

TAMPA HILLSBOROUGH EXPRESSWAY AUTHORITY

CONTRACT No. O-00817

THIS CONTRACT is made and entered into effective as of the 1st day of July, 2017 by and between the **Tampa Hillsborough County Expressway Authority**, a body politic and corporate under and by virtue of the laws of the State of Florida, hereinafter referred to as "Authority," and **A-Stellar Property Maintenance & Landscaping, Inc.** a Florida corporation authorized to do business in the State of Florida with an office address of 5300 70th Avenue North, Pinellas Park, Florida 33781, hereinafter referred to as "Contractor."

WHEREAS, the Authority is created and established to construct, reconstruct, improve, extend, repair, maintain, and operate the "Expressway System," pursuant to Part IV, Chapter 348, Florida Statutes; and

WHEREAS, pursuant to Section 348.54, Florida Statutes, the Authority has been granted the power to make contracts of every name and nature and to execute all instruments necessary or convenient for the conduct of its business and for carrying out the purposes of the Authority; and under a competitive Request for Proposal selection process for landscaping services, the Authority Board selected the Contractor to provide such services in accordance with the terms and conditions set forth in the Contract; and

WITNESSED, that the Authority and the Contractor, for and in consideration of the sums and payments set forth below and other valuable considerations, do hereby mutually covenant, contract and agrees as follows:

1. Description of Work

- A. The general Scope of Work for Request for Proposals, ("RFP") No. O-00817, Project No. O-17-00817 consists of providing all the labor, equipment, materials, tools, transportation, supplies, insurance, incidentals, mobilization, demobilization and maintenance of traffic necessary to provide landscaping, hardscape and aesthetic lighting maintenance services for the Authority's Transportation Management Center, Brandon Parkway Gateway and Meridian Avenue Gateway, all located in Hillsborough County, Florida, (the "Project").
- B. All work shall be done in accordance with the Contract Documents, Plans and Specifications.

2. Contract Documents

- A. The documents listed below, hereto after known collectively as the "Contract Documents" are expressly agreed to be incorporated herein by reference, the same as though fully written herein or attached hereto, and made part of this "Contract" consists of the following:

Exhibit A The full extent of documents as set forth and listed in the Table of Contents of the Request for Proposal (RFP) document (known as RFP N:o. O-00817) dated April 14, 2017, including all forms, exhibits, attachments, and Letter of Clarification and Addenda issued thereto.

Exhibit B The full extent of documents and forms executed by the Contractor as submitted by Contractor to Authority on May 10, 2017.

Exhibit C Certificate of Insurance.

Exhibit D Payment Bond and Performance Bond.

3. Project Manager

- A. Contractor shall employ a fulltime, qualified "Project Manager" with a minimum of five (5) years' experience and familiar with landscaping, hardscape and aesthetic lighting maintenance activities as described in the project Scope of Work.
- B. The "Project Manager" shall be the single point of contact as liaison with the Authority and administration of the Contract for the Contractor.
- C. The "Project Manager" shall be the responsible person in charge of coordinating day to day work activities on task assignments, preparing the itemized task order estimates, schedules, payment applications, field decisions, crew scheduling, directing Contractors work forces, reports, material procurement, day to day administrative matters, coordinating the SBE policy to achieve the established goals and other related items necessary to fulfill the requirements of the Contract.
- D. The "Project Manager" shall be approved by the Authority. The Contractor shall replace the "Project Manager" if requested by the Authority for cause.
- E. The "Project Manager" shall be available to respond to any Authority emergencies 24 hours a day and during the course of the work to ensure timely response to emergencies, progress and quality of the work.

4. Performance

- A. Contractor represents that it has thoroughly studied and checked the drawings, specifications, and schedules for the proposed work and that Contractor has all of the labor, tools, applications, equipment, machinery, materials and incidentals required, therefore, Contractor covenants and agrees to furnish all such labor, tools, applications, equipment, machinery, materials and incidentals required to perform the proposal work generally doing or causing to be done all things necessary to complete in a workmanlike manner and in accordance with Exhibit A and Exhibit B.

5. Contract Term:

- A. The term of this Contract shall commence upon the Effective Date and continue for **one five (5)-year term**. The Authority reserves the option to renew this Contract for two additional one-year terms. Funding for the additional renewal terms is contingent on the Authority's continued authorization for project services.

- B. Renewal options, if exercised shall be authorized by written instructions in the form of a Task Order authorizing the funding amount for the renewal option being exercised issued by the Authority and requiring the Contractor's signature denoting its acknowledgement and acceptance to renew the Contract for the subsequent one (1) year term under the same terms and conditions.

- C. A Payment Bond and Performance Bond required by *Florida Statute § 255.05 (1)(a)*, must be executed and recorded in the public records of the Hillsborough County. Authority required insurance, as described in these Contract Documents, must be approved by the Authority prior to commencing work. Evidence of all required permits, documents and public recordings, must be submitted to the Authority prior to commencing work.

6. Contract Sum:

- A. The Authority shall pay to the Contractor, for the faithful performance of the Contract and subject to the additions and deductions as provided in the Contract Documents. Price schedule for the five (5) year term is as follows unless otherwise increased or decreased by the Authority through the issuance of a Change Order:

Year 1: July 1, 2017 to June 30, 2018	\$368,045.04
Year 2: July 1, 2018 to June 30, 2019	\$379,086.39
Year 3: July 1, 2019 to June 30, 2020	\$390,458.98
Year 4: July 1, 2020 to June 30, 2021	\$402,172.75
Year 5: July 1, 2021 to June 30, 2022	\$414,237.93

Total Five Year Term: \$1,954,001.09

Renewal Options:

Year 6: July 1, 2022 to June 30, 2023	\$426,665.07
Year 7: July 1, 2023 to June 30, 2024	\$439,465.02

7. Payments

- A. On or before the 25th day of each month after commencement of performance, but no more frequently than once monthly, the Contractor may submit to the Authority on forms acceptable by the Authority, a request for Payment/Invoice for the period ending the last day of the prior month and shall include supporting information and documentation (i.e. SBE Report, Updated Schedule, Release of Liens, etc.) as may be required by the Authority based on the work completed and materials stored on the site. Contractor shall submit monthly invoices to include: Application and Certificate for Payment; Work and Financial Performance Report; and Monthly Maintenance Report.

- B. If, during the progress of the work, it appears that the Contractor's bills or any subcontractor's or second-tier sub-contractor's bills for materials and labor are not being paid or sub-Contractors or second or lower-tier sub-contractors, if any, are not being paid and the Contractor fails to provide the Authority with satisfactory evidence of such payment, the Authority shall have the right to obtain releases, Waivers of Claims, Waivers of Lien and information from sub-Contractors and providers, and to withhold from the Contractor's monthly payments sufficient sums to protect itself against all losses from possible claims, and to apply the said sums to the payment of such debts. Before the final payment is made to the Contractor, Contractor shall provide to the Authority satisfactory evidence that all just invoices, liens, claims and demands Owner of his employees, sub-contractors, second-tier sub-Contractors, and of other parties from whom materials used in the construction of the Work may have been purchased or procured, are fully satisfied, and that the project is fully released from all such liens, claims and demands. Contractor shall provide an affidavit of full payment to all laborers, sub-contractors, material men and supplies, in a form acceptable to Authority.
- C. Payment of monthly invoices shall not constitute an acceptance of the work, an admission by the Authority that the work is done, or that its quantity or quality is satisfactory.
- D. Before payment is made, the Contractor shall provide to the Authority satisfactory evidence that all just invoices, liens, claims and demands of his employees, sub-contractors, second-tier sub-contractors, and of other parties from whom materials used in the construction of the work may have been purchased or procured, are fully satisfied and that the Project is fully released from all such lines, claims and demands.
- E. Contractor shall provide an affidavit of full payment to all laborers, subcontractors, material men and supplies, in form acceptable to Authority, if requested by Authority.
- F. Contractor shall submit to the Authority, with each monthly submittal of invoices a written report, using forms and/or formats acceptable to the Authority setting forth the current Small Business Enterprise (SBE) participation on the Contract as a condition precedent to the Authority's payment of said invoice(s). The report shall include, among other things, the name of each SBE firm, a description of the work performed by each firm, and the dollar value of the work performed by each firm.

8. Small Business Enterprise (SBE) Program Obligations:

- A. The Contractor agrees to enhance contracting opportunities for Small Business Enterprises, as defined in the Authority's SBE Policy adopted on February 25, 2002, (as amended), attached within Exhibit A, and incorporated herein by reference. Contractor agrees to comply with the Authority's SBE Policy in its efforts to achieve its anticipated level of SBE participation.
- B. In the event the Contractor is found to be in non-compliance with the Authority's SBE Policy, or fails to perform good faith efforts to include SBE Firms on the Project to meet

or exceed Contractor's commitment as submitted with its SBE Participation Statement, the Authority may impose sanctions against the Contractor including, but not limited to:

1. Withholding payments to the Contractor under the Contract until the Contractor remedies the "Anticipated SBE Participation Statement" deficiency;
 2. Termination of the Contract;
 3. Barring of the Contractor from bidding on future Authority projects.
- C. The Contractor understands that it is the responsibility of the Authority to monitor Contractor's compliance with the SBE Policy. In that regard, the Contractor agrees to furnish to the Authority monthly reports, using forms and/or formats acceptable to the Authority, on the progress of its SBE participation.
- D. The Contractor understands that each SBE firm utilized on the Project must be certified by an agency acceptable to the Authority under its SBE Policy. Any proposed change of participants from that listed on Contractor's Anticipated SBE Participation Statement shall be approved by the Authority.

9. Equal Opportunity:

- A. During the performance of this Contract, Contractor agrees that it shall not discriminate against any employee or applicant for employment because of race, age, creed, color, gender or national origin. Contractor agrees to post in conspicuous places available to its employees and applicants for employees, notices setting forth the provisions of this paragraph or stating that the "Contractor is an Equal Opportunity Employer."

10. Contract Modifications: Extra Work or Unclassified Work:

- A. Quantities of work or material in excess of those named in the Bid Proposal Form, and of the same kind, are not to be considered as extra work, and such excess, when authorized in writing by the Authority will be paid for at contract rates, as specified in the Contractor's proposal, Exhibit B.
- B. By mutual agreement this Contract may be modified by Change Order during the term of the Contract to include additional work substantially similar to work required under the Contract on property of Authority.

11. Insurance:

- A. Contractor shall not commence any work until insurance of the types listed in Insurance Requirements, Coverages and Limits of Exhibit "C" have been obtained. Contractor agrees to provide Certificate(s) of Insurance to the Authority. Such insurance shall be maintained in full force and effect during the term of this Contract or for a longer term as may be otherwise provided hereunder. All insurance shall be provided through companies authorized to do business in the State of Florida and considered acceptable to the Authority. All insurance coverages required of the Contractor shall be primary

over any insurance or self-insurance program carried by the Authority. The Authority's approval or disapproval of Contractor's insurance shall not release the Contractor and sub-contractors of their respective obligations to exercise due care in the performance of their duties.

- B. The Certificate of Insurance shall include the following statement: "The policy(ies) will not be cancelled or materially changed during the period of coverage without at least thirty (30) days prior written notice addressed to the Authority at the address set forth in this Contract or such other address as may hereafter be specified." The Authority reserves the right to review a copy of such policy or policies upon request.

12. Indemnification:

- A. Contractor agrees to indemnify and hold harmless the Authority, and its officers and employees, from liabilities, damages, losses, and costs, including but not limited to reasonable attorney fees, to the extent caused by the negligence, recklessness or intentional wrongful misconduct of the Contractor and persons employed or utilized by the Contractor in performance of the contract.

13. Bonds:

- A. Contractor shall obtain, execute, and deliver to the Authority a Payment Bond and Performance Bond in accordance with *Florida Statute* § 255.05, as further described herein these Contract Documents.

14. Record Retention:

- A. Contractor and its sub-contractors shall make available records, which includes books, documents, accounting procedures and practices, and other data, regardless of type and regardless of whether such items are in written form, in the form of computer data, or in any other form, and other supporting evidence to satisfy contract negotiation, administration and audit requirements of the Authority for three (3) years after final payment.

15. Assignments:

- A. The Contractor shall not assign this Contract to any other party without the prior written consent of the Authority.

16. Termination for Convenience:

- A. The performance of work under this Contract may be terminated by the Authority without cause whenever the Authority, at its sole discretion, shall determine that such termination is in the best interest of the Authority. Any such termination shall be effected by delivery of written Notice of Termination to the Contractor at least thirty (30) calendar days prior to the date of termination. Said notice shall instruct the

Contractor on how to proceed in completing any unfinished work and demobilizing from the site.

The Authority will pay for the progress of work completed by the Contractor to the date established for termination and cessation of work, as further described herein the Contract Documents.

17. Severability:

- A. If any provision of the Contract Documents shall be held invalid, it is intent of the Parties that it shall be deemed severable and that the remaining contract continues in full force and effect.

18. Public Records:

- A. The Contractor and its sub-contractor(s) shall comply with the provisions of Chapter 119, Florida Statutes, and shall permit public access to all documents, papers, letters, or other material subject to the provisions of Chapter 119, Florida Statutes, and made or received in conjunction with this Agreement. Upon receipt of any such public record request, the Consultant shall immediately notify the Authority of such request and fully cooperate with the Authority in responding to such request.

Failure of the Contractor and/or its sub-contractor(s) to grant such public access will be grounds for immediate termination of this Contract by the Authority.

IF THE CONTRACTOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE CONTRACTOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT, CONTACT THE CUSTODIAN OF RECORDS AT:

Debbie Northington
Administrative Services Manager
1104 E. Twiggs Street, Suite 300
Tampa, FL 33602
813-272-6740 ext. 118
Debbie@tampa-xway.com

19. Release of Information:

- A. No information relative to the existence or the details of the Services or the work shall be released by Contractor, either before or after completion of the Project, for publication, advertising or any commercial purposes without Authority's prior written consent.

20. Independent Contractor:

- A. Services rendered by the Contractor shall be rendered as an independent contractor and not as an employee for purposes of any tax or contribution levied by the Federal

Social Security Act or any corresponding state law with respect to employment or compensation for employment.

21. Solicitation:

- A. Contractor warrants that it has not employed or retained any company or individual to solicit or secure this Contract. Contractor further warrants that it has not paid or agreed to pay any individual, company, corporation, or firm any fee, commission, brokerage fee, percentage, gift or any other consideration, contingent upon or resulting from the award or making of this Contract. For breach or violation of this paragraph, Authority shall have the right to terminate this Contract without liability, and at its discretion, to deduct from the contract price, or otherwise recover, the full amount of such fee, commission, brokerage fee, percentage, gift or consideration.

22. E-Verify System:

- A. Contractor shall utilize the U.S. Department of Homeland Security's E-Verify System (www.uscis.gov) in accordance with the terms governing use of the system to confirm the employment eligibility of:
1. All persons employed by the Contractor during the term of the Contract to perform employment duties within Florida; and
 2. All persons, including subcontractors, assigned by the Contractor to perform work pursuant to this Contract with the Authority.
- B. Contractor shall provide proof of registration in the E-Verify System to the Authority upon execution of this Contract. Documentation evidencing Contractor's registration in the E-Verify System shall be incorporated herein and made part of this Contract.

23. Public Entity Crime Information Statement:

- A. The Contractor represents that it is not currently on the convicted vendor list as provided in its proposal, Exhibit B, under "Public Entity Crime Information Statement." The Contractor also represents that its sub-contractor(s) are not currently on the convicted vendor list, and that it shall notify the Authority immediately if, during this Contract, it or its sub-contractor(s) are placed on said list. A person or affiliate who has been placed on the said list following a conviction for a public entity crime may not transact business with any public entity in excess of the threshold amount provided in Section 287.017, Florida Statutes, for Category Two for a period of thirty-six (36) months from the date of being placed on the convicted vendor list.

24. Scrutinized Companies:

- A. In executing this Contract, Contractor certifies that it is not listed on the Scrutinized Companies with Activities in Sudan List or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List created pursuant to Section 215.473, *Florida Statutes*, or engaged in business operations in Cuba or Syria.

- B. Pursuant to Section 287.135(5), *Florida Statutes*, Contractor agrees that the Authority may immediately terminate this Contract for cause if the Contractor is found to have submitted a false certification or if Contractor is placed on the Scrutinized Companies with Activities in Sudan List or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List created pursuant to Section 215.473 *Florida Statutes*, or becomes engaged in business operations in Cuba or Syria during the term of this Contract.

25. Audit Right:

- A. Authority shall have the right to audit the books, records, and accounts of Contractor that are related to this Project. Contractor shall keep such books, records, and accounts as may be necessary in order to record complete and correct entries related to the Project.

26. Sub-Contractor(s):

- A. The Contractor shall maintain an adequate and competent staff for the purpose of performing the Work hereunder. The Contractor may associate and utilize specialists for the purpose of rendering the Work hereunder, without additional costs to the Authority, other than those costs negotiated within the limits and terms of this Contract. The Contractor shall require each authorized sub-consultant or subcontractor to adhere to the appropriate provisions of this Contract. The Contractor guarantees the payment of all just claims for materials, supplies, tools or labor and other just claims against it or any sub-consultant/contractor in connection with this Contract.

27. Unauthorized Aliens:

- A. The Authority will consider the employment by Contractor or its sub-consultant/contractor(s) of unauthorized aliens a violation of Section 274A(e) of the Immigration and Nationality Act. Such violation will be cause for unilateral cancellation of this Contract, by the Authority, if the Contractor knowingly employs unauthorized aliens.

28. Drug-Free Workplace:

- A. Contractor agrees and certifies that it either has or that it will establish a drug-free work place.

29. Truth-in-Negotiation:

- A. Signature of this Contract by Contractor shall act as the execution of a truth-in-negotiation certificate stating that wage rates and other factual unit costs supporting the compensation of this Contract are accurate, complete, and current as of the date of this Contract. The original Contract price and any additions thereto shall be adjusted to exclude any significant sums, by which the Authority determines the Contract price was increased due to inaccurate, incomplete, or non-current wage rates and other

factual unit costs. All such Contract adjustments shall be made within one (1) year following final payment.

30. Entire Agreement:

- A. This Contract embodies the whole agreement of the parties. There are no promises, terms, conditions, or obligations other than those contained herein and this Contract shall supersede all previous communications, representations, or agreements, either verbal or written, between the parties hereto.

31. Successors and Assigns:

- A. Authority and Contractor bind themselves, their successors, assigns, executors, administrators and other legal representatives to the other party hereto and to successors, assigns, executors, administrators and other legal representatives of such other party in respect to all terms and conditions of this Contract.

32. Notices:

- A. All notices or other communications regarding this Contract shall be made in writing and shall be deemed properly delivered to the addressee at the address set forth in this Contract or such other address as may hereafter be specified in writing by (a) hand deliver, (b) courier service or overnight service, (c) facsimile transmittal, (d) mailing of such notice or (e) by email transmission.

33. Waiver of Breach and Materiality:

- A. Failure by Authority to enforce any provision of this Contract shall not be deemed a waiver of such provision or modification of this Contract. A waiver of any breach of a provision of this Contract shall not be deemed a waiver of any other subsequent breach and shall not be construed to be a modification of the terms of this Contract.

34. Governing Law:

- A. This Contract shall be interpreted and construed in accordance with and governed by the laws of the State of Florida. Any controversies or legal problems arising out of this Contract and any action involving the enforcement or interpretation of any rights hereunder shall be submitted to the jurisdiction of the State courts of the Judicial Circuit of Hillsborough County, Florida, the venue situs, and shall be governed by the laws of the State of Florida.

35. Venue:

- A. In the event of a dispute relating to or arising from this Contract, the parties agree that jurisdiction and venue for any litigation would reside in the appropriate state court located in Hillsborough County, Florida. FURTHER, BOTH PARTIES HEREBY

AGREE AND STIPULATE TO WAIVE ANY RIGHT TO A TRIAL BEFORE A JURY OF MANNER ARISING FROM OR RELATING TO THIS CONTRACT.

36. Disputes:

- A. The Authority Board shall decide all questions, difficulties and disputes of any nature whatsoever that may arise under the Contract by reason of the prosecution and fulfillment of the work described and the character, quality, amount and value thereof. The Board's decision upon all claims, questions and disputes shall be final, subject to Contractor's right to seek judicial review of any Board decision.

37. Legal Fees and Costs:

- A. The parties agree that in the event that it should become necessary for either party to employ an attorney to enforce any of its rights hereunder, the prevailing party shall be entitled to reimbursement of all costs and expenses, including attorney's fees and paralegal fees (at both trial and appellate court levels) which may reasonably be incurred or paid at any time or times by it in connection therewith.

38. Counterparts:

- A. This Contract may be executed in several counterparts and each counterpart shall constitute an original of this Contract.


39. Captions:

- A. Captions contained in this Contract are inserted only as a matter of convenience and in no way define, extend or describe the scope of this contract or the intent of any provision hereof.

[REMAINDER OF PAGE INTENTIONALLY LEFT BLANK]

IN WITNESS WHEREOF, the parties have caused this instrument to be signed and witnessed by their respective duly authorized officials all as the dates set forth below.

**TAMPA-HILLSBOROUGH
EXPRESSWAY AUTHORITY**

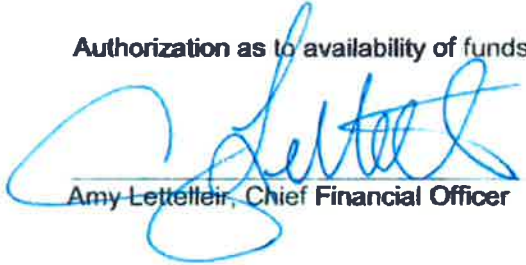
By: 
Vincent Cassidy
Chairman

Date: 6/21/17

Attest: 
Joe Waggoner
Executive Director

Date: 6/21/17

Authorization as to availability of funds:


Amy Lettelleir, Chief Financial Officer

Approved as to form, content and legality:


Patrick T. Maguire, Esq. General Counsel

A-STELLAR PROPERTY & LANDSCAPING, INC.

By: 
Matthew Shinn
President

Date: 6/15/17

Witnesses to the signature of Contractor:

Signature: 

Printed name: Sally Fisher

Signature: Man Le

Printed name: MAN LE

**SELMON EXPRESSWAY LANDSCAPING SERVICES,RFP
#0-16-00115**



**A-STELLAR PROPERTY MAINTENANCE
& LANDSCAPING, INC.**

**5300 70th Ave. N
Pinellas Park, FL 33781**

**Matthew M. Shinn
President**

**813-270-9637 Cellular
727-827-2981 Office
727-827-2982 Facsimile**

**Mstuning1@hotmail.com
A-Stellar1@hotmail.com**

TABLE OF CONTENTS

Section A	Letter of Interest
Section B	Organization/ Key Personnel Summary
Section C	Relative Experience and References
Section D	Assessment/Ideas for Improvements
Section E	Declaration of Respondent
Section F	Public Entity Crimes Form
Section G	Bidders Opportunity List
Section H	Anticipated SBE Participation Statement
Section I	SBE Outreach Action Plan
Section J	Conflicts of Interest Statement
Section K	Questionnaire
Section L	Certification Regarding Scrutinized Companies List
Section M	Acknowledgment of Receipt of Addendums
Section N	Distance Statement
Section O	Price Proposal Form
Section P	Price Proposal Worksheet

Organization/ Key Personnel Summary

A-Stellar Property Maintenance & Landscaping, Inc. will be utilizing the combined efforts of numerous small businesses in the greater Tampa Bay area. The combined experience between the many companies will be exponential. Listed below are the company names and qualifications.

▪ **A-Stellar Property Maintenance & Landscaping Inc.**

A-Stellar is a family owned and operated company with over 15 years experience in the field of Landscaping and Grounds Maintenance. We strive to go above and beyond the normal property needs. It is our goal to treat each property as if it was our showcase property.

We pride ourselves in offering the following services:

Grounds maintenance
Fertilization and pest control
Full irrigation service
Full landscape service
Sod installation
Low level lighting , High level Lighting
Mulch & Stone, Etc.

We have driven ourselves in assembling one of the elite maintenance companies in the greater Tampa Bay area. Matthew M Shinn/ Owner is 100% hands on in all the companies day to day activities. With over ten years experience as a general manager at a large grounds maintenance firm he has instilled all that he knows into his company A-Stellar. Utilizing the attributes of all his key personnel to offer a full range of services.

Business License #15-00153332/ Ag License #118885/ Arborist Cert. FL 6258-A /100%SBE Certified

▪ **A Greener Turf Inc.**

A Greener Turf, Inc. has been a leader in Lawn and Ornamental fertilization, weed and insect control with over 65 years experience. Using the highest quality pest and weed control care for lawns, trees and shrubs. Business License #15-00153481/ JB173158/JF2427/LF184020

▪ **EZ Mulch**

In changing the industry standards EZ Mulch has utilized the blower truck technology. Providing a service that surpasses all others. Taking full consideration in promptness, completing all scheduled work in a timely, manageable fashion.

▪ **John Eckerdt/ Precision Electric of Tampa Bay**

John Eckerdt has been in the electrical field for over 25 years. Working in all aspects of the electrical industry. He has brought innovative programs to the lighting world. As part of the A-Stellar team he will provide a service that will ensure proper maintenance of all electrical needs as per scope.

▪ **Amplex/ Certified Nurseryman**

George Kostilnik began Amplex in 1985 in Clearwater, Florida. The idea was to provide landscape contractors a single source for a broad range of material, from large palms and trees to groundcover and annuals, by re-wholesaling or brokering.

Because of our high quality standards and with the help of many fine nurseries the business has grown impressively. Every day our network of vendors grows as our field buyers search out new sources for the best products. In 2001 a 100 acre property was acquired to fulfill a need to produce our own premium plant material.

At Amplex we understand the importance of a customer. We work hard to develop loyal relationships with our clients by combining the best products with great customer service. Over the years our customers have helped us gain the knowledge and experience to better serve the landscape industry.

▪ **Richard Bailey Professional Forester**

Richard Bailey is recognized and respected throughout the Tampa Bay area by professionals within the industries he serves, as a consultant of integrity and professionalism, who is not only highly qualified, but also wise and skilled in the application of his knowledge.

He graduated from the University of Florida in 1977 with a Bachelor of science degree in "Forest Resources and Conservation"

In 1993, Richard received his certification from the International Society of Arboriculture (ISA) as a Certified Arborist.

In 2007 he earned his certification from the ISA as a Board-Certified Master Arborist (BCMA) {certification #: SO-0369B}.

Richard is also a Certified Pest Control Operator - Commercial Lawn & Ornamental {Cert. #: JF126716} by the State of Florida, Department of Agriculture and Consumer Services, Bureau of Entomology and Pest Control.

He has served as the President of the Utility Arborist Association in 1993 and as the President of the Florida Chapter of the International Society of Arboriculture in 1998.

He enjoys the confidence and respect of both his clients and fellow arborists.

▪ **Leon & Son Sod Corp**

Leon & Son has been in the sod industry for over 20 years in the Tampa Bay area. Supplying to all phases, Commercial, Residential and all other scopes.

Relative Experience and References

- 1) Brookdale Senior Living Inc. Currently A-Stellar Property Maintenance and Landscaping Inc Maintains 32 Communities for Brookdale . Covering Spring Hill to Venice to Sun City Center and Winter Haven. We are currently Brookdale's largest vender per property count/ Capitol. They are the nation's largest company in senior living and A Stellar is the premier vendor. We standardized their communities in the property maintenance scope. We have been under contract since June 2006 and have had a business relationship with the previous company ARC for 4 years prior. Attached you will find a Reference letter. Yearly contract total \$819,037.56**

- 2) A-Stellar Property Maintenance and Landscaping, Inc has attracted the business of Boxers (Antonio Tarver), T.V. moguls (Tony Little, Kevin Harrington), Baseball players (Carl Everett). We currently service over 166 properties all of which have been acquired over the last four years. A-Stellar does not and has not ever advertised or solicited contracts. We have built our company on 100% word of mouth and referrals. We pride ourselves on honesty and pride, the two most valuable aspects in business.**

- 3) Sentinel Real Estate; is currently under contract for 7 of their premier apartments communities in the Brandon and Wesley Chapel area, what started with 2 communities 3 years ago have become 7 communities to date due to the high standards, integrity and level of service we provide. Yearly contract total \$ 522,639.72**

2-5-2015

RE: Reference Letter

To whom it may concern:

Matt Shinn, owner of A-Stellar Property Maintenance & Landscaping, Inc. has been working at one of my Brookdale communities since 2007.

Matt was introduced to me when I was a Director of Maintenance at Bahia Oaks Lodge in Sarasota, Fl. My first request of Matt was to do something with the road frontage side of that community. I told him I wanted people to hit their brakes as they drove by and say wow, look at that new landscaping. Matt accomplished exactly that and very shortly after won the Beautification award from the Sarasota Garden Club. They remarked at the ceremony that they never gave the award to the same company two years in a row. Matt went on to win that award two more times before being awarded the prestigious "Silver Cup".

I currently oversee 250+ communities from Florida to Maryland for Brookdale. While Matt covers all of my Southwest Florida communities from Spring Hill to Englewood I would not hesitate to write contracts with him for as many communities as he would like. Actually, we did that just this year with the acquisition of Emeritus Senior Living. Matt currently maintains twenty six (26) communities for me and continues to grow with Brookdale. While some of his communities are smaller and only require one team, he has some of our Entry Fee communities (under a different Senior Director) that we consider small cities and it takes multiple trucks to maintain.

Matt has been a great friend over the years and maintains that professionalism regardless of what time of day it is or what day of the week it is. He can still be found out in the "field" overseeing jobs with his team and make no mistake about it, he is my go to project company and my consultant when it comes to landscaping projects outside of the state. It was only a few weeks back when I called him on site from Maryland and asked that he be a consultant on the project.

Matt has grown his company and his capacity since I was first introduced to him at Bahia back in 2007. He now has his own fertilization branch, Arborist Certification and the list goes on. I believe enough in Matt that I mentor my twenty something year old son in Texas through Matt as he starts to grow his own landscaping business.

I deal with a lot of vendors on large, multi- million dollar projects every year. I would rank Matt both personally and professionally, up there with the best of them. He is more than qualified for anything he goes after.

If further information is needed, please contact me via my office phone.

Thank you,

Dan Allen

Sr. Director of Asset Management
Southeast Division

Brookdale

6737 W. Washington Street | Suite 2300 | Milwaukee | WI 53214
Direct (414) 918-5489 | Cell (414) 323-9579 | Fax (414) 292-4859 | www.brookdale.com





1775 Hancock Drive Ste 200, San Diego CA 92110

February 16, 2015

Matthew M. Shinn
A-Stellar Property Maintenance & Landscaping Inc.
PO Box 398
Safety Harbor, FL 34695-0398

To Whom It May Concern

Please accept this letter as reference from Pacifica Companies for the outstanding services currently being provided for Landscape Maintenance, Irrigation, Design, and Installation as well as all of our Tree/Palm Trimming and Arborist needs at several locations statewide.

I have found Matthew and his team to be reliable and trustworthy. Their care, knowledge and understanding in the presentation of our property have assisted us in maintaining an inviting and welcoming atmosphere to our residents and visitors.

All installs and maintenance undertaken have been thorough, with close attention to detail, and completed to a high quality standard. Matthew and his team stay in continuous contact regarding the condition of the landscape and maintenance of all our properties. I have found his advice to be both creative and reliable, and have been fully satisfied with the work he has carried out. They are always available to answer questions, offer suggestions and always have options for any challenge that comes up. The response time has been excellent for both routine and special services requested by us after weather related incidents, maintenance and new renovation install.

We fully appreciate their input and willingness to work with a wide range of budgets and desired looks, as well as their openness to change. We have no hesitations in recommending A-Stellar for any upcoming projects you may have. Should you require any additional information, please do not hesitate to contact me.

A handwritten signature in black ink that reads "Trichia Harrison". The signature is written in a cursive, flowing style.

Trichia Harrison
Regional Renovations Project Manager
Pacifica Companies
702-576-3393
tharrison@pacifichost.com



February 18, 2015

To Whom It May Concern:

I completely recommend A-Stellar Property Maintenance and Landscaping for all your landscaping needs. I have been using their services for several years now, and I have never been disappointed with the quality of work.

Matthew Shinn and his team are dedicated and professional. Matthew is not interested in doing something simply so he can charge you for it. Instead, he works carefully with you, and together you decide on the best approach for your property.

A-Stellar Property Maintenance and Landscaping is easily the best landscaping company in town, and it would be a mistake not to hire them as soon as possible.

Please feel free to reach out to me if you have any additional questions or need a verbal referral.

Respectfully,

A handwritten signature in black ink, appearing to read "Sandy Clark", written over a horizontal line.

Sandy Clark

District Manager

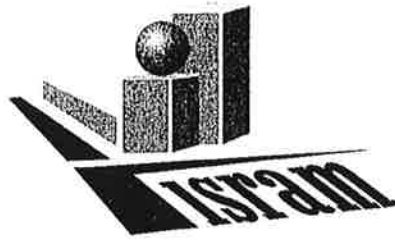
Sentinel Real Estate Corporation

*Sandy Clark
District Manager*



Sentinel Real Estate
Corporation

1007 Tabor Drive, Suite 200
Burlington, VT 05411
Telephone: 813-685-1071
Fax: 813-685-1969
info@sentinelre.com



February 22nd, 2015

Realty & Management, Inc.

A-Stellar Property Maintenance & Landscaping, Inc
Matthew M. Shinn

To Whom It May Concern,

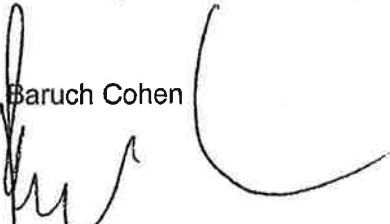
I am writing to recommend the services of **A-Stellar Property Maintenance & Landscaping**. In my capacity as the Director of Operations, I have been using A-Stellar for the past five years to maintain our property landscaping for several multi-family apartment complexes in the Tampa area. In addition, A-Stellar performed for our company several large scale projects such as major landscaping improvements, grading, decking, and new irrigation systems.

I have always been completely satisfied with A-Stella's commitment to excellence. A-Stellar is always on hand for a very professional and detailed job completion, communicate well on any matter, and offer competitive rates.

Matthew Shinn has always been responsive to any call from my managers and staff in the properties, addressing any concern in a serious and timely manner.

If you have any questions, please feel free to contact me.

Sincerely,

Baruch Cohen

C.O.O

WATERSIDE RETIREMENT ESTATES

February 16th, 2015

RE: Letter of Reference

To whom it may concern,

I take great pleasure in writing this letter based on my personal experience and interactions with Matthew Shinn, President of A-Stellar Property Maintenance & Landscaping, Inc. Matt has been associated with Brookdale Senior Living for approximately 15 years, here at Waterside 4 years. Matt has engineered and completed several major landscape projects at this community with outstanding results. His experience matched with his attention to the smallest details, allows us to reap the benefits daily. A-Stellar has held a contract with this community and is directly responsible for its Landscape needs. In addition we have tasked A-Stellar for other types of request such as but not limited to, masonry repair, drainage control, metal work etc. Matt's commitment to his customers is the finest I have experienced. His can do attitude, matched with his dedication, has improved this community's appearance greatly. A-Stellar, has established itself, with Brookdale, for what I perceive to be a long term relationship.

Sincerely,
Marty Martel
Director of Engineering

ELEMENT NATIONAL
MANAGEMENT

February 16, 2015

To Whom It May Concern,

Our company has had the pleasure of working with Matt Shinn who is the Owner and Manager of A-Stellar Property Maintenance & Landscaping, Inc. since late 2009. Matt and his company provide complete landscaping services to one of our largest multi-family properties, The Reserve at Lake Pointe, which is an 806 unit apartment community located in St. Petersburg, Florida. After working with Matt and his crews at this property for a year, we awarded him two other properties located in Clearwater and Tampa. As it relates to the routine, ongoing maintenance of our properties, he and his company are 1st rate! A-Stellar fulfills all contracted assignments on a regular basis and goes well above the call of duty to perform additional work, please our Owners, Property Managers and Residents. Matt is always planning ahead, is an excellent communicator and has helped us effectively solve many on site problems. On many occasions, he has performed additional projects for us or if he was not able to perform the work, he has referred capable vendors to us for projects. Matt is honest, highly responsible and responsive and works hard to add value and make our lives easier. In late 2013, our construction company awarded A-Stellar with large landscaping re-install projects on two of our properties. A-Stellar has completed all contracted work on time and under budget.

In short, we are very happy with our relationship and with the service that we receive with Matt Shinn and A-Stellar. We would highly recommend him and his company. We always feel as if he has our best interest at heart and consider him a partner and friend.

Sincerely,



Patti Harris
Executive V. P of Operations
Element National Management



Feb 16, 2015

To Whom It May Concern:

This recommendation letter is for Matt Shinn, President of A-Stellar Landscaping.

A-Stellar has been a supplier for Brookdale for the past 15 years, of which I've supported the relationship for the past 9 years. I work out of our corporate headquarters in Brentwood, TN and with many suppliers this can present a challenge as I don't have eyes and ears directly at our properties on a regular basis. However with A-Stellar, I have not had one issue, complaint or concern. This has made not only my job easier, but has positively impacted the properties (senior living communities) in which he serves for us. A-Stellar grew from servicing 3 properties, to now servicing over 25. This increase in business is directly related to the outstanding leadership and dedication of the president, Matt Shinn. He has been the most dependable, reliable, and hardworking partner we've had. He has taken over properties from other landscapers that left the landscaping looking horrible, and transformed it almost overnight to our standards and expectations. Matt's team does this without any hesitation or complaint. He works diligently on all projects he manages and continually updates our team in the field as well as myself at corporate of any issues or concerns. In addition, he participates in our resident council meetings which are a true example of him going above and beyond the scope of work.

Matt has been instrumental in building a strong relationship with our locations and residents. He has the right attitude, work ethic and professionalism to be successful at whatever he takes on. I would highly recommend A-Stellar for any contract.

Regards,

Jennifer Nolan
Vice President Procurement Strategy

JN

February 17, 2015

To Whom It May Concern,

Matthew Shinn and his team at A-Stellar Property Maintenance and Landscape Inc. have been crucial to the maintenance of the 12 acres surrounding The Florida Aquarium since October of 2013. A-Stellar's commitment to quality work and customer service has brought the Aquarium's grounds to a higher level. They are extremely skilled in all areas related to landscaping and maintenance. Their cooperative attitude makes the partnership an enjoyable experience. They are always willing to go that extra mile to be sure that the aquarium is in excellent shape for our guests and special events. Their installation team has been key in paving the pathways to our new Sea Star Pavilion success.

It's been a pleasure working with Matt and his team at A-Stellar and I would recommend hiring him for any of your landscape maintenance needs.

Feel free to call me directly if you wish to discuss.

Julia S. Stack
Horticulture Curator
The Florida Aquarium
(813) 273-4000 (x4234)



Catholic Charities-Pinellas Village, Inc.

February 16, 2015

To Whom It May Concern:

I am the property manager for Catholic Charities-Pinellas Village and I am delighted to write this letter of recommendation on behalf of Matthew Shinn, President of A-Stellar Property Maintenance & Landscaping, Inc. There are specific qualities that I look for in a service provider, honesty, quality, dependability and accountability. A-Stellar Property Maintenance & Landscaping exhibits all of these qualities and excels at their trade. Over the last year we have developed an excellent working relationship with Matthew Shinn and his staff.

It had been a nightmare for me over the last three years trying to find a landscaping company that could meet my needs as far as being on time, someone to do quality work and a company I did not have to worry about checking to see if the job was complete. I have been in property management for over 25 years and I have to say that A-Stellar Property Maintenance & Landscaping is the best of the best.

A-Stellar does the lawn maintenance a monthly basis. In addition we recently contracted A-Stellar Property Maintenance & Landscaping to design and replace plants throughout our property. We are all extremely pleased with the results, including our residents! A-Stellar Property Maintenance & Landscaping helped us choose the right plants and design for the job in order to get the look we wanted and stay on budget. They also made suggestions along the way and were very flexible in accommodating our requests.

The foreman and his crew are always extremely courteous to our staff and residents. Based on their performance, I would highly recommend A-Stellar Property Maintenance & Landscaping. Please feel free to contact me with any questions or inquires.

Thank you,

Judy Vargas

Judy Vargas

Catholic Charities-Pinellas Village
Property Manager

Providing help. *Creating hope.*

CATHOLIC CHARITIES, DIOCESE OF ST. PETERSBURG, Inc.

8384 Bayou Boardwalk
Largo Fl 33777
(p)727-399-2500 ext 22
(f)727-399-8995

LANDSCAPE DESCRIPTION AND SPECIFICATIONS

TURF

A. Fertilization initial application

Contractor shall have full responsibilities of determining the proper formulations and rates of all fertilizers to maintain healthy vigorous turf. Contractor shall be expected to apply any minor nutrients necessary to maintain a healthy turf. Contractor shall be responsible for removing any excess fertilization from paved surfaces, curbs, and sidewalks.

B. Fire Ant Control initial application

Contractor shall be responsible for the control of fire ants throughout maintained areas. Mounds are to be removed and soil leveled to previous grade after ants have been killed. Contractor shall be responsible for removing any excess pesticide applications from paved surfaces, curbs, and sidewalks.

C. pH Adjustment if needed

Contractor is responsible for adjusting improper pH by applying up to 50 pounds per 1000 square feet of lime or up to 10 pounds of sulfur per 1000 square feet.

D. Insect & Disease Control initial application

Contractor shall be responsible for weekly inspections of the entire property and treatment of any insect or disease related problem, including mole crickets, chinchbugs, and grubs. Contractor shall be responsible for removing any excess pesticide applications from paved surfaces, curbs, and sidewalks.

E. Water

Contractor shall be responsible for damage to irrigation and water supply items that were not reported to the Management Company in writing, and will be responsible for replacement of these items.

Contractor shall be responsible for monitoring the moisture levels in turf areas and reporting any problems, in writing, that may be present during the maintenance visit.

Contractor shall not be responsible for the hand watering of any turf area unless plant material is under additional warranty.

F. Turf Weed Control initial application

Weeds are to be controlled in turf areas by mechanical, physical and chemical methods. Contractor shall maintain all turf in such a way as to control and strive to eliminate weeds. Crabgrass and Bermudagrass shall be considered weeds when found in St. Augustine turf.

Contractor shall be responsible for removing any chemicals used in treating weeds from paved surfaces, curbs, and sidewalks.

II. SHRUB AND GROUNDCOVER MAINTENANCE

A. Fertilization initial application

Contractor shall have full responsibilities of determining the proper formulations and rates of all fertilizers to maintain healthy vigorous shrubs. Contractor shall be expected to apply any minor nutrients necessary to maintain healthy shrubs. Contractor shall be responsible for removing any excess fertilizer from paved surfaces, curbs, and sidewalks.

B. pH Adjustment if needed

Contractor is responsible for adjusting improper pH by applying up to 50 pounds per 1000 square feet of lime or up to 10 pounds of sulfur per 1000 square feet.

C. Insect & Disease Control initial application

Contractor shall be responsible for weekly inspections of the entire property and treatment of any insect or disease related problems. Contractor shall be responsible for removing any excess pesticides from paved surfaces, curbs, and sidewalks.

D. Water

Contractor shall be responsible for monitoring the moisture levels in bed areas and reporting any problems, in writing, that may be present during the maintenance visit. Contractor shall be responsible for damage to plants that were not reported to the Owner and/or Management Company in writing, and will be responsible for replacement of these items.

Contractor shall not be responsible for the watering of any shrub or groundcover areas unless plant material is under warranty.

E. Staking

Staked trees shall be re-staked and adjusted as often as necessary. Stakes shall be adjusted and/or removed when deemed appropriate by Consultant and/or Contractor.

III. PLANTER BED SPECS

A. Bed Preparation

Contractor shall be responsible for measuring and confirming the bed areas based on plant spacing as specified. Contractor shall also be responsible for planting the specified size of plant material designated by Consultant. Contractor shall be responsible for taking general and micronutrient tests planter bed areas. The Owner and Consultant should receive copies of test results and a list of actions to be taken by Contractor to correct all problems identified by report.

Beds shall be tilled to a depth of 4 inches with all amendments thoroughly mixed. Fertilizers should be raked into the top two (2) inches of soil mix. pH adjustment should be made prior to mulching. Remove rocks and debris, and trench all sides of bed which face curb or turf at a depth of three (3) inches before final mulching.

B. Shrub/ Plant Materials Replacement

Contractor shall be responsible for replacing any PLANT MATERIALS that have declined, died or failed to maintain a healthy, vigorous appearance in the opinion of the Owner and/or Consultant. WARRANTY/ 1 YEAR /IN WRITING

C. Mulching

Bed areas shall have Three (3) inches of Grade A Natural mulch at all times, not allowing bare soil areas to be visible.

D. Fertilization

Contractor shall have full responsibilities of determining the proper formulations and rates of all fertilizers to maintain healthy vigorous plants. Contractor shall be expected to apply any minor nutrients necessary to maintain healthy plants. Contractor shall be responsible for removing any excess fertilizer from paved surfaces, curbs, and sidewalks.

E. Watering

Contractor shall be responsible for monitoring the moisture levels in bed areas and reporting any problems, in writing, that may be present during the maintenance visit.

Contractor shall be responsible for damage to items that were not reported to the Owner and Management Company in writing, and will be responsible for replacement of these items. Contractor shall be responsible for manual or mechanical watering of plant material as needed to maintain healthy plants.

IV. MULCHING FOR TREE AND SHRUB BED AREAS

A. Mulch

Contractor will be responsible for pricing ONE (1) complete applications of Grade A Natural mulch, which will occur upon the final installation of plant material. Mulch is to be spread at a depth of three (3) inches such that none of the old or previously laid mulch is visible. Contractor is responsible for accurate measurement of all bed areas and tree circles as part of the bid process. Contractor is responsible for spot mulching of any bare soil areas that result due to the underestimation of mulch or landscape maintenance performance, i.e., mower damage around bedlines, treewells, etc. Contractor shall be responsible for removal of mulch from paved surfaces, curbs, and sidewalks.

B. Trenching

Bedline edges shall be trenched and beveled at a depth of three (3) inches along bed areas that are bordered by sidewalks, curbs, and annual bed areas. All beds bordered by turf shall be defined and only have areas growing into the beds removed. A three (3)-inch deep trench along turf bedlines are not required. All tree wells located in turf areas shall have root balls raked smooth, and shall be trenched and beveled at a depth of three (3) inches.

V. GENERAL SITE MAINTENANCE: TRASH, WEED CONTROL AND DEBRIS DISPOSAL

A. Clean Up Procedures

Weekly

As a part of each weekly landscape service, a general cleanup program will occur. The cleanup program shall involve a policing of all maintained areas for the removal of paper, cans, bottles, sticks, cigarette butts, leaves, and other debris. Also a complete sweeping or blowing, by mechanical means, of the entire roadways, curbs, gutters, drains, and sidewalk areas will be performed. This will encompass complete removal other trash that has settled in these areas.

Daily -- (Monday through Friday)

As a part of the daily work, the Contractor shall be responsible for removing trash from all areas except for the days of the weekly service. Daily trash removal shall involve removing any larger debris such as cans, bottles, bags, and paper.

B. Disposal of Debris

All debris shall be disposed of off site. Owner shall furnish area for Contractor dumpster storage.

Assessment/Ideas for Improvements

Meridian Avenue

- Assessment; Continue with the refurbishment of plant materials in areas that are bare due to continuous vehicular and pedestrian traffic.
- Re-install and repair all Oak and Palm tree lighting as specified by THEA.
- Pressure wash, re-sand and re-seal all pavers along the East side of Meridian Avenue.
- Apply a new finish to all pedestrian benches, garbage vestibules, bollards and light pole bases.

Brandon Parkway/Feeder Roads

- Assessment; Continue with the refurbishment of plant materials in areas that are bare due to continuous vehicular and pedestrian traffic.
- Request that a plan of action be discussed in regards to the replacement of a majority of the existing palm up-lighting fixtures. Due to the current age of these fixtures, weather and radiant heat they are becoming un-repairable and need to be replace
- Pressure wash and refinish all hardscape features including the waterproofing of the overlook docks at Lakewood and Paul's.
- Apply a new finish to all pedestrian benches, garbage vestibules, bollards and light pole bases.

equipment, and work or labor to which they relate; or in any portion of the profits thereof.

- (6) That by submitting a proposal, the Respondent agrees and acknowledges that it will provide the full complement of staff required to perform the scope of work, including the specific individuals named in the its proposal and the specific key personnel named in its proposal shall remain assigned for the duration of the project, unless otherwise agreed to in writing by the THEA.
- (7) By submitting this response, Respondent accepts and acknowledges that Respondent can comply with all terms and conditions set forth in the solicitation including, without limitation, the insurance and performance/payment bond requirements and the indemnification provisions.
- (8) The person signing hereby warrants that they are duly authorized to sign and bind on behalf of the Respondent.

IN WITNESS WHEREOF, this response is hereby signed and sealed as of the date indicated below.

ATTEST:

RESPONDENT:

Michael E Christenson
(Witness Signature)

Michael E Christenson
(Printed Name of Witness)

(Witness Signature)

(Printed Name of Witness)

A-Stellar Property Maintenance & Landscaping, Inc.
Firm Name

By: Matthew M. Shinn
(AUTHORIZED SIGNATURE)

Matthew M. Shinn
(Printed Name of Signer)

President
(Title of Signer)

3/8/2015
(Date Signed)

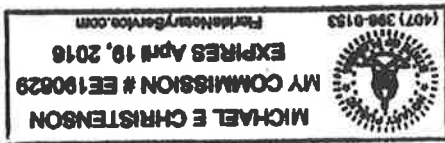
NOTE: The person signing for the Respondent shall in his/her own handwriting, sign the Company's name, his/her own name and his/her title. Where the person signing for a corporation is other than the President or Vice-President, he/she must by affidavit, show his/her authority to bind the Company. Said affidavit shall be attached to this Declaration of Respondent.

STATE OF Florida

COUNTY OF Pinellas

Sworn to (or affirmed) and subscribed before me this 8 day of March 2015, by

Michael E Christenson
(Name of Individual Signing)



Michael E Christenson
Signature of Notary Public

My Commission Expires: April 19, 2016

[Apply Notary Seal Here]

PUBLIC ENTITY CRIMES STATEMENT**SWORN STATEMENT UNDER SECTION 287.133(3)(a), FLORIDA STATUTES**

1. This sworn statement is submitted to Tampa-Hillsborough County Expressway Authority

by Matthew M Shinn / President

[print individual's name and title]

for A-Stellar Property Maintenance & Landscaping, Inc.

[print name of entity submitting sworn statement]

whose business address is 5300 70th Ave N, Pinellas Park, FL 33781

and (if applicable) its Federal Employer Identification Number (FEIN) is 20-3090977

(If the entity has no FEIN, include the Social Security Number of the individual signing this sworn statement: _____.)

2. I understand that a "public entity crime" as defined in a Paragraph 287.133(1)(g), Florida Statutes, means a violation of any state or federal law by a person with respect to and directly related to the transaction of business with any public entity or with an agency or political subdivision of any other state or of the United States, including, but not limited to, any bid or contract for goods or services to be provided to any public entity or an agency or political subdivision of any other state or of the United States and involving antitrust, fraud, theft, bribery, collusion, racketeering, conspiracy, or material misrepresentation.

3. I understand that "convicted" or "conviction" as defined in Paragraph 287.133(1)(b), Florida Statutes, means a finding of guilt or a conviction of a public entity crime, with or without an adjunction of guilt in any federal or state trial court of record relating to charges brought by indictment or information after July 1, 1989, as a result of a jury verdict, nonjury trial, or entry of a plea of guilty or nolo contendere.

4. I understand that an "affiliate" as defined in Paragraph 287.133 (1)(a), Florida Statutes, means:

- i. A predecessor or successor of a person convicted of a public entity crime; or
- ii. An entity under the control of any natural person who is active in the management of the entity and who has been convicted of a public entity crime. The term "affiliate" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in the management of the affiliate. The ownership by one person of shares constituting a controlling interest in another person, or a pooling of equipment or income among persons when not for fair market value under an arm's length agreement, shall be prima facie case that one person controls another person. A person who knowingly enters into a joint venture with a person who has been convicted of a public entity crime in Florida during the preceding 36 months shall be considered an affiliate.

5. I understand that a "person" as defined in Paragraph 287.133(1)(e), Florida Statutes, means any natural person or entity organized under the laws of any state or of the United States with the legal power to enter into a binding contract and which bids or applies to bid on contracts for the provision of

BIDDER'S OPPORTUNITY LIST
FOR TAMPA-HILLSBOROUGH COUNTY EXPRESSWAY AUTHORITY PROJECTS

Prime Contractor/Consultant: A-Stellar Property Maintenance & Landscaping, Inc.

Address/Telephone Number: 5300 70th Ave N, Pinellas Park, FL 33781 (813)270-9637

This Bidders' Opportunity list is intended to be a listing of all firms (including Prime Contractor/Consultant) that are participating, or attempting to participate, on THEA contracts. The list must include all firms that submitted bids or quotes for subcontracts and material supplies on THEA projects, including both SBE's and non-SBE's. For consulting companies this list must include all sub-consultants contacting you and expressing an interest in teaming with you on a specific THEA project. Prime contractors and consultants must provide information for No. 1 and should provide any information they have available on Numbers 2, 3, 4 and 5 for themselves, subcontractors and sub consultants. (Use additional sheets as necessary)

1. Firm Name/Address/Phone:
A-STEELER PROPERTY MAINT.
2 LANDSCAPING INC

 2. Age of Firm: 9.5 years

3. SBE
 Non-SBE
 4. Sub-contractor
 Sub-consultant

5. Annual Gross Receipts:
 Less than \$1 Million
 Between \$1-\$5 Million
 Between \$5-\$10 Million
 Between \$10-\$15 Million
 More than \$15 Million

1. Firm Name/Address/Phone:

 2. Age of Firm: _____

3. SBE
 Non-SBE
 4. Sub-contractor
 Sub-consultant

5. Annual Gross Receipts:
 Less than \$1 Million
 Between \$1-\$5 Million
 Between \$5-\$10 Million
 Between \$10-\$15 Million
 More than \$15 Million

1. Firm Name/Address/Phone:

 2. Age of Firm: _____

3. SBE
 Non-SBE
 4. Sub-contractor
 Sub-consultant

5. Annual Gross Receipts:
 Less than \$1 Million
 Between \$1-\$5 Million
 Between \$5-\$10 Million
 Between \$10-\$15 Million
 More than \$15 Million

1. Firm Name/Address/Phone:

 2. Age of Firm: _____

3. SBE
 Non-SBE
 4. Sub-contractor
 Sub-consultant

5. Annual Gross Receipts:
 Less than \$1 Million
 Between \$1-\$5 Million
 Between \$5-\$10 Million
 Between \$10-\$15 Million
 More than \$15 Million

ANTICIPATED SBE PARTICIPATION STATEMENT
FOR TAMPA-HILLSBOROUGH COUNT EXPRESSWAY AUTHORITY

Project Number: O-16-00115

Number: N/A

Prime Contractor Name: A-Stellar Property Maintenance & Landscaping, Inc.

Contract Dollar Amount: \$3,259,981.62 Total Contract Price

Is the prime contractor an SBE as described in THEA's Policy adopted February 25, 2002?
(Yes X) (No ___)

Expected amount of contract dollars to be subcontracted to SBE(s): \$ N/A

It is our intent to subcontract _____% of the contract dollars to SBE(s). Listed below are the proposed SBE sub-contractors _____ (to the extent known, please indicate whether the company holds, Minority, Women or Disadvantaged Business Enterprise Status.):

<u>SBE(s) Name</u>	<u>Type of Work/Specialty</u>	<u>Dollar Amount/Percentage</u>	<u>Minority Status</u>

Submitted by: Matthew M Shinn

Title: President

E-mail Address: mstuning1@hotmail.com

Telephone number: (813)270-9637

Fax Number: (727)827-2982

Date: 3/8/2015

A-STELLAR
 PROPERTY MAINTENANCE
 & LANDSCAPING, INC.

SBE OUTREACH ACTION PLAN

POLICY STATEMENT

It is the policy of **A-Stellar Property Maintenance & Landscaping, Inc.** that Small Business Enterprises ("SBE's"), as described in the policy adopted by the Tampa-Hillsborough County Expressway Authority ("THEA") on February 25, 2002 (hereinafter "THEA Policy") shall have the **opportunity** to participate as subcontractors and suppliers on all contracts to be awarded by the THEA.

The requirements of the THEA Policy shall apply to all contracts entered into between the THEA and **A-Stellar Property Maintenance & Landscaping, Inc.** Subcontractors and/or suppliers to **A-Stellar Property Maintenance & Landscaping, Inc** will also be bound by the nondiscrimination requirements of the THEA Policy.

A-Stellar Property Maintenance & Landscaping, Inc., and its subcontractors shall take all necessary and reasonable steps in accordance with the THEA Policy to ensure that SBE's have the **opportunity** to compete and perform work contracted with the THEA.

A-Stellar Property Maintenance & Landscaping, Inc., and its subcontractors shall not discriminate on the basis of race, color, sex and national origin in the administration of contracts with the THEA.

A-Stellar Property Maintenance & Landscaping, Inc., has designated and appointed a Liaison Officer to develop, maintain, and monitor the SBE Outreach Action Plan. The Liaison Officer will be responsible for disseminating this policy statement throughout **A-Stellar Property Maintenance & Landscaping, Inc** and to SBE's. The statement is posted on notice boards of the Company.

x 

(YOUR COMPANY PRESIDENT'S NAME), President

A-Stellar Property Maintenance & Landscaping, Inc
 5300 70th Ave N.
 Pinellas Park, FL 33781

x 3/8/2015 (DATE)

I. DESIGNATION OF LIAISON OFFICER

A-Stellar Property Maintenance & Landscaping, Inc. will aggressively recruit SBE's as subcontractors and suppliers for all contracts with the THEA. The Company has appointed a Liaison Officer to develop and maintain this SBE Outreach Action Plan.

The Liaison Officer will have responsibility for developing, maintaining, and monitoring the Company's utilization of SBE subcontractors in addition to the following specific duties:

- (1) The Liaison Officer shall aggressively solicit bids from SBE's for all THEA contracts;
- (2) The Liaison Officer will submit all records, reports, and documents required by the THEA, and shall maintain such records for a period of not less than three years, or as directed by any specific contractual requirements of the THEA.

The following individual has been designated Liaison Officer with responsibility for implementing the Company's SBE Outreach Action Plan in accordance with the requirements of the THEA.

Matthew M Shinn
A-Stellar Property Maintenance
& Landscaping, Inc
5300 70th Ave N. Pinellas Park, FL
33781
(813)270-9637

II. SBE OUTREACH METHODS

In order to formulate a realistic SBE Outreach Action Plan, **A-Stellar Property Maintenance & Landscaping, Inc.** has identified the following known barriers to participation by SBE subcontractors, before describing its proposed SBE Outreach methods:

1. Lack of qualified SBE subcontractors in the specific geographical area of work;
2. Lack of SBE subcontractors who seek to perform THEA work;
3. Lack of response when requested to bid;
4. Limited knowledge of THEA plans and specifications to prepare a responsible bid.

In view of the barriers to SBE's, including those stated above, it shall be the policy of **A-Stellar Property Maintenance & Landscaping, Inc.** to provide opportunity by utilizing the following SBE Outreach methods to promote participation on the contracts with the THEA. **A-Stellar Property Maintenance & Landscaping, Inc.** will:

1. Attend any pre-solicitation or pre-bid/proposal meetings scheduled by the THEA to inform SBE's of contracting and subcontracting opportunities.
2. Make subsequent contacts to THEA's SBE Outreach Consultant for assistance in meeting THEA's SBE project goal.
3. Advertise or otherwise provide written notice by certified mail, or other reliable method, at least ten (10) days prior to bid/proposal opening to a reasonable number of specific SBE's that their interest in the contract is being solicited.
4. Follow-up on initial solicitations of interest by contacting SBE's to determine with certainty whether the SBE's are interested.
5. Select portions of the work to be performed by SBE's in order to increase the likelihood of obtaining SBE participation (including, where appropriate, breaking down contracts into economically feasible units to facilitate SBE participation).

6. Develop mechanism to provide interested SBE's with adequate information about the plans, specifications or requirements of the contract.
7. Demonstrate good faith negotiations with interested SBE's, not rejecting SBE's as unqualified without sound reasons after a thorough investigation of their capabilities.
8. Make efforts to assist interested SBE's in obtaining bonding, lines of credit, or insurance required by the THEA of Respondent.
9. Make effective use of the services of available small business and community organizations; small business contractor groups; local, state and federal small business assistance offices; and other organizations that provide assistance in the recruitment and placement of SBE's.
10. Fairly represent the SBE quotations in the formulation of the Respondent's price proposal.

A-Stellar Property Maintenance & Landscaping, Inc understands that this list of SBE Outreach Action methods is not exhaustive and will include additional approaches after having established familiarity with the SBE subcontracting community and/or determined the stated approaches to be ineffective.

III. IMPLEMENTATION

A-Stellar Property Maintenance & Landscaping, Inc will, as an expression of good faith, seek to utilize SBE subcontractors where work is to be subcontracted.

IV. REPORTING

A-Stellar Property Maintenance & Landscaping, Inc, shall keep and maintain such records as are necessary to determine the Company's compliance with its SBE Outreach Action Plan.

The Company will design its record keeping system to indicate:

1. The number of SBE subcontractors and suppliers used by the Company, identifying the items of work, materials and services provided;
2. The efforts and progress being made in obtaining SBE subcontractors through local and community sources;
3. Documentation of all contacts, to include correspondence, telephone calls, newspaper advertisements, etc., to obtain SBE participation on all THEA projects;
4. The Company shall comply with THEA's requirements regarding payments to SBE subcontractors for each month in which the companies have worked.

V. SBE DIRECTORY

A-Stellar Property Maintenance & Landscaping, Inc, will utilize all available SBE Directories.

CONFLICTS OF INTEREST STATEMENT

Check one of the boxes below:



To the best of our knowledge, the undersigned firm has no potential conflict of interest due to any other clients, contracts, or property interest for this solicitation and project.

OR



The undersigned firm, by attachment to this form, submits information which **may** be a potential conflict of interest due to other clients, contracts or property interest for this solicitation and project.

RESPONDENT:

By: 
(AUTHORIZED SIGNATURE)

Matthew M Shinn
(Printed Name of Signer)

President
Title of Signer)

3/8/2015
(Date Signed)

- b. This Project requires that the Prime Contractor and/or sub-contractor performing the work be properly licensed, certified, pre-qualified and/or registered with local, county and state governmental authorities as required for the performance of such work.

The Prime Contractor for this project shall be responsible for ensuring all subcontractors are properly licensed, certified, pre-qualified and/or registered as required by local, county and state governmental authorities as required for the performance of such work.

The Prime Contractor must show proof of license, certification, and/or registration and qualifications of staff and/or sub-contractor's staff as requested THEA.

2.2 Minimum Requirements:

This Project requires that **Prime Contractor:**

- a. Have previous experience with similar projects and previous experience in providing landscaping, hardscape and aesthetic lighting maintenance services within the last five years;
- b. Procures and maintains insurance of the types and limits as specified in Section C, Attachment 3 – Insurance Requirements, Coverages and Limits.
- c. Procures and maintains a Payment Bond and Performance Bond as specified in Section A, Paragraph 2.19.
- d. Must be able to respond within one (1) hour from an emergency call related to the work by THEA or its authorized representative(s) by being located within a maximum distance of fifty (50) miles, portal-to-portal. "Portal-to-Portal" is defined as the distance in miles between the Respondent's company address to 1104 East Twiggs Avenue, Tampa, Hillsborough County, Florida.

Respondent's licenses, experience and staffing for performing the work, as well as, references and past history of contract defaults, termination for cause, claims, and litigation and other information will be used to evaluate the responsibility of the Respondent for performing the work.

3. EXPERIENCE AND REFERENCES:

3.1 Experience:

3.1.1. State the total contract volume and value that your organization has been responsible for in the past five years in:

a.	Total Dollar value	13.5 million
b.	Number of Contracts	146

3.1.2. List the dollar volume and number of governmental projects your organization has completed in the past 5 years:

- a. Dollar Value 2.3 million
- b. Number of government projects 1

3.2 Provide information on at least three projects that Contractor has performed within the past five (5) years that were similar to this project. List chronologically, starting with the last project:

3.2.1 **Project # 1:**

- a. Date Project Completed: In Progress
- b. Project Name: The Aventine at Forest Lakes
- c. Owner Name: Pacifica Companies
- d. Owner Address: 1775 Hancock Drive, Suite 200, San Diego, CA 92110
- e. Owner Telephone: N/A
- f. Name of Reference for this Project: Trichia Harrison
- g. Relationship of Reference to Owner: Regional Renovations Project Manager
- h. Title and Position Reference held for this Project:
Regional Renovations Project Manager
- i. Firm name where Reference was employed for this Project:
N/A
- j. Reference's Telephone: (702)576-3393
- k. Dollar Amount: \$315,697.15
- l. List any other special criteria – i.e. specialized repair or equipment, etc. worked: _____
- m. Describe Your Specific Scope of Work: Perform Class A pruning on all palms and hardwoods, Refurbish existing irrigation system, Redesign and install new Plant materials, trees sod and mulch

- n. General Contract Amount: \$315,697.15
- o. Your Participation was:
85%

- p. Completion Date: Estimated completion 4-15-15
- q. Was Project completed on time? On schedule
- r. Was Project completed within budget? Yes
- s. If not explain: _____
- t. Penalties imposed? (Yes or No; if Yes explain) No
- u. Any liens, claims, or lawsuits? (Yes or No, if Yes explain):
No
- v. If a D/W/MBE or Small Business Enterprise (SBE) percentage goal was required, indicate what the goal was and what success did your firm have in achieving the goal. None was required
- w. Provide names and phone numbers of the D/W/MBE or SBE firms used on the project:
A-Stellar Property Maintenance & Landscape, Inc/ (813)270-9637
- x. Any other pertinent information? N/A

[Use additional sheets as necessary.]

3.2.2 Project # 2:

- a. Date Project Completed: In Progress
- b. Project Name: The Park at Lake Madeline
- c. Owner Name: Elad National
- d. Owner Address: 1000 South Pine Island Rd. Suite 450, Plantation, FL 33324
- e. Owner Telephone: 954-846-7800
- f. Name of Reference for this Project: Roni Avraham
- g. Relationship of Reference to Owner: Owners Representative

h. Title and Position Reference held for this Project:

i. Firm name where Reference was employed for this Project:

j. Reference's Telephone: (954)303-8472

k. Dollar Amount: \$352,953.94

l. List any other special criteria – i.e. specialized repair or equipment, etc. worked: N/A

y. Describe Your Specific Scope of Work: : Perform Class A pruning on all palms and hardwoods, Refurbish existing irrigation system, Redesign and install new Plant materials, trees sod and mulch, Install drainage Solutions

m. General Contract Amount: \$352,953.94

n. Your Participation was:

90%

o. Completion Date:

4/1/15

p. Was Project completed on time?

In Progress

q. Was Project completed within budget?

Yes

r. If not explain: _____

s. Penalties imposed? (Yes or No; if Yes explain) _____

No

t. Any liens, claims, or lawsuits? (Yes or No, if Yes explain):

No

u. If a D/W/MBE or Small Business Enterprise (SBE) percentage goal was required, indicate what the goal was and what success did your firm have in achieving the goal. _____

N/A

v. Provide names and phone numbers of the D/W/MBE or SBE firms used on the project: _____

A-Stellar Property Maintenance & Landscaping, Inc.(813)270-9637

w. Any other pertinent information? N/A

[Use additional sheets as necessary.]

3.2.3 Project # 3:

a. Date Project Completed: 3/1/2013

b. Project Name: Waterside Retirement Estates

c. Owner Name: Brookdale Senior Living

d. Owner Address: 6737 W. Washington Street , Suite 2300 , Milwaukee , WI
53214

e. Owner Telephone: (414)323-9579

f. Name of Reference for this Project: Dan Allen

g. Relationship of Reference to Owner: Senior Director of Asset Management

h. Title and Position Reference held for this Project:

i. Firm name where Reference was employed for this Project:

j. Reference's Telephone: (414)323-9579

k. Dollar Amount: \$302,894.81

l. List any other special criteria – i.e. specialized repair or equipment,
etc. worked: _____

z. Describe Your Specific Scope of Work: Perform Class A pruning on all palms
and hardwoods, Refurbish existing irrigation system, Redesign and install new
Plant materials, trees sod and mulch, Install drainage Solutions, Install new
Concrete sidewalks and curbing

m. General Contract Amount: \$302,894.81

n. Your Participation was:
78%

o. Completion Date:
3/1/2103

p. Was Project completed on time? Yes

q. Was Project completed within budget?

Under Budget

r. If not explain:

s. Penalties imposed? (Yes or No; if Yes explain)

No

t. Any liens, claims, or lawsuits? (Yes or No, if Yes explain):

No

u. If a D/W/MBE or Small Business Enterprise (SBE) percentage goal was required, indicate what the goal was and what success did your firm have in achieving the goal.

N/A

v. Provide names and phone numbers of the D/W/MBE or SBE firms used on the project:

A-Stellar Property Maintenance & Landscaping, Inc.(813)270-9637

w. Any other pertinent information? N/A

4. **STAFF AND EQUIPMENT:**

4.1 Provide information on Contractor's staff that will be assigned to this Project including name, years' experience, credentials and professional licenses.

POSITION	EMPLOYEE NAME	CREDENTIALS & PROFESSIONAL LICENSE	YEARS EXPERIENCE
Project Manager	Matthew M Shinn	ISA, SMA, TCIA, BMP 118885, 202587 FL 6258-A	21
Superintendent	John Funaki	BMP	18
Electrician	John Eckerdt Precision Electric	Licensed Electrician	22
Crane Service/Tree removal & Install	Adam Boyd Adam's Bobcat Service	CBC	16
Mulch install	Dick Compton EZ Mulch		15
Chemical/Fertilization Pest Control	Larry Walker A Greener Turf, Inc	L & O, 15-00153481, JF2427, LF184020 JB173158	40

4.2. Provide a profile of your staff listing classification of personnel, number of personnel and combined years of experience.

Classification	Number of Personnel	Combined Years of Experience	No. of 4-year Degrees
Project Manager	<u>2</u>	<u>34</u>	<u>1</u>
Scheduler Estimator	<u>1</u>	<u>20</u>	<u>0</u>
Project Accountant	<u>2</u>	<u>27</u>	<u>0</u>
Contract Administrator	<u>1</u>	<u>20</u>	<u>1</u>
Construction Manager (field)	<u>1</u>	<u>20</u>	<u>1</u>
Other	<u>2</u>	<u>34</u>	<u>0</u>

4.3 Provide information on Contractor's equipment that will be assigned to this Project.

Type of Equipment	Model No.	Size/Capacity	Age	Owned, Leased, or Subcontract Item
Riding mowers	LZ 60	60 in. cut	18 months	Owned
Walk behind mowers	XP 52	52 in. cut	1-2 years	Owned
Line trimmers	Stihl fx 130,250	N/A	3-18 months	Owned
edgers	Stihl FS 110	N/A	3-18 months	Owned
blowers	Stihl BR 460	N/A	1-2 years	Owned
Bob Cat	S300	7600lb	3 years	Owned
Bucket truck	2002 International	50 ft reach	13 years	Owned
Water truck	2005 Sterling	1000 gal cap.	10 years	Owned
Chipper	2012	Vermeer bc1200	3 years	Owned

5. **WORKLOAD:**

5.1	Total number of projects in the active planning phase	<u>13</u>
	Dollar Amount	<u>\$ 689,565.32</u>
5.2.	Total number of projects presently under construction	<u>143 Yearly Maint.</u>
	Dollar Amount	<u>\$ 3,253,569.03</u>

5.3. Provide a list of Contractor's active contracts which are currently in progress along with Owner's contact name and telephone number.

Contract Description	Contract Amount	Percent Complete	Owner's Representative	
			Name	Phone
Landscape, Chemical Irrigation, arborcare maintenance	\$819,037.56 Yearly contract	16.66	Dan Allen Senior Director Brookdale Senior Living	414-323-9579
Landscape, Chemical Irrigation, arborcare maintenance	\$522,639.72 Yearly contract	16.66	Sandy Clark Sentinel Real Estate District Manager	813-685-1691
Landscape, Chemical Irrigation, arborcare maintenance	\$539,153.86 Yearly contract	16.66	Chrissy Schmelzer Element National Management Regional Manager	941-468-4575
Landscape, Chemical Irrigation, arborcare maintenance	\$380,697.15 Landcape renovation	49.99	Trichia Harrison Asset Management Pacifica Companies	702-576-3393

5. **FINANCIAL STATUS OF CONTRACTOR:**

5.1 Contractor's bonding capacity:

5.1.1. Maximum Bonding Capacity for Single Project: \$ 1 million

5.1.2. Maximum Aggregate Bond Capacity: \$ 1 million

5.1.3. Currently bonded: \$ 459,849.52

5.1.4. Net Bonding Capacity (2-3): \$ 1.5 million

5.2. Name of Surety that will provide you a Payment Bond and Performance Bond for the project (if different from Surety providing Bid Bond): Bonds Only, Inc.

5.3. Attach a copy of the Primary Contractor's most recent annual Financial Statement, including available reports from investigative organizations (Dun & Bradstreet, etc.). These reports should indicate Long Term Assets and Liabilities of the firm and its financial standing, **OR** complete the following:

5.3.1 ASSETS:

a.	Cash on hand	\$ <u>213,875.91</u>
b.	Cash on deposit	\$ <u>0</u>
c.	Cash elsewhere	\$ <u>64,893.75</u>
	Total Cash	\$ <u>278,769.66</u>
d.	Deposits with bids	\$ <u>0</u>
e.	Due (from completed contracts)	\$ <u>389,463.87</u>
f.	Earned (incomplete contracts)	\$ <u>0</u>
g.	Retention (incomplete contracts)	\$ <u>48,567.89</u>
h.	Earned but not billed (incomplete contracts)	\$ <u>123,783.87</u>
i.	Ordinary accounts receivable	\$ <u>356,453.65 per month</u>
j.	Stocks and bonds at present market value	\$ <u>0</u>
k.	Building and Loan at present withdrawal value	\$ <u>1,755,000.00 Term</u>
l.	Other quick assets (due in 90 days)	\$ <u>0</u>
	Total Quick Assets	\$ <u>2,952,038.94 current as 3-1-15</u>

5.3.2 LIABILITIES:

a.	Current notes payable to conclusion of Contract period	\$ <u>0</u>
b.	Accounts payable	\$ <u>165,781.28 Per Month</u>
c.	Other current liabilities	\$ <u>634,574.81</u>
	Total Current Liabilities	\$ <u>800,356.09</u>

5.3.3 FINANCIAL SUMMARY:

a.	Net Quick assets (Assets - Liabilities)	\$ <u>2,151,682.85</u>
b.	Available lines of credit	\$ <u>150,000.00</u>

TOTAL NET QUICK ASSETS \$ 2,301,682.85

6. **SUBCONTRACTING:**

6.1 Provide a list of five sub-contractors of different trades, preferably located in the Tampa area, that you have used within the past five years. At least one of the firms should be a SBE Firm or other community outreach program (i.e. W/MBE with FDOT, W/MBE with City of Tampa or Hillsborough County).

Precision Electric of Tampa Bay, Inc./ John Eckerdt/813-810-6251

Ez Mulch, Inc./ Dick Compton/813-299-5796

Adam's Bobcat Services/Adam Boyd/813-967-3886

Leon Sod, LLC/ Carlos Leal/813-267-3392

7. **DEFAULTS. CLAIMS. LITIGATION AND VIOLATIONS:**

7.1. List any Contract defaults or Owner Terminations for cause, which Contractor has had in at least the past five years.

Project Description	Year	Owner's Rep Name	Phone
N/A			

7.2. Provide detailed information of any contracts you have had within the past five years, which resulted in claims or litigation, even if they were settled out of court, or if you were a third party involved in any litigation or claim of negligence, errors or omissions.

N/A			

7.3 List any EPA, FDEP or County Environmental violations or fines imposed on Contractor during last five (5) years:

N/A			

The Contractor signature below attests that the information provided herein is true and accurate.


Signature

MATT M SHIND
Printed Name

President
Title

3/8/2015
Date

[END OF FORM 8 - QUESTIONNAIRE]

Financial Statements

**of
A-STELLAR PROP MAINT & LANDSCAPE INC
For the Period Ended December 31, 2014**

A-STELLAR PROP MAINT & LANDSCAPE INC
Income Statement
For the Period Ended December 31, 2014

	1 Month Ended Dec. 31, 2014	Pct	12 Months Ended Dec. 31, 2014	Pct
Revenue				
Sales	\$ 324,395.54	100.00	\$ 3,128,882.03	100.00
Total Revenue	324,395.54	100.00	3,128,882.03	100.00
Cost of Sales				
COGS-Materials & Freight	51,261.51	15.80	603,557.12	19.29
Wages- Employees	100,082.83	30.85	934,558.46	29.87
Taxes Payroll	0.00	0.00	99,912.18	3.19
Sub Contract Labor	25,490.00	7.86	501,844.54	16.04
Total Cost of Sales	176,834.34	54.51	2,139,872.30	68.39
Gross Profit	147,561.20	45.49	989,009.73	31.61
Operating Expenses				
Accounting	570.00	0.18	8,725.00	0.28
Advertising	99.99	0.03	7,814.25	0.25
Auto and Truck Expense	25,037.46	7.72	174,787.64	5.59
Bank Charges	1.00	0.00	(9.00)	(0.00)
Contributions	500.00	0.15	6,206.00	0.20
Dump Fees	1,566.12	0.48	28,189.11	0.90
Dues and Subscriptions	0.00	0.00	310.00	0.01
Equipment Rental	0.00	0.00	5,100.62	0.16
Gifts	0.00	0.00	117.69	0.00
Cigna-Officer Health Insurance	419.00	0.13	4,609.00	0.15
Insurance-General	272.28	0.08	47,854.19	1.53
Insurance-Workers Comp	0.00	0.00	2,046.59	0.07
Insurance-Auto	3,233.75	1.00	42,681.00	1.36
Interest	3,600.93	1.11	44,609.11	1.43
Legal and Professional	0.00	0.00	135.00	0.00
Licenses	0.00	0.00	5,452.20	0.17
Meals & Entertainment	2,435.10	0.75	4,826.45	0.15
Office Expense	236.96	0.07	5,883.21	0.19
Parking Fees & Tolls	925.69	0.29	12,130.74	0.39
Payroll Fees	803.45	0.25	9,920.68	0.32
Permits and Fees	0.00	0.00	51.76	0.00
Postage	147.00	0.05	202.35	0.01
Repairs and Maintenance	0.00	0.00	7,390.94	0.24
Salaries - Officers	32,000.00	9.86	416,000.00	13.30
Security	149.75	0.05	2,486.40	0.08
Supplies	1,739.06	0.54	4,570.63	0.15
Taxes - Other	801.18	0.25	9,699.80	0.31
Telephone	413.41	0.13	5,428.71	0.17
Towing	0.00	0.00	52.00	0.00
Travel	366.24	0.11	366.24	0.01
Tools	0.00	0.00	82.28	0.00
Uniform Expense	2,275.21	0.70	7,115.66	0.23

	1 Month Ended Dec. 31, 2014	Pct	12 Months Ended Dec. 31, 2014	Pct
Utilities	<u>1,116.16</u>	<u>0.34</u>	<u>14,561.05</u>	<u>0.47</u>
Total Operating Expenses	<u>78,709.74</u>	<u>24.26</u>	<u>879,397.30</u>	<u>28.11</u>
Operating Income	<u>68,851.46</u>	<u>21.22</u>	<u>109,612.43</u>	<u>3.50</u>
Total Other Expenses	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Net Income (Loss)	\$ <u><u>68,851.46</u></u>	<u>21.22</u>	\$ <u><u>109,612.43</u></u>	<u>3.50</u>

A-STELLAR PROP MAINT & LANDSCAPE INC
Balance Sheet
December 31, 2014

ASSETS

Current Assets

Cash on hand	\$	35,852.86
Bank of America - 7058		14,483.72
Bank of America - 2074		7,868.65
CIB 3091		500.00
Achevia Credit Union - S78		2,685.64
Achieva - L 71		28,580.84
Due to-from A Greener Turf		<u>14,209.10</u>

Total Current Assets

\$ 104,180.81

Fixed Assets

Land	189,533.00
Achevia Credit Union-Building	294,667.00
Fixtures & Equipment	1,048,092.83
Accumulated Depreciation	<u>(743,375.96)</u>

Total Fixed Assets

788,916.87

Other Assets

Contract Purchase	<u>2,709.00</u>
-------------------	-----------------

Total Other Assets

2,709.00

Total Assets

\$ 895,806.68

A-STELLAR PROP MAINT & LANDSCAPE INC

Balance Sheet

December 31, 2014

LIABILITIES AND EQUITY

Current Liabilities

Loan From Officer \$ 11,000.00

Total Current Liabilities \$ 11,000.00

Long Term Liabilities

N/P BOA Credit Card/Mower 6,986.07
 N/P Ford Credit-Vin 7781 57,876.12
 N/P Ford Credit-F450-Vin 2068 63,019.78
 Bank of America CC - 8650 5,446.87
 N/P 2536 Achevia-LOC 49,323.36
 N/P 2537 Achieva Mtg-3219.05 412,481.49
 N/P - GE-Bobcat 2,323.13
 N/P-2012 Ford 450-Vin 9475 28,163.86
 N/P - Elder Ford - Vin# 2323 25,144.77
 N/P Ford Vin # 6977 36,115.53
 N/P- Ford 2547/772.57 vin 3857 28,712.81
 N/P-Ford Credit-VIN 2043-F-450 47,746.50
 N/P-GE Capital-3383 17,026.06

Total Long Term Liabilities 780,366.35

Equity

Common Stock 200.00
 Drawing (38,070.60)
 Fed & State Penalties (474.27)
 Retained Earnings 33,172.77
 Current Income (Loss) 109,612.43

Total Equity 104,440.33

Total Liabilities & Equity \$ 895,806.68

2/19/2015
1:04

A-STELLAR PROP MAINT & LANDSCAPE INC
General Ledger - Period Ending 12/31/14

Company: AST
Page: 1

<u>Date</u>	<u>Mt</u>	<u>Reference</u>	<u>Account</u>	<u>Description</u>	<u>Current</u>	<u>Year-to-Date</u>
Beginning Balance			1010	Cash on hand		25,472.53*
12/31/14	12	JE5	1010	CASH W/D	2,000.00	
12/1/14	12	JE6	1010	CASH W/D	4,000.00	
12/2/14	12	JE6	1010	CASH W/D	2,500.00	
12/4/14	12	JE6	1010	CASH W/D	3,000.00	
12/8/14	12	JE6	1010	CASH W/D	2,000.00	
12/11/14	12	JE6	1010	CASH W/D	3,000.00	
12/15/14	12	JE6	1010	CASH W/D	5,000.00	
12/18/14	12	JE6	1010	CASH W/D	3,000.00	
12/19/14	12	JE6	1010	CASH W/D	2,000.00	
12/23/14	12	JE6	1010	CASH W/D	2,000.00	
12/25/14	12	JE6	1010	CASH W/D	1,000.00	
12/26/14	12	JE6	1010	CASH W/D	1,500.00	
12/30/14	12	JE6	1010	CASH W/D	2,000.00	
12/31/14	12	JE20	1010	TOTAL CASH PAID OUT	-22,619.67	
				Ending Balance =	10,380.33*	35,852.86**
Beginning Balance			1100	Bank of America - 7058		4,808.32*
12/31/14	12	JE1	1100	BANK DEPOSITS	326,395.54	
12/31/14	12	JE1	1100	TRANSFER FROM ACCT 2074	-2,000.00	
12/31/14	12	JE2	1100	BANK DEBITS	-4,450.00	
12/31/14	12	JE3	1100	BANK DEBITS	-34,903.41	
12/31/14	12	JE5	1100	TRANSFER TO ACCT 7058	2,000.00	
12/31/14	12	JE6	1100	BANK DEBITS	-204,737.00	
12/1/14	12	JE7	1100	BANK DEBIT	-1,800.00	
12/22/14	12	CD	1100	CHECKS	-70,829.73	
				Ending Balance =	9,675.40*	14,483.72**
Beginning Balance			1120	Bank of America - 2074		8,868.65*
12/31/14	12	JE4	1120	BANK DEPOSITS	5,000.00	
12/31/14	12	JE4	1120	TRANSFER FROM ACCT 7058	-1,000.00	
12/31/14	12	JE4	1120	TRANSFER FROM ACCT 7058	-1,000.00	
12/31/14	12	JE4	1120	TRANSFER FROM ACCT 7058	-1,000.00	
12/31/14	12	JE4	1120	TRANSFER FROM ACCT 7058	-1,000.00	
12/31/14	12	JE4	1120	TRANSFER FROM ACCT 7058	-1,000.00	
12/31/14	12	JE5	1120	BANK DEBITS	-4,000.00	
12/1/14	12	JE6	1120	TRANSFER TO ACCT 2074	1,000.00	
12/8/14	12	JE6	1120	TRANSFER TO ACCT 2074	1,000.00	
12/15/14	12	JE6	1120	TRANSFER TO ACCT 2074	1,000.00	
12/22/14	12	JE6	1120	TRANSFER TO ACCT 2074	1,000.00	
12/26/14	12	JE6	1120	TRANSFER TO ACCT 2074	1,000.00	
				Ending Balance =	1,000.00*	7,868.65**
Beginning Balance			1130	CIB 3091		500.00*
				Ending Balance =	0.00*	500.00**
Beginning Balance			1140	Achevia Credit Union - S78		2,253.28*
12/31/14	12	JE17	1140	BANK DEBITS	-3,567.64	

2/19/2015
11:04

A-STELLAR PROP MAINT & LANDSCAPE INC
General Ledger - Period Ending 12/31/14

Company: AST
Page: 2

<u>Date</u>	<u>Mt</u>	<u>Reference</u>	<u>Account</u>	<u>Description</u>	<u>Current</u>	<u>Year-to-Date</u>
12/16/14	12	2393	1140	A STELLAR	4,000.00	
				Ending Balance =	432.36*	2,685.64**
Beginning Balance			1150	Achieva - L 71		28,580.84*
12/12/14	12	JE17	1150	TRANSFER TO LOAN L71	97.85	
12/31/14	12	JE18	1150	BANK DEBITS	-97.85	
				Ending Balance =	0.00*	28,580.84**
Beginning Balance			1201	Due to-from A Greener Turf		14,209.10*
				Ending Balance =	0.00*	14,209.10**
Beginning Balance			1500	Land		189,533.00*
				Ending Balance =	0.00*	189,533.00**
Beginning Balance			1515	Achevia Credit Union-Building		294,667.00*
				Ending Balance =	0.00*	294,667.00**
Beginning Balance			1520	Furniture & Fixtures		4,913.15*
				Ending Balance =	0.00*	4,913.15**
Beginning Balance			1530	Machinery & Equipment		292,519.16*
12/24/14	12	JE3	1530	DIXIE TRAILERS-INV # 13772	4,163.65	
				Ending Balance =	4,163.65*	296,682.81**
Beginning Balance			1531	Computers		4,627.52*
				Ending Balance =	0.00*	4,627.52**
Beginning Balance			1532	Tools		1,376.84*
				Ending Balance =	0.00*	1,376.84**
Beginning Balance			1540	Autos & Trucks		738,182.85*
				Ending Balance =	0.00*	738,182.85**
Beginning Balance			1600	Leasehold Improvements		2,309.66*
				Ending Balance =	0.00*	2,309.66**
Beginning Balance			1750	Accumulated Depreciation		-743,375.96*
				Ending Balance =	0.00*	-743,375.96**
Beginning Balance			1840	Contract Purchase		2,709.00*
				Ending Balance =	0.00*	2,709.00**
Beginning Balance			2050	Loan From Officer		-11,000.00*
				Ending Balance =	0.00*	-11,000.00**
Beginning Balance			2518	N/P BOA Credit Card/Mower		-6,986.07*
				Ending Balance =	0.00*	-6,986.07**

2/19/2015
1:04

A-STELLAR PROP MAINT & LANDSCAPE INC
General Ledger - Period Ending 12/31/14

Company: AST
Page: 3

<u>Date</u>	<u>Mt</u>	<u>Reference</u>	<u>Account</u>	<u>Description</u>	<u>Current</u>	<u>Year-to-Date</u>
Beginning Balance			2521	N/P Ford Credit-Vin 7781		-58,935.75*
12/26/14	12	JE6	2521	FORD CREDIT - VIN - 7781	1,200.00	
12/31/14	12	JE15	2521	ADJUST NOTE PAYABLE- VIN 7781	-140.37	
				Ending Balance =	1,059.63*	-57,876.12**
Beginning Balance			2523	N/P Ford Credit-F450-Vin 2068		-64,066.73*
12/12/14	12	JE6	2523	FORD CREDIT - VIN - 2068	1,200.00	
12/31/14	12	JE16	2523	ADJUST NOTE PAYABLE- VIN 2068	-153.05	
				Ending Balance =	1,046.95*	-63,019.78**
Beginning Balance			2529	Bank of America CC - 8650		-6,161.66*
12/8/14	12	JE6	2529	BANK OF AMERICA CC-8650- PAYMENT	1,000.00	
12/26/14	12	JE6	2529	BANK OF AMERICA CREDIT CARD- PAYMENT	1,000.00	
12/31/14	12	JE8	2529	BANK OF AMERICA CC-PURCHASES	-228.92	
12/31/14	12	JE9	2529	BANK OF AMERICA CC-PURCHASES	-1,056.29	
				Ending Balance =	714.79*	-5,446.87**
Beginning Balance			2536	N/P 2536 Achevia-LOC		-49,323.36*
				Ending Balance =	0.00*	-49,323.36**
Beginning Balance			2537	N/P 2537 Achieva Mtg-3219.05		-413,118.53*
12/31/14	12	JE17	2537	ACHIEVA MORTGAGE PAYMENT	637.04	
				Ending Balance =	637.04*	-412,481.49**
Beginning Balance			2538	N/P - GE-Bobcat		-2,323.13*
				Ending Balance =	0.00*	-2,323.13**
Beginning Balance			2541	N/P-2012 Ford 450-Vin 9475		-29,294.12*
12/26/14	12	JE6	2541	FORD CREDIT - VIN - 9475	1,200.00	
12/31/14	12	JE12	2541	ADJUST NOTE PAYABLE- VIN 9475	-69.74	
				Ending Balance =	1,130.26*	-28,163.86**
Beginning Balance			2544	N/P - Elder Ford - Vin# 2323		-26,211.15*
12/8/14	12	JE6	2544	FORD CREDIT - VIN - 2323	1,200.00	
12/31/14	12	JE13	2544	ADJUST NOTE PAYABLE- VIN 2323	-133.62	
				Ending Balance =	1,066.38*	-25,144.77**
Beginning Balance			2546	N/P Ford Vin # 6977		-37,079.13*
12/19/14	12	JE6	2546	FORD CREDIT - VIN - 6977	1,200.00	
12/31/14	12	JE10	2546	ADJUST NOTE PAYABLE- VIN 6977	-236.40	
				Ending Balance =	963.60*	-36,115.53**
Beginning Balance			2547	N/P- Ford 2547/772.57 vin 3857		-29,840.84*
12/8/14	12	JE6	2547	FORD CREDIT - VIN - 3857	1,200.00	
12/31/14	12	JE14	2547	ADJUST NOTE PAYABLE- VIN 3857	-71.97	
				Ending Balance =	1,128.03*	-28,712.81**

2/19/2015
1:04

A-STELLAR PROP MAINT & LANDSCAPE INC
General Ledger - Period Ending 12/31/14

Company: AST
Page: 4

<u>Date</u>	<u>Mt</u>	<u>Reference</u>	<u>Account</u>	<u>Description</u>	<u>Current</u>	<u>Year-to-Date</u>
Beginning Balance			2548	N/P-Ford Credit-VIN 2043-F-450		-48,830.58*
12/19/14	12	JE6	2548	FORD CREDIT - VIN - 2043	1,200.00	
12/31/14	12	JE11	2548	ADJUST NOTE PAYABLE- VIN 2043	-115.92	
				Ending Balance =	1,084.08*	-47,746.50**
Beginning Balance			2549	N/P-GE Capital-3383		-18,526.06*
12/14/14	12	JE6	2549	GE CAPITAL CREDIT CARD-3383-PAYMENT	1,500.00	
				Ending Balance =	1,500.00*	-17,026.06**
Beginning Balance			2800	Common Stock		-200.00*
				Ending Balance =	0.00*	-200.00**
Beginning Balance			2854	Drawing		5,201.64*
12/15/14	12	JE3	2854	COACH	425.86	
12/15/14	12	JE3	2854	KAY JEWELERS	693.17	
12/31/14	12	JE8	2854	DEBT RECOVERY-BOA CC	223.86	
12/31/14	12	JE9	2854	DBS FINANCIAL CREDIT- BOA CC	1,003.32	
12/31/14	12	JE21	2854	CASH-CHURCH TITHING	-500.00	
12/1/14	12	2389	2854	IRS-1140S/2014	20,000.00	
12/19/14	12	2397	2854	IRS-1040/2013	11,022.75	
				Ending Balance =	32,868.96*	38,070.60**
Beginning Balance			2862	Fed & State Penalties		474.27*
				Ending Balance =	0.00*	474.27**
Beginning Balance			2900	Retained Earnings		-33,172.77*
				Ending Balance =	0.00*	-33,172.77**
Beginning Balance			3010	Sales		-2,804,486.49*
12/31/14	12	JE1	3010	REVENUE	-324,395.54	
				Ending Balance =	-324,395.54*	-3,128,882.03**
Beginning Balance			4010	COGS-Materials & Freight		552,295.61*
12/1/14	12	JE3	4010	LOWES	294.94	
12/1/14	12	JE3	4010	LOWES	141.10	
12/1/14	12	JE3	4010	JOHN DEERE LANDSCAPE	65.38	
12/2/14	12	JE3	4010	LOWES	133.05	
12/3/14	12	JE3	4010	JOHN DEERE LANDSCAPE	253.44	
12/3/14	12	JE3	4010	JOHN DEERE LANDSCAPE	257.68	
12/5/14	12	JE3	4010	JOHN DEERE LANDSCAPE	331.94	
12/8/14	12	JE3	4010	JOHN DEERE LANDSCAPE	91.16	
12/8/14	12	JE3	4010	LOWES	122.16	
12/8/14	12	JE3	4010	AMPLEX	12,000.00	
12/8/14	12	JE3	4010	ROYAL EDGER & MOWER	3,088.56	
12/8/14	12	JE3	4010	JOHN DEERE LANDSCAPE	472.82	
12/8/14	12	JE3	4010	JOHN DEERE LANDSCAPE	9.86	

2/19/2015
1:04

A-STELLAR PROP MAINT & LANDSCAPE INC
General Ledger - Period Ending 12/31/14

Company: AST
Page: 5

<u>Date</u>	<u>Mt</u>	<u>Reference</u>	<u>Account</u>	<u>Description</u>	<u>Current</u>	<u>Year-to-Date</u>
12/10/14	12	JE3	4010	JOHN DEERE LANDSCAPE	507.25	
12/11/14	12	JE3	4010	JOHN DEERE LANDSCAPE	41.45	
12/15/14	12	JE3	4010	JOHN DEERE LANDSCAPE	90.86	
12/15/14	12	JE3	4010	LOWES	111.11	
12/15/14	12	JE3	4010	JOHN DEERE LANDSCAPE	487.03	
12/16/14	12	JE3	4010	JOHN DEERE LANDSCAPE	104.43	
12/16/14	12	JE3	4010	W W GRAINGER	185.37	
12/16/14	12	JE3	4010	JOHN DEERE LANDSCAPE	145.04	
12/16/14	12	JE3	4010	JOHN DEERE LANDSCAPE	107.58	
12/17/14	12	JE3	4010	LOWES	5.89	
12/18/14	12	JE3	4010	WEST COAST FENCE CORP	1,657.99	
12/18/14	12	JE3	4010	JOHN DEERE LANDSCAPE	296.63	
12/19/14	12	JE3	4010	JOHN DEERE LANDSCAPE	1,708.55	
12/23/14	12	JE3	4010	HOME DEPOT	37.99	
12/24/14	12	JE3	4010	LOWES	100.48	
12/24/14	12	JE3	4010	LOWES	103.69	
12/24/14	12	JE3	4010	LOWES	12.80	
12/8/14	12	JE6	4010	A GREENER TURF	1,000.00	
12/24/14	12	JE6	4010	A GREENER TURF	1,500.00	
12/31/14	12	JE6	4010	A GREENER TURF	1,600.00	
12/31/14	12	JE8	4010	JOHN DEERE LANDSCAPE-BOA CC	5.06	
12/31/14	12	JE9	4010	SPRAYER DEPOT-BOA CC	52.97	
12/31/14	12	JE20	4010	LOWES/HOME DEPOT-CASH PAID OUT	264.26	
12/31/14	12	JE20	4010	MATERIALS-CASH PAID OUT	4,181.53	
12/31/14	12	JE20	4010	SOD-CASH PAID OUT	9,300.00	
12/1/14	12	2385	4010	BROUWALS FLOWERS INC	351.45	
12/1/14	12	2386	4010	BROUWALS FLOWERS INC	1,508.04	
12/19/14	12	2394	4010	LARRY LARSON TOPSOIL	7,219.83	
12/19/14	12	5479	4010	GROWERS FERTILIZER CORP	1,312.14	
				Ending Balance =	51,261.51*	603,557.12**
Beginning Balance			4020	Wages- Employees		834,475.63*
12/4/14	12	JE6	4020	ADP TX/FINCL SVC	17,203.48	
12/4/14	12	JE6	4020	ADP TX/FINCL SVC	6,050.12	
12/4/14	12	JE6	4020	ADP TX/FINCL SVC	852.89	
12/4/14	12	JE6	4020	ADP TX/FINCL SVC	263.64	
12/11/14	12	JE6	4020	ADP TX/FINCL SVC	18,304.99	
12/11/14	12	JE6	4020	ADP TX/FINCL SVC	6,654.00	
12/11/14	12	JE6	4020	ADP TX/FINCL SVC	992.64	
12/11/14	12	JE6	4020	ADP TX/FINCL SVC	263.64	
12/14/14	12	JE6	4020	ADP TX/FINCL SVC	17,981.28	
12/14/14	12	JE6	4020	ADP TX/FINCL SVC	6,497.21	
12/18/14	12	JE6	4020	ADP TX/FINCL SVC	957.36	
12/18/14	12	JE6	4020	ADP TX/FINCL SVC	263.64	
12/22/14	12	JE6	4020	ADP TX/FINCL SVC	19,481.15	
12/22/14	12	JE6	4020	ADP TX/FINCL SVC	6,859.02	
12/22/14	12	JE6	4020	ADP TX/FINCL SVC	1,029.12	

2/19/2015
11:04

A-STELLAR PROP MAINT & LANDSCAPE INC
General Ledger - Period Ending 12/31/14

Company: AST
Page: 6

<u>Date</u>	<u>Mt</u>	<u>Reference</u>	<u>Account</u>	<u>Description</u>	<u>Current</u>	<u>Year-to-Date</u>
12/22/14	12	JE6	4020	ADP TX/FINCL SVC	263.64	
12/31/14	12	JE6	4020	ADP TX/FINCL SVC	15,528.84	
12/31/14	12	JE6	4020	ADP TX/FINCL SVC	7,272.24	
12/31/14	12	JE6	4020	ADP TX/FINCL SVC	263.64	
12/31/14	12	JE19	4020	ADJUST OFFICER WAGES	-32,000.00	
12/31/14	12	JE20	4020	PAYROLL ADVANCES-CASH PAID OUT	5,100.29	
				Ending Balance =	100,082.83*	934,558.46**
Beginning Balance			4025	Taxes Payroll		99,912.18*
				Ending Balance =	0.00*	99,912.18**
Beginning Balance			4030	Sub Contract Labor		476,354.54*
12/31/14	12	JE2	4030	LEON & SON SOD CORP	3,850.00	
12/31/14	12	JE2	4030	ADAMS BOBCAT SERVICE	600.00	
12/31/14	12	JE6	4030	WEST COAST WELL DRILLING	225.00	
12/1/14	12	JE7	4030	ADAMS BOBCAT SERVICE	1,800.00	
12/19/14	12	5456	4030	THE LAKE DOCTORS INC	495.00	
12/19/14	12	5474	4030	EZ MULCH INC.	3,400.00	
12/19/14	12	5475	4030	EZ MULCH INC.	2,890.00	
12/19/14	12	5476	4030	EZ MULCH INC.	660.00	
12/19/14	12	5480	4030	EZ MULCH INC.	5,950.00	
12/19/14	12	5483	4030	WEST COAST WELL DRILLING	1,310.00	
12/19/14	12	5487	4030	PRECISION ELECTRIC INC	1,725.00	
12/19/14	12	5494	4030	WEST COAST WELL DRILLING	1,730.00	
12/22/14	12	5496	4030	WEST COAST WELL DRILLING	305.00	
12/22/14	12	5498	4030	BROTHERS PEST CONTROL	550.00	
				Ending Balance =	25,490.00*	501,844.54**
Beginning Balance			6050	Accounting		8,155.00*
12/16/14	12	2391	6050	BREWSTER HENSLEY CORP	570.00	
				Ending Balance =	570.00*	8,725.00**
Beginning Balance			6100	Advertising		7,714.26*
12/12/14	12	JE17	6100	GOOGLE	99.99	
				Ending Balance =	99.99*	7,814.25**
Beginning Balance			6150	Auto and Truck Expense		149,750.18*
12/15/14	12	JE3	6150	NAPA AUTO PARTS	1,297.45	
12/15/14	12	JE3	6150	NAPA AUTO PARTS	13.90	
12/17/14	12	JE3	6150	NAPA AUTO PARTS	178.17	
12/18/14	12	JE3	6150	HESS	7.98	
12/4/14	12	JE6	6150	FLEET SERVICES	10,785.64	
12/31/14	12	JE6	6150	FLEET SERVICES	8,487.89	
12/31/14	12	JE20	6150	AUTO EXPENSE-CASH PAID OUT	480.00	
12/31/14	12	JE20	6150	TRUCK DETAIL-CASH PAID OUT	1,300.00	
12/1/14	12	2390	6150	CHRISTIE AUTO SERVICE	2,486.43	
				Ending Balance =	25,037.46*	174,787.64**

2/19/2015
• 1:04

A-STELLAR PROP MAINT & LANDSCAPE INC
General Ledger - Period Ending 12/31/14

Company: AST
Page: 7

<u>Date</u>	<u>Mt</u>	<u>Reference</u>	<u>Account</u>	<u>Description</u>	<u>Current</u>	<u>Year-to-Date</u>
Beginning Balance			6250	Bank Charges		-10.00*
12/31/14	12	JE17	6250	PAPER STATEMENT FEE	1.00	
				Ending Balance =	1.00*	-9.00**
Beginning Balance			6350	Contributions		5,706.00*
12/31/14	12	JE21	6350	CHURCH TITHING-CASH	500.00	
				Ending Balance =	500.00*	6,206.00**
Beginning Balance			6510	Dump Fees		26,622.99*
12/31/14	12	JE20	6510	DUMP FEES-CASH PAID OUT	1,566.12	
				Ending Balance =	1,566.12*	28,189.11**
Beginning Balance			6550	Dues and Subscriptions		310.00*
				Ending Balance =	0.00*	310.00**
Beginning Balance			6650	Equipment Rental		5,100.62*
				Ending Balance =	0.00*	5,100.62**
Beginning Balance			6728	Gifts		117.69*
				Ending Balance =	0.00*	117.69**
Beginning Balance			6750	Cigna-Officer Health Insurance		4,190.00*
12/5/14	12	JE6	6750	CIGNA PREMIUM INS	419.00	
				Ending Balance =	419.00*	4,609.00**
Beginning Balance			6800	Insurance-General		47,581.91*
12/22/14	12	JE6	6800	FLATIRON CAP/BLDG INS	272.28	
				Ending Balance =	272.28*	47,854.19**
Beginning Balance			6802	Insurance-Workers Comp		2,046.59*
				Ending Balance =	0.00*	2,046.59**
Beginning Balance			6803	Insurance-Auto		39,447.25*
12/17/14	12	JE6	6803	ALLSTATE INS	3,233.75	
				Ending Balance =	3,233.75*	42,681.00**
Beginning Balance			6850	Interest		41,008.18*
12/31/14	12	JE10	6850	ADJUST NOTE PAYABLE- VIN 6977	236.40	
12/31/14	12	JE11	6850	ADJUST NOTE PAYABLE- VIN 2043	115.92	
12/31/14	12	JE12	6850	ADJUST NOTE PAYABLE- VIN 9475	69.74	
12/31/14	12	JE13	6850	ADJUST NOTE PAYABLE- VIN 2323	133.62	
12/31/14	12	JE14	6850	ADJUST NOTE PAYABLE- VIN 3857	71.97	
12/31/14	12	JE15	6850	ADJUST NOTE PAYABLE- VIN 7781	140.37	
12/31/14	12	JE16	6850	ADJUST NOTE PAYABLE- VIN 2068	153.05	
12/31/14	12	JE17	6850	ACHIEVA MORTGAGE PAYMENT	2,582.01	
12/31/14	12	JE18	6850	FINANCE CHARGE	97.85	
				Ending Balance =	3,600.93*	44,609.11**

2/19/2015
1:04

A-STELLAR PROP MAINT & LANDSCAPE INC
General Ledger - Period Ending 12/31/14

Company: AST
Page: 8

<u>Date</u>	<u>Mt</u>	<u>Reference</u>	<u>Account</u>	<u>Description</u>	<u>Current</u>	<u>Year-to-Date</u>
Beginning Balance			6925	Legal and Professional		135.00*
				Ending Balance =	0.00*	135.00**
Beginning Balance			7000	Licenses		5,452.20*
				Ending Balance =	0.00*	5,452.20**
Beginning Balance			7025	Meals & Entertainment		2,391.35*
12/15/14	12	JE3	7025	BUFFALO WILD WINGS-XMAS PARTY	2,232.89	
12/31/14	12	JE20	7025	LUNCH FOR CREW-CASH PAID OUT	202.21	
				Ending Balance =	2,435.10*	4,826.45**
Beginning Balance			7100	Office Expense		5,646.25*
12/1/14	12	JE3	7100	JO-ANN STORES	59.07	
12/30/14	12	JE6	7100	BRIGHTHOUSE	177.89	
				Ending Balance =	236.96*	5,883.21**
Beginning Balance			7125	Parking Fees & Tolls		11,205.05*
12/2/14	12	JE3	7125	SUNPASS OPERATIONS	15.00	
12/2/14	12	JE3	7125	SUNPASS OPERATIONS	15.00	
12/2/14	12	JE3	7125	SUNPASS OPERATIONS	15.00	
12/2/14	12	JE3	7125	SUNPASS OPERATIONS	15.00	
12/3/14	12	JE3	7125	SUNPASS OPERATIONS	15.00	
12/5/14	12	JE3	7125	SUNPASS OPERATIONS- 8 @ 15.00	120.00	
12/8/14	12	JE3	7125	SUNPASS OPERATIONS- 5 @ 15.00	75.00	
12/10/14	12	JE3	7125	SUNPASS OPERATIONS- 4 @ 15.00	60.00	
12/12/14	12	JE3	7125	SUNPASS OPERATIONS-9 @ 15.00	135.00	
12/15/14	12	JE3	7125	SUNPASS OPERATIONS	15.00	
12/15/14	12	JE3	7125	SUNPASS OPERATIONS	15.00	
12/15/14	12	JE3	7125	SUNPASS OPERATIONS	15.00	
12/15/14	12	JE3	7125	SUNPASS OPERATIONS	15.00	
12/16/14	12	JE3	7125	SUNPASS OPERATIONS	15.00	
12/16/14	12	JE3	7125	SUNPASS OPERATIONS	15.00	
12/17/14	12	JE3	7125	SUNPASS OPERATIONS - 3 @ 15.00	45.00	
12/18/14	12	JE3	7125	SUNPASS OPERATIONS- 5 @ 15.00	75.00	
12/18/14	12	JE3	7125	SUNPASS OPERATIONS	15.00	
12/18/14	12	JE3	7125	SUNPASS OPERATIONS	15.00	
12/23/14	12	JE3	7125	SUNPASS OPERATIONS - 5 @ 15.00	75.00	
12/31/14	12	JE3	7125	SUNPASS OPERATIONS	15.00	
12/1/14	12	2388	7125	TOLLS BY PLATE	121.79	
12/19/14	12	2396	7125	TOLLS BY PLATE	8.90	
				Ending Balance =	925.69*	12,130.74**
Beginning Balance			7130	Payroll Fees		9,117.23*
12/5/14	12	JE6	7130	ADP PAYROLL FEES	163.49	
12/12/14	12	JE6	7130	ADP PAYROLL FEES	163.49	
2/19/14	12	JE6	7130	ADP PAYROLL FEES	163.49	

2/19/2015
1:04

A-STELLAR PROP MAINT & LANDSCAPE INC
General Ledger - Period Ending 12/31/14

Company: AST
Page: 9

<u>Date</u>	<u>Mt</u>	<u>Reference</u>	<u>Account</u>	<u>Description</u>	<u>Current</u>	<u>Year-to-Date</u>
12/26/14	12	JE6	7130	ADP PAYROLL FEES	312.98	
				Ending Balance =	803.45*	9,920.68**
Beginning Balance			7175	Permits and Fees		51.76*
				Ending Balance =	0.00*	51.76**
Beginning Balance			7200	Postage		55.35*
12/5/14	12	JE3	7200	UNITED STATES POSTAL SVC	147.00	
				Ending Balance =	147.00*	202.35**
Beginning Balance			7300	Repairs and Maintenance		7,390.94*
				Ending Balance =	0.00*	7,390.94**
Beginning Balance			7350	Salaries - Officers		384,000.00*
12/31/14	12	JE19	7350	ADJUST OFFICER WAGES	32,000.00	
				Ending Balance =	32,000.00*	416,000.00**
Beginning Balance			7375	Security		2,336.65*
12/12/14	12	JE17	7375	BRICKHOUSE SECURITY	149.75	
				Ending Balance =	149.75*	2,486.40**
Beginning Balance			7450	Supplies		2,831.57*
12/1/14	12	JE3	7450	PUBLIX SUPERMARKET	87.01	
12/15/14	12	JE3	7450	PUBLIX SUPERMARKET	201.19	
12/17/14	12	JE3	7450	SAMS CLUB	569.21	
12/24/14	12	JE3	7450	DIXIE TRAILERS	605.13	
12/24/14	12	JE3	7450	WALMART	79.19	
12/24/14	12	JE3	7450	WINN DIXIE	15.07	
12/31/14	12	JE20	7450	SUPPLIES-CASH PAID OUT	182.26	
				Ending Balance =	1,739.06*	4,570.63**
Beginning Balance			7550	Taxes - Other		8,898.62*
12/1/14	12	2374	7550	FLORIDA DEPT OF REV-TANGIBLE	668.50	
12/1/14	12	2387	7550	FLORIDA DEPT OF REVENUE	132.68	
				Ending Balance =	801.18*	9,699.80**
Beginning Balance			7600	Telephone		5,015.30*
12/15/14	12	JE6	7600	VERIZON	370.41	
12/31/14	12	JE20	7600	TELEPHONE-CASH PAID OUT	43.00	
				Ending Balance =	413.41*	5,428.71**
Beginning Balance			7605	Towing		52.00*
				Ending Balance =	0.00*	52.00**
Beginning Balance			7650	Travel		0.00*
12/1/14	12	JE3	7650	HOLIDAY INN EXPRESS	366.24	
				Ending Balance =	366.24*	366.24**

2/19/2015
1:04

A-STELLAR PROP MAINT & LANDSCAPE INC
General Ledger - Period Ending 12/31/14

Company: AST
Page: 10

<u>Date</u>	<u>Mt</u>	<u>Reference</u>	<u>Account</u>	<u>Description</u>	<u>Current</u>	<u>Year-to-Date</u>
Beginning Balance			7675	Tools		82.28*
Ending Balance =					0.00*	82.28**
Beginning Balance			7700	Uniform Expense		4,840.45*
12/16/14	12	2392	7700	MATTHEW ALEXANDER-T SHIRTS	1,299.40	
12/19/14	12	2395	7700	MATTHEW ALEXANDER-T SHIRTS	589.00	
12/19/14	12	5493	7700	G&K SERVICES	386.81	
Ending Balance =					2,275.21*	7,115.66**
Beginning Balance			7750	Utilities		13,444.89*
12/1/14	12	JE6	7750	PROGRESS ENERGY	375.94	
12/10/14	12	JE6	7750	PROGRESS ENERGY	603.21	
12/19/14	12	5485	7750	CITY OF PINELLAS PARK	137.01	
Ending Balance =					1,116.16*	14,561.05**
General Ledger is in balance.						0.00**
222 Transactions						
Current Profit		68,851.46		Y-T-D Profit	109,612.43	

QUESTIONNAIRE

Bidder shall complete this questionnaire, sign, date and submit with its bid.

1. **BUSINESS INFORMATION:**

1.1. Name of Primary Contractor (Bidder): A-Stellar Property Maintenance & L

1.2. Location of primary office which will handle this project:
5300 70th Ave N, Pinellas Park, FL 33781

1.3. Business Organization:

a. Number of years your firm (under any name) has been in
Business: 9.5

b. With same person in top
management position 9.5

c. Under present name 9.5

d. Number of years in Florida 9.5

e. Total number of full-time staff 23

f. Additional Part-time Staff 13

g. States in which you have performed activities:
Florida

2. **LICENSING, REGISTRATION AND MINIMUM QUALIFICATIONS:**

2.1 This Project requires that **Prime Contractor:**

- a. Have the following licensed professionals included on its
 - i. Florida Master Certified Nursery Professional;
 - ii. Florida Department of Agriculture Pesticide Appli
Licensee
 - With Category 3A – Ornamental Plant an
Control
 - With Category 5 j- Right-of-Way Pest Co
 - iii. International Society of Arboriculture Certified Ar
 - iv. Florida Commission on Environmental Quality Li
Irrigator
 - v. Turf Agronomist

[END OF I <M

This certification i

A company that, a
existing contract,
Companies with A
operations in Cub
renew a contract

Respondent / Bid

Respondent /Bidc

Address: 5300 7

City: Pinellas Pa

I hereby warrant
above as the "R

I hereby certify a
listed on either t
Companies with
Florida Statute §

I understand pu
certification may

PORTAL-TO-PORTAL DISTANCE STATEMENT

Respondents (Prime Contractor) to this RFP must be located within a maximum distance of fifty (50) miles, portal-to-portal. "Portal-to-Portal" is defined as the distance in miles between the Respondent's company address to 1104 East Twiggs Avenue, Tampa, Hillsborough County, Florida. Respondent's Post Office Box address is not acceptable for calculating the portal-to-portal distance.

NOTE: Respondents located more than fifty (50) miles portal-to-portal will not be considered for this project.

1) **Respondent – (Prime Contractor):**

- a) Company Name: A-Stellar Property Maintenance & Landscaping, Inc.
- b) Company Address: 5300 70th Ave N, Pinellas Park, FL 33781
- c) Distance: 20.34 miles

RESPONDENT:

By: 
(AUTHORIZED SIGNATURE)

Matthew M Shinn
(Printed Name of Signer)

President
Title of Signer)

3/8/2015
(Date Signed)

[END OF FORM 12 – PORTAL-TO-PORTAL DISTANCE STATEMENT]

A-STAR
PROPERTY
MAINTENANCE
& LANDSCAPING, INC.

PRICE PROPOSAL FORM

Date: 3/8/2015

TAMPA-HILLSBOROUGH COUNTY EXPRESSWAY AUTHORITY
Procurement Manager
1104 East Twiggs Street, Suite 300
Tampa, FL 33602

Subject: Selmon Expressway Landscaping Services
THEA Project No. O-00115

Having carefully examined the RFP Instructions and Submittal Documents, Supplementary Instructions, Technical Specifications, Plans or Drawings (if issued), of the above subject project, as well as the premises and the conditions affecting the work, the undersigned proposes to furnish all labor and materials called for by them and equipment necessary and to accomplish the entire work within the time period indicated in accordance with the said documents for the prices presented in the price schedules included in this Price Proposal Form.

[REMAINDER OF THIS PAGE INTENTIONALLY LEFT BLANK]

PRICE SCHEDULE

1. FOUR-YEAR TERM:

Year 1: July 1, 2015 to June 30, 2016 \$ 366,045.04

Year 2: July 1, 2016 to June 30, 2017 \$ 376,210.83

Year 3: July 1, 2017 to June 30, 2018 \$ 386,681.64

Year 4: July 1, 2018 to June 30, 2019 \$ 397,687.14

TOTAL FOUR-YEAR TERM: \$ 1,526,624.65

2. RENEWAL OPTIONS:

Year 5: July 1, 2019 to June 30, 2020 \$ 414,559.79

Year 6: July 1, 2020 to June 30, 2021 \$ 426,840.08

Year 7: July 1, 2021 to June 30, 2022 \$ 439,471.15

Year 8: July 1, 2022 to June 30, 2023 \$ 452,485.95

TOTAL RENEWAL OPTIONS: \$ 1,733,356.97

TOTAL PROPOSAL PRICE: \$ 3,259,981.62

TOTAL PROPOSAL PRICE IN WRITTEN AMOUNT:

Three million two hundred fifty nine thousand nine hundred ^{eight one} DOLLARS

AND 62 CENTS

[REMAINDER OF THIS PAGE INTENTIONALLY LEFT BLANK]

The undersigned Respondent agrees to keep this offer open for acceptance for One Hundred Twenty (120) days after date of opening the Price Proposals.

The signer of this Price Proposal Form, as Respondent, hereby declares that the only person, persons, company or parties interested in this Proposal as principals are named herein, that this Proposal is made without connection with any other person, persons, company or parties submitting a proposal; and that it is in all respects fair and in good faith, without collusion or fraud.

The signer of this Price Proposal Form, as Respondent, hereby declares that the Respondent or agents, officers or employees thereof have not either directly or indirectly, entered into any agreement, participated in any collusion, or otherwise taken any action, in restraint of free competitive bidding in connection with the submitted.

The signer of this Proposal hereby warrants that they are duly authorized to sign and bind on behalf of the Respondent.

BY: [Signature]
Signature

MATTHEW M SHINN
Name Printed

A-STEEL PROPERTY MAINT.
& LANDSCAPING, INC
Name of Company

President
Title

5300 70TH AVE N.
Street Address of Company

FLORIDA
State of Incorporation

AVELLAS PARK, FL 33781
City, State, Zip of Company

(813) 270-9657
(Company Telephone Number)

(Corporate Seal)

NOTE: If Respondent is a corporation, indicate the State of Incorporation under the signature; and if a partnership, give full name of all parties.

NOTE: The person signing for the Respondent shall in his/her own handwriting, sign the Company's name, his/her own name and his/her title. Where the person signing for a corporation is other than the President or Vice-President, he/she must by affidavit, show his/her authority to bind the Company. Said affidavit shall be attached to this Price Proposal Form.

[END OF PRICE PROPOSAL FORM]

PRICE PROPOSAL WORKSHEET

#	DESCRIPTION	UNITS	QTY	COST YEAR 1	COST YEAR 2	COST YEAR 3	COST YEAR 4	COST Option Year 5	COST Option Year 6	COST Option Year 7	COST Option Year 8
1	TREES										
a.	Trees - Fertilization	Cycle	12	4,350.00	4,480.50	4,614.91	4,753.62	4,895.96	5,042.84	5,194.12	5,349.95
b.	Trees - Pruning	Cycle	12	2,086.22	2,148.80	2,213.27	2,279.66	2,348.05	2,418.50	2,491.05	2,565.78
c.	Trees - Insect & Disease Control	Cycle	12	3,698.40	3,809.35	3,923.63	4,041.34	4,162.58	4,287.45	4,416.08	4,548.56
1	TREES SUBTOTAL			\$10,134.62	\$10,438.65	\$10,751.81	\$11,074.62	\$11,406.59	\$11,748.79	\$12,101.25	\$12,464.29
2	PALMS										
a.	Palms - Fertilization	Cycle	2	4,486.33	4,620.91	4,759.54	4,902.33	5,049.40	5,200.88	5,356.91	5,517.62
b.	Palms - Pruning	Cycle	12	17,382.40	17,903.87	18,440.98	18,994.20	19,564.03	20,150.95	20,755.48	21,378.15
c.	Palms - (Medjool)- Insect & Disease Control	Cycle	3	2,286.00	2,354.58	2,425.21	2,497.97	2,572.91	2,650.10	2,729.60	2,811.49
d.	Palms - (Others) - Insect & Disease Control	Cycle	3	1,682.31	1,732.77	1,784.76	1,838.30	1,893.45	1,950.25	2,008.76	2,069.02
2	PALMS SUBTOTAL			\$25,837.04	\$26,612.13	\$27,410.49	\$28,232.80	\$29,079.79	\$29,952.18	\$30,850.75	\$31,776.2

#	DESCRIPTION	UNITS	QTY	COST YEAR 1	COST YEAR 2	COST YEAR 3	COST YEAR 4	COST Option Year 5	COST Option Year 6	COST Option Year 7	COST Option Year 8
3	SHRUBS/ GROUNDCOVER										
a.	Shrubs / Groundcover - Fertilization	Cycle	2	3,308.00	3,407.24	3,509.45	3,614.74	3,723.18	3,834.87	3,949.92	4,068.42
b.	Shrubs / Groundcover - Pruning	Cycle	12	10,686.00	11,006.58	11,336.77	11,676.88	12,027.18	12,388.00	12,759.64	13,142.43
c.	Shrubs/ Groundcover-Insect & Dis.Control	Cycle	3	1,525.00	1,570.75	1,617.87	1,666.40	1,716.40	1,767.89	1,820.92	1,875.55
d.	Palms - (Others) - Insect & Disease Control	Cycle	3	959.49	988.27	1,017.92	1,048.46	1,079.91	1,112.30	1,145.67	1,180.04
3	SHRUBS/ GROUNDCOVER SUBTOTAL			\$16,478.49	\$16,972.84	\$17,482.01	\$18,006.48	\$18,546.67	\$19,103.06	\$19,676.15	\$20,266.44
4	SOD / TURF										
a.	Sod / Turf (Fertilization)	LS	2	10,383.50	10,695.00	11,015.85	11,566.64	11,913.64	12,271.05	12,639.18	13,018.36
b.	Sod / Turf (Insect & Disease Control)	LS	1	5,700.50	5,871.51	6,047.66	6,229.09	6,415.96	6,608.44	6,806.69	7,010.89
c.	Sod / Turf (Aeration)	LS	1	3,381.75	3,483.20	3,587.69	3,695.32	3,806.18	3,920.37	4,037.98	4,159.12
d.	Mowing (Large Area)	Cycle	50	66,846.00	68,851.38	70,916.92	73,044.42	75,235.76	77,492.83	79,817.61	82,212.14
e.	Mowing (Small Area)	Cycle	50	15,126.20	15,579.98	16,047.38	16,528.80	17,024.67	17,535.41	18,061.47	18,603.31
4	SOD / TURF TOTAL			\$101437.95	\$104481.07	\$107615.50	\$111064.27	\$114396.21	\$117828.10	\$121365.93	\$125003.82

#	DESCRIPTION	UNITS	QTY	COST YEAR 1	COST YEAR 2	COST YEAR 3	COST YEAR 4	COST Option Year 5	COST Option Year 6	COST Option Year 7	COST Option Year 8
5	LANDSCAPE FEATURES										
a.	Litter Pick Up	Cycle	52	18,500.00	19,055.00	19,626.65	20,215.44	20,821.91	21,446.57	22,089.96	22,752.66
b.	Weeding	LS	1	15,200.25	15,656.25	16,125.94	16,609.72	17,108.01	17,621.25	18,149.88	18,694.38
c.	Mulching	LS	1	59,000.06	60,770.06	62,593.16	64,470.95	66,405.08	68,397.23	70,449.15	72,562.63
d.	Edging	Cycle	50	37,286.00	38,404.58	39,556.71	40,743.41	41,965.72	43,224.69	44,521.43	45,857.07
5	LANDSCAPE FEATURES SUBTOTAL			\$129,986.31	\$133,885.89	\$137,902.46	\$142,039.52	\$146,300.72	\$150,689.74	\$155,210.42	\$159,866.74
6	HARDSCAPE FEATURES										
a.	Hardscape Features Maintenance	LS	1	8,156.93	8,401.63	8,653.68	8,913.29	9,180.69	9,456.11	9,739.80	10,031.99
6	Hardscape Features Subtotal			\$8,156.93	\$8,401.63	\$8,653.68	\$8,913.29	\$9,180.69	\$9,456.11	\$9,739.80	\$10,031.99
7	IRRIGATION SYSTEM										
a.	Irrigation System Inspection	Cycle	12	11,850.12	12,205.62	12,571.79	12,948.94	13,337.41	13,737.53	14,149.65	14,574.14
b.	Irrigation System Maintenance	LS	1	9,230.72	9,507.64	9,792.87	10,086.65	10,389.25	10,700.93	11,021.96	11,352.62
7	IRRIGATION SYSTEM SUBTOTAL			\$21,080.84	\$21,713.26	\$22,364.66	\$23,035.59	\$23,726.66	\$24,438.46	\$25,171.61	\$25,926.76

#	DESCRIPTION	UNITS	QTY	COST YEAR 1	COST YEAR 2	COST YEAR 3	COST YEAR 4	COST Option Year 5	COST Option Year 6	COST Option Year 7	COST Option Year 8
8	LIGHTING SYSTEM										
a.	Lighting Inspections	Cycle	12	7,800.00	8,034.00	8,275.02	8,523.27	8,778.96	9,042.33	9,313.60	9,593.01
b.	Lighting Maintenance	LS	1	17,950.00	18,488.50	19,043.15	19,614.44	20,202.88	20,808.96	21,433.23	22,076.23
8	LIGHTING SYSTEM SUBTOTAL			\$25,750.00	\$26,522.50	\$27,318.17	\$28,137.71	\$28,981.84	\$29,851.29	\$30,746.83	\$31,669.24
9	WATER FEATURES / PONDS										
a.	Lumsden Water Feature - Maintenance	LS	1	7,525.33	7,525.33	7,525.33	7,525.33	7,751.08	7,983.62	8,223.13	8,469.82
b.	Pond Maintenance - Litter	LS	1	5,500.63	5,500.63	5,500.63	5,500.63	5,665.64	5,835.61	6,010.67	6,190.99
c.	Pond Maintenance - Weed Algae Control	LS	1	13,566.90	13,566.90	13,566.90	13,566.90	13,973.90	14,393.12	14,824.91	15,269.66
9	WATER FEATURES / PONDS			\$	\$	\$	\$	\$	\$	\$	\$
10	MAINTENANCE OF TRAFFIC										
a.	Maintenance of Traffic	LS	1	5,550.00	5,550.00	5,550.00	5,550.00	5,550.00	5,550.00	5,550.00	5,550.00
10	Maintenance of Traffic			\$5,550.00	\$5,550.00	\$5,550.00	\$5,550.00	\$5,550.00	\$5,550.00	\$5,550.00	\$5,550.00
11	SUMMATION OF COSTS										
11	SUMMATION OF COSTS			\$366,045.04	\$376,210.83	\$386,681.64	\$397,687.14	\$414,559.79	\$426,840.08	\$439,471.15	\$452,485.95

[END OF FORM 14 – PRICE PROPOSAL WORKSHEET]

RESPONDENT'S RESPONSE PACKAGE REVIEW CHECKLIST

1. Respondent's Response Package **must be** organized and labeled following the instructions as contained in Section B, Project Information and Response Requirements, Paragraph 2.1, Response Package.

Mark with a Check once items are completed	Order Number	Description	Location of Provision
X	1	Respondent has prepared its Response Package to be organized, tabbed and submitted in the order required.	Section B, 2.1
X	2	Respondent has prepared its Response Package on 8 1/2 inch by 11 inch pages unless otherwise authorized and each page is typewritten and single-spaced with a minimum font size 10 with text presented single-sided on each separate page.	Section B, 2.1
X	3	Respondent has included a Table of Contents for its Response Package.	Section B, 2.1.1
X	4	Respondent has included a Letter of Interest .	Section B, 2.1.2
X	5	Respondent has included an Organizational Chart .	Section B, 2.1.3.a
X	6	Respondent has included Resumes for the Project Manager and the key active participants of team.	Section B, 2.1.3.b
X	7	Respondent has included an Approach to Providing Services .	Section B, 2.1.4
X	8	Respondent has completed and signed its Declaration of Respondent, Form 1 .	Section B, 2.1.5.a
X	9	Respondent has completed and included its References, Form 2 .	Section B, 2.1.5.b
X	10	Respondent has completed and signed its Public Entity Crimes Form, Form 3 having checked the applicable statement in Paragraph 5 of the form.	Section A, 2.15 Section B, 2.1.5.c
X	11	Respondent has completed and signed its Bidder's Opportunity List, Form 4 .	Section A, 2.16 Section B, 2.1.5.d
X	12	Respondent has completed and signed its Anticipated SBE Participation Statement, Form 5 .	Section A, 2.16 Section B, 2.1.5.e
X	13	Respondent has completed and signed its SBE Outreach Action Plan, Form 6 .	Section A, 2.16 Section B, 2.1.5.f
X	14	Respondent has completed its Conflicts of Interest Statement, Form 7 .	Section A, 2.20 Section B, 2.1.5.g
X	15	Respondent has provided answers and responses to the Questionnaire, Form 8 .	Section B, 2.1.5.h
X	16	Respondent has completed the Certification Regarding Scrutinized Companies List, Form 9 .	Section A, 2.21 Section B, 2.5.i
X	17	Respondent has completed the Acknowledgement of Receipt of Addendums, Form 10 .	Section A, 1.9 Section B, 2.1.5.j

X	18	<p>If Respondent is submitting a Response as a "Joint Venture firm":</p> <p>a) An affidavit attesting to the formulation of the joint venture is completed, signed and notarized; and</p> <p>b) Respondent has included either proof of incorporation as a joint venture or a copy of the formal joint venture agreement between all joint venture parties, indicating their respective roles, responsibilities and levels of participation for the project.</p> <p>c) Respondent has completed and executed Declaration of Joint Venture and Power of Attorney, Form 11.</p>	<p>Section A, 2.11 Section B, 2.1.5.k</p>
X	19	Respondent has completed and signed the Portal-to-Portal Distance Statement, Form 12.	Section B, 2.1.5.l
X	20	Respondent has completed and signed the Price Proposal Form, Form 13.	Section B, 2.1.5.m
X	21	Respondent has completed the Price Proposal Worksheet, Form 14 and has verified the entries made on the Worksheet are mathematically correct and agree to the totals entered on the Price Proposal Form, Form 13.	Section B, 2.1.5.n
X	22	Respondent has included One (1) original plus four (4) copies of its Response Package.	Section B, 2.1
X	23	Respondent has included one (1) digital storage media (i.e. CD, DVD or USB Drive) containing electronic copies of all documents in the Response Package in Word format or Adobe PDF.	Section B, 2.1
X	24	Respondent has verified all forms have been completed, signed, dated, by a duly authorized officer, principal or partner (as applicable) and notarized where required.	Section B, 2.1
X	25	Respondent has completed and included the Respondent's Response Package Review Checklist, Form 15.	<p>Section A, 2.2.5 Section B, 2.1.5.o</p>

[END OF FORM 15 - RESPONDENT'S RESPONSE PACKAGE REVIEW CHECKLIST]