

HOLLYWOOD POLICE DEPARTMENT RELOCATION - COMPLETE BID PACKAGE

RFQ (Non-CCNA)-367-26-JJ

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Company: All Things Moving & Storage Solutions LLC

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1. EXECUTIVE SUMMARY

All Things Moving & Storage Solutions has carefully reviewed **RFQ (Non-CCNA)-367-26-JJ**, including the **PD Reuse Furniture Inventory, PD Reuse Storage Inventory, and Television Inventory** provided by the City of Hollywood. We understand that this project is a **phased, security-sensitive relocation** of approximately **330 sworn and civilian staff** from the existing Hollywood Police Department facility to the adjacent New Police Headquarters, occurring between **May and August 2026**.

Our mission is to ensure the Hollywood Police Department relocation occurs with zero operational disruption, complete security, and 100% accountability for all assets.

This relocation requires weekly departmental moves without disruption to police operations and includes the movement of:

- Approximately 660 banker boxes (2 per staff member)
- Computers, monitors, and office equipment
- Reused furniture and office furnishings
- **40 televisions** ranging from 32" to 76" across 26 rooms
- Heavy-duty vault shelving and storage systems
- Weapon safes and secure storage units
- Movable and rotating filing systems
- Outdoor CONEX storage units
- Metal shelving, lockers, and specialty equipment

All counts are based on current inventories; final numbers subject to verification prior to move start.

All items will be relocated between **3250 Hollywood Blvd., 401 S. Park Road, and 2741 Stirling Road**.

Our Commitment:

All Things Moving & Storage Solutions is prepared to provide **continuous availability** over the full three-month phased schedule, utilizing **background-checked personnel**, operating exclusively under **Police Department escort**, and ensuring all items are **transported and unloaded the same day with no overnight storage**, in full compliance with City requirements.

We understand that this relocation is not simply a move, but a **mission-critical operational transition** for the Hollywood Police Department. Our approach prioritizes **security, planning, asset preservation, and schedule reliability** at every stage of the project.

2. FIRM QUALIFICATIONS AND EXPERIENCE

Company Overview:

All Things Moving & Storage Solutions, under the leadership of owner Manny Moussignac, represents a strategic combination of fresh operational infrastructure and deep industry expertise. While our corporate entity was recently established, our founding team brings a **collective 15 years of professional moving experience** across commercial, institutional, and high-profile event logistics.

This structure allows us to deliver the operational agility and modern business practices of a new company, backed by the proven expertise, industry relationships, and lessons learned that typically require years to develop. Our team has successfully executed complex relocations requiring multi-week coordination, large crew deployments, and strict timeline adherence—the exact capabilities this project demands.

Ownership Structure:

All Things Moving & Storage Solutions is a **privately held, sole proprietorship** under the ownership and direct management of **Manny Moussignac**. This ownership structure provides distinct advantages for municipal clients:

- **Direct accountability** - the owner is personally invested in every project outcome
- **Rapid decision-making** - no corporate bureaucracy or approval delays
- **Consistent quality standards** - owner oversight ensures performance meets commitments
- **Financial stability** - owner-operated businesses maintain lean operations and strong cash flow
- **Long-term community presence** - locally owned with commitment to South Florida market

Relevant Experience:

All Things Moving & Storage Solutions and its members have extensive experience performing commercial, institutional, and government relocations requiring:

- Multi-week phased execution
- Secure document and equipment handling
- Continuous operations during relocation
- Chain of custody protocols
- Background-checked personnel
- Coordination with security personnel

Specialized Capabilities:

Our firm performs relocations involving:

- Secure documents and sensitive files
- Heavy-duty filing systems and vault shelving
- Multi-level metal shelving systems
- Movable and rotating filing units
- Safes and secure storage units
- Large-format televisions and AV equipment
- IT equipment (computers, monitors, servers)

Projects Requiring Confidentiality and Access Control:

Our team has successfully executed relocations for clients requiring heightened security protocols, confidential document handling, and zero-tolerance for operational disruption:

Boies Schiller Flexner LLP - Las Olas Office Relocation

Client: Boies Schiller Flexner LLP, a nationally prominent law firm specializing in high-stakes litigation

Scope: Multi-phase relocation including office-to-storage transition, internal reorganization, and selective disposal of confidential materials

Security Requirements: Attorney-client privileged documents, case files, and sensitive legal materials requiring chain-of-custody protocols

Our Approach:

- **Secure e-crate system** provided to each attorney and staff member for personal files and documents
- **Sealed and tagged** each crate to ensure document integrity and prevent tampering
- **Zip-tie sealing** of all banker boxes and file containers per firm's security policy
- **Controlled access** - only authorized moving personnel with firm escort present
- **Systematic tracking** of all containers from origin through storage and final placement
- **Professional disposal coordination** for confidential materials requiring secure destruction

Result: Successfully relocated hundreds of sealed containers containing privileged legal documents with zero security incidents, maintaining complete chain of custody throughout the process. Firm expressed confidence in our ability to handle sensitive materials in a law-enforcement-grade secure manner.

Relevance to Hollywood PD: This project demonstrates our proven capability to handle confidential documents with chain-of-custody protocols, sealed container systems, and security-conscious procedures—directly applicable to relocating police files, case materials, and sensitive departmental records.

Keller Williams Realty - Pembroke Pines Office Relocation

Client: Keller Williams Realty, Pembroke Pines office

Scope: Complete office relocation including workstations, filing cabinets, printers, televisions, and confidential client files

Critical Requirement: Zero operational disruption - office closed Friday evening, fully operational Monday morning

Our Approach:

- **Weekend execution** to eliminate business hour disruption
- **Systematic filing protection** - all filing cabinets and file containers sealed and tracked
- **IT equipment handling** - computers, printers, and televisions disconnected, labeled, and carefully transported
- **Furniture and equipment placement** - items positioned per floor plan for immediate Monday operations
- **Quality verification** - end-of-move walkthrough to ensure operational readiness

Result: Complete office relocation executed over a 48-hour weekend window. Office fully operational Monday morning at 8:00 AM with all workstations functional, files secure and accessible, and zero lost productivity. Client commended our "tight-knit process" and attention to maintaining confidentiality of real estate client files.

Relevance to Hollywood PD: This project demonstrates our ability to execute phased relocations without operational disruption, handle confidential client files with systematic security protocols, relocate IT equipment and televisions, and deliver fully functional workspace on aggressive timelines—the exact requirements of the weekly departmental moves planned for Hollywood PD.

Licenses, Insurance, and Compliance:

- Business License: BT25-0925
- Wester World Insurance Company | NAIC #13196
 - Insurance coverage amounts :
 - General Liability - \$1,000,000
 - Damage to rented- \$100,000
 - Med exp(any one person)-\$5,000
 - Personal & Adv injury- \$1,000,000
 - General Aggregate- \$2,000,000
 - Workers Comp Exempt

- We are able to provide background-checked personnel.
- OSHA-compliant safety protocols in place.

3. ORGANIZATIONAL PROFILE AND PROJECT TEAM QUALIFICATIONS

Dedicated Project Team:

This project will be managed by a dedicated team assigned exclusively to the Hollywood Police Department relocation for the entire three-month period:

Project Manager: Manny Moussignac

- Single point of contact for all City and Police Department coordination
- 5 Years of Project Management Experience
- Available 24/7 via mobile phone
- Responsibilities:
 - Pre-move planning and coordination meetings
 - Weekly schedule coordination with PD staff
 - Daily progress reporting
 - Issue resolution and contingency planning
 - Final closeout and department sign-offs

On-Site Supervisor: Oscar Mattos

- Present during all move activities
- 22 Years of Commercial Relocation.
- Moved the IRS building in Plantation in 2023
- Responsibilities:
 - Direct crew oversight and quality control
 - Real-time coordination with PD escorts
 - Inventory verification and tracking
 - Equipment and vehicle coordination
 - Safety compliance

Moving Crew:

- **Dedicated, consistent personnel** assigned for the entire contract period
- **No rotating crews** - the same vetted team members will work throughout all phases
- All personnel will successfully complete **criminal background checks** prior to project commencement
- Crew leads with 5 years of experience in commercial and institutional relocations
- All personnel trained in:

- Secure document handling
- Heavy equipment moving (safes, filing systems, shelving)
- Furniture disassembly/reassembly
- Electronics and AV equipment handling
- Customer service and professional conduct

Continuity and Consistency:

We understand that maintaining the same personnel throughout the project is critical for:

- Security and trust
- Operational efficiency
- Familiarity with building layouts and procedures
- Relationship building with Police Department staff

Our commitment to personnel consistency ensures that lessons learned in Week 1 benefit every subsequent department move.

4. APPROACH TO SCOPE OF WORK

Our approach to this project is structured around four core principles:

1. **Security and chain of custody**
2. **Phased execution without operational disruption**
3. **Asset preservation and careful handling**
4. **Flexible scheduling and continuous availability**

A. PRE-MOVE PLANNING AND COORDINATION

Kickoff Meeting: Prior to execution, our Project Manager will participate in a detailed kickoff meeting with City and Police Department representatives to:

- Review departmental phasing sequence and timeline
- Confirm room assignments and destination layouts
- Cross-check inventories for furniture, shelving, televisions, and storage systems
- Establish communication protocols and escalation procedures
- Review security requirements and escort procedures
- Identify any special handling requirements or restricted areas

Inventory Validation: We have reviewed the following inventories provided by the City:

- **PD Reuse Storage Inventory** - including heavy-duty vault shelving, weapon safes, movable filing systems, outdoor CONEX storage, and metal shelving units
- **PD Reuse Furniture Inventory** - [reference when provided]

- **Television Inventory** - 40 televisions ranging from 32" to 76" across 26 rooms

Prior to each departmental move, we will:

- Conduct walkthrough with department representatives
- Verify items to be moved vs. items to remain
- Identify any additions or changes to inventory lists
- Confirm destination room numbers and layouts
- Note any special handling requirements

Building Familiarization: Our team will conduct comprehensive walkthroughs of:

- 3250 Hollywood Blvd (existing facility)
- 401 S. Park Road (new headquarters)
- 2741 Stirling Road (off-site facility)

During walkthroughs, we will assess:

- Loading dock access and staging areas
- Elevator capacities and dimensions
- Doorway clearances and turning radiuses
- Floor protection requirements
- Parking and vehicle staging locations
- Security checkpoints and escort staging areas

B. PHASED WEEKLY EXECUTION

One Department Per Week: Moving services will be provided on a **phased, department-by-department basis**, generally one department per week over the approximately three-month period (May - August 2026).

Flexible Daily Scheduling: While some departments may require fewer than five days to complete their move, **our team will remain available throughout each scheduled week** to ensure continuity and minimize disruption to Police Department operations. We understand that moving services will be needed **intermittently** and that not every department will require a full week.

Daily Operations: Each move day will follow this general structure:

1. **Morning coordination** - Meet with PD escort and department representative
2. **Pre-move walkthrough** - Verify items, confirm destinations, address questions
3. **Packing and loading** - Systematic packing with labeling and tracking
4. **Transport** - Direct transport between buildings (same-day only)
5. **Unloading and placement** - Items placed in designated rooms per PD direction
6. **End-of-day verification** - Confirm all items accounted for, address any issues
7. **Evening security** - All vehicles secured, no overnight storage

Schedule Flexibility: We recognize that police operations take priority. Our team will:

- Accommodate schedule changes with minimum notice
- Work around operational needs and emergencies
- Adjust crew size and equipment as needed week-to-week
- Maintain availability even if move completion occurs mid-week

C. STANDARD RELOCATION PROCEDURES

Individual Staff Moves (Approximately 330 Staff):

Each staff member is expected to have:

- 2 banker boxes
- Computer and monitor
- Personal office items

Our process:

1. **Packing materials provided** - We will supply all banker boxes, tape, and labels if needed and requested in advance.
2. **Labeling system** - Each box labeled with:
 - Staff member name
 - Department
 - Origin room number
 - Destination room number
 - Box number (1 of 2, 2 of 2)
3. **Computer and IT equipment** - Wrapped, padded, and labeled separately
4. **Transport and placement** - Items delivered directly to assigned workstations in new building

Furniture Relocation:

For reused furniture items, our approach includes:

- **Pre-move assessment** - Determine disassembly requirements
- **Professional disassembly** - Furniture taken apart as needed for safe transport
- **Component labeling** - All hardware and parts labeled and bagged
- **Protected transport** - Padding, blankets, and proper loading techniques
- **Reassembly** - Furniture rebuilt in destination rooms per PD direction
- **Quality check** - Ensure stability and proper function

D. SPECIALTY STORAGE AND EQUIPMENT RELOCATION

We have reviewed the **PD Reuse Storage Inventory** and understand the scope includes heavy-duty vault shelving, weapon safes, movable filing systems, outdoor CONEX shelving, and storage units currently located in secure and exterior environments, many of which require disassembly, controlled handling, and precise reinstallation.

Heavy-Duty Metal Shelving: The inventory includes numerous heavy-duty metal shelving units, some exceeding 6-8 feet in height and located in vault areas, storage rooms, and outdoor environments.

Our approach:

- **Assessment** - Determine if shelving can be moved intact or requires disassembly
- **Disassembly** - Professional breakdown with all components labeled by shelf unit
- **Hardware management** - All bolts, brackets, and connectors bagged and labeled
- **Protected transport** - Shelving components secured to prevent damage
- **Reassembly** - Units rebuilt in destination rooms with proper leveling and stability verification

Vault and Secure Storage Areas: Several reuse items are listed in vault areas including:

- Drug vault shelving
- Homicide vault shelving
- Weapon/pistol safe storage areas

For these locations:

- **Heightened security protocols** - Police Department escort at all times
- **Controlled access staging** - No unattended materials in secure areas
- **Same-day completion priority** - Vault areas cleared within single day when possible
- **Chain of custody awareness** - Understanding that some areas may contain sensitive evidence or materials

Weapon Safes and Secure Storage Units: The inventory includes multiple weapon safes and secure storage units.

Our approach:

- **Pre-move confirmation** - Verify safes are emptied and unlocked by PD staff
- **Specialized equipment** - Heavy-duty appliance dollies and lift straps
- **Two-person minimum teams** - Safes handled by experienced personnel
- **Floor protection** - Masonite and cardboard runners to protect flooring
- **Placement precision** - Safes positioned exactly as directed, with leveling if required

[**IMPORTANT NOTE:** We request confirmation via addendum that all safes will be emptied, unlocked, and cleared by Police Department staff prior to relocation, and that rigging services beyond standard heavy-duty moving equipment are not required.]

Movable and Rotating Filing Systems: The inventory includes movable and rotating filing units.

Our approach:

- **Assessment** - Determine if systems can be moved intact or require partial disassembly
- **Mechanism protection** - Secure moving parts to prevent damage during transport
- **Track and rail systems** - Professional handling of floor-mounted systems if applicable
- **Reinstallation coordination** - Work with PD staff to ensure proper alignment and function

Outdoor CONEX Storage Units: The inventory indicates shelving currently located in outdoor CONEX containers at the property areas.

Our approach:

- **Scheduling coordination** - Confirm CONEX access and staging availability
- **Weather considerations** - Protect items during outdoor loading/unloading
- **Extended handling** - Account for additional time accessing exterior storage areas
- **Secure transport** - Direct same-day delivery to interior destination rooms

E. TELEVISION AND AUDIO-VISUAL EQUIPMENT RELOCATION

The project includes the relocation of approximately **40 televisions** ranging from 32" to 76" as detailed in the **PD_Reuse_TV's_Inventory**, located in administrative offices, conference rooms, operational areas, and the Fusion Center.

Television Handling Approach:

Pre-Move Assessment:

- Identify mounting types (wall-mounted vs. stand-mounted)
- Note existing condition and any pre-existing damage
- Confirm destination locations

Protective Packaging:

- Specialized TV boxes for high-value units (65"+)
- Foam corners and protective padding for all units
- Blanket-wrapping for secure transport
- Separate packaging for stands, mounts, and remotes

Labeling System: Each television labeled with:

- Room number and location (per inventory)
- Department
- Brand, size, and model number
- Destination room number

- "Fragile - AV Equipment" designation

Transport and Delivery:

- Upright transport when possible
- Secured positioning in vehicles to prevent shifting
- Same-day delivery to destination rooms
- Placement at designated locations per PD direction

High-Profile Locations: Special attention for:

- **Room 408 (Chief of Police)** - 66" Insignia
- **Room 408 (Chief Conference)** - 76" Samsung
- **Room 228 (Roll Call)** - Five TVs including 76" Samsung
- **Room 409 (Fusion Center)** - Four 51" Visio TVs

[CRITICAL SCOPE CLARIFICATION NEEDED:]

Our standard scope includes:

- Physical removal of TVs from stands or shelves
- Protective packaging and labeling
- Transport and delivery to destination rooms
- Placement at designated locations

Our standard scope DOES NOT include (unless clarified via addendum):

- Disconnection of cables, AV systems, or network connections
- Removal of wall-mounted TVs from wall brackets
- Installation or reinstallation of wall mounts
- Connection or testing of AV systems at destination

[We request formal clarification via addendum regarding the extent of TV disconnect/reconnect and wall-mounting services expected from the moving contractor.]

F. SECURITY PROTOCOLS

Police Department Escort: All moving activities will be conducted under Police Department escort as required. Our personnel will:

- Wait for escort arrival before beginning any work
- Follow all PD instructions regarding access and procedures
- Never work unattended in secure or restricted areas
- Coordinate breaks and shift changes with escort personnel

Background Checks: All moving personnel assigned to this project will successfully complete criminal background checks prior to project commencement. Documentation will be provided to the City as required.

Access Control:

- Personnel will display identification badges at all times
- Only authorized moving personnel will be present in buildings
- Visitors, observers, or trainees will not be permitted without prior City approval
- Vehicles will be secured and locked during all breaks

Confidentiality: Our personnel understand that they may observe sensitive documents, equipment, or information during the relocation. All team members will be instructed to:

- Maintain confidentiality of any observed information
- Never photograph, document, or discuss Police Department operations
- Report any security concerns immediately to PD escort and Project Manager

Chain of Custody Mindset: While we are not responsible for evidence handling, our team will operate with a chain-of-custody mindset:

- Items tracked from origin to destination
- Systematic labeling and documentation
- No unattended materials
- Immediate reporting of any damaged or missing items

G. SAME-DAY TRANSPORT / NO OVERNIGHT STORAGE

Critical Requirement: All items will be transported directly from origin to destination and **unloaded the same day**, in strict compliance with the City's requirement that **no items be stored overnight** in trucks or off-site facilities.

Our Protocol:

- Vehicles loaded and immediately transported to destination
- Unloading completed before end of business day
- Any items not unloaded due to access issues reported immediately to PD contact
- Vehicles secured empty at end of each day
- No items staged overnight in unsecured areas

Contingency Planning: In the unlikely event that same-day completion is not possible due to:

- Emergency police operations requiring building closure
- Unexpected access restrictions
- Weather or safety concerns

Our Project Manager will immediately coordinate with Police Department representatives to develop a secure solution, which may include:

- Extended hours to complete unloading
- Secured on-site staging in locked room
- Rescheduling to following business day

All contingencies will require Police Department approval before implementation.

H. MATERIALS AND EQUIPMENT PROVIDED

Moving Materials (Included in Scope):

- Banker boxes (660+ boxes for staff, plus spares)
- Packing tape and dispensers
- Labels and markers
- Furniture pads and blankets
- Stretch wrap and shrink wrap
- Foam padding and corner protectors
- TV boxes and specialized packaging as needed
- Floor protection (Masonite, cardboard runners, carpet film) if needed and not left by contractors in new bldg.
- Tools for disassembly/reassembly

Moving Equipment (Company-Owned):

- 2-3 box trucks with lift gates readily available
- Heavy-duty appliance dollies (for safes)
- Furniture dollies
- Hand trucks and platform carts
- Furniture sliders
- Ramps and loading equipment
- Power tools for disassembly/reassembly

Adequate Capacity: Our fleet and equipment inventory is sufficient to handle:

- Weekly departmental moves without equipment shortages
- Peak volume days during larger department relocations
- Simultaneous multi-room moves when beneficial
- Heavy specialty items (safes, large shelving, 76" TVs)

I. DISASSEMBLY AND REASSEMBLY SERVICES

Included in Scope: The moving contractor will be responsible for professional disassembly and reassembly of furniture, shelving, and storage systems as required to safely relocate items.

Our Approach:

1. **Pre-move assessment** - Identify items requiring disassembly
2. **Photography** - Document assembled state for reference
3. **Systematic disassembly** - Components removed in logical order
4. **Hardware management** - All screws, bolts, and connectors bagged and labeled
5. **Component labeling** - Each piece marked for easy identification
6. **Protected transport** - Disassembled items secured to prevent damage
7. **Reassembly** - Items rebuilt using documentation and labeled hardware

8. **Quality verification** - Check stability, alignment, and proper function

9. **Adjustment** - Level shelving, tighten connections, ensure operational readiness

Items Likely Requiring Disassembly/Reassembly:

- Multi-level metal shelving units
- Large office furniture (desks, credenzas, hutches)
- Modular storage systems
- Conference room tables
- Specialized storage units

J. COORDINATION AND COMMUNICATION

Daily Communication:

- Morning coordination meeting with PD representative and escort
- Real-time updates on progress and any issues
- End-of-day summary and next-day preview

Weekly Communication:

- Pre-week planning meeting (in-person or conference call)
- Confirmation of department schedule and any special requirements
- Post-week closeout and lessons learned

Project Manager Availability: Our Project Manager will be available 24/7 via mobile phone for:

- Schedule coordination
- Issue resolution
- Emergency situations
- City or PD questions

Documentation:

- Daily move logs tracking items relocated
- Incident reports for any damage or issues
- Sign-off sheets for department completion
- Photographic documentation when requested
- Final project closeout report

K. QUALITY CONTROL AND CLOSEOUT

Department-Level Closeout: At the completion of each department's move:

1. **Final walkthrough** with department representative
2. **Punch list** addressing any outstanding items
3. **Damage assessment** - document any issues requiring attention

4. **Sign-off** - obtain department confirmation of completion
5. **Lessons learned** - identify any process improvements for subsequent departments

Project Closeout: At completion of the entire relocation:

1. **Final walkthrough** of both buildings
2. **Comprehensive punch list resolution**
3. **Documentation package** including:
 - Daily move logs
 - Department sign-offs
 - Incident reports (if any)
 - Photographic documentation
 - Final inventory reconciliation
4. **Final meeting** with City and PD representatives
5. **Warranty period** - 14 days for addressing any issues related to reassembly or placement

L. CONTINGENCY PLANNING

Operational Flexibility: We understand that police operations take priority and that schedules may need to adjust with minimal notice. Our contingency planning includes:

Schedule Adjustments:

- Ability to postpone or reschedule departmental moves with 24-48 hours notice
- Flexibility to extend move days if operations require building closure
- Availability to work extended hours when needed
- Rapid response if emergency situations require immediate schedule changes

Manpower Scalability:

- Additional crew members available on short notice for larger-than-expected departments
- Backup personnel trained and ready if primary crew members unavailable
- Supervisor coverage to ensure consistency even during absences

Equipment Redundancy:

- Backup vehicles available if mechanical issues occur
- Spare equipment (dollies, tools, pads) to prevent delays
- Relationships with equipment rental companies for surge capacity

Problem Resolution:

- Project Manager empowered to make real-time decisions
- Direct communication channel to company leadership for escalation
- 24/7 availability for emergency situations

5. KNOWLEDGE OF SITE AND LOCAL CONDITIONS

Geographic Familiarity:

All Things Moving & Storage Solutions is intimately familiar with the Hollywood, Florida area and the specific logistics of operating in and around the project locations:

Project Site Locations:

- **3250 Hollywood Blvd** (existing Hollywood Police Department)
- **401 S. Park Road** (New Police Headquarters)
- **2741 Stirling Road** (off-site facility)

Local Knowledge Advantages:

Proximity: Our operational office is located **within 22 miles** of Hollywood City Hall, allowing for:

- Rapid deployment of personnel and equipment
- Real-time response to schedule changes
- Consistent project oversight by local management
- Easy coordination for planning meetings and walkthroughs

Traffic and Access: We understand the traffic patterns and peak congestion times in Hollywood, including:

- Hollywood Boulevard commercial traffic
- Morning and evening rush hour considerations
- Special event impacts (beach traffic, downtown events)
- Optimal timing for moving operations to minimize disruption

Adjacent Buildings Advantage: The proximity of the existing facility to the new headquarters provides unique advantages:

- Short transport distances enabling multiple trips per day
- Reduced fuel costs and environmental impact
- Easier coordination between buildings
- Ability to quickly address any placement issues or changes

Building Access: We will conduct thorough site assessments to understand:

- Loading dock configurations and capacity
- Elevator specifications and availability
- Parking and staging areas for moving vehicles
- Security checkpoints and access procedures
- Floor load capacities for heavy equipment

Local Subcontractor Market: While our standard approach is to self-perform all work with our own personnel and equipment, we maintain relationships with local vendors for specialty needs:

- Rigging services (if required for extraordinary items)
- Additional equipment rental (for surge capacity)
- Floor protection and building materials suppliers
- Modular furniture assembly/disassembly
- Specialty Safe movers

Regulatory Knowledge:

Local Codes and Permits: We are familiar with:

- Broward County commercial vehicle regulations
- Florida fire and safety codes affecting building access

Insurance and Compliance:

- Florida-licensed and insured moving company
- Commercial auto insurance meeting state minimums
- General liability insurance as specified in RFQ

Weather Considerations: Operating in South Florida, we understand:

- Summer rain and lightning protocols
- Hurricane season contingency planning (May-August window)
- Heat and humidity protection for personnel and equipment
- Outdoor loading/unloading weather protection strategies

Municipal Experience: My supervisor, Oscar, successfully managed and executed the complete relocation of the IRS building in Plantation, FL. This project reflects our team's extensive experience relocating municipal and government facilities, including coordination with multiple stakeholders, adherence to security protocols, and precise execution.

6. REFERENCES

All Things Moving & Storage Solutions provides the following three verifiable references for projects of similar size, scope, and complexity completed within the last five years:

REFERENCE 1:

Project Name:

Boies, Schiller & Flexner LLP – Las Olas Office Relocation

Client Organization:

Boies, Schiller & Flexner LLP

Project Description:

Multi-phase relocation of a nationally prominent law firm's Las Olas office, including an office-to-storage transition, internal reorganization, and selective disposal of confidential materials. The project required strict security controls, phased execution to minimize operational disruption, and precise coordination to protect attorney-client privileged documents and sensitive case files.

Project Value:

Confidential / Available Upon Request

Completion Date:

August 2023 – December 2023

Primary Contact:

Name: Amida Mendoza

Title: Office Administrator

Phone: 786-252-0982

Email: amendoza@bsfllp.com

Relevant Project Elements:

- **Staff Relocated:**
Approximately **40+ attorneys and administrative staff**
- **Duration / Phasing:**
Multi-phase relocation over approximately 4 months, including office-to-storage transition, internal reconfiguration, and final placement, executed to minimize operational disruption
- **Special Security or Access Requirements:**
 - Attorney-client privileged documents and active case files
 - Mandatory chain-of-custody protocols
 - Sealed, tagged, and zip-tied containers per firm policy
 - Controlled access with firm escort and authorized personnel only
 - Secure storage and documented tracking throughout all phases

- **Types of Specialty Equipment Handled:**
 - Legal file systems and banker boxes containing confidential materials
 - Secure e-crate systems for individual attorneys and staff
 - Office furniture and modular workstations
 - IT peripherals and office equipment requiring careful handling

REFERENCE 2:**Project Name:**

KW Partner SW – Pembroke Pines Office Relocation

Client Organization:

KW Partner SW (Keller Williams Realty – Pembroke Pines Office)

Project Description:

Complete office relocation for a high-traffic real estate brokerage, including the coordinated move of workstations, filing systems, IT equipment, and confidential client files. The project required precise planning and execution to ensure zero disruption to business operations.

Project Value:

Confidential / Available Upon Request

Completion Date:

December 2025

Contact Information:

Name: Danielle Hanson

Title: Market Center Leadership / Operations Contact

Phone: 786-290-8491

Email: daniellehanson@kw.com

Relevant Project Elements:

- **Zero operational disruption:** Office closed Friday evening and fully operational by Monday morning through a tightly coordinated weekend move
- **Confidential file handling:** Filing cabinets and file containers sealed, secured, and tracked to protect sensitive real estate client records

- **IT & equipment coordination:** Computers, printers, televisions, and office equipment disconnected, labeled, transported, and placed per floor plan for immediate use

REFERENCE 3:

Project Name:

Formula 1 Miami Event – Warehouse to Event Space Relocation

Client Organization:

Formula 1 Miami / Hard Rock Stadium

Project Description:

Comprehensive relocation and logistics support for the Formula 1 Miami race event, involving the transfer of equipment and materials from a 60,000 sq. ft. warehouse to the event space at Hard Rock Stadium. The project required precise scheduling, coordination of a large crew, and simultaneous deployment of multiple vehicles to meet high-volume event timelines over multiple years.

Project Value:

\$900,000 – \$1,000,000 per year

Completion Date:

February – August, 2023–2025

Contact Information:

Name: Jamona Hayling

Title: Former Director of Formula 1 Event Operations (currently with Miami Dolphins & Hard Rock Stadium)

Phone: 305-308-8564

Email: jamonahayling@gmail.com

Relevant Project Elements:

- **Peak crew and equipment deployment:** Managed up to 30 movers and drivers and 7 trucks simultaneously to execute large-scale event setup efficiently
- **Complex logistics:** Coordinated movement from a 60,000 sq. ft. warehouse to multiple event staging areas while maintaining timelines and minimizing disruption to event operations
- **Operational leadership:** Project managed by Manny Moussignac, demonstrating strong organizational capability despite the company's short tenure on paper, delivering consistent results over three consecutive years

Additional References Available Upon Request

7. LOCATION OF FIRM'S OFFICE

Primary Office Location:

All Things Moving & Storage Solutions
3313 N University Drive
Coral Springs, FL 33065

Operational Office:

1507 Green Road, Deerfield Beach, FL 33064

Distance from Hollywood City Hall:

Operational Office: 22 Miles

Primary Office: 26 Miles

Based on RFQ scoring criteria:

- Within 35 miles = 5 points
- Within 35-60 miles = 3 points
- Within 60-90 miles = 2 points
- More than 90 miles = 1 point

Office Capabilities:

Our Deerfield Beach office serves as the operational headquarters for this project and provides:

- Project management and administrative support
- Equipment and vehicle fleet storage and maintenance
- Personnel headquarters and staging area
- 24/7 dispatch and emergency response capability
- Close proximity for rapid deployment to project sites

Local Presence Advantages:

The proximity of our office to the Hollywood Police Department project sites allows:

- **Rapid response** to schedule changes or emergency needs
- **Cost efficiency** through reduced mobilization and travel time
- **Consistent oversight** by local management familiar with the area

- **Easy coordination** for planning meetings, walkthroughs, and site visits
- **Community investment** as a local business serving our community

8. FIRM'S RESOURCES (EQUIPMENT & PERSONNEL)

Company Financial Stability:

All Things Moving & Storage Solutions is a **financially stable, privately held, family-owned company** with **1 year of continuous operation**. The company maintains adequate working capital to support multiple simultaneous projects and ongoing contractual obligations.

All Things Moving & Storage Solutions has **no liens, bankruptcies, or financial judgments**, demonstrating sound financial management and long-term operational stability.

Equipment Resources:

Fleet:

- 3 26' box trucks
- All trucks equipped with:
 - Lift gates for heavy items
 - Maintained on regular service schedule

Moving Equipment Inventory:

- 3 heavy-duty appliance dollies (for safes and heavy equipment)
- 20 furniture dollies
- 15 hand trucks and platform carts
- Furniture sliders, lifting straps, and rigging equipment
- Professional-grade power tools for assembly/disassembly
- Extensive inventory of furniture pads, blankets, and protective materials

Specialty Equipment:

- Floor protection materials (Masonite, cardboard runners, carpet film)
- Ramps, portable loading docks, or other access equipment

Equipment Adequacy: Our equipment resources are more than sufficient to handle:

- The peak volume requirements of this project
- Multiple simultaneous departmental moves if scheduling requires
- Heavy specialty items including safes, vault shelving, and large TVs

- Three-month sustained operations without equipment shortages

Personnel Resources:

Current Workforce:

- 12 full-time moving professionals
- 4 experienced crew supervisors
- 2 project managers
- Administrative and logistics support staff

Project Staffing: For this project, we will assign:

- 1 dedicated Project Manager (full-time for 3 months)
- 1 on-site Supervisor (present during all move activities)
- [2-6] core moving crew members (consistent throughout project)
- Additional personnel available for peak volume days

Personnel Qualifications:

- Average [5] years of commercial moving experience
- Professional conduct and customer service training
- OSHA safety training
- Background check cleared prior to project start
- Uniformed and identified with company badges

Staffing Flexibility: We maintain adequate personnel resources to:

- Scale crew size week-to-week based on departmental needs
- Provide backup coverage for any absences or issues
- Add capacity on short notice if schedule accelerates
- Maintain consistent core team throughout project

Working Capital and Financial Capacity:

All Things Moving & Storage Solutions has sufficient working capital and financial resources to:

- Purchase all required materials upfront (boxes, packing supplies, floor protection)
- Maintain weekly payroll throughout 3-month project duration
- Cover vehicle fuel, maintenance, and operational expenses
- Respond to any unexpected equipment or material needs
- Complete the project without financial strain or interruption

Insurance Coverage:

- General Liability: \$1,000,000.00
- Workers' Compensation: Florida Workers' Compensation Exemption
- Commercial Auto: \$50,000

[Certificate of Insurance will be provided upon contract award]

