



**City of Opa-locka
Request for Proposals
RFP No. 25-0918200**

Historic City Hall Management, Maintenance, and Operation Services

The sealed proposal for Historic City Hall Management, Maintenance, and Operation Services for the City of Opa-locka must be received at the City Clerk's Office on **Thursday, September 18, 2025, by 2:00 p.m.**

Proposals may be submitted via one of two methods:

1. Electronic Submission via DemandStar: Proposals may be submitted through www.demandstar.com (e-bid) by 2:00 p.m. ET on the designated due date. The City strongly prefers and encourages electronic submissions.
2. Submission via Postal Mail: Sealed proposals may be submitted via mail to the address below by 2:00 p.m. ET on the due date. Any Request for Qualifications (RFP) package that arrives after the specified closing time will be returned unopened.

Instructions for Postal Mail Submission:

Please submit one (1) original proposal, six (6) copies, and one copy of the proposal package on a USB flash drive in PDF format. All materials should be enclosed with sealed envelopes or packages. The envelopes or packages must be addressed to the City Clerk's Office, City of Opa-locka, Florida, and marked as follows: RFP 25-0918200 Historic City Hall Management, Maintenance, and Operation Services.

Mailing Address:

City of Opa-locka
Office of the City Clerk
780 Fisherman Street, 4th Floor
Opa-locka, Florida 33054

Proposers desiring information for use in preparing proposals may obtain a set of such documents by visiting the City's website at www.opalockafl.gov or www.demandstar.com. The City reserves the right to accept or reject any and all proposals and to waive any technicalities or irregularities therein. The City reserves the right to award the contract to that Proposer(s) whose proposal best complies with the RFP NO: 25-0918200 requirements.

A **Mandatory Site Visit Walkthrough** is scheduled for **Monday, August 18, 2025, at 11:00 a.m.** The meeting will take place at Opa-locka Historic City Hall, which is located at 777 Sharazad Blvd, Opa-locka, FL 33054.