WINTER HAVEN
THE CHAIN OF LAKES CITY

COMMUNITY REDEVELOPMENT AGENCY (CRA) FLORENCE VILLA ADVISORY COMMITTEE

DATE: Monday, April 7, 2025, 5:30 p.m.

LOCATION: John Fuller Auditorium

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1. Call to Order

2. Roll Call

3. Approval of Minutes

3.A **January 6, 2025 - Regular Meeting Minutes**

Staff Contact: *Samise Lee, CRA Coordinator, slee@mywinterhaven.com*

Minutes - January 6, 2025 FV Advisory Committee Regular Meeting Minutes - DRAFT

4. Presentations

4.A **Project Updates/Grants**

5. Action Items

5.A **Commercial Facade Grant 1654 1st St N / Dewdney Plaza**

Staff Contact: *Samise Lee, CRA Coordinator, slee@mywinterhaven.com*

Fact Sheet_1654 1st St N - Dewdney Plaza Facade Grant
Dewdney Plaza_Scope of Work

5.B **Resolution R-CRA-25-01 - Florence Villa Small Business Development Assistance Program**

Staff Contact: *Eric Labbe, Economic Opportunity and Community Investment Director, elabbe@mywinterhaven.com*

Fact Sheet - Resolution R-CRA-25-01 - Florence Villa Small Business Development Assistance Program
CRA Resolution R-CRA-25-01 - Florence Villa Small Business Development Assistance Program

5.C **Memorandum of Understanding - EnviroBuild, LLC**

Staff Contact: *Samise Lee, CRA Coordinator, slee@mywinterhaven.com*

Fact Sheet_EnviroBuild, LLC
EnviroBuild, LLC & CRA_Memorandum of Understanding
ITB-23-48 EnviroBuild, LLC Contract

6. Discussion Items

6.A **Project Idea Discussion**

Staff Contact: *Angie Hibbard, CRA Manager, ahibbard@mywinterhaven.com*

Project list

7. Other Business

7.A Comments from the Committee

7.B Comments from the Staff Next Regular Meeting Date - June 30, 2025

Staff Contact: *Samise Lee, CRA Coordinator, slee@mywinterhaven.com*

7.C Comments from the Public

8. Adjournment

If a person decides to appeal any decision made by the Commission with respect to any matter considered at such meeting or hearing, they will need a record of the proceedings, and that, for such purpose, they may need to ensure that a verbatim record of the proceeding is made which record includes the testimony and evidence upon which the appeal is to be based (FS 286.0105). In accordance with the Americans with Disabilities Act and Florida Statutes, Section 286.26, persons with disabilities needing special accommodations to participate in this proceeding, should contact the City Clerk's Office, 451 Third Street, NW, Winter Haven, Florida 33881, in writing, not later than 48 hours prior to the proceeding; if not in writing, then not later than four (4) days prior to the proceeding at (863) 291-5600. Vision or hearing impaired please call (800) 955-8771 for assistance.

CITY OF WINTER HAVEN
Winter Haven Community Redevelopment Agency
Florence Villa Advisory Committee
Regular Meeting Minutes

January 6, 2025

City Hall - John Fuller Auditorium
451 Third Street, NW, Winter Haven, FL

DRAFT

1. Call to Order

Chairman Halman called the meeting to order at 5:30 PM

2. Roll Call

Committee Members Present: Chairman Halman, Melodie Stevenson, Vice Chair Williams, Melodie Stevenson, Derrick Baker, Kendra Williams, Betty Smothers, Cecilia Leonard, Deldrick Leonard, and Joey Hilliard

Samise Lee confirmed a quorum.

Staff Present: Angela "Angie" Hibbard, CRA Manager; Samise Lee, CRA Coordinator; and Joshua Stone, Information Technology Support Supervisor; Captain Minser; and Officer Huey

Board Members Present: Chairman Yates

Public Present: One (1)

3. Approval of Minutes

a. October 21, 2024

Committee Member Hilliard motioned for approval of the October 21, 2024 minutes. Seconded by Committee Member Baker. **Motion carried by unanimous vote (9-0).**

4. Reports/Presentations

a. Project Updates/Grants

Angie Hibbard introduced Officer Justin Minser to the Committee. Officer Minser approached the platform to reintroduce himself and his colleague, Officer Huey, and proceeded to provide an overview of the purpose of their presence at the meeting, as well as to address any community-related concerns.

Vice Chair Williams observed a rise in homelessness following the closure of the Salvation Army facility and highlighted the need to ensure that adequate resources are being provided to those impacted. Discussion ensued.

Angie returned to the podium with updates on the ground breaking of the Winter Haven

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Recreation and Cultural Center, bus shelters, micro-transit, sidewalk and pedestrian enhancements, the neighborhood service center, property acquisition, retail strategies program, etc. Various questions were raised and answered regarding the projects.

Angie continued with providing updates on Commercial Façade Grants and Residential Improvement Grants. Chairman Halman questioned if we were only utilizing Six/Ten, LLC to do construction work or can the citizen get their own construction. Discussion ensued.

Chairman Halman proposed for the CRA staff to review past records to assess the previous Residential Improvement Grant process, as it seemed to have operated more smoothly.

5. Action Items

a. Residential Improvement Grants

i. None

b. Commercial Façade Grants

i. 301 Ave P NW / Katina Campbell

Samise Lee shared Katina Campbell's application for a Commercial Façade Grant for the installation of a 6' privacy fence for the property situated at 301 Avenue P NW. The estimate for the work ranges $12,310.00 to $19,145.00. The applicant plans to begin the work once the application is approved.

Staff recommended approval of the Commercial Façade Grant for the property located at 301 Avenue P NW in the amount equal to the final cost of the work but not to exceed $10,000.

Committee Member Leonard motioned for the approval of the Commercial Façade Grant for the property located at 301 Avenue P NW in the amount equal to the final cost of the work but not to exceed $10,000. Seconded by Committee Member Hilliard. **Motion carried by unanimous vote (9-0).**

6. Discussion Items - None

7. Other Business

a. Comments from the Committee - None

b. Comments from Staff

- Next Regular Meeting Date – April 7, 2025

c. Comments from the Public – None

DRAFT

If a person decides to appeal any decision made by the CRA with respect to any matter considered at such meetings or hearing, they will need a record of the proceedings, and that, for such purposes, they need to ensure that a verbatim record of the proceedings is made which record includes the testimony and evidence upon which the appeal is to be based (FS 286.0105). The CRA Office may be reached at 863-291-5850, at 490 third Street, NW, Winter Haven, Florida 33881. In accordance with the Americans with Disabilities Act and Florida Statutes, Section 286.26, persons with disabilities needing special accommodations to participate in this proceeding, should contact the City Clerk's Office, 451 Third Street, NW, Winter Haven Florida 33881, in writing, no later than 48 hours prior to the proceeding; if not in writing, then not later than four (4) days prior to the proceeding at (863) 291-5600. Vision or hearing impaired please call (800) 955-8771 for assistance.

8. Adjournment

Meeting adjourned at 6:18 PM

WINTER HAVEN DOWNTOWN CRA ADVISORY COMMITTEE

Joe Halman
Committee Chair

ATTEST:

Angela Hibbard
CRA Manager

DRAFT

If a person decides to appeal any decision made by the CRA with respect to any matter considered at such meetings or hearing, they will need a record of the proceedings, and that, for such purposes, they need to ensure that a verbatim record of the proceedings is made which record includes the testimony and evidence upon which the appeal is to be based (FS 286.0105). The CRA Office may be reached at 863-291-5850, at 490 third Street, NW, Winter Haven, Florida 33881. In accordance with the Americans with Disabilities Act and Florida Statutes, Section 286.26, persons with disabilities needing special accommodations to participate in this proceeding, should contact the City Clerk's Office, 451 Third Street, NW, Winter Haven Florida 33881, in writing, no later than 48 hours prior to the proceeding; if not in writing, then not later than four (4) days prior to the proceeding at (863) 291-5600. Vision or hearing impaired please call (800) 955-8771 for assistance.

DATE:	April 3, 2025
TO:	Florence Villa CRA Advisory Committee
VIA:	Eric Labbe, Director of Economic Opportunity & Community Investment Angie Hibbard, CRA Manager
FROM:	Samise Lee, CRA Coordinator
SUBJECT:	1654 1st St N (Dewdney Plaza) – Commercial Facade Grant

BACKGROUND

The Commercial Façade Grant provides assistance to commercial property owners within the Florence Villa CRA District to improve safety, property values, and the aesthetics of the neighborhood. Eligible work includes exterior work to the building's façade, excluding roof work. The maximum grant amount is $10,000. CRA staff reviewed the application packet and determined it is eligible, complete and ready for presentation to the Advisory Committee.

Terry Dewdney has submitted an application for the enlargement of two storefronts within Dewdney Plaza, located at 1654 1st St North. The storefronts designated for the enlargement are Hershey's Ice Cream and Exceptional Tutoring. The estimate for the work is $43,462.00 excluding the estimated cost of parts and labor.

FINANCIAL IMPACT

The FY 2024-25 Florence Villa CRA Budget has sufficient funds remaining for the amount of this grant.

CRA PLAN ALIGNMENT

- Goal: 1 – Attract business and economic development opportunities.
- Objective: 6 – Provide incentive for business retention and recruitment for businesses along Martin Luther King Jr. Boulevard and First Street.

RECOMMENDATION

Staff recommends approval of the Commercial Façade Grant for Dewdney Plaza located at 1654 1st St N in an amount equal to the final cost of the work up to the grant reimbursement maximum of $10,000.

ATTACHMENTS

- Business Owner's requested scope of work

Dewbney PLAZA

① Enlargement of two storefront.
② Estimated timeline of project is ninety days.
③ Projected call of project - 33,000

DATE: April 2, 2025

TO: Florence Villa CRA Advisory Committee

FROM: Eric Labbe, Director of Economic Opportunity & Community Investment

SUBJECT: Resolution R-CRA-25-01

BACKGROUND

The Constituent Issues Basis for the Community Redevelopment Plan section of the Florence Villa CRA Plan identifies that the establishment/re-establishment of businesses in Florence Villa, and particularly along First Street North, was a key issue and priority. Pursuant to that constituent input the following goal and objective were established in the Florence Villa CRA plan.

Goal 1: Attract business and economic development opportunities

> Objective 6: Provide incentives for business retention and recruitment for businesses along Martin Luther King Jr. Boulevard and First Street.

In response to these issues, priorities, goals and objectives, staff has developed the Florence Villa Small Business Development Assistance Program. The purpose of the program is to facilitate the development and establishment of new small businesses, and associated jobs, within the Florence Villa Community Redevelopment Area by providing a reimbursement of 10% of construction cost of a project, up to $75,000 for eligible projects within the Florence Villa CRA and a reimbursement of 20% of the construction cost of a project, up to $150,000 for eligible projects that have frontage on First Street North.

Eligible projects include new construction or rehabilitation of existing structures to house new small businesses, defined as independently owned and operated, non-franchised, retail, restaurant, or service industry businesses.

- Applicants must make application and be approved by the Florence Villa CRA Advisory Committee prior to commencement of construction.
- Funds will be awarded on a first come, first approved basis. When budgeted funds are expended and/or encumbered, no more applications will be presented for approval. Staff may continue to take in applications and create a waiting list.
- Must commence construction within 6 months of approval. If construction does not commence within 6 months, the funds allocated towards that project may be released and made available to the next eligible applicant. Applicant may re-apply.

FINANCIAL IMPACT

There is no immediante direct financial impact associated with approval of this resolution. Upon approval staff will develop an application and present a budget proposal to the Florence Villa CRA Advisory Committee and the CRA Board for approval.

FLORENCE VILLA CRA PLAN ALIGNMENT

- Goal 1: Attract business and economic development opportunities
- Objective 6 – Provide incentives for business retention and recruitment for businesses along Martin Luther King Jr. Boulevard and First Street.

RECOMMENDATION

Staff recommends the Florence Villa CRA Advisory Committee recommend approval of Resolution R-CRA-25-01 establishing the Florence Villa Small Business Development Assistance Program development incentive to the CRA Board.

ATTACHMENTS

- Resolution R-CRA-25-01

RESOLUTION R-CRA-25-01

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE CITY OF WINTER HAVEN, FLORIDA COMMUNITY REDEVELOPMENT AGENCY ESTABLISHING THE "FLORENCE VILLA SMALL BUSINESS DEVELOPMENT ASSISTANCE" DEVELOPMENT INCENTIVE PROGRAM WITHIN THE FLORENCE VILLA COMMUNITY REDEVELOPMENT AREA IN ACCORDANCE WITH, AND RECOGNIZING AND ACKNOWLEDGING THE GOALS AND OBJECTIVES OF THE FLORENCE VILLA COMMUNITY REDEVELOPMENT PLAN; MAKING FINDINGS; PROVIDING PROCEDURES AND ADMINISTRATIVE DIRECTION REGARDING SAID DEVELOPMENT INCENTIVE PROGRAM; REPEALING CONFLICTING RESOLUTIONS AND AUTHORIZING THE ADMINISTRATIVE CORRECTION OF SCRIVENER'S ERRORS; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City of Winter Haven, Florida Community Redevelopment Agency ("CRA") desires to facilitate further redevelopment opportunities within the Florence Villa Community Redevelopment Area specific to establishment of new small businesses; and

WHEREAS, consistent with the Florence Villa Community Redevelopment Plan, specifically Goal 1, which states, "Attract business and economic development opportunities", and Objective 6, which states, "Provide incentives for business retention and recruitment for businesses along Martin Luther King Jr. Boulevard and First Street."; and

WHEREAS, First Street North was the traditional small business, economic center, for the historic Florence Villa area; and

WHEREAS, small businesses and structures were taken and demolished pursuant to the widening of First Street North; and

WHEREAS, the CRA and the community desire to continue efforts to re-establish First Street North as a business and economic center for the Florence Villa area; and

WHEREAS, the Florence Villa CRA Advisory Committee, established by the CRA, has reviewed and affirmatively endorsed and recommended approval for that certain development incentives/assistance program, which is further described herein, to be established and utilized by the CRA for eligible properties located within the boundaries of the Florence Villa Community Redevelopment Area; and

WHEREAS, at a lawfully convened public meeting of the CRA, the CRA approved the development incentives/assistance program specified and detailed herein and;

WHEREAS, it is the intent of this Resolution to formally approve and articulate the development incentives/assistance program specified herein and to instruct CRA staff to implement the same; and

WHEREAS, the CRA finds the development incentives/assistance program specified herein to be consistent with (a) the Community Redevelopment Plan for the Florence Villa Community Redevelopment Area, (b) the Community Redevelopment Act of 1969, codified at Part III, Chapter 163, Florida Statutes, and (c) City of Winter Haven, Florida Resolutions R-00-07 and R-20-59.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE CITY OF WINTER HAVEN, FLORIDA COMMUNITY REDEVELOPMENT AGENCY:

1. The above recitals are incorporated herein and form a factual basis for the passage of this Resolution.

2. The following development incentives/assistance program is approved for use within the Florence Villa Community Redevelopment Area:

   <u>The Florence Villa Small Business Development Incentives/Assistance Program:</u>

   The purpose of this incentives/assistance program is to encourage and facilitate the development and establishment of new small businesses, and associated jobs, within the Florence Villa Community Redevelopment Area by providing the eligible developer or business owner, a potential reimbursement of 10% of the construction cost of a project, up to $75,000, whichever is less all as determined and verified by CRA staff and so long as it is an eligible project as determined by CRA staff. Additionally, the development and establishment of new small businesses on parcels with frontage on First Street North, between Ave M NW and Martin Luther King Boulevard, may be eligible for a potential reimbursement of 20% of the construction cost of a project, up to $150,000, whichever is less all as determined and verified by CRA staff and so long as it is an eligible project as determined by CRA staff.

   Rehabilitation of existing structures to house a new small business, or businesses, are also eligible for funds under the incentive program approved herein so long as approved by CRA staff.

   The CRA will reimburse the eligible Developer of eligible projects upon the issuance of a Certificate of Occupancy, Certificate of Completion, or final inspection, whichever is applicable, for eligible improvements under the incentives/assistance program approved herein subject to verification and approval by CRA staff. The fee simple owner of the

property or a duly designated agent must make application on a application form provided by CRA staff and the application must be approved by the Florence Villa CRA Advisory Committee on a recommendation from CRA staff prior to the commencement of construction in order to be eligible for any funds under the incentives/assistance program approved herein. Funds for any eligible project under the incentives/assistance program approved herein will be awarded on a first come, first approved basis. When all budgeted funds are expended and/or encumbered, no more applications will be approved. CRA staff may continue to take in applications and create a waiting list for when newly budgeted funds are available. There is no guarantee that funds will be budgeted for the development incentives/assistance program approved herein year over year. The eligible applicant must cause the commencement of construction within 6 months of approval. If construction does not commence within 6 months of approval, the funds approved for a particular project may be released and made available to the next eligible applicant. Applicants may re-apply.

For the purpose of this incentives/assistance program a small business shall be an independently owned and operated, non-franchised, retail store, restaurant, or service industry business as determined eligible by CRA staff.

3. Any and all conflicting resolutions are hereby repealed to the extent necessary to give this Resolution full force and effect.

4. That this Resolution shall take effect immediately upon passage.

The remainder of this page left intentionally blank

INTRODUCED AND PASSED by the Board of Commissioners of the City of Winter Haven Community Redevelopment Agency, on this ___ day of _____, 2025.

COMMUNITY REDEVELOPMENT AGENCY
OF THE CITY OF WINTER HAVEN, FLORIDA

By: _____
Chairman

ATTEST:

_____
Secretary

Approved as to form:

_____
CITY ATTORNEY
Frederick J. Murphy, Jr., City Attorney

DATE: April 4, 2025

TO: Florence Villa CRA Advisory Committee

VIA: Eric Labbe, Economic Opportunity & Community Investment Director
Angie Hibbard, Community Redevelopment Agency Manager

FROM: Samise Lee, Community Redevelopment Agency Coordinator

SUBJECT: Approval of Memorandum of Understanding between EnviroBuild, LLC and the Winter Haven Community Redevelopment Agency

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BACKGROUND

Pursuant to Section 163.370 of the Florida Statutes, the Community Redevelopment Agency ("CRA") has the power to make and execute contracts and other instruments necessary or convenient to the exercise of its powers under Section 163.370 of the Florida Statutes.

In September of 2022, Six/Ten, LLC and the CRA entered into an agreement designed to assist eligible homeowners by covering upfront costs associated with the Residential Improvement Grant Program. This agreement automatically renews annually unless terminated by either party. The agreement provided Six/Ten, LLC the ability to front the costs associated with an approved Residential Improvement Grant and coordinate completion of the approved work with a general contractor. This provided homeowners who did not have the ability to pay for the improvements and receive reimbursement, the opportunity to participate in the program and improve their homes; however, due to the improved marketing, popularity of the program and community needs, there are approximately 30 approved applicants on the waiting list to receive approved repairs. Concurrently, Six/Ten, LLC has expressed concerns regarding their ability to continue assisting pursuant to the aforementioned agreement.

In an effort to ensure completion of the previously approved Residential Improvement Grants, and to continue to provide opportunity for those homeowners who do not have the ability to participate in the program through a reimbursement, CRA staff and EnviroBuild, LLC desire to enter into this Memorandum of Understanding (MOU). EnviroBuild, LLC is a licensed contractor previously procured by the City via ITB-23-48. The proposed MOU details the process and expectation of CRA staff and EnviroBuild, LLC to facilitate the completion of work consistent with approved Residential Improvement Grants and ITB-23-48.

The proposed MOU is consistent with (a) the Community Redevelopment Plans for the Florence Villa and Downtown Community Redevelopment Areas, (b) the Community Redevelopment Act of 1969, codified at Part III, Chapter 163 of the Florida Statutes, and (c) City of Winter Haven Resolutions R-00-05, R-00-06, R-00-18 and R-00-19.

FINANCIAL IMPACT

There is no direct financial impact.

CRA PLAN ALIGNMENT

Florence Villa Plan

- Goal 2: Improve housing conditions and increase affordable housing stock.
- Objective 7 – Implement home repair assistance programs.

Downtown

- Goal 6: Re-establish existing neighborhoods through redevelopment and revitalization of housing stock
- Objective 4 – Work collaboratively with property owners, developers, and City staff to identify policies and/or regulations that unnecessarily inhibit or restrict the redevelopment or revitalization of existing residential units.
- Objective 5 – Regularly evaluate existing residential improvement programs to determine if eligible activities and funding levels are appropriate to meet current need.

STRATEGIC PLAN ALIGNMENT

- Pillar: Quality of Life
- Goal: 2.1 – Take a strategic, creative and locally-specific approach to maximize the availability of attainable (affordable, workforce, attainable) housing opportunities.
- Objective: 2.1.4 – Ensure all available Local Housing Assistance Plan strategies are implemented annually.

RECOMMENDATION

Staff recommends the Advisory Committee to recommend for approval, the MOU with EnviroBuild, LLC to the CRA Board.

ATTACHMENTS

- Memorandum of Understanding
- ITB-23-48 Agreement – EnviroBuild, LLC

WINTER HAVEN COMMUNITY REDEVELOPMET AGENCY
RESIDENTIAL IMPROVEMENT GRANT PROGRAM
MEMORANDUM OF UNDERSTANDING

THIS COMMUNITY REDEVELOPMET AGENCY GRANT PROGRAM MEMORANDUM OF UNDERSTANDING ("MOU") is made and entered into as of this _____ day of _____, 2025, by and between THE WINTER HAVEN COMMUNITY REDEVELOPMENT AGENCY, a public body created pursuant to Chapter 163, Florida Statutes (hereinafter referred to as the "CRA"), and EnviroBuild LLC, a Florida Limited Liability Company (hereinafter referred to as “EnviroBuild"), its successors or assigns.

WHEREAS, pursuant to Section 163.370 of the Florida Statutes, the CRA has the power to make and execute contracts and other instruments necessary or convenient to the exercise of its powers under Section 163.370 of the Florida Statutes; and

WHEREAS, it is the desire of the Winter Haven CRA to eliminate blight and facilitate improvements within the CRA boundaries consistent with the CRA Residential Improvement Grant Program and the Downtown and Florence Villa CRA Plans; and

WHEREAS, many applicants who are otherwise eligible for the CRA Residential Improvement Grant Program do not have sufficient funds available to pay for eligible improvements and wait for reimbursement upon completion of the project, as is standard procedure for the CRA Residential Improvement Grant Program; and

WHEREAS, the City has previously procured the services of EnviroBuild, a licensed Building Contractor, through ITB-23-48; and

WHEREAS, EnviroBuild has expressed interest and agreed to perform general construction services, consistent with ITB-23-48, for applicants who have been approved for a CRA Residential Improvement Grant; and

WHEREAS, the implementation of the Residential Improvement Grant Program, consistent with this MOU, provides a public benefit in furtherance of the goals, objectives, and policies of the Downtown and Florence Villa Community Redevelopment Plans.

NOW THEREFORE, the Parties hereby articulate their understanding with each other regarding the Residential Improvement Grants as follows:

1. CRA staff will confirm if the subject home is owner occupied and eligible for the Residential Improvement Grant Program.
2. CRA staff will maintain a list of approved applicants who have opted to pursue the completion of their Residential Improvement Grant through the process outlined within this MOU.
3. CRA staff will share the list of approved applicants with EnviroBuild.

4. EnviroBuild shall coordinate with the applicant to produce a written Scope of Work that is consistent with the approved grant and within the approved grant maximums.
5. CRA staff will review the Scope of Work and provide comment if necessary.
6. CRA staff will provide a written approval of the Scope of the Work to EnviroBuild.
7. If multiple parties have ownership in the subject party, CRA staff will confirm in writing that all parties agree to the Scope of the Work.
8. EnviroBuild shall be responsible for coordinating with the owner and completing the work contemplated in a timely and professional manner, to include receipt of all applicable permits and inspections.
9. Upon completion of the Scope of Work, EnviroBuild shall provide CRA staff with a completion report and an invoice consistent with the Scope of Work and ITB-23-48.
10. CRA staff shall review the completion report, conduct any inspections deemed necessary, and request any additional information deemed necessary to close out the project and facilitate payment to EnviroBuild.
11. Provided all work is completed and documentation is satisfactorily received, CRA staff shall facilitate payment to EnviroBuild.
12. Any work completed, outside of the approved Scope of Work, shall not be eligible for payment.

IN WITNESS WHEREOF, the parties have executed this RESIDENTIAL IMPROVEMENT GRANT MOU as of the date first set forth above.

Signed, sealed and delivered by and in the presence of:

Winter Haven Community
Redevelopment Agency

By:
_____

Date: _____

EnviroBuild LLC,
a Florida Limited Liability Company

By:
_____
Authorized Signatory
Date: _____

ITB-23-48
GC / LICENSED BUILDER

CHECKLIST
PLEASE SCAN AND RETURN

- [X] Did you complete & submit your proposal on the required PBF (proposal & bid form)?
- [X] Is the Affidavit of Prime Bidder filled out and included?
- [X] Is your W9 included?
- [X] Did you include a valid copy of your Florida General Contractor License?
- [X] Did you include a copy of an Asbestos Supervisor Certificate?
- [X] If you do not have an Asbestos Supervisor Certificate, can/would you be able to obtain one prior to award?
- [X] Did you include a minimum of 3 references on the included form?
- [X] Is your Company available and able to do the work for a contract period of 2 years? (If they are called can they show up in the time we need them to show up?)
- [X] Are you able to provide proof of insurance per our Terms & Agreement prior to commencing work?

[X] ***BY CHECKING HERE, I STATE THAT I HAVE READ AND UNDERSTOOD THE ATTACHED TERMS AND CONDITIONS.***

James Merrilliott	James Merrilliott	9/8/23
Print Name	Signature	Date

ITB-23-48
General Contractor/Licensed Building Contractor
Proposal and Bid Form

The following Proposal is hereby made to the City of Winter Haven, Florida

Proposal is submitted by:

EnviroBuild LLC
(Company)

Part 1 Hourly Labor Rate

	Regular Hours	After Hours/ Emergency
A. Project Estimator	$59	$79
B. Supervisor/Foreman	$56	$71
C. Tradesman	$42	$54
D. Laborer	$29	$40

Part 2 Subcontractor Services Compensation Percentages – Sliding Scale

Dollar Amount	Mark-up % on Subcontractor quotes
E. 0-15,000	8%
F. 15,001-30,000	8%
G. 30,001-50,000	7%
H. 50,001 & up	7%

Part 3 Materials, Supplies and Equipment Rental

I. Materials, supplies & equipment rental cost mark-up percent: 8 %

ITB-23-48
General Contractor/Licensed Building Contractor
Proposal and Bid Form

The undersigned agrees to provide the work required within 5 days *after receipt of contractor award* and/or work requested in accordance with the Invitation to Bid, Specifications and Terms and Conditions attached hereto and made a part hereof as if fully set forth herein, dated August 14, 2023.

The undersigned acknowledges receipt of the following addenda which are a part of the Invitation to Bid:

Addendum No. NA Dated _____
Addendum No. _____ Dated _____
Addendum No. _____ Dated _____
Addendum No. _____ Dated _____

A City of Winter Haven Procurement Card will be accepted as method of payment. ____ YES _X_ NO

NOTE: if Bidder checks "yes" above, Bidder agrees that the City may use a City issued MasterCard for the payment of any and all invoices submitted as a result of the performance of this bid.

By signing and submitting this bid, the undersigned bidder hereby certifies that the company is not on the Scrutinized Companies with Activities in Sudan List, or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, or that it does not have business operations in Cuba or Syria (for bid amounts of $1,000,000 or more). Any contract with the City of Winter Haven for goods and/or services of any amount, entered into on or after July 1, 2018, may be terminated at the sole option of the City of Winter Haven, at no cost to the City, if the company is found to have been placed on the Scrutinized Companies that Boycott Israel List or is engaged in a boycott of Israel, or if the company is found to have submitted a false certification as provided under subsection (5) of F.S.287-135.

9/8/23	EnviroBuild LLC
Date	Name of Company
James Mercilliott	8402 Laurel Fair Circle #204
Bidder's Signature	Address (Mailing)
James Mercilliott- President	Tampa FL 33610
Name/Title	City State Zip
46-4163628	813-777-9006
Federal Employer I.D. # (FEID)	Telephone Number
yajaira@envirobuildconstruction.com	813-623-6611
Email Address	Fax Number

PROPOSAL AND BID FORM
ITB-23-48

References: Bidder shall submit a list of at least three (3) references, preferably governmental entities, including phone numbers and emails for the actual users and **NOT** Purchasing Agents.

Project Manager & Project name	Job Date	Location/City/State	Phone Number & Email
1. Tj Pyche Pasco County- 4year continous construction MATOC Agreement	2020 to Current	Pasco County, FL	O: 813-929-2721 Ext. 2429 C: 352-467-3950 tpyche@pascocountyfl.net
2. Fiorella Hall Lakeland Public Library Renovations - Phase I - Phase II	 2022 2023	City of Lakeland, FL	O: 863-834-2342 C: 407-300-5249 fiorella.hall@lakelandgov.net
3. Arnold Trueba Numerous renovations, new construction, and repairs through Hillsborough County	2014 to Current	Hillsborough County, FL	O: 813-247-0976 C: 813-924-5110 atrueba@teamhcso.com

References: Bidder shall submit a list of at least three (3) references, preferably governmental entities, including phone numbers and emails for the actual users and **NOT** Purchasing Agents.

Project Manager & Project name	Job Date	Location/City/State	Phone Number & Email
1. Mary Jo Migues Completed 30+ projects of new construction, renovations, and general service worki	2013 to Current	Hillsborough & Pasco County, FL	O: 813-769-7525 mmigues@bgctampa.org
2. Jay Feaster Relationship with TampaBay Lighting since 2017 with the construction of NHL All-star hockey rink. Since, EnviroBuild has build over 10 rinks throughout the Great Tampa area, and completed numerous renovations to their facilities.	2017 to 2021	Hillsborough & Pasco County, FL	O: 813-301-6777 jfeaster@viniksportsgroup.com
3.			

Affidavit of Prime Bidder

Non-Collusion The contractor/vendor is fully informed respecting the preparation and contents of the attached Bid and of all pertinent circumstances respecting such Bid; such Bid is genuine and is not a collusive or sham Bid; neither the said Bidder nor any of his officers, partners, owners, agents, representatives, employees or parties in interest, including this affiant, has in any way colluded, conspired, connived or agreed, directly or indirectly with any other Bidder, firm or person to submit a collusive or sham Bid in connection with the Contract for which the attached Bid has been submitted or has refrained from bidding in connection with such Contract; nor in any manner, directly or indirectly, sought by agreement or collusion or communication or conference with any other Bidder, firm or person to fix the price or prices in the attached Bid or of any other Bidder; nor has fixed any overhead, profit or cost element of the Bid price, or the Bid price of any other Bidder; nor has secured through any collusion, conspiracy, connivance or unlawful agreement, any advantage against the City of Winter Haven or any person interested in the proposed Contract; and the price or prices quoted in the attached Bid are fair and proper and are not tainted by any collusion, conspiracy, connivance or unlawful agreement on the part of the Bidder or any of its agents, representatives, owners, employees, or parties in interest, including this affiant.

Drug-Free Workplace The contractor/vendor certifies that it is a drug-free workplace and has a substance abuse policy in accordance with and pursuant to Section 440.102, Florida Statutes.

Affidavit Certification Immigration Laws City of Winter Haven will not intentionally award City contracts to any contractor who knowingly employs unauthorized alien workers, constituting a violation of the employment provisions contained in 8 U.S.C. Section 1324 a(e) {Section 274a(e) of the IMMIGRATION AND NATIONALITY ACT ("INA"). City of Winter Haven may consider the employment by any contractor of unauthorized aliens a violation of Section 274a(e) of the INA. **SUCH VIOLATION BY THE RECIPIENT OF THE EMPLOYMENT PROVISIONS CONTAINED IN SECTION 274A(e) OF THE INA SHALL BE GROUNDS FOR UNILATERAL CANCELLATION OF THE CONTRACT BY CITY OF WINTER HAVEN.** The contractor/vendor attests that they are fully compliant with all applicable immigration laws (specifically to the 1986 Immigration Act and subsequent amendments).

(Signed) _____

Name

President

Title

EnviroBuild

Building w th The Future in M nd

Com any Overview

EnviroBuild is an environm ntally friendly com rcial building contractor that specializes in Design-Build, LEED, hospitality, healthcare, retail, and m lti-fam ly construction throughout the state of Florida. W are locally based in Tam a, within the Hillsborough County area.

W th over 30 years of experience in cost analysis, design-build, and logistical planning, we find options that fit your needs and budget to turn your vision into a cost-efficient and desirable project. Our team is com osed of very diverse and skillful personnel. EnviroBuild's field staff consists of PM , Superintendents, Forem n, and general tradesm n, allowing us to self-perform all m tal buildings as a certified m tal building installer, as well as painting, fram ng, doors/fram /hardware, flooring, grading, foundations, general carpentry, dem lition, and various concrete work. Our Superintendents all have the necessary tools (Cells, Laptops, em ils, etc.) to provide constant com nication to help stream ine each project. In addition, all our field staff are equipped with tools and EnviroBuild owns a m jority of specialty equipm nt to keep the project schedule on track and flow continuously.

W clearly understand our role as leaders on the project, but also recognize we are sim ly a guest on City property and we will work closely with the City and its staff regarding deliveries, working hours, etc. to m ke sure we provide the highest quality and transparent services without obstructing your daily operations. W will im lem nt pertinent LEED standards and OSHA regulations for a healthy environm nt, not only for our workers but for the City of W nter Haven and their staff as the occupants of its facilities.

At the com letion of projects, our team will provide a m ticulously organized tabbed binder with all warranties and closeout docum nts that Hillsborough County can easily reference if needed during the warranty period. If the project is perm tted, we include copies of the Certificate of Com letion/Certificate of Occupancy. W will also provide any owner m nuals, term te treatm nt certification, extended warranties for specified equipm nt and m terials, Subcontractor workm nship warranties, and final lien waivers.

Our passion is to build a great com any that our clients can com to trust, rely on, and lean on. W value ALL relationships and strive to be com letely transparent, honest, and guiding as we partner with clients and vendors. Regardless of the project's size, EnviroBuild provides the sam level of com tm nt and dedication to a successful project that m ets the client's expectations. For these reasons, over 90% of our work has been repeat business!

Our team looks forward to being your partner. Let us know how we can put our skills to use for you!

Please see included a sam ling of projects we have com leted along with our references.

Enviro Build

Sam ling of Sim lar Governm ntal Projects

Pasco County

*****EnviroBuild is 1 of 4 contractors to be awarded a 4-year contract to com lete ongoing construction services consisting of new construction, m intenance, and im rovem nts to facilities**

Project	escription	onded	roject Am unt	Owner Direct Purchases
Jack Alberts Retention Center	Pressure wash & paint entire exterior of building; repair dam ged stucco/EIFS of exterior building	Yes	33,560	
Land O' Lakes Recreation Center	Encapsulated deteriorated skylights with galvanized covers, and installed insulation batt on interior side of skylights	Yes	25,000	
Bo Harrison Fence	rovide & install 6' high chain link fence with 2 gates	es	11,500	
San Antonio Athletic Com lex	epair pond elevations and replace spillways	es	27,909	
San Antonio Maintenance Building	Provide & install a m tal building kit, install new electrical panels/light fixtures and connect water to exterior hose bib	Yes	78,400	
Robert Sumner Civil Dept. Renovation	Interior renovation of the judicial center	es	96,000	
Robert Sum er Civil- Landscape Im rovem nts	Exterior upgrade of sidewalks and landscaping	es	139,104	
Robert Sumner Civil Phase II Renovation	Interior renovation of the judicial center	es	190,000	

City of Lakeland

Project	escription	onded	roject Am unt	Owner Direct Purchases
Lakeland Public Library Phase I	nterior renovation of 30,000 SF public library	es	1,498,000	296,238
Lakeland Public Library Phase II	nterior renovation of 30,000 SF public library	es	450,000	82,587

Hillsborough County/Hillsborough County Sheriffs/Boys & Girls Clubs Joint Venture

Project	Description	onded	roject Am unt	Owner Direct Purchases
Town N Country Club	This **Design-Build** project consisted of m ltiple additions to an existing structure and a com lete interior renovation expanding the facility from 4,000-square feet to over 10,000-square feet. The newly updated facility is specifically designed with the “girls” in m nd and includes: a S.T.E.A.M based art & design center, a butterfly garden, a cutting-edge technology lab, a gam room a teen center, a theater and a kitchen with a dining hall. The project was m de possible by a collective partnership with the Sam and Laurice Hachem Fam ly Foundation, the Boys & Girls Club of Tam a Bay, the Hillsborough County School Board and the Hillsborough County Sheriff’s Office.		$1,091,633	67,422
Jeff & Penny Vinik Foundation	10,500-square foot **Design-Build** project that focuses on bringing green technology and sustainable design. **This is the first LEED IV certified building in the Hillsborough County!** This state-of-the-art club also includes: an updated playground, a S.T.E.A.M based technology lab featuring iPads and enterprise W FI access, a gam room a teen center, a theater, and a kitchen with a dining hall. W th security and safety for the students being the utm st priority, electronically controlled access points were installed at all entryways. Partnership with the Boys & Girls Clubs, Hillsborough County Sheriff's Office, Hillsborough County, Tam a Bay Lightning, and the Vinik Foundation	Yes	1,759,838	106,510
Tem le Terrace Club	This joint venture with the Tem le Terrace Police Departm nt, Boys & Girls Club of Tam a Bay and the Hachem Foundation, consisted of a com lete interior rem del and addition. Continuous organization with our client, achieved a successful **Design-Build** of a facility that best fit their needs.		$620,285	
Sadie Park Club	Renovation of an existing 6,000 SF building, EnviroBuild com leted an asbestos survey before com leting any work.		$225,919	
W m um Club	Joint venture with the **Hillsborough County Sheriff's Office and Hillsborough County;** Design-Build project consisted of a com lete interior renovation, raised building height, 4,000 Sf expansion to existing building, LEED v4 project	Yes	1,798,713	277,285
Belm nt Heights Club	Joint venture with the Boys & Girls Club and the Tam a Housing Authority consisting of a renovation of gym facility and adm n offices		$61,212	

Tam a Bay Lightning

Project	escription	onded	roject Am unt	Owner Direct Purchases
NHL-Honda All Star Legacy	Design-Build project of 10,000 square foot outdoor covered street hockey facility that was dedicated to the local com nity during the NHL's ALL-STAR weekend by Gary Bettm n, Com ssioner of the NHL. EnviroBuild worked alongside NHL com issioners and the Lightning Team to aptly design the rink.		$194,940	86,785
Lakewood Ranch Prem er Sports	EnviroBuild worked along with M natee County Board Com ssioners and Tam a Bay Lightning to Design-Build a ball hockey rink. The project consisted of site work, pouring an 8,300 Sf slab, installation of ball hockey rink equipm nt		$192,158	
Rowlett Park	Design-Build Partnership with the City of Tam a to repair existing concrete slabs and install hockey rinks at 2 of their facilities		$127,713	
Ruskin & Sadie Park	EnviroBuild coordinated with Hillsborough County & the TB Lightning to install hockey rinks at their facilities/parks		$236,966	
Lightning M de Training Facility	This unique Design-Build project consisted of the construction and renovation of 7,000 Sf warehouse space that included a check in area for hockey players, adm n offices, restroom and a breakroom 2 ball hockey rinks were also constructed inside the facility		$210,233	
JB Harrill & Wesley Chapel Rinks	EnviroBuild coordinated with Pasco County & the TB Lightning to install hockey rinks at their facilities/parks		$245,746	

Hillsborough County Sheriffs

Project	escription	onded	roject Am unt	Owner Direct Purchases
Occupation Health & W llness Center	Design-Build for the renovation of an exisiting sheriff's clinic and a 1600 SF expansion	Yes	554,594	

Greyhound Lines

Project	escription	onded	roject Am unt	Owner Direct Purchases
Orlando Greyhound	Partnership with **FDOT** for a 40,000 SF roof replacem nt and interior renovation with installation of entry/exit security gates. Project included Davis Bacon Processing	Yes	725,561	

City of Oldsm r

Project	escription	onded	roject Am unt	Owner Direct Purchases
Oldsm r Sports Com lex	Design-Build construction of an outdoor hockey rink with installation of m tal building, player benches, scoreboard, spectator bleachers and 14-ft outdoor ceiling fans	Yes	612,311	

W thlacoochee River Electric Coorp

Project	escription	onded	roject Am unt	Owner Direct Purchases
Lacoochee Comm nity Center	Design-Build partnership with Pasco County, W EC, and Dept. of Justice to build a 10,000 Sf com nity center		$350,000	
Pasco Housing Authority	Interior renovations to 10 residential units		60,000	

Sales Tax Savings

EnviroBuild understands the im ortance of 501(C)(3) corporations' ability to exert sales tax savings to secure its financial future. For this reason, EnviroBuild has im lem nted Owner-Direct Purchase program that allow our clients to take advantage of their sales tax-exem t status. As the owner directly purchases m terials for the project, EnviroBuild provides deductive change orders based on the purchases plus adequate sales tax. EnviroBuild has experienced personnel that facilitate the process and ensure our clients have m nthly reports tracking any ODP. We've helped the Boys & Girls Club, the City of Lakeland, and the Tam a Bay Lighting with over $200k in sales tax savings! Our objective is to thoroughly serve our clients and help them prosper from any benefits or program the organization is enrolled in.

Safety

EnviroBuild believes that Quality control and safety go hand in hand. Most safety issues arise from not com leting work up to standards and/or using defective m terial. It is the policy of our com any that workplaces are subject to periodic safety and health inspections to ensure the im lem ntation of our policies and procedures as relates to em loyees, subcontractors, and vendors. It is our Superintendents responsibility to initiate corrective actions to im rove item discovered during daily walk-through inspections.

Johanna, our procurem nt specialist, will ensure copies of M terial Safety Data Sheets, OSHA logs, and Safety and Health program are always on file at the job sites. All copies of our program will also be m de available to the City of W nter Haven. Our subcontractors will be required to provide their com any safety plan, and m re importantly their specific plan for all m jor tasks to our Project M nager and Superintendent for review/approval. Prior to im lem nting any m jor task, EnviroBuild will coordinate with W nter Haven in our Job meetings as part of our two-week look ahead schedule.

EnviroBuild is firm y com tted to the safety of our em loyees, providing a safe working environm nt for all em loyees, and will do everything possible to prevent workplace accidents. Since we feel that safety is everyone's responsibility our **ENTIRE** staff has a m nim m of 10 hours of OSHA training, including in our office and field personnel, and our project m nagers have 40 hours of OSHA!

W th our Project m nager, superintendent, assistant superintendent, safety specialist, and prequalified subcontractors we have prioritized safety as our num er one responsibility as we do with all our projects!

Qualifications

EnviroBuild's experience, skilled/trained staff, and in-house services allow us to have the utm st qualifications to com lete this contract.

Our approach to all our projects is to provide turnkey services from preconstruction through project warranty. Our com any perform conceptual estim ting, which m ans creating prelim nary budget costs from the owner's vision. This assists the owner in evaluating projects before any m ney is spent in the design and developm nt phase.

W take the lead for all project perm tting, applications, docum nt subm ttals, project tracking, and all correspondence. EnviroBuild personally processes every perm t in-house. The only responsibility needed from the City is to provide signed and sealed drawings. Our permit tech is experienced in processing perm ts in various m nicipalities throughout the state of Florida, allowing an expedited subm ssion. W gather all necessary docum ntation for subm ssion, track the progress of the review, and forward any correspondence to the design team if revisions are needed based on com nts.

EnviroBuild offers a program that provides a detailed breakdown of all related costs in CSI Division form t as part of the bid subm ttal in addition to the City's specified bid documents for all Task/Work Orders. W also provide a bid m trix for all scopes that identifies the costs per bid, the scope of work, exclusion, inclusions, and relevant explanations of the difference in qualifications. W will also provide a projected critical path m thod schedule in Bar Chart form t that identifies the duration and all long lead item in the schedule, allowing for an easy review by the City of W nter Haven.

EnviroBuild ensures to check alternatives that can potentially save our clients' m ney by com leting Constructability reviews. Constructability reviews of the construction docum nts are com leted by our president, project m nager, and superintendent prior to starting all projects. This reviewal process also provides m ans and m thods to assure the project is constructed using the best building practices! This process not only allows EnviroBuild to m et our client's needs and vision but also the design professionals.

Another tool we use is cost analysis which analyzes structures, m terials, and equipment. W review life cycles, cost-effectiveness, sustainability, warranties, and general product inform tion to help identify quality construction practices/products and their tim value (Initial investm nt/perform nce-based life cycle). It is an efficient way for our clients to see the true value of different m terials and practices. Our objective is to find cost-effective options without sacrificing quality.

W feel quality is a result of three sim le factors: contractor's true com tm nt, selecting the right subcontractors, and the constructability review of all construction docum nts. M st quality issues are a result of people's lack of com tm nt to doing what is right. It takes m re than just having talented staff, as quality is a correlation between talent and com tment!

W are confident we can handle any project that is awarded to us with our qualified team Please see attached copies of our license, certifications, and other business docum nts.

Ron D Santis, Governor

M lanie S. Griffin, Secretary

STATE O FLO ID
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TH BUILD N CO RACTO H REIN IS CERTIFIED UN R TH
PRO ISIO O CH PTER 489, FLO ID STATUTES

M RCILLIO T, JAM S RICH RD

EN IRO UILD LLC
8402 LAUREL FAIR CIRCLE
SUITE 204
TAM A FL 33610

LICEN E N M ER: CBC1260022

EXPIRATIO D TE: AUGUST 31, 2024

Alw ys verify licenses online at M FloridaLicense.com

D not alter this docum nt in any form

This is your license. It is unlaw ul for anyone other than the licensee to use this docum nt.

AIR ANALYTICS

certifies that

James Mercilliott

**has attended and completed 40 hours of training from 6/19/23 to 6/23/23,
and passed an examination covering the content of the
asbestos accreditation under Section 206 of TSCA, 15 U.S.C. 2646**

AHERA Asbestos Supervisor Certification Training Course

**In accordance with U.S.E.P.A. 40 C.F.R. 763 and in testimony whereof,
we do confer this certificate at Oviedo, Florida, June 23, 2023.
Certificate expires 6/23/2024.**

Edward A. Nuñez, CIH, LAC
Course Director

Certificate # AA062323CSI01
Soc. Sec. # 7649

Florida DBPR Course Provider #0001209, Florida DBPR Training Course #0006335
Air Analytics - 207 W State Road 434, Suite C, Winter Springs, Florida 32708, 407/359-1974

LEED GREEN ASSOCIATE™

THIS CERTIFICATE HEREBY CERTIFIES THAT

James Mercilliott

HAS ATTAINED THE DESIGNATION OF

LEED GREEN ASSOCIATE

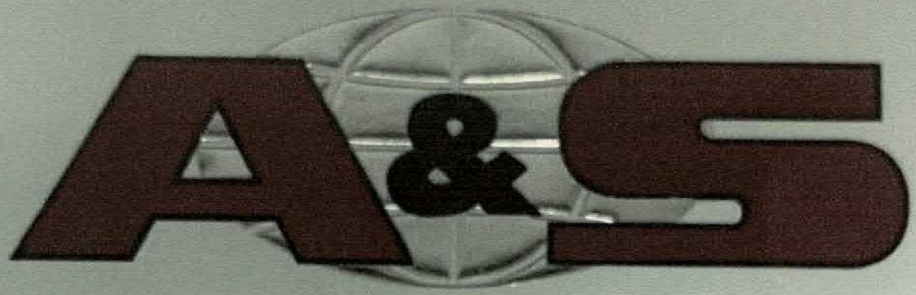
BY DEMONSTRATING THE KNOWLEDGE AND UNDERSTANDING OF GREEN BUILDING PRACTICES PRINCIPLES NEEDED TO SUPPORT THE USE OF THE LEADERSHIP IN ENERGY AND ENVIRONMENTAL DESIGN (LEED®) GREEN BUILDING RATING SYSTEM™.

Chairperson

Peter Templeton, GBCI President

October 7, 2009	10460731	October 6, 2011
Date Issued	Identification Number	Exp. Date

GBCI



A&S BUILDING SYSTEMS
AUTHORIZED BUILDER

EnviroBuild, LLC.

Ryan W. Peck
GENERAL MANAGER

Craig A. Schupp
SALES MANAGER

QUALIFIED
STORMWATER MANAGEMENT
INSPECTOR

The undersigned hereby acknowledges that

Rick Mercilliott

has successfully met all requirements necessary to be fully certified through the Florida Department of Environmental Protection Stormwater Erosion and Sedimentation Control Inspector Training Program

Hal Lunsford

Hal Lunsford

November 17, 2009
Inspector Number 22851

Heather Ritchie

Heather Ritchie

Certificate of Training

ICRA

Infection Control Risk Assessments

In the Healthcare Setting

June 28, 2012

This is to certify that

Rick Mercilliott

Has successfully completed the above course, including instruction of practical application, control methods, theory, ICRA design, healthcare infection risk, and implementation of the ICRA process in hospitals and healthcare settings.

Oncore, Inc.
Healthcare and Industrial Hygiene Consultants

By: Joseph Callamari MPH, CIH
Industrial Hygiene Consultant

ENVILLC-03 INBR1

CERTIFICATE O LIABILITY INSURANCE

DATE (M DD/YYYY) 8/31/2023

THIS CERTIFICATE IS ISSUED AS A M TTER O INFO M TIO O LY AND CO FERS NO RIG TS UPO THE CERTIFICATE HO DER. THIS CERTIFICATE DO S NO AFFIRM TIVELY O NEG TIVELY AM ND, EXTEND O ALTER THE CO ERAG AFFO DED BY THE PO ICIES BELO THIS CERTIFICATE O INSURANCE DO S NO CO STITUTE A CO TRACT BETW EN THE ISSUING INSURER(S), AUTHO IZED REPRESENTATIVE O PRO UCER, AND THE CERTIFICATE HO DER.

IM O TANT: If the certificate holder is an ADDITIO AL INSURED, the policy(ies) m st have ADDITIO AL INSURED provisions or be endorsed. If SUBRO TIO IS W IVED, subject to the term and conditions of the policy, certain policies m y require an endorsem nt. A statem nt on this certificate does not confer rights to the certificate holder in lieu of such endorsem nt(s).

PRO UCER M lling Insurance Agency, Inc. P.O Box 308 Auburndale, FL 33823 m	CO TACT NAM : Brian King PHO E (A/C, No, Ext): (863) 967-4454 FAX (A/C, No): 863) 967-7592 E-M IL ADDRESS: briank@ llinginsurance.com
	INSURER(S) AFFO DING CO ERAG — NAIC #
	INSURER A : The Cincinnati Specialty Underw iters Insurance Com any — 13037
INSURED Envirobuild, LLC 8402 Laurel Fair Circle #204 Tampa, FL 33610	INSURER B : Evanston Ins Co. — 35378 INSURER C : INSURER D : INSURER E : INSURER F :

CO ERAG S CERTIFICATE NUM ER: EVISIO NUM ER:

THIS IS TO CERTIFY THAT THE PO ICIES O INSURANCE LISTED BELO HAVE BEEN ISSUED TO THE INSURED NAM D ABO E FO THE PO ICY PERIO INDICATED. NO W THSTANDING ANY REQ IREM NT, TERM O CO DITIO O ANY CO TRACT O O HER DO UM NT W TH RESPECT TO W ICH THIS CERTIFICATE M Y BE ISSUED O M Y PERTAIN, THE INSURANCE AFFO DED BY THE PO ICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERM , EXCLUSIO S AND CO DITIO S O SUCH PO ICIES. LIM TS SHO M Y HAVE BEEN REDUCED BY PAID CLAIM .

INSR LTR	TYPE O INSURANCE	ADDL INSD	UBR D	PO ICY NUM ER	PO ICY EFF (M DD/YYYY)	O ICY EXP M DD/YYYY)	LIM TS	
A	X COM RCIAL G NERAL LIABILITY						EACH O CURRENCE	$ 1,000,000
	CLAIM -M DE X CUR			CSU0216133	/28/2023	/28/2024	DAM G TO RENTED PREM SES (Ea occurrence)	$ 100,000
							M D EXP (Any one person)	5,000
							PERSO AL & ADV INJURY	1,000,000
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	W KERS CO ENSATIO AND EMPLO ERS' LIABILITY Y / N						PER STATUTE H-R	
	ANY PRO RIETO /PARTNER/EXECUTIVE O FICER/M ER EXCLUDED? (M ndatory in NH)	N / A					E.L. EACH ACCIDENT	$
	If yes, describe under DESCRIPTIO O O ERATIO S below						E.L. DISEASE - EA EM LO EE	
							E.L. DISEASE - PO ICY LIM T	$

DESCRIPTIO O O ERATIO S / LO ATIO S / VEHICLES (ACO D 101, Additional Rem rks Schedule, m y be attached if m re space is required)

The City of W nter Haven, its offiicials, officers and em loyees are addtional insureds on a prim ry and non-contributory basis w th respect to the general liability coverage w ere required by w itten contract. 30 days notice of cancellation w ll be provided to the certificate holder.

CERTIFICATE HO DER

City of W nter Haven
451 3rd Street NW
W nter Haven, FL 33880

ANCELLATIO

SHO LD ANY O THE ABO E DESCRIBED PO ICIES BE CANCELLED BEFO E THE EXPIRATIO DATE THEREO , NO ICE W LL BE DELIVERED IN ACCO DANCE W TH THE PO ICY PRO ISIO S.

AUTHO IZED REPRESENTATIVE

David D. Frazier

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The ACO D nam and logo are registered m rks of ACO D

ACORD®

CERTIFICATE O LIABILITY INSURANCE

DATE (M DD/YYYY)
06/26/2023

THIS CERTIFICATE IS ISSUED AS A M TTER O INFO M TIO O LY AND CO FERS NO RIG TS UPO THE CERTIFICATE HO DER. THIS CERTIFICATE DO S NO AFFIRM TIVELY O NEG TIVELY AM ND, EXTEND O ALTER THE CO ERAG AFFO DED BY THE PO ICIES BELO . THIS CERTIFICATE O INSURANCE DO S NO CO STITUTE A CO TRACT BETW EN THE ISSUING INSURER(S), AUTHO IZED REPRESENTATIVE O PRO UCER, AND THE CERTIFICATE HO DER.

IM O TANT: If the certificate holder is an ADDITIO AL INSURED, the policy(ies) m st have ADDITIO AL INSURED provisions or be endorsed. If SUBRO TION IS W IVED, subject to the term and conditions of the policy, certain policies m y require an endorsem nt. A statem nt on this certificate does not confer rights to the certificate holder in lieu of such endorsem nt(s).

PRO UCER M inke Insurance G oup- Allstate Insurance 11001 N Dale M bry Hwy Tam a FL 33618	CO TACT NAM : Sara W lson PHO E (A/C, No, Ext): 13-960-0255 FAX (A/C, No): 813-265-1159 E-M IL ADDRESS: Sara.W lson@ llstate.com a
INSURED Envirobuild, LLC 8402 Laurel Fair Circle Ste 204 Tampa FL 33610	INSURER(S) AFFO DING CO ERAG — NAIC # INSURER A : Allstate Insurance Com any INSURER B : INSURER C : INSURER D : INSURER E : INSURER F :

CO ERAG S CERTIFICATE NUM ER: REVISIO NUM ER:

THIS IS TO CERTIFY THAT THE PO ICIES O INSURANCE LISTED BELO HAVE BEEN ISSUED TO THE INSURED NAM D ABO E FO THE POLICY PERIO INDICATED. NO W THSTANDING ANY REQ IREM NT, TERM O CO DITIO O ANY CO TRACT O O HER DO UM NT W TH RESPECT TO W ICH THIS CERTIFICATE M Y BE ISSUED O M Y PERTAIN, THE INSURANCE AFFO DED BY THE PO ICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERM , EXCLUSIO S AND CO DITIO S O SUCH PO ICIES. LIM TS SHO M Y HAVE BEEN REDUCED BY PAID CLAIM .

INSR LTR	TYPE O INSURANCE	ADDL INSD	SUBR W D	PO ICY NUM ER	PO ICY EFF (M DD/YYYY)	PO ICY EXP (M DD/YYYY)	LIM TS	
	CO M RCIAL G NERAL LIABILITY CLAIM -M DE CUR G N'L AGG EG TE LIM T APPLIES PER: PO ICY PRO JECT LO O HER:						EACH O CURRENCE DAM G TO RENTED PREM SES (Ea occurrence) M D EXP (Any one person) PERSO AL & ADV INJURY G NERAL AG EG TE PRO UCTS - CO /O AG	$ $ $ $ $ $
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	W KERS CO ENSATIO AND EM LO ERS' LIABILITY ANYPRO RIETO /PARTNER/EXECUTIVE O FICER/MEM ER EXCLUDED? (M ndatory in NH) If yes, describe under DESCRIPTIO O O ERATIO S below	N / A					PER STATUTE O H-ER E.L. EACH ACCIDENT E.L. DISEASE - EA EM LO EE E.L. DISEASE - PO ICY LIM T	 $ $ $

DESCRIPTIO OF O ERATIO S / LO ATIO S / VEHICLES (ACO D 101, Additional Rem rks Schedule, m y be attached if m re space is required)

Jam s M rcilliot is the owner of Envirobuild, LLC

CERTIFICATE HOLDER

City of W nter Haven
451 Third St. NW E D T N
W nter Haven, FL 33881

CANCELLATIO

SHO LD ANY O THE ABO E DESCRIBED PO ICIES BE CANCELLED BEFO E THE W XPIRATIO D ATE HEREO , O ICE LL E ELIVERED N ACCO DANCE W TH THE PO ICY PRO ISIO S.

AUTHO IZED REPRESENTATIVE

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CERTIFICATE O LIABILITY INSURANCE

DATE (M DD/YYYY): 6/26/2023

THIS CERTIFICATE IS ISSUED AS A M TTER O INFO M TIO O LY AND CO FERS NO RIG TS UPO THE CERTIFICATE HO DER. THIS CERTIFICATE DO S NO AFFIRM TIVELY O NEG TIVELY AM ND, EXTEND O ALTER THE CO ERAG AFFO DED BY THE PO ICIES BELO . THIS CERTIFICATE O INSURANCE DO S NO CO STITUTE A CO TRACT BETW EN THE ISSUING INSURER(S), AUTHO IZED REPRESENTATIVE O PRO UCER, AND THE CERTIFICATE HO DER.

IM O TANT: If the certificate holder is an ADDITIO AL INSURED, the policy(ies) m st have ADDITIO AL INSURED provisions or be endorsed. If SUBRO TIO IS W IVED, subject to the term and conditions of the policy, certain policies m y require an endorsem nt. A statem nt on this certificate does not confer rights to the certificate holder in lieu of such endorsem nt(s).

PRO UCER
SUNZ Insurance Solutions, LLC ID: (Vensure HR)
c/o Vensure HR Inc
1475 S. Price Road
Chandler, AZ 85286

CO TACT NAM : Colleen DeW tt
PHO E (A/C, No, Ext): 800-409-8958 FAX (A/C, No):
E-M IL ADDRESS: certs@ ensure.com v

INSURER(S) AFFO DING CO ERAG	NAIC #
INSURER A : SUNZ Insurance Com any	34762
INSURER B :	
INSURER C :	
INSURER D :	
INSURER E :	
INSURER F :	

INSURED
CertiPay PEO Solutions VII Inc
Co-Em loyer For: Envirobuild LLC
1475 S. Price Road
Chandler AZ 85286

CO ERAG S **CERTIFICATE NUM ER:** 75000977 **REVISIO NUM ER:**

THIS IS TO CERTIFY THAT THE PO ICIES O INSURANCE LISTED BELO HAVE BEEN ISSUED TO THE INSURED NAM D ABO E FO THE PO ICY PERIO INDICATED. NO W THSTANDING ANY REQ IREM NT, TERM O CO DITIO O ANY CO TRACT O O HER DO UM NT W TH RESPECT TO WHICH THIS CERTIFICATE M Y BE ISSUED O M Y PERTAIN, THE INSURANCE AFFO DED BY THE PO ICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERM , EXCLUSIO S AND CO DITIO S O SUCH PO ICIES. LIM TS SHO M Y HAVE BEEN REDUCED BY PAID CLAIM .

INSR LTR	TYPE O INSURANCE	ADDL INSD	SUBR W D	PO ICY NUM ER	PO ICY EFF (M DD/YYYY)	PO ICY EXP (M DD/YYYY)	LIM TS	
	COM RCIAL G NERAL LIABILITY						EACH O CURRENCE	$
	☐ CLAIM -M DE ☐ CUR						DAM G TO RENTED PREM SES (Ea occurrence)	$
							M D EXP (Any one person)	$
							PERSO AL & ADV INJURY	$
	G N'L AG EG TE LIM T APPLIES PER:						G NERAL AG EG TE	$
	☐ POLICY ☐ PRO JECT ☐ LO						PRO UCTS - CO /O AG	$
	☐ O HER:							$
	AUTO O ILE LIABILITY						CO INED SING E LIM T (Ea accident)	$
	☐ ANY AUTO						BO ILY INJURY (Per person)	$
	☐ O NED AUTO O LY ☐ SCHEDULED AUTO						BO ILY INJURY (Per accident)	$
	☐ HIRED AUTO O LY ☐ NO -O ED AUTO O LY						PRO ERTY DAM G (Per accident)	$
								$
	☐ UMBRELLA LIAB ☐ O CUR						EACH O CURRENCE	$
	☐ EXCESS LIAB ☐ CLAIM -M DE						AG EG TE	$
	☐ DED ☐ ETENTIO							$
A	W KERS CO ENSATIO AND EMPLO ERS' LIABILITY Y / N ANYPROPRIETO /PARTNER/EXECUTIVE O FICER/M ERE XCLUDED? ☐ (M ndatory in NH) If yes, describe under DESCRIPTIO O O ERATIO S below	N / A		W 072-00001-023	/1/2023	/1/2024	✓ PER STATUTE ☐ O H-ER	
							E.L. EACH ACCIDENT	$ 1,000,000
							E.L. DISEASE - EA EM LO EE	$ 1,000,000
							E.L. DISEASE - PO ICY LIM T	$ 1,000,000

DESCRIPTIO O O ERATIO S / LO ATIO S / VEHICLES (ACO D 101, Additional Rem rks Schedule, m y be attached if m re space is required)

Coverage provided for all leased em loyees but not subcontractors of: Envirobuild LLC
Client Effective: 1/1/2023

CERTIFICATE HO DER

FL - Florida

City of W nter Haven
451 Third St. NW
W nter Haven FL 33881

CANCELLATIO

SHO LD ANY O THE ABO E DESCRIBED PO ICIES BE CANCELLED BEFO E THE W XPIRATIO ATE HEREO , O ICE LL E ELIVERED N ACCO DANCE W TH THE PO ICY PRO ISIO S.

AUTHO IZED REPRESENTATIVE

Rick Leonard

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Form **W-9**
(Rev. October 2018)
Department of the Treasury
Internal Revenue Service

Request for Taxpayer Identification Number and Certification

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

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

Print or type. See **Specific Instructions** on page 3.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.
EnviroBuild LLC

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) ▶ S

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.
8402 Laurel Fair Circle Suite 204

Requester's name and address (optional)

6 City, state, and ZIP code
Tampa, FL 33610

7 List account number(s) here (optional)

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
4 6 - 4 1 6 3 6 2 8

Part II Certification

Under penalties of perjury, I certify that:

1. 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
2. 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
3. I am a U.S. citizen or other U.S. person (defined below); and
4. 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 ▶ [signature] Date ▶ 1/31/23

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.*

CRA Projects

Current Projects

1. Neighborhood Service Center Modernization
2. Winter Haven Recreation and Cultural Center
    a. History & Technology Enhancement
    b. Lightning Alert Siren
3. Sidewalk and Pedestrian Enhancements
4. Bus Shelters
5. Micro Transit
6. Property Acquisition

Current Grants & Programs

1. Development Incentives
    a. REDA, REDA II, HIP, Commercial Redevelopment, and Capital Improvement Grant Program (Tax Increment based reimbursement)
    b. Façade and Exterior Improvement Program
    c. Local Infrastructure Gap
2. Façade Grants
    a. Residential Improvement
    b. Commercial Façade
3. Development Programs
    a. New Construction Missing Middle Program
    b. Small Business Development Assistance Program
    c. Small Business Retail Strategies Program

Sender Name/Department
000 First Street
Winter Haven, FL 33884