such products are available and their price, fitness, and quality are equal.

(b) This subsection does not apply:

1. To plywood specified for monolithic concrete forms.

2. If the structural or service requirements for timber for a particular job cannot be supplied by native species.

3. If the construction is financed in whole or in part from federal funds with the requirement that there be no restrictions as to species or place of manufacture.

4. To transportation projects for which federal aid funds are available.

(4) Any qualified contractor or vendor who could have been awarded the project had the project been competitively bid has standing to challenge a local government's actions to determine if the local government has complied with this section. The prevailing party in such action is entitled to recover its reasonable attorney's fees.

History.—s. 1, ch. 61-495; s. 1, ch. 94-175; s. 4, ch. 95-310; s. 5, ch. 95-341; s. 1, ch. 99-181; s. 62, ch. 2002-20; s. 9, ch. 2003-286; s. 1, ch. 2009-210; s. 54, ch. 2012-30; s. 4, ch. 2013-193; s. 81, ch. 2014-22.

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Exhibit 3

CONTRACT SUMMARY FORM

ADMINISTRATOR USE ONLY
No.: 15-PW-014

City Primary Contact: Julio Brea
Secondary Contact: _____
Department: Public Works & Engineering
Phone Number: 305-224-4842
Dept. Fax: 305-224-4789
Primary Email: jbrea@cityofhomestead.com
Secondary Email: _____

Vendor: Diversified Group Consulting
Contact: Neal de Jesus
Address: 5722 S. flamingo Road, Suite 416
City: Cooper City State: FL Zip: 33330
Phone: 954-699-0588
Fax: _____
E-mail: nealdj@comcast.net

1. Type of Agreement *(Ex: Maintenance, Consulting, etc.)*: Professional Services

2. Does this agreement replace an existing contract: ☐ Yes ■ No * If *yes, prior Contract #:* _____

3. Briefly explain the purpose or description of the scope of service of this Contract:

Fire consulting services as needed for the Temporary Police Department

4. Is Insurance required? ■ Yes ☐ No * *If yes, who is required to have it?* vendor

(Please note it is the Departments responsibility to acquire Risk Approval)

5. Term of Contract: Start Date: upon execution End Date: upon completion

6. Total Value of Contract: $24,999.00 Paid to: ☐ City ■ Vendor

7. Monies are due: *(Circle One)* ☑ Monthly ☐ Quarterly ☐ Annually Other: upon invoice

8. How much money is due or owed per circled item above: $per invoice

9. Account Number(s): 001-4043-521-33-05 09PDTS

10. If monies are paid to City, does Vendor pay Sales Tax (7%): ☐ Yes ■ No

11. Do Late Fees Apply? ☐ Yes ■ No Percentage of Late Fees/ How much: _____

12. All agreements involving payment to vendor must be accompanied by a requisition. Req. # TBD

① Funds available in 60-01; budget transfer in process

13. Was this agreement drafted/ reviewed by a City Attorney? ☐ No ■ Yes: If yes, whom? David Wolpin

"Right to Audit" clause included: ☐ No ■ Yes: **If not,** please obtain City Manager's authorization. The "Right to Audit" clause is included in the RFQ201307 agreement.

City Manager's Authorization: _____ Finance Authorization: _____

(Please note it is the Departments responsibility to acquire Legal approval)

14. Other than the expiration of this agreement; are there any other dates that you want to be notified by e-mail on? : ■ Yes ☐ No; if yes, please list dates and reason on lines below:

---

15. Was this item approved by Council? ☐ Yes ■ No
If yes, please provide complete package.

16. Would you like the agreement sent out by regular mail or by FedEx. Regular Mail

If by FedEx please provide account number _____

Form Prepared By: Sherry Ader Date: _____

Dept. Head Approval: _____ Date: _____

HR Dept. Approval (Employee related contracts): N/A Date: _____

Risk Management: See attached 02/20/15 email Date: _____

I.T.S Approval (for Technology Contracts) _____ Date: _____

Procurement & Contracts _____ Date: 2-27-15

For Official Use Only

Completed & Appropriate Packet Submitted to Procurement on: 2/24/15

Prepared & Reviewed By: Christina Garcia Contract No. 15-PW-014

2nd Review: Maria Rivera CPPB Date: 2/25/15

Final Review: _____, CPPO, CPPB Date: 2/26/15

DIVERSIFIED

Group Consulting LLC

5722 S. Flamingo Road, Suite 416
Cooper City, FL 33330
(954) 699-0588 Office
(954) 558-4734 Mobile
nealdj@comcast.net

Proposal for City of Homestead

Re: Fire Consulting (Temporary Police Facility)

The Diversified Group Consulting submits the following proposal for consulting service in the above-referenced matter.

Diversified Group Consulting agrees to provide consultant services to the City of Homestead in the above-referenced matter. Said services will be billed at a rate of $150.00 per hour. Parts of an hour will be prorated every 15 minutes.

Based upon our discussions, services provided under this agreement shall be rendered on an as needed basis and shall not exceed a total of twenty four thousand nine hundred ninety nine dollars and zero cents ($24,999.00)

Invoices are issued on a monthly basis and due in full upon receipt. All invoices are the responsibility of the retaining party and is in no way contingent upon the outcome of the matter.

Accepted this 19th day of FEBRUARY, 2015.

City of Homestead
650 NE 22 Terrace.
Homestead Florida 33033

Accepted by: City of Homestead

Diversified Group Consulting LLC
5722 S. Flamingo Road, Suite 416
Cooper City, Florida 33330

Accepted by: Neal R. de Jesus, President/Managing Partner

HISCOX

HISCOX INSURANCE COMPANY INC. (A Stock Company)
233 North Michigan Avenue, Suite 1840 Chicago Illinois 60601

Certificate of Professional Liability Insurance

This certificate is issued for informational purposes only.

It certifies that the policies listed in this document have been issued to the Named Insured. It does not grant any rights to any party nor can it be used, in any way, to modify coverage provided by such policies. Alteration of this certificate does not change the terms, exclusions or conditions of such policies.

Coverage is subject to the provisions of the policies, including any exclusions or conditions, regardless of the provisions of any other contract, such as between the certificate holder and the Named Insured. The limits shown below are the limits provided at the policy inception. Subsequent paid claims may reduce these limits.

Named Insured:	Diversified group consulting		
Insurer Name:	Hiscox Insurance Company Inc.		
Policy Number:	UDC-1447707-EO-14		
Policy Effective Date:	April 23, 2014	Policy Expiration Date:	April 23, 2015

Limits of Insurance

Each Claim:	$ 1,000,000	Each Claim
Aggregate for all Claims:	$ 1,000,000	Aggregate for all Claims
Deductible:	$ 500	Each Claim
Retroactive Date:	November 01, 2012	

The policy referred to in this certificate was issued on a claims made and reported basis.

Description of Endorsements/Special Provisions

Not applicable

Authorized Representative

April 24, 2014
Date

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HISCOX

HISCOX INSURANCE COMPANY INC. (A Stock Company)
233 North Michigan Avenue, Suite 1840 Chicago Illinois 60601

Certificate of Professional Liability Insurance

This certificate is issued for informational purposes only.

It certifies that the policies listed in this document have been issued to the Named Insured. It does not grant any rights to any party nor can it be used, in any way, to modify coverage provided by such policies. Alteration of this certificate does not change the terms, exclusions or conditions of such policies.

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Limits of Insurance

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Aggregate for all Claims:	$ 1,000,000	Aggregate for all Claims
Deductible:	$ 500	Each Claim
Retroactive Date:	November 01, 2012	

The policy referred to in this certificate was issued on a claims made and reported basis.

Description of Endorsements/Special Provisions

Not applicable

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HISCOX

HISCOX INSURANCE COMPANY INC. (A Stock Company)
233 North Michigan Avenue, Suite 1840 Chicago Illinois 60601

Additional Insured Status

☐ Certificate holder maintains Additional Insured Status if this boxed checked

This certificate does not grant any coverage or rights to the certificate holder. If this certificate indicates that the certificate holder is an additional insured, the policy(ies) must either be endorsed or contain spe-cific language providing the certificate holder with additional insured status. The certificate holder is an additional insured only to the extent indicated in such policy language or endorsement.

Cancellation

In the event of cancellation of any policy described above, the insurer will attempt to mail 10 days written notice to the certificate holder prior to the effective date of cancellation. However, failure to do so will not impose any duty or liability upon the insurer, its agents or representatives, nor will it delay cancellation.

City of Homestead
Certificate Holder

April 24, 2014
Date

Authorized Representative

April 24, 2014
Date

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CONTRACT SUMMARY FORM

ADMINISTRATOR USE ONLY
No.: 15-PW-015

City Primary Contact: Julio Brea
Secondary Contact: _____
Department: Public Works & Engineering
Phone Number: 305-224-4842
Dept. Fax: 305-224-4789
Primary Email: jbrea@cityofhomestead.com
Secondary Email: _____

Vendor: Diversified Group Consulting
Contact: Neal de Jesus
Address: 5722 S. flamingo Road, Suite 416
City: Cooper City State: FL Zip: 33330
Phone: 954-699-0588
Fax: _____
E-mail: nealdj@comcast.net

1. Type of Agreement *(Ex: Maintenance, Consulting, etc.)*: Professional Services

2. Does this agreement replace an existing contract: ☐ Yes ■ No * If *yes, prior Contract #:* _____

3. Briefly explain the purpose or description of the scope of service of this Contract:

Fire consulting services as needed for the New Police Department

4. Is Insurance required? ■ Yes ☐ No * *If yes, who is required to have it?* vendor

(Please note it is the Departments responsibility to acquire Risk Approval)

5. Term of Contract: Start Date: upon execution End Date: upon completion

6. Total Value of Contract: $24,999.00 Paid to: ☐ City ■ Vendor

7. Monies are due: *(Circle One)* ☑ Monthly ☐ Quarterly ☐ Annually Other: upon invoice

8. How much money is due or owed per circled item above: $ per invoice

9. Account Number(s): ~~TBD~~ 395-4045-521-60-05 CP0306

10. If monies are paid to City, does Vendor pay Sales Tax (7%): ☐ Yes ■ No

11. Do Late Fees Apply? ☐ Yes ■ No Percentage of Late Fees/ How much: _____

12. All agreements involving payment to vendor must be accompanied by a requisition. Req. # TBD

① Funds available in 60-01; budget transfer in process.

13. Was this agreement drafted/ reviewed by a City Attorney? ☐ No ■ Yes: If yes, whom? David Wolpin

"Right to Audit" clause included: ☐ No ■ Yes: **If not**, please obtain City Manager's authorization. The "Right to Audit" clause is included in the RFQ201307 agreement.

City Manager's Authorization: _____ Finance Authorization: _____

(Please note it is the Departments responsibility to acquire Legal approval)

14. Other than the expiration of this agreement; are there any other dates that you want to be notified by e-mail on? : ■ Yes ☐ No; if yes, please list dates and reason on lines below:

---

15. Was this item approved by Council? ☐ Yes ■ No
If yes, please provide complete package.

16. Would you like the agreement sent out by regular mail or by FedEx. Regular Mail

If by FedEx please provide account number. _____

==========

Form Prepared By: Sherry Ader Date: _____

Dept. Head Approval: See attached 02/20/15 email Date: _____

HR Dept. Approval (Employee related contracts): N/A Date: _____

Risk Management: see attached email Date: 2/20/15

I.T.S Approval (for Technology Contracts) _____ Date: _____

Procurement & Contracts _____ Date: 2-27-15

For Official Use Only

Completed & Appropriate Packet Submitted to Procurement on: 2/24/15

Prepared & Reviewed By: Christina Garcia Contract No. 15-PW-015

2nd Review: Dalia Rivera CPPB Date: 2/25/15

Final Review: _____, CPPO,CPPB Date: 2/26/15

DIVERSIFIED

Group Consulting LLC

5722 S. Flamingo Road, Suite 416
Cooper City, FL 33330
(954) 699-0588 Office
(954) 558-4734 Mobile
nealdj@comcast.net

Proposal for City of Homestead

Re: Fire Consulting (New Police Facility)

The Diversified Group Consulting submits the following proposal for consulting service in the above-referenced matter.

Diversified Group Consulting agrees to provide consultant services to the City of Homestead in the above-referenced matter. Said services will be billed at a rate of $150.00 per hour. Parts of an hour will be prorated every 15 minutes.

Based upon our discussions, services provided under this agreement shall be rendered on an as needed basis and shall not exceed a total of twenty four thousand nine hundred ninety nine dollars and zero cents ($24,999.00)

Invoices are issued on a monthly basis and due in full upon receipt. All invoices are the responsibility of the retaining party and is in no way contingent upon the outcome of the matter.

Accepted this 19th day of FEBRUARY, 2015.

City of Homestead
650 NE 22 Terrace.
Homestead Florida 33033

Accepted by: City of Homestead

Diversified Group Consulting LLC
5722 S. Flamingo Road, Suite 416
Cooper City, Florida 33330

Accepted by: Neal R. de Jesus, President/Managing Partner

HISCOX

HISCOX INSURANCE COMPANY INC. (A Stock Company)
233 North Michigan Avenue, Suite 1840 Chicago Illinois 60601

Certificate of Professional Liability Insurance

This certificate is issued for informational purposes only.

It certifies that the policies listed in this document have been issued to the Named Insured. It does not grant any rights to any party nor can it be used, in any way, to modify coverage provided by such policies. Alteration of this certificate does not change the terms, exclusions or conditions of such policies.

Coverage is subject to the provisions of the policies, including any exclusions or conditions, regardless of the provisions of any other contract, such as between the certificate holder and the Named Insured. The limits shown below are the limits provided at the policy inception. Subsequent paid claims may reduce these limits.

Named Insured:	Diversified group consulting		
Insurer Name:	Hiscox Insurance Company Inc.		
Policy Number:	UDC-1447707-EO-14		
Policy Effective Date:	April 23, 2014	Policy Expiration Date:	April 23, 2015

Limits of Insurance

Each Claim:	$ 1,000,000	Each Claim
Aggregate for all Claims:	$ 1,000,000	Aggregate for all Claims
Deductible:	$ 500	Each Claim
Retroactive Date:	November 01, 2012	

The policy referred to in this certificate was issued on a claims made and reported basis.

Description of Endorsements/Special Provisions

Not applicable

Authorized Representative

April 24, 2014
Date

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HISCOX

HISCOX INSURANCE COMPANY INC. (A Stock Company)
233 North Michigan Avenue, Suite 1840 Chicago Illinois 60601

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Deductible:	$ 500	Each Claim
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Not applicable

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HISCOX

HISCOX INSURANCE COMPANY INC. (A Stock Company)
233 North Michigan Avenue, Suite 1840 Chicago Illinois 60601

Additional Insured Status

☐ Certificate holder maintains Additional Insured Status if this boxed checked

This certificate does not grant any coverage or rights to the certificate holder. If this certificate indicates that the certificate holder is an additional insured, the policy(ies) must either be endorsed or contain spe-cific language providing the certificate holder with additional insured status. The certificate holder is an additional insured only to the extent indicated in such policy language or endorsement.

Cancellation

In the event of cancellation of any policy described above, the insurer will attempt to mail 10 days written notice to the certificate holder prior to the effective date of cancellation. However, failure to do so will not impose any duty or liability upon the insurer, its agents or representatives, nor will it delay cancellation.

City of Homestead
Certificate Holder

April 24, 2014
Date

Authorized Representative

April 24, 2014
Date

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CONTRACT SUMMARY FORM

ADMINISTRATOR USE ONLY
No.: 15-PW-016

City Primary Contact: Julio Brea
Secondary Contact: _____
Department: Public Works & Engineering
Phone Number: 305-224-4842
Dept. Fax: 305-224-4789
Primary Email: jbrea@cityofhomestead.com
Secondary Email: _____

Vendor: Diversified Group Consulting
Contact: Neal de Jesus
Address: 5722 S. flamingo Road, Suite 416
City: Cooper City State: FL Zip: 33330
Phone: 954-699-0588
Fax: _____
E-mail: nealdj@comcast.net

1. Type of Agreement *(Ex: Maintenance, Consulting, etc.)*: Professional Services

2. Does this agreement replace an existing contract: ☐ Yes ■ No * If *yes, prior Contract #:* _____

3. Briefly explain the purpose or description of the scope of service of this Contract:

Fire consulting services as needed for the Seminole Theater

4. Is Insurance required? ■ Yes ☐ No * *If yes, who is required to have it?* vendor

(Please note it is the Departments responsibility to acquire Risk Approval)

5. Term of Contract: Start Date: upon execution End Date: upon completion

6. Total Value of Contract: $ 24,999.00 ✓ Paid to: ☐ City ■ Vendor

7. Monies are due: *(Circle One)* ☑ Monthly ☐ Quarterly ☐ Annually Other: upon invoice

8. How much money is due or owed per circled item above: $ per invoice

9. Account Number(s): ~~TBD~~ ① 396-6200-572-60-05 ✓ CP0175

10. If monies are paid to City, does Vendor pay Sales Tax (7%): ☐ Yes ■ No

11. Do Late Fees Apply? ☐ Yes ■ No Percentage of Late Fees/ How much: _____

12. All agreements involving payment to vendor must be accompanied by a requisition. Req. # ~~TBD~~ 116971

① Funds avail in 60-01 (BT in process)

13. Was this agreement drafted/ reviewed by a City Attorney? ☐ No ■ Yes: If yes, whom? David Wolpin

"Right to Audit" clause included: ☐ No ■ Yes: **If not**, please obtain City Manager's authorization. The "Right to Audit" clause is included in the RFQ201307 agreement.

City Manager's Authorization: _____ Finance Authorization: _____

(Please note it is the Departments responsibility to acquire Legal approval)

14. Other than the expiration of this agreement; are there any other dates that you want to be notified by e-mail on? : ■ Yes ☐ No; if yes, please list dates and reason on lines below:

---

15. Was this item approved by Council? ☐ Yes ■ No
If yes, please provide complete package.

16. Would you like the agreement sent out by regular mail or by FedEx: Regular Mail

If by FedEx please provide account number. _____

==========

Form Prepared By: Sherry Ader Date: _____

Dept. Head Approval: _____ Date: _____

HR Dept. Approval (Employee related contracts): N/A Date: _____

Risk Management: See attached 02/20/15 email Date: _____

I.T.S Approval (for Technology Contracts) _____ Date: _____

Procurement & Contracts _____ Date: 2-27-15

For Official Use Only

Completed & Appropriate Packet Submitted to Procurement on: 2/24/15

Prepared & Reviewed By: Christina Garcia Contract No. 15-PW-016

2nd Review: Malia Rivera CPPB Date: 2/25/15

Final Review: [signature], CPPO, CPPB Date: 2/26/15

DIVERSIFIED
Group Consulting LLC

5722 S. Flamingo Road, Suite 416
Cooper City, FL 33330
(954) 699-0588 Office
(954) 558-4734 Mobile
nealdj@comcast.net

Proposal for City of Homestead

Re: Fire Consulting (Seminole Theater)

The Diversified Group Consulting submits the following proposal for consulting service in the above-referenced matter.

Diversified Group Consulting agrees to provide consultant services to the City of Homestead in the above-referenced matter. Said services will be billed at a rate of $150.00 per hour. Parts of an hour will be prorated every 15 minutes.

Based upon our discussions, services provided under this agreement shall be rendered on an as needed basis and shall not exceed a total of twenty four thousand nine hundred ninety nine dollars and zero cents ($24,999.00)

Invoices are issued on a monthly basis and due in full upon receipt. All invoices are the responsibility of the retaining party and is in no way contingent upon the outcome of the matter.

Accepted this 19th day of FEBRUARY, 2015.

City of Homestead
650 NE 22 Terrace.
Homestead Florida 33033

Accepted by: City of Homestead

Diversified Group Consulting LLC
5722 S. Flamingo Road, Suite 416
Cooper City, Florida 33330

Accepted by: Neal R. de Jesus, President/Managing Partner

HISCOX

HISCOX INSURANCE COMPANY INC. (A Stock Company)
233 North Michigan Avenue, Suite 1840 Chicago Illinois 60601

Certificate of Professional Liability Insurance

This certificate is issued for informational purposes only.

It certifies that the policies listed in this document have been issued to the Named Insured. It does not grant any rights to any party nor can it be used, in any way, to modify coverage provided by such policies. Alteration of this certificate does not change the terms, exclusions or conditions of such policies.

Coverage is subject to the provisions of the policies, including any exclusions or conditions, regardless of the provisions of any other contract, such as between the certificate holder and the Named Insured. The limits shown below are the limits provided at the policy inception. Subsequent paid claims may reduce these limits.

Named Insured:	Diversified group consulting		
Insurer Name:	Hiscox Insurance Company Inc.		
Policy Number:	UDC-1447707-EO-14		
Policy Effective Date:	April 23, 2014	Policy Expiration Date:	April 23, 2015

Limits of Insurance

Each Claim:	$ 1,000,000	Each Claim
Aggregate for all Claims:	$ 1,000,000	Aggregate for all Claims
Deductible:	$ 500	Each Claim
Retroactive Date:	November 01, 2012	

The policy referred to in this certificate was issued on a claims made and reported basis.

Description of Endorsements/Special Provisions

Not applicable

Authorized Representative

April 24, 2014
Date

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15-PW-016

HISCOX

HISCOX INSURANCE COMPANY INC. (A Stock Company)
233 North Michigan Avenue, Suite 1840 Chicago Illinois 60601

Certificate of Professional Liability Insurance

This certificate is issued for informational purposes only.

It certifies that the policies listed in this document have been issued to the Named Insured. It does not grant any rights to any party nor can it be used, in any way, to modify coverage provided by such policies. Alteration of this certificate does not change the terms, exclusions or conditions of such policies.

Coverage is subject to the provisions of the policies, including any exclusions or conditions, regardless of the provisions of any other contract, such as between the certificate holder and the Named Insured. The limits shown below are the limits provided at the policy inception. Subsequent paid claims may reduce these limits.

Named Insured:	Diversified group consulting		
Insurer Name:	Hiscox Insurance Company Inc.		
Policy Number:	UDC-1447707-EO-14		
Policy Effective Date:	April 23, 2014	Policy Expiration Date:	April 23, 2015

Limits of Insurance

Each Claim:	$ 1,000,000	Each Claim
Aggregate for all Claims:	$ 1,000,000	Aggregate for all Claims
Deductible:	$ 500	Each Claim
Retroactive Date:	November 01, 2012	

The policy referred to in this certificate was issued on a claims made and reported basis.

Description of Endorsements/Special Provisions

Not applicable

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HISCOX

HISCOX INSURANCE COMPANY INC. (A Stock Company)
233 North Michigan Avenue, Suite 1840 Chicago Illinois 60601

Additional Insured Status

☐ Certificate holder maintains Additional Insured Status if this boxed checked

This certificate does not grant any coverage or rights to the certificate holder. If this certificate indicates that the certificate holder is an additional insured, the policy(ies) must either be endorsed or contain spe-cific language providing the certificate holder with additional insured status. The certificate holder is an additional insured only to the extent indicated in such policy language or endorsement.

Cancellation

In the event of cancellation of any policy described above, the insurer will attempt to mail 10 days written notice to the certificate holder prior to the effective date of cancellation. However, failure to do so will not impose any duty or liability upon the insurer, its agents or representatives, nor will it delay cancellation.

City of Homestead
Certificate Holder

April 24, 2014
Date

Authorized Representative

April 24, 2014
Date

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Sherry Ader

From: Priscilla Thompson
Sent: Friday, February 20, 2015 11:04 AM
To: Sherry Ader
Subject: RE: Diversified Proposals - Temporary Police, New Police, Seminole Theater, and New City Hall

This is OK.

Priscilla Thompson, Risk Manager
City of Homestead
650 N.E. 22nd Terrace, Suite 100
Homestead, Fl 33033
Phone: 305-224-4467
Fax: 305-224-4479
pthompson@cityofhomestead.com
Please consider the environment before printing this email. Under Florida Law, email addresses are public records. If you do not want your email released in response to a public records request, do not send electronic mail to this entity. Instead, contact this office by phone or in writing.

From: Sherry Ader
Sent: Friday, February 20, 2015 10:03 AM
To: Priscilla Thompson
Subject: FW: Diversified Proposals - Temporary Police, New Police, Seminole Theater, and New City Hall
Importance: High

Good Morning Priscilla,

Please review the attached certificate of insurance and advise if you have any comments.

Thanks,

Sherry Ader
Administrative Assistant
Public Works and Engineering Department
Office: (305) 224-4779
Fax: (305) 305-242-6886

sader@cityofhomestead.com
www.cityofhomestead.com

Please consider the environment before printing this e-mail.

~Under Florida law, e-mail addresses are public records. If you do not want your e-mail address released in response to a public-records request, do not send electronic mail to this entity. Instead, contact this office by phone or in writing.~

From: David M. Wolpin [mailto:DWolpin@wsh-law.com]
Sent: Thursday, February 19, 2015 4:14 PM

CONTRACT SUMMARY FORM

ADMINISTRATOR USE ONLY
No.: 15-PW-013

City Primary Contact: Julio Brea
Secondary Contact: _____
Department: Public Works & Engineering
Phone Number: 305-224-4842
Dept. Fax: 305-224-4789
Primary Email: jbrea@cityofhomestead.com
Secondary Email: _____

Vendor: Diversified Group Consulting
Contact: Neal de Jesus
Address: 5722 S. flamingo Road, Suite 416
City: Cooper City State: FL Zip: 33330
Phone: 954-699-0588
Fax: _____
E-mail: nealdj@comcast.net

1. Type of Agreement *(Ex: Maintenance, Consulting, etc.)*: Professional Services

2. Does this agreement replace an existing contract: ☐ Yes ■ No * If *yes, prior Contract #:* _____

3. Briefly explain the purpose or description of the scope of service of this Contract:

Fire consulting services as needed for the New City Hall

4. Is Insurance required? ■ Yes ☐ No * *If yes, who is required to have it?* vendor

(Please note it is the Departments responsibility to acquire Risk Approval)

5. Term of Contract: Start Date: upon execution End Date: upon completion

6. Total Value of Contract: $24,999.00 Paid to: ☐ City ■ Vendor

7. Monies are due: *(Circle One)* ☑ Monthly ☐ Quarterly ☐ Annually Other: upon invoice

8. How much money is due or owed per circled item above: $ per invoice

9. Account Number(s): TBD 390-1810-519-60-05 CP0340

10. If monies are paid to City, does Vendor pay Sales Tax (7%): ☐ Yes ■ No

11. Do Late Fees Apply? ☐ Yes ■ No Percentage of Late Fees/ How much: _____

12. All agreements involving payment to vendor must be accompanied by a requisition. Req. # ~~TBD~~ 116959

13. Was this agreement drafted/ reviewed by a City Attorney? ☐ No ■ Yes: If yes, whom? David Wolpin

"Right to Audit" clause included: ☐ No ■ Yes: **If not**, please obtain City Manager's authorization. The "Right to Audit" clause is included in the RFQ201307 agreement.

City Manager's Authorization: _____ Finance Authorization: _____

(Please note it is the Departments responsibility to acquire Legal approval)

14. Other than the expiration of this agreement; are there any other dates that you want to be notified by e-mail on? : ■ Yes ☐ No; if yes, please list dates and reason on lines below:

---

15. Was this item approved by Council? ☐ Yes ■ No
If yes, please provide complete package.

16. Would you like the agreement sent out by regular mail or by FedEx. Regular Mail

If by FedEx please provide account number. _____

==========

Form Prepared By: Sherry Ader Date: _____

Dept. Head Approval: _____ Date: _____

HR Dept. Approval (Employee related contracts): N/A Date: _____

Risk Management: See attached 02/20/15 email Date: _____

I.T.S Approval (for Technology Contracts) _____ Date: _____

Procurement & Contracts _____ Date: 2-27-15

For Official Use Only

Completed & Appropriate Packet Submitted to Procurement on: 2/23/15

Prepared & Reviewed By: Christina Garcia Contract No. 15-PW-013

2nd Review: Diana Rivera CPPB Date: 2/25/15

Final Review: _____, CPPO, CPPB Date: 2/26/15

DIVERSIFIED
Group Consulting LLC

5722 S. Flamingo Road, Suite 416
Cooper City, FL 33330
(954) 699-0588 Office
(954) 558-4734 Mobile
nealdj@comcast.net

Proposal for City of Homestead

Re: Fire Consulting (City Hall)

The Diversified Group Consulting submits the following proposal for consulting service in the above-referenced matter.

Diversified Group Consulting agrees to provide consultant services to the City of Homestead in the above-referenced matter. Said services will be billed at a rate of $150.00 per hour. Parts of an hour will be prorated every 15 minutes.

Based upon our discussions, services provided under this agreement shall be rendered on an as needed basis and shall not exceed a total of twenty four thousand nine hundred ninety nine dollars and zero cents ($24,999.00)

Invoices are issued on a monthly basis and due in full upon receipt. All invoices are the responsibility of the retaining party and is in no way contingent upon the outcome of the matter.

Accepted this 19th day of FEBRUARY, 2015.

City of Homestead
650 NE 22 Terrace.
Homestead Florida 33033

Accepted by: City of Homestead

Diversified Group Consulting LLC
5722 S. Flamingo Road, Suite 416
Cooper City, Florida 33330

Accepted by: Neal R. de Jesus, President/Managing Partner

HISCOX

HISCOX INSURANCE COMPANY INC. (A Stock Company)
233 North Michigan Avenue, Suite 1840 Chicago Illinois 60601

Certificate of Professional Liability Insurance

This certificate is issued for informational purposes only.

It certifies that the policies listed in this document have been issued to the Named Insured. It does not grant any rights to any party nor can it be used, in any way, to modify coverage provided by such policies. Alteration of this certificate does not change the terms, exclusions or conditions of such policies.

Coverage is subject to the provisions of the policies, including any exclusions or conditions, regardless of the provisions of any other contract, such as between the certificate holder and the Named Insured. The limits shown below are the limits provided at the policy inception. Subsequent paid claims may reduce these limits.

Named Insured:	Diversified group consulting		
Insurer Name:	Hiscox Insurance Company Inc.		
Policy Number:	UDC-1447707-EO-14		
Policy Effective Date:	April 23, 2014	Policy Expiration Date:	April 23, 2015

Limits of Insurance

Each Claim:	$ 1,000,000	Each Claim
Aggregate for all Claims:	$ 1,000,000	Aggregate for all Claims
Deductible:	$ 500	Each Claim
Retroactive Date:	November 01, 2012	

The policy referred to in this certificate was issued on a claims made and reported basis.

Description of Endorsements/Special Provisions

Not applicable

Authorized Representative

April 24, 2014
Date

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HISCOX

HISCOX INSURANCE COMPANY INC. (A Stock Company)
233 North Michigan Avenue, Suite 1840 Chicago Illinois 60601

Certificate of Professional Liability Insurance

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It certifies that the policies listed in this document have been issued to the Named Insured. It does not grant any rights to any party nor can it be used, in any way, to modify coverage provided by such policies. Alteration of this certificate does not change the terms, exclusions or conditions of such policies.

Coverage is subject to the provisions of the policies, including any exclusions or conditions, regardless of the provisions of any other contract, such as between the certificate holder and the Named Insured. The limits shown below are the limits provided at the policy inception. Subsequent paid claims may reduce these limits.

Named Insured:	Diversified group consulting		
Insurer Name:	Hiscox Insurance Company Inc.		
Policy Number:	UDC-1447707-EO-14		
Policy Effective Date:	April 23, 2014	Policy Expiration Date:	April 23, 2015

Limits of Insurance

Each Claim:	$ 1,000,000	Each Claim
Aggregate for all Claims:	$ 1,000,000	Aggregate for all Claims
Deductible:	$ 500	Each Claim
Retroactive Date:	November 01, 2012	

The policy referred to in this certificate was issued on a claims made and reported basis.

Description of Endorsements/Special Provisions

Not applicable

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HISCOX

HISCOX INSURANCE COMPANY INC. (A Stock Company)
233 North Michigan Avenue, Suite 1840 Chicago Illinois 60601

Additional Insured Status

☐ Certificate holder maintains Additional Insured Status if this boxed checked

This certificate does not grant any coverage or rights to the certificate holder. If this certificate indicates that the certificate holder is an additional insured, the policy(ies) must either be endorsed or contain spe-cific language providing the certificate holder with additional insured status. The certificate holder is an additional insured only to the extent indicated in such policy language or endorsement.

Cancellation

In the event of cancellation of any policy described above, the insurer will attempt to mail 10 days written notice to the certificate holder prior to the effective date of cancellation. However, failure to do so will not impose any duty or liability upon the insurer, its agents or representatives, nor will it delay cancellation.

City of Homestead
Certificate Holder

April 24, 2014
Date

Authorized Representative

April 24, 2014
Date

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Contract Summary Form

Form#: 3863

GENERAL INFORMATION

Contract Status:	Active	Xintia Rubio	Date:	4/11/2019

Assigned Contract #:	19-CM-015	**Form Prepared By:**	Ilene Fernandez 3/13/2019
Department / Division:	City Manager	**Vendor Name:**	DIVERSIFIED GROUP CONSULTING
Primary Contact:	Cate McCaffrey	**Vendor Contact:**	NEAL DE JESUS
Primary Email:	CMcCaffrey@cityofhomestead.c	**Vendor Address:**	5722 S. FLAMINGO ROAD, SU
Secondary Contact:	Ilene Fernandez	**City:** COPPER CITY	**State:** FL **Zip** 33330
Secondary Email:	IFernandez@cityofhomestead.co	**Vendor Email:**	nealdj@comcast.net
Phone Number:	305-224-4401	**Vendor Phone Number:**	954 6990588
Fax Number:	305-224-4439	**Vendor Fax Number:**	000-000-0000

Contract Name: Losner Park Consultant - Fire Fountain

Agreement Type: Agreement **Does this replace an exsisting agreement?** No **Contract #**

Briefly explain the purpose or description of the scope of service of this contract:

Assistance with fire fountain for Losner Park project.

Please note that it is the Departments responsibility to obtain Risk approval.

Insurance Required? Yes **If yes, who is required to have it?** Vendor

If the vendor is required to have insurance, please enter the insurance expiration date(s) here.

Auto Insurance: **General Liability:** **Workmans Comp**

Other: 4/23/2020

Term of Contract: **Start Date** 3/13/2019 **End Date:** 12/31/2019 **Project Number:** CP0546

Does this agreement auto renew? No **If so, how many times?** **How many yearly increments?**

Total Contract Value: $7,800.00 **Paid to:** Vendor **Payment Freq:** As Invoice **Payment Amount:** $0.00

Account Number(s) to be used: 101-6010-572-60-05

If moneys are paid to City, does Vendor pay sales tax? **Do late fees apply?** No **Percentage of late fee?**

All agreements involving payment to vendor must be accompanied by a requisition. Requisition #: 135444

Was this agreement reviewd or drafted by a City Attorney? Yes **If yes, whom?** David M. Wolpin

"Right to Audit" clause included? No **Was this approved by Council?** No **Date / CAR#** /

If so, please attach supporting documentation below:

BACKGROUND AND EXHIBITS

Exhibit Attachment(s): (5)

Exhibit Description(s)	**1**	Proposal	6	
	2	COI	7	
	3	Risk Approval	8	
	4	Requisition	9	
	5	Legal Approval	10	

REVIEW - APPROVALS

Dept. Head Approval:	Approved	Ilene Fernandez	**Date:**	4/4/2019
HR Dept. Approval:	Not Applicable	Vivian Manach	**Date:**	4/9/2019
Risk Approval:	Approved	Priscilla Thompson	**Date:**	4/11/2019
Finance Dept. Approval:	Not Approved	Carlos M. Perez	**Date:**	4/4/2019
ITS Div. Approval:	Not Applicable	Yaniel Corrales	**Date:**	4/4/2019
Fleet Div. Approval:	Not Applicable	Luis Roura	**Date:**	4/5/2019

Submit Contract Summary Form to Procurement for Processing

For Administrative Use Only

Completed and Appropriate Packet Submitted to Procurement on:			**Date:**	4/11/2019
Prepared By:	Approved	Xintia Rubio	**Date:**	4/11/2019
2nd Review:			**Date:**	
Final Review:			**Date:**	
Procurement/Contracts:	Approved	Xintia Rubio	**Date:**	4/11/2019
Lock Summary Form:	Locked	Xintia Rubio	**Date:**	4/11/2019

DIVERSIFIED

Group Consulting LLC

3083 Waterside Circle
Boynton Beach, FL 33435
(954) 699-0588 Office
(954) 558-4734 Mobile
nealdj@comcast.net

March 19, 2019

Ms. Cate McCaffrey
Assistant City Manager
City of Homestead
650 NE 22 Terrace.
Homestead Florida 33033

Re: Fire Code/Plans Review

Dear Ms. McCaffrey,

Thank you for contacting me concerning your need for a consultant in the above-referenced matter. I would be pleased to assist you.

As requested, attached please find a proposal to provide consultant services regarding this matter. Should you have any questions, please do not hesitate to contact me.

Very truly yours,

Neal R. de Jesus
NRD/lzd

Enclosure

DIVERSIFIED

Group Consulting LLC

3083 Waterside Circle
Boynton Beach, FL 33435
(954) 699-0588 Office
(954) 558-4734 Mobile
nealdj@comcast.net

Proposal for City of Homestead

Re: Fire Code/Plans Review

The Diversified Group Consulting, LLC submits the following proposal for consulting service in the above-referenced matter.

Diversified Group Consulting, LLC agrees to provide consultant services to the City of Homestead in the above-referenced matter. Said services will be billed at a rate of $195.00 per hour. Parts of an hour will be prorated every 15 minutes.

Based upon initial discussions, services provided under this agreement are not expected to exceed forty (40) hours. If it becomes apparent that additional hours will be necessary or additional consulting services are requested by the City, such work shall be mutually agreed upon by both parties

Invoices are issued on a monthly basis and due in full upon receipt. All invoices are the responsibility of the retaining party and is in no way contingent upon the outcome of the matter.

Accepted this 1 day of April, 2019.

City of Homestead
~~650 NE 22 Terrace~~ 100 Civic Court
~~Homestead Florida 33033~~ Homestead, FL 33030

Accepted by: City of Homestead

Diversified Group Consulting LLC
3083 Waterside Circle
Boynton Beach, FL 33435

Accepted by: Neal R. de Jesus, President/Managing Partner

ACORD®

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
03/19/2019

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER	CONTACT NAME:	
Hiscox Inc. 520 Madison Avenue 32nd Floor New York, NY 10022	PHONE (A/C, No, Ext): (888) 202-3007	FAX (A/C, No):
	E-MAIL ADDRESS: contact@hiscox.com	
	INSURER(S) AFFORDING COVERAGE	NAIC #
	INSURER A : Hiscox Insurance Company Inc	10200
INSURED	INSURER B :	
Diversified Group Consulting 3083 Waterside Cir Boynton Beach, FL 33435	INSURER C :	
	INSURER D :	
	INSURER E :	
	INSURER F :	

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
	COMMERCIAL GENERAL LIABILITY						EACH OCCURRENCE	$
	☐ CLAIMS-MADE ☐ OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence)	$
							MED EXP (Any one person)	$
							PERSONAL & ADV INJURY	$
	GEN'L AGGREGATE LIMIT APPLIES PER:						GENERAL AGGREGATE	$
	☐ POLICY ☐ PRO-JECT ☐ LOC						PRODUCTS - COMP/OP AGG	$
	OTHER:							$
	AUTOMOBILE LIABILITY						COMBINED SINGLE LIMIT (Ea accident)	$
	☐ ANY AUTO						BODILY INJURY (Per person)	$
	☐ ALL OWNED AUTOS ☐ SCHEDULED AUTOS						BODILY INJURY (Per accident)	$
	☐ HIRED AUTOS ☐ NON-OWNED AUTOS						PROPERTY DAMAGE (Per accident)	$
								$
	☐ UMBRELLA LIAB ☐ OCCUR						EACH OCCURRENCE	$
	☐ EXCESS LIAB ☐ CLAIMS-MADE						AGGREGATE	$
	☐ DED ☐ RETENTION $							$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY Y / N						☐ PER STATUTE ☐ OTH-ER	
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? ☐ N / A (Mandatory in NH)						E.L. EACH ACCIDENT	$
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE	$
							E.L. DISEASE - POLICY LIMIT	$
A	Professional Liability	Y		UDC-1447707-EO-19	04/23/2019	04/23/2020	Each Claim: $ 1,000,000 Aggregate: $ 1,000,000	

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER

City of Homestead
650 N. Homestead Boulevard Homestead, FL 33030

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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From: Priscilla Thompson
To: Ilene Fernandez
Cc: Debbie Franz
Subject: RE: Proposal for Fire Consulting
Date: Monday, April 01, 2019 4:48:39 PM

Ilene,

This is ok to use for plan review. I still need his workers comp insurance or exemption if he is going to be on site.

Please let me know if that will be happening.

Priscilla Thompson, Risk Manager
City of Homestead
100 Civic Court
Homestead, Fl 33030
Phone: 305-224-4467
Fax: 305-224-4479
pthompson@cityofhomestead.com
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From: Ilene Fernandez
Sent: Monday, April 01, 2019 3:14 PM
To: Debbie Moore <debbie.moore@homesteadpolice.com>; Priscilla Thompson <PThompson@cityofhomestead.com>
Subject: FW: Proposal for Fire Consulting

Please review attached certificate of insurance for sufficiency and advise.

Thanks,
Ilene Fernandez
Office: (305) 224-4403

From: Cate McCaffrey
Sent: Monday, March 25, 2019 10:23 AM
To: Ilene Fernandez <IFernandez@cityofhomestead.com>
Subject: FW: Proposal for Fire Consulting

This is the fire proposal.....

From: Neal de Jesus [mailto:nealdj@comcast.net]
Sent: Friday, March 22, 2019 6:40 PM
To: Cate McCaffrey <CMcCaffrey@cityofhomestead.com>

Cc: 'deJesus, Neal' <DeJesus@mydelraybeach.com>
Subject: Proposal for Fire Consulting

Cate.

Please find the attached proposal an updated certificate of insurance. If you have any questions please don't hesitate to give me a call. Thank you for considering me once again.

Regards,

Neal de Jesus, Fire Chief
President/Managing Partner
Diversified Group Consulting
3083 Waterside Circle
Boynton Beach, FL 33435
(954) 699-0588 Office
(954) 558-4734 Mobile

The standard you walk past is the standard you accept....

From: David M. Wolpin
To: Ilene Fernandez
Subject: Re: Proposal for Fire Consulting
Date: Thursday, April 04, 2019 5:07:57 PM

Hi Ilene- a P.O. will be fine. Is the city's address correct? Thanks

Sent from my iPhone

On Apr 4, 2019, at 4:58 PM, Ilene Fernandez <IFernandez@cityofhomestead.com> wrote:

> Hi David,
>
> Can you please review the attached proposal and advise if a professional services agreement is needed or if a PO will suffice?
>
> Ilene Fernandez
> Office: (305) 224-4403
>
> **From:** Ilene Fernandez
> **Sent:** Monday, April 01, 2019 3:14 PM
> **To:** Debbie Moore <debbie.moore@homesteadpolice.com>; Priscilla Thompson <PThompson@cityofhomestead.com>
> **Subject:** FW: Proposal for Fire Consulting
> Please review attached certificate of insurance for sufficiency and advise.
>
> Thanks,
> Ilene Fernandez
> Office: (305) 224-4403
>
> **From:** Cate McCaffrey
> **Sent:** Monday, March 25, 2019 10:23 AM
> **To:** Ilene Fernandez <IFernandez@cityofhomestead.com>
> **Subject:** FW: Proposal for Fire Consulting
> This is the fire proposal.....
>
> **From:** Neal de Jesus [mailto:nealdj@comcast.net]
> **Sent:** Friday, March 22, 2019 6:40 PM
> **To:** Cate McCaffrey <CMcCaffrey@cityofhomestead.com>
> **Cc:** 'deJesus, Neal' <DeJesus@mydelraybeach.com>
> **Subject:** Proposal for Fire Consulting
> Cate.
> Please find the attached proposal an updated certificate of insurance. If you have any questions please don't hesitate to give me a call. Thank you for considering me once again.

PI625I02 **CITY OF HOMESTEAD** 4/04/19
Purchase Requisition 17:03:07

Number . . . . . : 0000135444
Type . . . . . : 1 PURCHASE REQUISITION
Status . . . . . : CAPITAL OUTLAY APPROVAL
Reason . . . . . : FIRE FOUNTAIN CONSULTANT
By . . . . . : CM/ILENE
Date . . . . . : 3/13/19
Vendor . . . . . : 22620 DIVERSIFIED GROUP CONSULTING,
Contract nbr . . . . :
Ship to . . . . . : CM CITY MANAGER
Deliver by date . . . : 3/13/19
Buyer . . . . . :
Fiscal year code . . : C C=Current year, P=Previous year, F=Future year

Type options, press Enter.
5=Display 8=Item extended description

Opt	Line#	Quantity	UOM	Description
_	1	7800.00	EA	CONSULTING SERVICES FOR LOSNER PARK FIRE FOUNTAIN

Total: 7800.00

F3=Exit F7=Alternate view F9=Print
F10=Approval info F12=Cancel F20=Comments

Exhibit 4

Sherry Ader

From: David M. Wolpin <DWolpin@wsh-law.com>
Sent: Thursday, February 19, 2015 4:24 PM
To: Sherry Ader
Cc: Julio Brea
Subject: RE: Diversified Proposals - Temporary Police, New Police, Seminole Theater, and New City Hall

exactly, thanks

From: Sherry Ader [mailto:sader@cityofhomestead.com]
Sent: Thursday, February 19, 2015 4:15 PM
To: David M. Wolpin
Cc: Julio Brea
Subject: RE: Diversified Proposals - Temporary Police, New Police, Seminole Theater, and New City Hall

David,

For clarification, each proposal would be treated separately because it covers a specific project?

Sherry Ader
Administrative Assistant
Public Works and Engineering Department
Office: (305) 224-4779
Fax: (305) 305-242-6886

sader@cityofhomestead.com
www.cityofhomestead.com

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From: David M. Wolpin [mailto:DWolpin@wsh-law.com]
Sent: Thursday, February 19, 2015 4:14 PM
To: Sherry Ader
Cc: Julio Brea; David M. Wolpin
Subject: FW: Diversified Proposals - Temporary Police, New Police, Seminole Theater, and New City Hall
importance: High

Hi Sherry- each Proposal looks fine, and the right to audit clause does not apply.
Thank you.

From: Sherry Ader [mailto:sader@cityofhomestead.com]
Sent: Thursday, February 19, 2015 3:58 PM
To: David M. Wolpin
Cc: Julio Brea
Subject: Diversified Proposals - Temporary Police, New Police, Seminole Theater, and New City Hall
Importance: High

Good Afternoon David,

Please review the attached proposals for Fire Consulting Services for the Temporary Police Department, New Police Department, Seminole Theater, and New City Hall. Please advise if you have any comments.

On another note, would the "Right to Audit" clause be applicable on the proposals?

Please let me know.

Thanks,

Sherry Ader
Administrative Assistant
Public Works and Engineering Department
Office: (305) 224-4779
Fax: (305) 305-242-6886

sader@cityofhomestead.com
www.cityofhomestead.com

Please consider the environment before printing this e-mail.

~Under Florida law, e-mail addresses are public records. If you do not want your e-mail address released in response to a public-records request, do not send electronic mail to this entity. Instead, contact this office by phone or in writing.~

From: Neal de Jesus [mailto:nealdj@comcast.net]
Sent: Thursday, February 19, 2015 3:50 PM
To: Sherry Ader
Cc: Julio Brea; 'Neal de Jesus'
Subject: Revised proposals

Sherry,

As discussed please find attached revised proposals for the Temporary Police Facility, the New Police Facility, the New City Hall and the Seminole Theater. If you have any questions please do not hesitate to contact me. Thank you!

Regards,

Neal de Jesus, Fire Chief (Ret.)
President/Managing Partner
Diversified Group Consulting
5722 S. Flamingo Road, Suite 416
Cooper City, Fla. 33330
(954) 699-0588 Office
(954) 558-4734 Mobile

The standard you walk past is the standard you accept....

Exhibit 5

Sec. 2-411.1. - Exemptions from competitive bidding.

(a) The following shall be exempt from the purchasing limitations of section 2-411 and/or section 2-412 of the City Code which otherwise require the invitation of quotations from vendors or the use of competitive bids:

(1) Emergency purchases which are authorized by section 2-413;

(2) Contracts for professional services;

(3) Contracts for engineering and other consulting services or for design/build services, which are governed by section 287.055, Fla. Stat., the Consultants' Competitive Negotiation Act ("CCNA");

(4) Other contracts for which the selection process is provided by state law;

(5) Contracts which utilize a bid or proposal which has been secured by other governmental entities, including, but not limited to, federal, State of Florida, Florida County, municipality or special district, another state, county or municipality within the United States, or the Florida Sheriffs' Association, Florida Municipal Power Association, cooperative purchasing groups which are affiliated with governmental entities within the State of Florida, and Florida municipal utilities operating under an intergovernmental agreement or interlocal agreement;

(6) Contracts made under cooperative bids by the city jointly with other governmental agencies;

(7) Contracts for supplies, equipment or services which are available from a sole source only, may be exempted from the bidding requirements of this division by the city manager upon the filing of a written request for such exemption by a city department head to the city manager outlining the conditions and circumstances involved.

(b) Further, in any event, the council may by resolution, waive competitive bidding for a specific transaction, as provided by section 2-411(b) of the City Code.

(Ord. No. 2002-09-27, § 1, 9-17-02)

Exhibit 6

Sec. 2-411. - Purchasing limitations.

(a) Purchases of, or contracts for, supplies, materials, equipment, improvements or services, where the total amount to be expended is greater than twenty-five thousand dollars ($25,000.00) but not greater than thirty-five thousand dollars ($35,000.00) may be made by the purchasing department by inviting a minimum of three (3) vendors to submit quotations for the purchasing of such supplies, materials, equipment, improvements or services, and then placing same before the city council for approval prior to the execution of said purchase order. Purchases of or contracts for supplies, materials, equipment, improvements or services where the total amount to be expended is not greater than twenty-five thousand dollars ($25,000.00) may be made or entered into directly by the city manager without submitting it to public quotations, bidding or other competitive process, unless otherwise provided for by ordinance. There shall be a fifteen (15) percent local preference given to local businesses who are holders of current city local business tax receipts for businesses which are physically located within the city limits of Homestead and have held such local business tax receipts for a minimum of one year prior to asserting the local preference. Said fifteen (15) percent local preference must be asserted by the party seeking it at the time the competitive quotation, bid or proposal is made and shall be calculated by the purchasing department in rating competitive quotations, bids or proposals which are governed by this section of the Code of the city. The local preference shall not apply if the solicitation specifications of the city so state. Further, said local preference, as described above, shall only be applied in certain situations and shall be specifically governed by the below-described limitations:

(1) No local preference for competitive quotations, bids or requests for proposals shall be applied where prohibited by law, regulation or applicable agreement.

(2) That when local preference has been used in computing award recommendations, either for the purchase of goods or for the purchase of services, the city council shall not reject the low bid solely based upon the locale of the said business. Under a competitive process solicitation, when a responsive, responsible non-local business submits the lowest price offered, and the offer submitted by one or more responsive, responsible local businesses is within fifteen (15) percent of the price submitted by the non-local business, each of the aforementioned responsive, responsible local

businesses shall have the opportunity to submit, within five (5) working days of notice of intent to award, a best and final offer equal to or lower than the amount of the low offer previously submitted by the non-local business. Contract award shall be made to the responsive, responsible business submitting the lowest best and final bid, quote or proposal. In the case of a tie in the best and final bid, quote or proposal between a local business and a non-local business, contract award shall be made to the local business. In the case of a tie in the best and final bid, quote or proposal between two (2) or more local businesses, the contract shall be awarded in accordance with procedures established by the city manager.

(b) Where the total cost of supplies, materials, equipment, improvements or services is in excess of thirty-five thousand dollars ($35,000.00), bids therefore shall be invited from at least three (3) persons engaged in the business of furnishing such materials, supplies, equipment and improvements, or rendering such services. The council, upon written recommendation of the manager, may, by resolution adopted by two-thirds favorable vote of the council members present, waive competitive bidding when it finds this to be in the best interest of the city.

(Charter § 17.2; Ord. No. 78-06-46; Ord. No. 93-08-72, § 1, 8-16-93; Ord. No. 94-03-11, § 1, 3-20-95; Ord. No. 95-12-82, § 2, 12-18-95; Ord. No. 97-09-45, § 1, 10-6-97; Ord. No. 98-09-32, § 4, 9-21-98; Ord. No. 00-04-11, § 1, 5-1-00; Ord. No. 2005-02-02, § 2, 2-22-05; Ord. No. 2007-08-26, § 3, 8-6-07; Ord. No. 2010-08-22, § 2, 8-16-10; Ord. No. 2011-10-18, § 2, 10-19-11)

Editor's note— Ord. No. 98-09-32, § 4, adopted Sept. 21, 1998, extended the sunset provisions provided by § 4 of Ord. No. 97-09-45 to sunset automatically on Sept. 30, 1999, unless extended by ordinance properly adopted by the city council of the City of Homestead.