

CONTRACT DOCUMENTS FOR:



ITB #19-024

KEY WEST AMPHITHEATER FENCING

PROJECT #IS43031901

AUGUST 2019

MAYOR: TERI JOHNSTON

COMMISSIONERS:

GREGORY DAVILA

BILLY WARDLOW

JIMMY WEEKLEY

CLAYTON LOPEZ

SAM KAUFMAN

MARY LOU HOOVER

PREPARED BY:
Ian McDowell
City of Key West
Engineering Services

CITY OF KEY WEST
KEY WEST, FLORIDA
CONTRACT DOCUMENTS

For

KEY WEST AMPHITHEATER FENCING ITB# 19-024

INFORMATION TO BIDDERS

SUBJECT: INVITATION TO BID NO. 19-024:
CITY OF KEY WEST
KEY WEST AMPHITHEATER FENCING

ISSUE DATE: 1 AUG. 2019

MAIL OR SPECIAL
DELIVERY REPOSSES TO: CITY CLERK
CITY OF KEY WEST
1300 WHITE STREET
KEY WEST, FL 33040

DELIVER BIDS TO: SAME AS ABOVE.

PRE-BID: 14 AUG. 2019

FINAL DATE FOR INQUIRIES: 21 AUG. 2019

FINAL DATE FOR RESPONSES: 28 AUG. 2019

BIDS MUST BE RECEIVED: 4 SEP. 2019

NOT LATER THAN: 3:00 P.M. LOCAL TIME

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PART 1

BIDDING REQUIREMENTS

INVITATION TO BID

Sealed bids for the City of Key West ITB# 19-024 KEY WEST AMPHITHEATER FENCING, addressed to the City of Key West, will be received at the Office of the City Clerk, 1300 White Street., Key West Florida, 33040 until 3:00 p.m. on Wednesday, SEPTEMBER 4, 2019, and then publicly opened and read. Any bids received after the time and date specified will not be considered.

Please submit one (1) original, and two (2) flash drives each with one single PDF file of the sections entitled “Bidding Requirements” and “Contract Forms”. Bid package is to be enclosed in a sealed envelope, clearly marked on the outside “ITB# 19-024 KEY WEST AMPHITHEATER FENCING IS43031901” addressed and delivered to the City Clerk at the address noted above.

The proposed project consists of providing all site work, materials, equipment, and labor necessary to construct approximately 382 linear feet of aluminum fencing, two 8-foot gates, two 16-foot gates, and two 24-foot gates at Truman Waterfront Park Amphitheater

Drawings and Specifications may be obtained from Demand Star by Onvia or City of Key West. Please contact Demand Star at www.demandstar.com or call 1-800-711-1712 or www.cityofkeywest-fl.gov

A pre-bid meeting will be held on August 14th, 2019, at 11:00 AM in the City Manager’s Conference room, 2nd floor, Key West City Hall, 1300 White Street, Key West, Florida

EACH BID MUST BE SUBMITTED ON THE PRESCRIBED FORM AND ACCOMPANIED BY BID SECURITY AS PRESCRIBED IN THE INSTRUCTIONS TO BIDDERS, PAYABLE TO THE CITY OF KEY WEST, FLORIDA, IN AN AMOUNT NOT LESS THAN FIVE (5) PERCENT OF THE AMOUNT BID.

THE BIDDER MUST BE A LICENSED CONTRACTOR BY THE STATE OF FLORIDA AND SUBMIT PROOF OF SUCH WITH THE BID.

The successful Bidder shall furnish documentation showing that he is in compliance with the licensing requirements of the State and the provisions of Chapter 66 Section 87 of the Code of Ordinances of the City of Key West; within 10 days following the Notice of Award and must demonstrate that he holds at a minimum, the following licenses & certificates;

- A. City of Key West Business Tax License Receipt
- B. A valid Certified General Contractors License issued by the State of Florida.

All bid bonds, insurance contracts, and certificates of insurance shall be either executed by or countersigned by a licensed resident agent of the Surety or Insurance Company having his place of business in the State of Florida, and in all ways complying with the insurance laws of the State of Florida. Further, the said Surety or Insurance Company shall be duly licensed and qualified to do business in the State of Florida.

Before a Contract will be awarded for the work contemplated herein, the CITY will conduct such investigation as is necessary to determine the performance record and ability of the apparent low Bidder to perform the size and type of work specified under this Contract. Upon request, the Bidder shall submit such information as deemed necessary by the CITY to evaluate the Bidder's qualifications.

Any request for information concerning this project must be made in writing, per City of Key West Ordinance Section 2-773, Code of Silence, to Ian McDowell, Assistant City Engineer, at cimcdowell@cityofkeywest-fl.gov.

As stated above at the time of the bid submittal the Bidder must provide satisfactory documentation of State Licenses. The Bidder shall furnish documentation showing that he is in compliance with the licensing requirements of County, and City licenses as would be required within ten days of the award. The successful Bidder must also be able to satisfy the CITY Attorney as to such insurance coverage and legal requirements as may be demanded by the Bid in question. The CITY may reject bids for any and/or all of the following reasons: (1) for budgetary reasons, (2) if the bidder misstates or conceals a material fact in its bid, (3) if the bid does not strictly conform to the law or is non-responsive to the bid requirements, (4) if the bid is conditional, or (5) if a change of circumstances occurs making the purpose of the bid unnecessary to the CITY. The CITY may also waive any minor formalities or irregularities in any bid, (6) if such rejection is in the best interest of the CITY.

INSTRUCTIONS TO BIDDERS

1. CONTRACT DOCUMENTS

A. FORMAT

The Contract Documents are divided into parts, divisions, and sections for convenient organization and reference. Generally, there has been no attempt to divide the sections into work performed by the various building trades, work by separate subcontractors, or work required for separate facilities in the project.

B. DOCUMENT INTERPRETATION

The separate sections contained within these Contract Documents are intended to be mutually cooperative and to provide all details reasonably required for the execution of the proposed work.

Should there be any doubt as to the meaning or intent of said Contract Documents, the Bidder should request of the ENGINEER, in writing (at least ten (10) calendar days prior to bid opening) an interpretation thereof. Any interpretation or change in said Contract Documents will be made only in writing in the form of Addenda to the documents which will be available to all registered holders of Contract Documents via Demand star. Bidders shall submit with their Bids, or indicate receipt of, all Addenda. The CITY will not be responsible for any other explanation or interpretations of said Documents.

2. GENERAL DESCRIPTION OF THE PROJECT

A general description of the work to be done is contained in the Invitation to Bid. The scope is specified in applicable parts of these Contract Documents.

3. QUALIFICATION OF CONTRACTORS

The prospective Bidders must meet the statutorily prescribed requirements before award of Contract by the CITY. Bidders must hold or obtain all licenses and/or certificates as required by the State and Local Statutes to bid and perform the work specified herein.

4. BIDDER'S UNDERSTANDING

Each Bidder must inform himself of the conditions relating to the execution of the work, and it is assumed that he will inspect the site and make himself thoroughly familiar with all the Contract Documents. Failure to do so will not relieve the successful Bidder of his obligation to enter a Contract and complete the contemplated work in strict accordance with the Contract Documents. It shall be the Bidder's obligation to verify for himself and to his complete satisfaction all information concerning site and subsurface conditions.

The CITY will make available to prospective Bidders upon request and at the office of the ENGINEER, prior to bid opening, any information that he may have as to subsurface conditions and surface topography at the worksite.

Each Bidder shall inform himself of, and the Bidder awarded a Contract shall comply with, federal,

state, and local laws, statutes, and ordinances relative to the execution of the work. This requirement includes, but is not limited to, applicable regulations concerning minimum wage rates, nondiscrimination in the employment of labor, protection of public and employee safety and health, environmental protection, the protection of natural resources, fire protection, burning and non-burning requirements, permits, fees, and similar subjects.

5. TYPE OF BID

A. LUMP SUM

The BID for the work is to be submitted on a lump sum basis. Lump sum prices shall be submitted for all items of work set forth in the bid. All items required to complete the work specified but not included in the bid shall be considered incidental to those set forth in the bid.

Provided in Part 4 of these documents is a pre-itemized Schedule of Values broken down by trade and type of work, Bidders are to provide the cost of all LABOR & MATERIALS for use as a basis for payment.

6. PREPARATION OF BIDS

A. GENERAL

All blank spaces in the BID form must be filled in, as required, preferably in BLACK ink. All price information shall be shown in both words and figures where required. No changes shall be made in the phraseology of the forms. Written amounts shall govern in case of discrepancy between the amounts stated in writing and the amounts stated in figures. In case of discrepancy between unit prices and extended totals, unit prices shall prevail.

Any BID shall be deemed informal which contains omissions, erasures, alterations, or additions of any kind, or prices uncalled for, or in which any of the prices are obviously unbalanced, or which in any manner shall fail to conform to the conditions of the published Invitation to Bid.

Only one BID from any individual, firm, partnership, or corporation, under the same or different names, will be considered. Should it appear to the CITY that any Bidder is interested in more than one Bid for work contemplated; all Bids in which such Bidder is interested will be rejected.

B. SIGNATURE

The Bidder shall sign his BID in the blank space provided therefore. If Bidder is a corporation, the legal name of the corporation shall be set forth above, together with the signature of the officer or officers authorized to sign Contracts on behalf of the corporation. If Bidder is a partnership, the true name of the firm shall be set forth above, together with the signature of the partner or partners authorized to sign Contracts in behalf of the partnership. If signature is by an agent, other than an officer of a corporation or a member of a partnership, a notarized power-of-attorney must be on file with the CITY prior to

opening of Bids or submitted with the Bid, otherwise the Bid will be regarded as not properly authorized.

C. SPECIAL BIDDING REQUIREMENTS

The Bidder's attention is brought to the hiring practices and licenses and permits of the City of Key West. These are defined in the addition to Article 39, ORDINANCES, PERMITS, AND LICENSES, as set forth in the Supplementary Conditions.

The Bidder shall submit with his Bid his experience record showing his experience and expertise in general construction projects and related work. Such experience record shall provide at least five current or recent projects (within the past 5 years) of similar work, within the State Florida and preferably Monroe County. For each project the following information shall be provided:

1. Description and location of work.
2. Contract amount.
3. Dates work was performed.
4. Owner.
5. Name of Owner's contact person and phone number.
6. ENGINEER.
7. Name of ENGINEER's contact person and phone number.

The bidder shall submit with his bid a list of items to be performed by his own labor and that performed by subcontractors or others.

D. ATTACHMENTS

Bidder shall complete and submit the following forms with his bid:

Anti-Kickback Affidavit
Public Entity Crimes Form
Indemnification Form
Local Vendors Form (if applicable)
Domestic Partnership Affidavit
Cone of Silence Affidavit
Non-Collusion Affidavit
Bidders' Checklist

E. PUBLIC ENTITY CRIMES FORM

Pursuant to the requirements of Chapter 287.133, Laws of Florida, pertaining to the sworn statement on Public Entity Crimes and the Convicted Vendor List, all Bidders shall submit a signed and notarized statement with their Bid on the form provided herein.

7. STATE AND LOCAL SALES AND USE TAXES

Unless the Supplementary Conditions contains a statement that the CITY is exempt from state

sales tax on materials incorporated into the work due to the qualification of the work under this Contract, the Contractor, as required by the laws and statutes of the state and its political subdivisions, shall pay all state and local sales and use taxes. Prices quoted in the Bid shall include all nonexempt sales and use taxes, unless provision is made in the Bid form to separately itemize the tax.

8. SUBMISSION OF BIDS

All BIDS must be submitted not later than the time prescribed, at the place, and in the manner set forth in the Invitation to Bid. BIDS must be made on the BID forms provided herewith, **submit one (1) ORIGINAL and two (2) FLASH DRIVES each containing a single PDF file of the entire bid package.**

Each BID must be submitted in a sealed envelope, so marked as to indicate the Bidder's name and its contents (project name and number) without being opened, and addressed in conformance with the instructions in the Invitation to Bid.

9. MODIFICATION OR WITHDRAWAL OF BIDS

Prior to the time and date designated for receipt of BIDS, any BID submitted may be withdrawn by notice to the party receiving BIDS at the place designated for receipt of BIDS. Such notice shall be in writing over the signature of the Bidder or by telegram. If by telegram, written confirmation over the signature of the Bidder shall be mailed and postmarked on or before the date and time set for receipt of BID. No BID may be withdrawn after the time scheduled for opening of BIDS, unless the time specified in paragraph AWARD OF CONTRACT of these Instructions to Bidders shall have elapsed.

10. BID SECURITY

BIDS must be accompanied by cash, a certified check, or cashier's check drawn on a bank in good standing, or a bid bond issued by a Surety authorized to issue such bonds in the state where the work is located, in the amount of five (5) percent of the total amount of the Bid submitted. This bid security shall be given as a guarantee that the Bidder will not withdraw his BID for a period of ninety (90) days after bid opening, and that if awarded the Contract, the successful Bidder will execute the attached Contract and furnish properly executed Performance and Payment Bonds, each in the full amount of the Contract price within the time specified. Agent and Surety phone numbers must be provided.

The Attorney-in-Fact who executes this bond in behalf of the Surety must attach a notarized copy of his power-of-attorney as evidence of his authority to bind the Surety on the date of execution of the bond. Where State Statute requires, certification by a resident agent shall also be provided.

If the Bidder elects to furnish a Bid Bond, he shall use the Bid Bond form bound herewith, or one conforming substantially thereto in form and content.

11. RETURN OF BID SECURITY

Within 15 days after the award of the Contract, the CITY will return the bid securities to all Bidders whose BIDS are not to be further considered in awarding the Contract. Retained bid securities

will be held until the Contract has been finally executed, after which all bid securities, other than Bidders' bonds and any guarantees, which have been forfeited, will be returned to the respective Bidders whose Bids they accompanied.

12. AWARD OF CONTRACT

Within ninety (90) calendar days after the opening of Bids, the CITY will accept one of the Bids or will act in accordance with the following paragraphs. The acceptance of the Bid will be by written notice of award, mailed to the office designated in the Bid, or delivered to the Bidder's representative. In the event of failure of the lowest responsive, responsible Bidder to sign the Contract, provide additional documents, insurance certificate(s) and evidence of holding required licenses and certificates, the Owner may award the Contract to the next lowest responsive, responsible Bidder. Such award, if made, will be made within one hundred & twenty (120) days after the opening of Bids.

The CITY reserves the right to accept or reject any or all Bids, and to waive any informalities and irregularities in said Bids.

13. BASIS OF AWARD

The award will be made by the Owner on the basis of the BID from the lowest, responsive, responsible BIDDER which, in the Owner's sole and absolute judgment will best serve the interest of the Owner.

14. EXECUTION OF CONTRACT

The successful Bidder shall, within ten (10) working days after receiving Notice of Award, sign and deliver to the CITY an original Contract and two (2) copies in the form hereto attached, together with the insurance certificate as required in the Contract Documents and evidence of holding required licenses and certificates. Within 10 working days after receiving the signed Contract from the successful Bidder, the City's authorized agent will sign the Contract. Signature by both parties constitutes execution of the Contract.

16. FAILURE TO EXECUTE CONTRACT AND FURNISH BID BOND

The Bidder who has a Contract awarded to him and who fails to promptly and properly execute the Contract shall forfeit the bid security that accompanied his bid, and the bid security shall be retained as liquidated damages by the CITY, and it is agreed that this said sum is a fair estimate of the amount of damages the CITY will sustain in case the Bidder fails to enter into a Contract. Bid security deposited in the form of cash, a certified check, or cashier's check shall be subject to the same requirement as a Bid Bond.

17. TIME OF COMPLETION

The time of completion of the work to be performed under this Contract is the essence of the Contract. Delays and extensions of time may be allowed in accordance with the provisions stated in the General Conditions.

When the Contractor receives a Notice to Proceed, he shall commence work as soon as possible and shall complete all work within **120** calendar days as stipulated in this Bid.

NOTE TO BIDDER: Use preferably BLACK ink for completing this BID form.

PROPOSAL FORM

To: The City of Key West
Address: 1300 White Street, Key West, Florida 33040
Project Title: KEY WEST AMPHITHEATER
FENCING 19-024

Bidder's contact person for additional information on this BID:

Company Name: Royal Crest Companies, Inc DBA, Design Center, Inc

Contact Name & Telephone #: Chris Nolan, E.I. (305) 735-4042

Email Address: Chris@royal-crest.com

BIDDER'S DECLARATION AND UNDERSTANDING

The undersigned, hereinafter called the Bidder, declares that the only persons or parties interested in this Bid are those named herein, that this Bid is, in all respects, fair and without fraud, that it is made without collusion with any official of the Owner, and that the Bid is made without any connection or collusion with any person submitting another Bid on this Contract.

The Bidder further declares that he has carefully examined the Contract Documents for the construction of the project, that he has personally inspected the site, that he has satisfied himself as to the quantities involved, including materials and equipment, and conditions of work involved, including the fact that the description of the quantities of work and materials, as included herein, is brief and is intended only to indicate the general nature of the work and to identify the said quantities with the detailed requirements of the Contract Documents, and that this Bid is made according to the provisions and under the terms of the Contract Documents, which Documents are hereby made a part of this Bid.

CONTRACT EXECUTION

The Bidder agrees that if this Bid is accepted, he will, within 10 days, not including Sundays and legal holidays, after Notice of Award, sign the Contract in the form annexed hereto, and will at that time, deliver to the Owner evidence of holding required licenses and certificates, and will, to the extent of his Bid, furnish all machinery, tools, apparatus, and other means of construction and do the work and furnish all the materials necessary to complete all work as specified or indicated in the Contract Documents.

CERTIFICATES OF INSURANCE

Bidder agrees to furnish the Owner, before commencing the work under this Contract, the certificates of insurance as specified in these Documents.

PROPOSAL FORM

1.) KEY WEST AMPHITHEATER FENCING LUMP SUM BASE BID:

(Includes all permitting, demolition, disposal, fixtures, equipment, material & labor)

LUMP SUM \$ 99,584.00

Ninety-nine thousand, five hundred eighty four Dollars & _____ Cents
(amount written in words)

Payment for materials & equipment authorized by the Owner in a written Change Order but not listed in the Schedule of Values will be provided at suppliers' invoice plus 15 %.

Provided in Part 4 of these documents is a pre-itemized Schedule of Values broken down by trade and type of work, Bidders are to provide the cost of all LABOR & MATERIALS for use as a basis for payment.

KEY WEST AMPHITHEATER FENCING ITB 19-024

Item Number	Description of Work/Materials	Amount
	Permits	\$2,750.00
	P&P Bonds	\$2,750.00
	Mobilization	\$1,500.00
	Profit and Overhead	\$23,500.00
	Temp Facilities	\$9,000.00
	Rental Equipment	N/A
	Demolition/Clear/Fill	\$750.00
	Fasteners and Hardware	9,834.00
	Replace/relocate plants	\$1,000.00
	Concrete footings	\$1,250.00
	Fencing/materials	\$44,000.00
	Adjust sprinklers	\$750.00
	Debris disposal	\$1,500.00
	Adjust/Relocate plants	\$1,000.00
	TOTAL	\$99,584.00

List items to be performed by CONTRACTOR's own forces and the estimated total cost of these items. (Use additional sheets if necessary.)

All Areas Will be Covered by Royal Crest Companies, Inc DBA Design Center Inc

SUBCONTRACTORS N/A

The Bidder further proposes that the following subcontracting firms or businesses will be awarded subcontracts for the following portions of the work if the Bidder is awarded the Contract:

Name

Street City State Zip

Name

City State Street Zip

Name

Street City State Zip

Name

City State Street Zip

SURETY

United States Fire Insurance Company whose address is

305 Madison Avenue, Morristown, NJ, 07962

Street

City

State

Zip

BIDDER

The name of the Bidder submitting this Bid is

Royal Crest Companies, Inc DBA Design Center Inc doing business at

6677 Overseas Highway, Marathon, Fl, 33050

Street

City

State

Zip

which is the address to which all communications concerned with this Bid and with the Contract shall be sent.

The names of the principal officers of the corporation submitting this Bid, or of the partnership, or of all persons interested in this Bid as principals are as follows:

Andrew George, Principal

Yadira Blanco, Principal

Pavel Bacallao, Principal

If Sole Proprietor or Partnership

IN WITNESS hereto the undersigned has set his (its) hand this _____ day of _____ 2019.

Signature of Bidder

Title

If Corporation

IN WITNESS WHEREOF the undersigned corporation has caused this instrument to be executed and its seal affixed by its duly authorized officers this 10th day of September 2019.

(SEAL)

Name of Corporation

*Royal Crest Companies, Inc.
DBA Design Center, Inc.*

By 

Andrew George

Title President

Attest 

Secretary

EXPERIENCE OF BIDDER

The Bidder states that he is an experienced CONTRACTOR and has completed similar projects within the last 5 years.

(List similar projects, with types, names of OWNERS, construction costs, ENGINEERS, and references with phone numbers. Use additional sheets if necessary.)

Install Fencing in different areas of Fiesta Key Resort totaling approximately 1,500
Linear Feet of Fence. Approximately \$300,000.00 in Cost.

Contact Jessica (305) 563-1003

Install approximately 1,200 LF Fencing at Sunshine Key campground. Approximate
Cost: \$240,000.00

Contact Rosa (305) 407-7813

FLORIDA BID BOND

BOND NO. n/a

AMOUNT: \$ 5% of Amount Bid

KNOW ALL MEN BY THESE PRESENTS, that _____

Royal Crest Companies, Inc. DBA Design Center, Inc. 6677 Overseas Highway, Marathon, FL 33050

hereinafter called the PRINCIPAL, and United States Fire Insurance Company

a corporation duly organized under the laws of the State of Delaware

having its principal place of business at 305 Madison Avenue, Morristown, NJ 07962

_____ in the State of New Jersey,

and authorized to do business in the State of Florida, as SURETY, are held and firmly bound unto

City of Key West

hereinafter called the OBLIGEE, in the sum of Five Percent of Amount Bid-----

DOLLARS (\$ -----5%-----) for the payment for which we bind ourselves, our heirs, executors, administrators, successors, and assigns, jointly and severally, firmly by these present.

THE CONDITION OF THIS BOND IS SUCH THAT:

WHEREAS, the PRINCIPAL is herewith submitting his or its Bid for
ITB # 19-024 / KEY WEST AMPHITHEATER FENCING / IS43031901 said
Bid, by reference thereto, being hereby made a part hereof.

WHEREAS, the PRINCIPAL contemplates submitting or has submitted a bid to the OBLIGEE for

the furnishing of all labor, materials (except those to be specifically furnished by the CITY), equipment, machinery, tools, apparatus, means of transportation for, and the performance of the work covered in the Bid and the detailed Specifications, entitled:

ITB # 19-024 / KEY WEST AMPHITHEATER FENCING / IS43031901

WHEREAS, it was a condition precedent to the submission of said bid that a cashier's check, certified check, or bid bond in the amount of five (5) percent of the base bid be submitted with said bid as a guarantee that the Bidder would, if awarded the Contract, enter into a written Contract with the CITY for the performance of said Contract, within 10 working days after written notice having been given of the award of the Contract.

NOW, THEREFORE, the conditions of this obligation are such that if the PRINCIPAL within 10 consecutive calendar days after written notice of such acceptance, enters into a written Contract with the OBLIGEE and furnishes the Performance and Payment Bonds, each in an amount equal to 100 percent of the base bid, satisfactory to the CITY, then this obligation shall be void; otherwise the sum herein stated shall be due and payable to the OBLIGEE and the Surety herein agrees to pay said sum immediately upon demand of the OBLIGEE in good and lawful money of the United States of America, as liquidated damages for failure thereof of said PRINCIPAL.

Signed and sealed this 11th day of September, 2019.

PRINCIPAL Royal Crest Companies, Inc. DBA Design Center, Inc.

By [Signature]

STATE OF Florida)
: SS
COUNTY OF Manatee)

United States Fire Insurance Company
SURETY
By [Signature]
Charles J. Nielson, Attorney-in-fact



POWER OF ATTORNEY
UNITED STATES FIRE INSURANCE COMPANY
PRINCIPAL OFFICE - MORRISTOWN, NEW JERSEY

00927402019

KNOW ALL MEN BY THESE PRESENTS: That United States Fire Insurance Company, a corporation duly organized and existing under the laws of the state of Delaware, has made, constituted and appointed, and does hereby make, constitute and appoint:

*Ian A. Nipper, David Russell Hoover, Joseph Penichet Nielson,
Charles David Nielson, Charles Jackson Nielson, Shawn Alan Burton, Jarrett Merlucci*

each, its true and lawful Attorney(s)-In-Fact, with full power and authority hereby conferred in its name, place and stead, to execute, acknowledge and deliver: Any and all bonds and undertakings of surety and other documents that the ordinary course of surety business may require, and to bind United States Fire Insurance Company thereby as fully and to the same extent as if such bonds or undertakings had been duly executed and acknowledged by the regularly elected officers of United States Fire Insurance Company at its principal office, in amounts or penalties not exceeding: **Seven Million, Five Hundred Thousand Dollars (\$7,500,000)**.

This Power of Attorney limits the act of those named therein to the bonds and undertakings specifically named therein, and they have no authority to bind United States Fire Insurance Company except in the manner and to the extent therein stated.

This Power of Attorney revokes all previous Powers of Attorney issued on behalf of the Attorneys-In-Fact named above and expires on January 31, 2020.

This Power of Attorney is granted pursuant to Article IV of the By-Laws of United States Fire Insurance Company as now in full force and effect, and consistent with Article III thereof, which Articles provide, in pertinent part:

Article IV, Execution of Instruments - Except as the Board of Directors may authorize by resolution, the Chairman of the Board, President, any Vice-President, any Assistant Vice President, the Secretary, or any Assistant Secretary shall have power on behalf of the Corporation:

(a) to execute, affix the corporate seal manually or by facsimile to, acknowledge, verify and deliver any contracts, obligations, instruments and documents whatsoever in connection with its business including, without limiting the foregoing, any bonds, guarantees, undertakings, recognizances, powers of attorney or revocations of any powers of attorney, stipulations, policies of insurance, deeds, leases, mortgages, releases, satisfactions and agency agreements;

(b) to appoint, in writing, one or more persons for any or all of the purposes mentioned in the preceding paragraph (a), including affixing the seal of the Corporation.

Article III, Officers, Section 3.11, Facsimile Signatures. The signature of any officer authorized by the Corporation to sign any bonds, guarantees, undertakings, recognizances, stipulations, powers of attorney or revocations of any powers of attorney and policies of insurance issued by the Corporation may be printed, facsimile, lithographed or otherwise produced. In addition, if and as authorized by the Board of Directors, dividend warrants or checks, or other numerous instruments similar to one another in form, may be signed by the facsimile signature or signatures, lithographed or otherwise produced, of such officer or officers of the Corporation as from time to time may be authorized to sign such instruments on behalf of the Corporation. The Corporation may continue to use for the purposes herein stated the facsimile signature of any person or persons who shall have been such officer or officers of the Corporation, notwithstanding the fact that he may have ceased to be such at the time when such instruments shall be issued.

IN WITNESS WHEREOF, United States Fire Insurance Company has caused these presents to be signed and attested by its appropriate officer and its corporate seal hereunto affixed this 25th day of March, 2019.

UNITED STATES FIRE INSURANCE COMPANY



A.R.S.

Anthony R. Slimowicz, Executive Vice President

State of New Jersey }
County of Morris }

On this 25th day of March 2019, before me, a Notary public of the State of New Jersey, came the above named officer of United States Fire Insurance Company, to me personally known to be the individual and officer described herein, and acknowledged that he executed the foregoing instrument and affixed the seal of United States Fire Insurance Company thereto by the authority of his office.

SONIA SCALA
NOTARY PUBLIC STATE OF NEW JERSEY
NO. 2163686

Sonia Scala

Sonia Scala

(Notary Public)

MY COMMISSION EXPIRES 3/25/2024

I, the undersigned officer of United States Fire Insurance Company, a Delaware corporation, do hereby certify that the original Power of Attorney of which the foregoing is a full, true and correct copy is still in force and effect and has not been revoked.

11th September 19

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the corporate seal of United States Fire Insurance Company on the day of 20

UNITED STATES FIRE INSURANCE COMPANY



Al Wright

Al Wright, Senior Vice President

ANTI- KICKBACK AFFIDAVIT

STATE OF Florida)
 : SS
COUNTY OF Monroe)

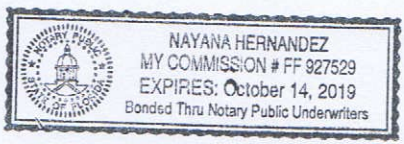
I, the undersigned hereby duly sworn, depose and say that no portion of the sum herein bid will be paid to any employees of the City of Key West as a commission, kickback, reward or gift, directly or indirectly by me or any member of my firm or by an officer of the corporation.

By: Chris Nolan _____
Chris Nolan, E.I

Sworn and subscribed before me this 10 day of September, 2019.

NOTARY PUBLIC, State of Florida at Large

My Commission Expires: October 14, 2019



SWORN STATEMENT UNDER SECTION 287.133(3)(A)
FLORIDA STATUTES, ON PUBLIC ENTITY CRIMES

THIS FORM MUST BE SIGNED IN THE PRESENCE OF A NOTARY PUBLIC OR OTHER OFFICER AUTHORIZED TO ADMINISTER OATHS.

1. This sworn statement is submitted with Bid or Bid for Key West Amphitheater Fencing
Project # IS43031901 ITB#19-024

2. This sworn statement is submitted by Royal Crest Companies, Inc DBA Design Center Inc
(Name of entity submitting sworn statement)

whose business address is 6677 Overseas Highway, Marathon, Fl, 33050

and (if applicable) its Federal Employer Identification Number (FEIN) is 47-4303280

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

3. My name is Chris Nolan, E.I.
(Please print name of individual signing)

and my relationship to the entity named above is Employee, Project Engineer/Manager

4. I understand that a “public entity crime” as defined in 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 with the United States, including but not limited to, any bid or contract for goods or services to be provided to any public or an agency or political subdivision of any other state or of the United States and involving antitrust, fraud, theft, bribery, collusion, racketeering, conspiracy, material misrepresentation.

5. 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 adjudication guilt, in any federal or state trial court of record relating to charges brought by indictment information after July 1, 1989, as a result of a jury verdict, nonjury trial, or entry of a plea of guilty or nolo contendere.

6. I understand that an “affiliate” as defined in Paragraph 287.133(1)(a), Florida Statutes, means
 - a. A predecessor or successor of a person convicted of a public entity crime; or

- b. 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 an affiliate. The ownership by one person of shares constituting 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 a 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.
7. I understand that a "person" as defined in Paragraph 287.133(1)(8), 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 goods or services let by a public entity, or which otherwise transacts or applies to transact business with public entity. The term "person" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in management of an entity.
8. Based on information and belief, the statement which I have marked below is true in relation to the entity submitting this sworn statement. (Please indicate which statement applies).

Neither the entity submitting this sworn statement, nor any officers, directors, executives, partners, shareholders, employees, members, or agents who are active in management of the entity, nor any affiliate of the entity have been charged with and convicted of a public entity crime subsequent to July 1, 1989, AND (Please indicate which additional statement applies.)

There has been a proceeding concerning the conviction before a hearing of the State of Florida, Division of Administrative Hearings. The final order entered by the hearing officer did not place the person or affiliate on the convicted vendor list. (Please attach a copy of the final order.)

The person or affiliate was placed on the convicted vendor list. There has been a subsequent proceeding before a hearing officer of the State of

Florida, Division of Administrative Hearings. The final order entered by the hearing officer determined that it was in the public interest to remove the person or affiliate from the convicted vendor list. (Please attach a copy of the final order.)

The person or affiliate has not been put on the convicted vendor list. (Please describe any action taken by or pending with the Department of General Services.)

Chris Nolan
 (Signature) Chris Nolan, E.I

9/10/2019
 (Date)

STATE OF Florida

COUNTY OF Monroe


PERSONALLY, APPEARED BEFORE ME, the undersigned authority,

Chris Nolan who, after first being sworn by me, affixed his/her
(Name of individual signing)

Signature in the space provided above on this 10 day of September, 2019.

My commission expires:

October 14, 2019



NOTARY PUBLIC



INDEMNIFICATION

To the fullest extent permitted by law, the CONTRACTOR expressly agrees to indemnify and hold harmless the City of Key West, their officers, directors, agents, and employees (herein called the "indemnitees") from liabilities, damages, losses and costs, including, but not limited to, reasonable attorney's fees and court costs, such legal expenses to include costs incurred in establishing the indemnification and other rights agreed to in this Paragraph, to persons or property, to the extent caused by the negligence, recklessness, or intentional wrongful misconduct of the CONTRACTOR, its Subcontractors or persons employed or utilized by them in the performance of the Contract. Claims by indemnitees for indemnification shall be limited to the amount of CONTRACTOR's insurance or \$1 million per occurrence, whichever is greater. The parties acknowledge that the amount of the indemnity required hereunder bears a reasonable commercial relationship to the Contract and it is part of the project specifications or the bid documents, if any.

The indemnification obligations under the Contract shall not be restricted in any way by any limitation on the amount or type of damages, compensation, or benefits payable by or for the CONTRACTOR under workers' compensation acts, disability benefits acts, or other employee benefits acts, and shall extend to and include any actions brought by or in the name of any employee of the CONTRACTOR or of any third party to whom CONTRACTOR may subcontract a part or all of the Work. This indemnification shall continue beyond the date of completion of the work.

CONTRACTOR: Royal Crest Companies, Inc
DBA Design Center Inc

SEAL:



6677 Overseas Highway, Marathon, Fl, 33050
Address

Chris Nolan
Signature

Chris Nolan, E.I.
Print Name

Project Engineer/ Manager
Title

DATE: _____

LOCAL VENDOR CERTIFICATION PURSUANT TO CKW ORDINANCE 09-22 SECTION 2-798

The undersigned, as a duly authorized representative of the vendor listed herein, certifies to the best of his/her knowledge and belief, that the vendor meets the definition of a "Local Business." For purposes of this section, "local business" shall mean a business which:

- a. Principle address as registered with the FL Department of State located within 30 miles of the boundaries of the city, listed with the chief licensing official as having a business tax receipt with its principle address within 30 miles of the boundaries of the city for at least one year immediately prior to the issuance of the solicitation.
- b. Maintains a workforce of at least 50 percent of its employees from the city or within 30 miles of its boundaries.
- c. Having paid all current license taxes and any other fees due the city at least 24 hours prior to the publication of the call for bids or request for Bids.
 - Not a local vendor pursuant to Ordinance 09-22 Section 2-798
 - Qualifies as a local vendor pursuant to Ordinance 09-22 Section 2-798

If you qualify, please complete the following in support of the self-certification & submit copies of your County and City business licenses. Failure to provide the information requested will result in denial of certification as a local business.

Business Name Royal Crest Companies, Inc DBA Design Center Inc Phone: (305) 735-4042

Current Local Address: 6677 Overseas Highway, Marathon, FL, 33050 Fax: _____

(P.O Box numbers may not be used to establish status)

Length of time at this address: Approximately 6 years

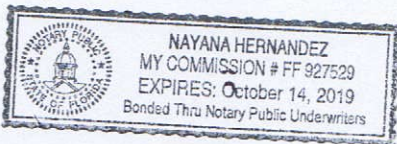
Chris Nolan Date: 9/10/2018
Signature of Authorized Representative

STATE OF Florida COUNTY OF Monroe

The foregoing instrument was acknowledged before me this 10 day of September, 2019.

By Chris Nolan, of Royal Crest Companies, Inc DBA Design Center Inc
(Name of officer or agent, title of officer or agent) (Name of corporation acknowledging)

or has produced identification personally know as identification
(Type of identification)



Nayana Hernandez
Signature of Notary
Nayana Hernandez
Print, Type or Stamp Name of Notary

Return Completed form with Supporting documents to: City of Key West Purchasing

Title or Rank

EQUAL BENEFITS FOR DOMESTIC PARTNERS AFFIDAVIT

STATE OF Florida)
 : SS
COUNTY OF Monroe)

**Royal Crest Companies,
Inc DBA Design Center
Inc**

I, the undersigned hereby duly sworn, depose and say that the firm of _____ provides benefits to domestic partners of its employees on the same basis as it provides benefits to employees' spouses per City of Key West Ordinance Sec. 2-799.

By: Chris Nolan
Chris Nolan, E.I.

Sworn and subscribed before me this

10 Day of September, 2019

Nayana Hernandez



NOTARY PUBLIC, State of Florida at Large

My Commission Expires: October 14, 2019

CONE OF SILENCE AFFIDAVIT

STATE OF Florida)
 : SS
COUNTY OF Monroe)

I the undersigned hereby duly sworn depose and say that all owner(s), partners, officers, directors, employees and agents representing the firm of Royal Crest Companies, Inc **DBA Design Center Inc** have read and understand the limitations and procedures regarding communications concerning City of Key West issued competitive solicitations pursuant to City of Key West Ordinance Section 2-773 Cone of Silence.

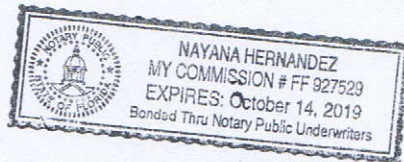
Sworn and subscribed before me this

10 Day of September, 2019.

Nayana Hernandez

NOTARY PUBLIC, State of Florida at Large

My Commission Expires: October 14, 2019



NON-COLLUSION AFFIDAVIT

STATE OF FLORIDA)
 :
SS COUNTY OF MONROE)

I, the undersigned hereby declares that the only persons or parties interested in this Proposal are those named herein, that this Proposal is, in all respects, fair and without fraud, that it is made without collusion with any official of the Owner, and that the Proposal is made without any connection or collusion with any person submitting another Proposal on this Contract.

By: Chris Nolan
Chris Nolan, E.I.

Sworn and subscribed before me this

10 day of September, 2019.

Nayana Hernandez
NOTARY PUBLIC, State of Florida at Large



My Commission Expires: October 14, 2019

BIDDER'S CHECKLIST

(Note: The purpose of this checklist is to serve as a reminder of major items to be addressed in submitting a bid and is not intended to be all inclusive. It does not alleviate the Bidder from the responsibility of becoming familiar with all aspects of the Contract Documents and proper completion and submission of his bid.)

1. All Contract Documents thoroughly read and understood. [X]
2. All blank spaces in Bid filled in, using black ink. [X]
3. Total and unit prices added correctly and attached Schedule of Values [X]
4. Addenda acknowledged. [X]
5. Subcontractors are named as indicated in the Bid. [X]
6. Experience record included. [X]
7. Bid signed by authorized officer. [X]
8. Bid Bond completed and executed, including power-of-attorney dated the same date as Bid Bond. [X]
9. Bidder familiar with federal, state, and local laws, ordinances, rules and regulations affecting performance of the work. [X]
10. Bidder, if successful, able to obtain and/or demonstrate possession of required licenses and certificates within (10) ten calendar days after receiving a Notice of Award. [X]
11. BID submitted intact with the volume entitled "Bidding Requirements" and "Contract Forms", 1 original, and 2 flash drives as stated in the invitation to bid. [X]
12. Bid Documents submitted in sealed envelope and addressed and labeled in conformance with the instructions in the Invitation to Bid. [X]



RICK SCOTT, GOVERNOR

JONATHAN ZACHEM, SECRETARY



STATE OF FLORIDA
DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION
CONSTRUCTION INDUSTRY LICENSING BOARD

THE GENERAL CONTRACTOR HEREIN IS CERTIFIED UNDER THE
PROVISIONS OF CHAPTER 489, FLORIDA STATUTES

GEORGE, ANDREW N

DESIGN CENTER INC
6677 OVERSEAS HIGHWAY
MARATHON FL 33050

LICENSE NUMBER: CGC1523838

EXPIRATION DATE: AUGUST 31, 2020

Always verify licenses online at MyFloridaLicense.com



Do not alter this document in any form.

This is your license. It is unlawful for anyone other than the licensee to use this document.

Request for Taxpayer Identification Number and Certification

Give Form to the requester. Do not send to the IRS.

Go to www.irs.gov/FormW9 for instructions and the latest information.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.
ROYAL CREST COMPANIES INC

2 Business name/disregarded entity name, if different from above

3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only **one** of the following seven boxes.

Individual/sole proprietor or single-member LLC

C Corporation

S Corporation

Partnership

Trust/estate

Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ▶ _____

Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.

Other (see instructions) ▶ _____

4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):

Exempt payee code (if any) _____

Exemption from FATCA reporting code (if any) _____

(Applies to accounts maintained outside the U.S.)

5 Address (number, street, and apt. or suite no.) See instructions.
6677 OVERSEAS HWY

6 City, state, and ZIP code
MARATHON, FL 33050

7 List account number(s) here (optional)

Requester's name and address (optional)

Print or type. See Specific Instructions on page 3.

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number

			-						
--	--	--	---	--	--	--	--	--	--

or

Employer identification number

0	3	-	0	4	6	9	8	0	6
---	---	---	---	---	---	---	---	---	---

Part II Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
- I am a U.S. citizen or other U.S. person (defined below); and
- The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here Signature of U.S. person ▶ _____ Date ▶ **8/12/19**

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, later.



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
5/10/2019

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

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

PRODUCER
GEICO
One GEICO Boulevard
Fredericksburg, VA 22412

CONTACT NAME: **GEICO**
PHONE (A/C, No, Ext): **1-866-509-9444**
Email Address: **R1COMMEND@GEICO.COM**
FAX (A/C, No):

INSURED
ROYAL CREST COMPANIES INC
6677 OVERSEAS HWY
MARATHON, FL 33050

INSURER(S) AFFORDING COVERAGE	NAIC #
INSURER A: GOVERNMENT EMPLOYEES INSURANCE COMPANY	22063
INSURER B:	
INSURER C:	
INSURER D:	
INSURER E:	
INSURER F:	

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

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

INSR LTR	TYPE OF INSURANCE	ADD'L INSRD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YY)	POLICY EXP (MM/DD/YY)	LIMITS
	COMMERCIAL GENERAL LIABILITY CLAIMS-MADE <input type="checkbox"/> OCCUR _____ GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC <input type="checkbox"/> OTHER						EACH OCCURRENCE \$ DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED. EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COMP/OP AGG. \$ \$
A	AUTOMOBILE LIABILITY ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS ONLY	X		9100171858 01	10/1/2018	10/1/2019	COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ 100,000 BODILY INJURY (Per accident) \$ 300,000 PROPERTY DAMAGE (Per accident) \$ 100,000 \$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED. RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
	WORKERS' COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? <input type="checkbox"/> (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A				PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/> E.L. EACH ACCIDENT \$ E.L. DISEASE-EA EMPLOYEE \$ E.L. DISEASE-POLICY LIMIT \$

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

CERTIFICATE HOLDER

CANCELLATION

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

CERTIFICATE OF LIABILITY INSURANCE

Date
1/21/2019

Producer: Plymouth Insurance Agency
2739 U.S. Highway 19 N.
Holiday, FL 34691
(727) 938-5562

This Certificate is issued as a matter of information only and confers no rights upon the Certificate Holder. This Certificate does not amend, extend or alter the coverage afforded by the policies below.

Insured: South East Personnel Leasing, Inc. & Subsidiaries
2739 U.S. Highway 19 N.
Holiday, FL 34691

Insurers Affording Coverage		NAIC #
Insurer A:	Lion Insurance Company	11075
Insurer B:		
Insurer C:		
Insurer D:		
Insurer E:		

Coverages

The policies of insurance listed below have been issued to the insured named above for the policy period indicated. Notwithstanding any requirement, term or condition of any contract or other document with respect to which this certificate may be issued or may pertain, the insurance afforded by the policies described herein is subject to all the terms, exclusions, and conditions of such policies. Aggregate limits shown may have been reduced by paid claims.

INSR LTR	ADDL INSRD	Type of insurance	Policy Number	Policy Effective Date (MM/DD/YY)	Policy Expiration Date (MM/DD/YY)	Limits	
		GENERAL LIABILITY <input type="checkbox"/> Commercial General Liability <input type="checkbox"/> Claims Made <input type="checkbox"/> Occur General aggregate limit applies per: <input type="checkbox"/> Policy <input type="checkbox"/> Project <input type="checkbox"/> LOC				Each Occurrence	\$
						Damage to rented premises (EA occurrence)	\$
						Med Exp	\$
						Personal Adv Injury	\$
						General Aggregate	\$
						Products - Comp/Op Agg	\$
		AUTOMOBILE LIABILITY <input type="checkbox"/> Any Auto <input type="checkbox"/> All Owned Autos <input type="checkbox"/> Scheduled Autos <input type="checkbox"/> Hired Autos <input type="checkbox"/> Non-Owned Autos				Combined Single Limit (EA Accident)	\$
						Bodily Injury (Per Person)	\$
						Bodily Injury (Per Accident)	\$
						Property Damage (Per Accident)	\$
		EXCESS/UMBRELLA LIABILITY <input type="checkbox"/> Occur <input type="checkbox"/> Claims Made <input type="checkbox"/> Deductible				Each Occurrence	
						Aggregate	
A		Workers Compensation and Employers' Liability Any proprietor/partner/executive officer/member excluded? NO If Yes, describe under special provisions below.	WC 71949	01/01/2019	01/01/2020	<input checked="" type="checkbox"/> WC Statutory Limits	OTH-ER
						E.L. Each Accident	\$1,000,000
						E.L. Disease - Ea Employee	\$1,000,000
						E.L. Disease - Policy Limits	\$1,000,000

Other

Lion Insurance Company is A.M. Best Company rated A (Excellent). AMB # 12616

Descriptions of Operations/Locations/Vehicles/Exclusions added by Endorsement/Special Provisions: Client ID: 91-69-030
 Coverage only applies to active employee(s) of South East Personnel Leasing, Inc. & Subsidiaries that are leased to the following "Client Company":
Royal Crest Companies, Inc. dba Royal Crest Builders
 Coverage only applies to injuries incurred by South East Personnel Leasing, Inc. & Subsidiaries active employee(s), while working in: FL.
 Coverage does not apply to statutory employee(s) or Independent contractor(s) of the Client Company or any other entity.
 A list of the active employee(s) leased to the Client Company can be obtained by faxing a request to (727) 937-2138 or email certif.cates@lioninsurancecompany.com
Project Name:
 ISSUE 01-21-19 (SS)

CERTIFICATE HOLDER

CANCELLATION

Begin Date: 9/25/2017

Should any of the above described policies be cancelled before the expiration date thereof, the issuing insurer will endeavor to mail 30 days written notice to the certificate holder named to the left, but failure to do so shall impose no obligation or liability of any kind upon the insurer, its agents or representatives.

[Signature]



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
5/21/2019

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

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

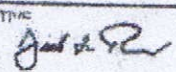
PRODUCER 2739 US Hwy 19 North Holiday, FL 34691	CONTACT NAME: PLYMOUTH INSURANCE AGENCY
	PHONE (A/C No. Ext): 727-682-4040 FAX (A/C No.): 877-491-7980 E-MAIL ADDRESS: CERTS@PLYMOUTHINSURANCEAGENCY.COM
INSURED Design Center, Inc. JC Const Mgmt Inc, Royal Crest Co. Inc, dba Royal Crest Bldrs 6677 Overseas Hwy Marathon, FL 33050	INSURER(S) AFFORDING COVERAGE INSURER A: SECURITY NATIONAL Ins. Co. NAIC# 19879
	INSURER B:
	INSURER C:
	INSURER D:
	INSURER E:
	INSURER F:

COVERAGES CERTIFICATE NUMBER: REVISION NUMBER:

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

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBM LWD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO. JECT <input type="checkbox"/> LOC <input type="checkbox"/> OTHER:	Y		SES1777497-00	5/26/2019	5/26/2020	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Per occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 ?
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS NON-OWNED AUTOS ONLY <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/>						COMBINED SINGLE LIMIT (Per accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A				PER STATUTE <input type="checkbox"/> OTHER <input type="checkbox"/> E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
Andrew W. George - CGC1523838/CGC1521939
Yadira Blanco - CFC1428730/CGC1515665

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

**2018 / 2019
MONROE COUNTY BUSINESS TAX RECEIPT
EXPIRES SEPTEMBER 30, 2019**

Business Name: ROYAL CREST BUILDERS

RECEIPT# 30140-102074

Owner Name: ROYAL CREST COMPANIES INC, ANDREW
Mailing Address: GEORGE
6677 OVERSEAS HWY
MARATHON, FL 33050

Business Location: 6677 OVERSEAS HWY
MARATHON, FL 33050
Business Phone: 305-735-4042
Business Type: CONTRACTOR (GENERAL)

Employees 1

STATE LICENSE: CGC1521939

Tax Amount	Transfer Fee	Sub-Total	Penalty	Prior Years	Collection Cost	Total Paid
20.00	0.00	20.00	0.00	0.00	0.00	20.00

Paid 208-17-00000302 07/19/2018 20.00

THIS BECOMES A TAX RECEIPT
WHEN VALIDATED

Danise D. Henriquez, CFC, Tax Collector
PO Box 1129, Key West, FL 33041

THIS IS ONLY A TAX.
YOU MUST MEET ALL
COUNTY AND/OR
MUNICIPALITY PLANNING
AND ZONING REQUIREMENTS.

**MONROE COUNTY BUSINESS TAX RECEIPT
P.O. Box 1129, Key West, FL 33041-1129
EXPIRES SEPTEMBER 30, 2019**

Business Name: ROYAL CREST BUILDERS

RECEIPT# 30140-102074

Owner Name: ROYAL CREST COMPANIES INC, ANDREW
Mailing Address: GEORGE
6677 OVERSEAS HWY
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20.00	0.00	20.00	0.00	0.00	0.00	20.00

Paid 208-17-00000302 07/19/2018 20.00



Andrew N. George

President / Owner

CONTACT



(o) 305-735-4042
(c) 239-810-2942



andrew@royal-crest.com



Design Center Inc
6677 Overseas Highway,
Marathon, Florida, 33050



floridakeysdesigncenter.com

ADDITIONAL SKILLS

- UNIX (MP-RAS) Certification, MSCE, MCP+I, Oracle DBA,
- Global PM® Project Management, Deploy PM, PMP
- Microsoft Word, Excel, PowerPoint, Access, Outlook, MS Project, MS Publisher, Lotus Notes

PROFESSIONAL AFFILIATIONS

- ICRI - INTERNATIONAL CONCRETE REPAIR INSTITUTE - PROFESSIONAL
- CI - CONSTRUCTION INSTITUTE
- AEI - ARCHITECTURAL ENGINEERING INSTITUTE
- AIBD - AMERICAN INSTITUTE OF BUILDING DESIGN
- NKBA - NATIONAL KITCHEN & BATH

PROFESSIONAL PROFILE

Project Management Professional with extensive experience in managing small, medium to large technology-based Fortune 500 and Government projects in the U.S. and internationally. Background includes program management, project management, systems engineering, and programming. Expertise in all phases of the project development lifecycle and implementing new and emerging technologies to define and solve business problems. Multi-lingual with excellent communication skills and ability to multi-task in high-pressure environments. Consistently achieve and exceed project objectives.

EDUCATION

- Masters in Project Management, George Washington University, Washington, DC
- BS Electrical Engineering, Franklin University, Columbus, Ohio
- BS Computer Science, Franklin University, Columbus, Ohio
- Project Management Professional (PMP)
- Project Management Institute (PMI)

EXPERIENCE

- **Royal Crest Builders**
Royal Crest Homes, LLC
President - 2002 - Present
 - Program Manager and management consultant with demonstrated successes in program and project management and leading interdisciplinary teams and stakeholders throughout the portfolio, program and project lifecycle.
 - Experienced leader in the development and execution of interdisciplinary programs and projects.
 - Strong ability to bridge strategy to execution and develop systems, processes and metrics.
 - Adept at working with diverse and demanding stakeholders, executives and delivery team
 - Several Years of experience working with Federal, State and Local Government Agencies.



Andrew N. George

President / Owner

EXPERIENCE CONTINUED

■ HP ENTERPRISES SERVICES

Project Manager / Program Manager (Secret Clearance)

2010 - 2011

- Project management for State & Local Government
- Project management State of Ohio's Exchange email Migration
- Project management County of San Diego Desktop Transition

■ DELL, INC.

Project Manager / Program Manager (Secret Clearance)

2000 – 2008

- Performed as charter employee of the startup DELL Professional Services. Helped standardize pricing models, Statements of Work, and Letters of Engagement. Negotiated and on-boarded consulting companies and software manufacturers.
- Participated extensively in concept and pre-award planning and managed global implementation of the largest Dell consulting project in the US in partnership with EDS/US Navy, valued at more than \$100 million and still ongoing into 2009.
 - I. I was the lead Program Manager of 6 PMs, 8-10 Lead consultants and 30-40 engineers for the US NMCI Project. Played a key role in starting the Oracle Consulting practice at DELL
 - II. Developed Oracle Delivery methodology. Managed the Oracle delivery practice for four years.
 - III. Responsible for managing Scope, Cost and Schedule of oracle projects.
- Participated extensively in concept and pre-award planning and roll out of multiple US and international projects, including successfully managing several Governmental (Federal, State and Local), Medium Business and fortune 500 companies' projects to conclusion.
- Managed the evaluation and selection of key consulting partners and established cost targets and cost reduction road-maps to guide internal teams and external partners.
- Participated on the Revenue Analysis and Margin Improvement team, developing a cost reduction strategy to meet and improve annual profit margin targets for DELL Professional Services.
- Acknowledged and received several awards for excellent pre-sales, project management, and technical support skills with no customer escalations.

■ NCR / AT&T

Senior Manager / Project Manager / Senior Consultant

1994 - 2000

- Played a key role in developing and consulting on the NCR 30XX UNIX servers and benchmarking for performance. Moved up to Senior Project Manager responsible for several large projects.
- Lead a team of project managers, consultants and engineers in the successful global implementation of the United States Navy's Y2K upgrade.
 - Teamed with key customers to benchmark first-generation NCR and competitors' servers, providing feedback to Engineering and Manufacturing which resulted in development of a superior product.
 - Successfully completed Global PM® Project Management certification.
 - Lead Program Manager of 5 PMs, 4 Lead consultants and 15-20 engineers



Chris Nolan, E.I.

Project Manager

CONTACT



(o) 305-735-4042
(c) 631-680-4223



chris@royal-crest.com



Design Center Inc
6677 Overseas Highway,
Marathon, Florida, 33050



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ADDITIONAL EDUCATION

- Intro to Water Resources
- Intro to Geotechnical Engineering
- Coastal Engineering
- Earth Pressures and Foundations
- Water and Wastewater Treatment
- Intro to Land Development
- Open Channel Flow
- Intro to AutoCAD Civil 3D

OBJECTIVES

Further expand my training, experience, and skills to solve civil engineering issues and create competent civil engineering plans

EDUCATION

- Virginia Tech University Bachelor's degree in Civil Engineering, specializing in Water Resources – GPA: 2.94/4.00 Class 16'

EXPERIENCE

■ Design Center Inc. Project Manager

Oct 2017 - Present

- Zoning reviews - Review of municipal zoning and land development ordinances and applicable agency regulations to determine land development limitations for the property.
- Site Investigation & Due Diligence - Includes the review of ordinances, utility service research, outside agency regulations and site visits to establish comprehensive development guidelines.
- DEP / DOH Submissions pertaining to shoreline restoration for dock installation & Sewer replacement or connection
- Conducts research, ensure requirements are met, submissions are completed and maintains correspondence pertaining to Army Corps of engineers on projects requiring their involvement.
- Preparation of Bid Packages
- Oversee all on-site and off-site constructions to monitor compliance with building and safety regulations
- Coordinate and direct construction workers and subcontractors
- Negotiate terms of agreements, draft contracts and obtain permits
- Prepare internal and external reports pertaining to job status
- Process change orders
- Review projects on a daily basis to ensure quality construction standards exist and estimates remain within budget.
- Supervise construction projects to ensure they are completed on time and exceed the customer's requirements.

■ David Douglas Associates, Inc. Design Engineer

August 8, 2016 to June 12, 2017

- Provided design, permitting, engineering, and inspection services for various projects in the Cities of Marathon, Key Largo, Islamorada, Fort Myers, and Lee and Pinellas Counties of Florida.
- Projects include storm-water management, canal restoration, land development, and utilities connections
- Completed all design and engineering of a lift station associated with nearly 1 mile of pipe to tie into the existing system



Leslee Spade, aff.m.asce

Design Director,
Executive Assistant to the President
& General Manager

CONTACT



(o) 305-735-4042
(c) 724-513-5635



leslee@royal-crest.com



Design Center Inc
6677 Overseas Highway,
Marathon, Florida, 33050



floridakeysdesigncenter.com
<https://www.dsasociety.org/>
interior-designers/LesleeSpadeDesignCenter

CAREER ACHIEVEMENTS

- 2018 Advanced Conference
Global Grand prize - Most Innovative
Conceptual Design
- 2018 Chief Architect - Global 1st Place
Residential Remodel
- 2018 Chief Architect - Global 1st Place
Interior Design
- 2018 Chief Architect - Global 1st Place
Kitchen Design - Representing Florida
- 2018 Chief Architect - Global 2nd Place
Sustainability - Green Design
- 2018 Chief Architect - Global 1st Place
Designer of the year
- 2019 Crysalis Award - Kitchen Remodel
\$75K-\$150K - Regional Award
- 2019 Crysalis Award - Residential Interior
\$50K-\$300K - National Award
- 2019 Crysalis Award - Residential Exterior
National Award
- 2019 Crysalis Award - Whole House
Remodel Under \$300K - National Award
- 2019 Crysalis Award - Residential
Universal Design - National Award

PROFESSIONAL PROFILE

- Over 20 years of Management and Design Experience -
Public & Private Sector
- Organized and possesses a meticulous eye for details.
- Professionally committed, proficient team player.
- Possess strong research skills, extremely creative, deadline orientated individual.

EDUCATION

- Community College of Beaver County - Commercial Arts -VoTech 95-96
- Art institute of Pittsburgh Bachelor of applied science - Design - class of 01'
- Career Training Academy - Associate - Spacialized Technology - 05'
- New York Institute of art and Design - Interior Design - 18'

CERTIFICATIONS & DIPLOMAS

- Harvard - Architectual Fundamentals - Certificate 2018
- Project Management Insitute (LYNDA) approved Certs
 1. Human Resource Management
 2. Project Management
 3. Influencing Others
 4. Leadership Fundamentals
 5. Communication Fundamentals
- Cornell University - eCornell Certification
 1. Marketing Strategy
- Adobe Certifications w/logo usage
 1. Certified Adobe Expert w/logo usage
- AutoCad Certifications w/logo usage
 1. AutoDesk Professional w/logo usage
- Chief Architect Certifications w/logo usage Awards w/logo usage
 1. Certified Professional User
 2. Multiple contest winner see career achievements
- International NLP Certs
 1. NLP Diploma Certification Training
(Neuro-linguistic programming)
- American Institute of building design - Certified Professional 18'
- NKBA - National kitchen and bath association - Certified Professional 18'
- DSA - Designer Society of America - Certified Professional 18'
- ULCM - Dr. of Melaphysics Degree - 19'

Additional Education & Certifications held not applicable to this situation



Leslee Spade, aff.m.asce

Design Director,
Executive Assistant to the President
& General Manager

PROFESSIONAL AFFILIATIONS

- DSA - DESIGNERS SOCIETY OF AMERICA
- CI - CONSTRUCTION INSTITUTE
- AEI - ARCHITECTURAL ENGINEERING INSTITUTE
- AIBD - AMERICAN INSTITUTE OF BUILDING DESIGN
- NKBA - NATIONAL KITCHEN & BATH

Technical Proficiency

AutoCad
AutoCadinventor
DesignCad2d
C.A.D.
Chief Architect
20/20 Software
Structure Studios
Corel Draw
Adobe creative suite cc Cert. Expert
Adobe photoshop cs2-6
Adobe illustrator cs2-6
Adobe InDesign cs2-6
Adobe bridge cs2-6
Adobe after effects cs2-6
Adobe sound booth cs5
Adobe acrobat pro all versions
Sony movie studio platinum 12
QuarkXPress
News edit
Fetch
PageMaker
Microsoft office
Microsoft word,
Microsoft excel,
Microsoft power point
Quick books
Direct mail setup
Adsend
Flexisign
Sublimation Press
Basic M.S./Dos
Mac OSX All Versions
Windows XP/Me/95/98/2000/2007/2010/
2014/Vista/Windows 7/ Windows 8 & 10

EXPERIENCE

Design Center Inc.

Royal Crest Builder's

Design Director - EA to President - General Manager - 2017 - Present

- Interpret and explain contracts and technical information to other professionals
- Collaborate with architects, engineers, and other construction specialist
- Calculate dimensions, weight limitations and requirements in materials
- Develop & Describe production methods step-by-step
- Create detailed designs with computer-aided design (CAD) software
- Design diagrams, maps and layouts to illustrate work-flow
- Prepare and review rough sketches and review them along with the engineering team
- Identify potential operational issues and redesign products to improve functionality
- Ensure final designs comply with regulations and quality standards
- Create manuals that describe existing products' operation, features and maintenance
- Manage administrative details
- Organization of account information for CPA
- Manage general office activities
- 3d Conceptual renderings & Virtual
- Analyze, manage and mitigate risks & tasks

Tekcapital - Director of the U.S. Corporate Office, EA to the President and Global Creative Director - 2016-2017

- Design of provisional patent concepts, and government patents.
- Developing and implementing high-level strategies to streamline work-flow
- Worked directly with NASA, the United States Government Agencies, Science advisors, foreign and domestic Universities in regards to intellectual properties & Confidential technologies, for development of these various patents and technologies.
- Worked directly on behalf of the President representing the company in absence.
- Maintains privacy and confidentiality of information; protects the assets of the company and our intellectual property per my contractual agreement.
- Conducted highly confidential research.
- Traveled to government research facilities, universities and laboratories
- Prepared top secret scientific technology reports of patented intellectual property, consulted with a science adviser completion of my report
- Prepared presentations, acquisitions for officials, directors of affiliated organizations.
- Worked directly with shareholders and investors on product development.
- Coordinates off-site meetings and venues, as well as related logistics.
- Prepare confidential memorandums.
- Draw detailed diagrams, organize information in laymens terms to present to shareholders
- Completed all aspects of design for the company and affiliates
- Manage / Assist Unites States staff and affiliates
- Organize & Lead weekly "think tank"



Pavel Bacallao

Partner,
Lead Project Manager / Foreman

CONTACT



(o) 305-735-4042
(c) 305-481-5801



pavelbconstruction@yahoo.es



Design Center Inc
6677 Overseas Highway,
Marathon, Florida, 33050



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ADDITIONAL EXPERIENCE

Hurricane Irma Restorations:

- Fiesta Key
- Sunshine Key

State Parks:

- Bahia Honda
- John Pennecamp
- Curry Hammock
- Long Key

Miscellaneous Jobs:

- Royal Furniture
- Sunset Condo
- LaBrisa
- Spanish Galleon
- Sunset Beach - Key Colony
- Personal Customer

PROFESSIONAL PROFILE

Experienced construction manager and general contractor with over 20 years experience in the field. Extensive knowledge of construction best practices, equipment maintenance and use, and OSHA guidelines.

EXPERIENCE

■ Design Center Inc

Foreman - Lead Project Manager

2015 - Present

- Extensive knowledge of construction best practices, equipment maintenance and use, and OSHA guidelines
- Understanding of use and maintenance of electrical and hydraulic systems
- Ability to read drawings, plans and blueprints and convey this information to others
- Excellent organizational and leadership skills
- Ability to communicate and report effectively
- Aptitude in math and strong problem-solving abilities
- Oversee and direct construction projects from conception to completion
- Review the project in-depth to schedule deliverables and estimate costs
- Oversee all on-site and off-site constructions to monitor compliance with building and safety regulations
- Coordinate and direct construction workers and subcontractors
- Select tools, materials and equipment
- Meet contractual conditions of performance
- Review the work progress on daily basis
- Engage in open communication with the Partners report any issues which could affect the project plan.
- Prepare internal and external reports pertaining to job status
- Plan ahead to prevent problems and resolve any emerging ones
- Negotiate terms of agreements, draft contracts and obtain permits
- Analyze, manage and mitigate risks
- Ensure quality construction standards and the use of proper construction techniques

■ JC Construction Management

Owner/President-

2003 - 2016

- Lead and direct people, equipment and resources
- Ensure sufficient deployment and productivity of work crews.
- Organize and coordinate the daily activities of all crew members, subcontractors, equipment and utilize corrective action to keep the project on time and on budget.
- Review and adhere to construction schedules, ensuring milestones, completion dates, and contract specifications are met.
- Observe Jobsites to determine potential quality control issues, and apply necessary corrections.
- Operate heavy equipment and other construction duties as necessary.



Thomas Bickley

SENIOR PROJECT MANAGER

CONTACT



(o) 305-735-4042
(c) 321-863-5242



tom@royal-crest.com



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6677 Overseas Highway,
Marathon, Florida, 33050



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ADDITIONAL EXPERIENCE

Crown Plaza - Melbourne
302 Rooms - Remodel,
Rebuilt decking and dock

Innovative Homes - PM
Over 70 Complete demolitions,
extraction and complete remodel
Average 1200-1800sf per unit

Sea Ray Boat - Cocoa Beach
Remodled Sales Center and
sales office complex

Hurricane Irma Restorations:
• Fiesta Key
• Sunshine Key

State Parks:
• Bahia Honda
• John Pennecamp
• Curry Hammock
• Long Key

PROFESSIONAL PROFILE

Experienced construction manager and general contractor with over 20 years experience in the field.

EDUCATION

- Contractors Institute - General Contractor 2002-2003

EXPERIENCE

- **Design Center Inc**
Royal Crest Builder's
Senior Project Manager - **2016 - Present**
 - Oversee and direct construction projects from conception to completion
 - Review the project in-depth to schedule deliverables and estimate costs
 - Oversee all onsite and offsite constructions to monitor compliance with building and safety regulations
 - Coordinate and direct construction workers and subcontractors
 - Select tools, materials and equipment
 - Meet contractual conditions of performance
 - Review the work progress on daily basis
 - Prepare internal and external reports pertaining to job status
 - Plan ahead to prevent problems and resolve any emerging ones
 - Negotiate terms of agreements, draft contracts and obtain permits
 - Analyze, manage and mitigate risks
 - Ensure quality construction standards and the use of proper construction techniques
- **Bickley Construction**
Owner/President- **2003 - 2016**
 - Report work progress and budget matters to clients
 - Prepare cost estimates, budgets, and work timetables
 - Select, schedule, and coordinate subcontractor activities
 - Respond to work delays, emergencies, and other problems
 - Compile estimates and compose contractual agreements
 - Construction, 25 personell, sales, and financial manager
 - Scheduling and ordering equipment, and materials
 - Comply with legal requirements, building and safety codes, and other regulations



Yadira Blanco

Vice President / Office Manager

CONTACT



(o) 305-735-4042
(c) 305-731-0009



yadira@royal-crest.com



Design Center Inc
6677 Overseas Highway,
Marathon, Florida, 33050



floridakeysdesigncenter.com

PROFESSIONAL PROFILE

Experienced in handling a wide range of administrative and executive support related tasks. Able to work independently and use my exceptional knowledge of financial organization, customer interaction, and computer experience. I have over 10 years of experience managing businesses and have had my general contractor license since 2008.

EXPERIENCE

■ Design Center Inc Vice President - Office Manager

2015 - Present

- Deal with the city and county so that all paper work is in order for projects so they continue to flow smoothly. Call inspections and fill out necessary paper work needed to allow work to keep moving.
- Responsible for managing office services by ensuring office operations and procedures are organized, correspondences are controlled, filing systems are designed, supply requisitions are reviewed and approved, and that clerical functions are properly assigned and monitored.
- Organize spreadsheets for bills and manage relationship with vendors, service providers, and landlord, ensuring that all items are invoiced and paid on time while keeping all payments organized in QuickBooks.
- Responsible for calling orders to have them sent to a job site and making sure it gets there at the right time and in good condition.
- Ensure that results are measured against standards, while making the necessary changes along the way.
- Allocate tasks and assignments to subordinates and monitor their performance for best quality efficiency.
- Review the work progress on daily basis

■ JC Construction Management Owner/President-

2008 - 2015

- Responsible for mailing bills, paying online, and by phone, plus keeping records of all paid invoices in file folder.
- Create workers schedules and report hours to payroll.
- Coordinate and schedule meetings and appointments.
- Engage in open communication with the Partners report any issues which could affect the project plan.